



ST. FRANCIS
DE SALES
CATHOLIC SCHOOL

**Parent/Student Handbook
2025-2026**

**500 Camden Avenue • Salisbury, MD 21801 • 410-749-9907
<http://www.stfrancisdesales.net>**

Accredited by Middle States Association Commissions on Elementary and Secondary Schools

FACULTY/STAFF E-MAIL ADDRESSES

NAME	ASSIGNMENT	E-MAIL ADDRESS
Debra Traum	Principal	dtraum@sfdscs.org
Megan Duick	Assistant Principal, Math – Grades 6-8	mduick@sfdscs.org
Casey Flanagan	Pre-Kindergarten 3's	cflanagan@sfdscs.org
Ronna Bievenour	Pre-Kindergarten 4's	rbievenour@sfdscs.org
Kathleen Hall	Kindergarten/Director of Childcare	khall@sfdscs.org
Laura Perry	Grade 1	lperry@sfdscs.org
Karly Mann	Grade 2	kmann@sfdscs.org
Tina Dayton-Ludwick	Grade 3	tludwick@sfdscs.org
Susan Lagueux	Grade 4	slagueux@sfdscs.org
Patricia Holmes	Grade 5	pholmes@sfdscs.org
Jennifer Kirchner	Grade 6/ Gr. 6-8 Science	jkirchner@sfdscs.org
John Duick	Grade 7/ Gr. 6-8 Math	jduick@sfdscs.org
Paula Lattanzi	Grade 8/ Gr. 6-8 Language Arts/Gr. 6-8 Religion	plattanzi@sfdscs.org
Sarah Augustin	Math - Grades 6 - 8	saugustin@sfdscs.org
Lisa Adams	Music - Grades K-8/Choir Gr. 3-5	ladams@sfdscs.org
Susan Upton	Music – Choir	supton@sfdscs.org
Mary Lee Winters	Band – Gr. 4-8	mwinters@sfdscs.org
Jordan Suber	Art - Grades PK-8	jsuber@sfdscs.org
Stephanie Brilliant	Spanish Grades PK 4-8/Reading/Grammar Gr. 6	sbrilliant@sfdscs.org
Katie Ayd	P.E. /Athletic Director	kayd@sfdscs.org
Donald Ratchford	Grade 7 Reading/Vocab.	dratchford@sfdscs.org
Gen Chamberlain	Academic Resource Teacher	gchamberlain@sfdscs.org
Christine Chamberlain	Reading Specialist Gr. 1-3	cchamberlain@sfdscs.org
Jennifer Platek	Library/Technology	jplatek@sfdscs.org
Anna Sanders	Reading/Math Specialist Gr. K-2	asanders@sfdscs.org
Pam Ward	Grade 8 English, Drama	pward@sfdscs.org
Irene Cook	Educational Assistant – Primary	icook@sfdscs.org
Kristi Capobianco	Educational Assistant – Prek 4	kcapobianco@sfdscs.org
Lori Anne Meadows	Educational Assistant – Prek 3	lmeadows@sfdscs.org
Theresa Gabbard	School Counselor	tgabbard@sfdscs.org
Karen Eutsler	Nurse	keutsler@sfdscs.org
Sandra Turner	Nurse	sturner@sfdscs.org
Amy Bolen	Food Service Director/Aftercare Coordinator	acordrey@sfdscs.org
Sarah Passarell	Advancement Director/Website Coordinator	spassarell@sfdscs.org
Laurel DiPirro	Office Manager/Secretary	ldipirro@sfdscs.org
Phil Schrider	Maintenance	pschrider@visitstfrancis.net
Ed Weirick	Maintenance	eweirick@sfdscs.org

For school use only. Please do not use these addresses for business/e-mailing list purposes.



ST. FRANCIS de SALES
CATHOLIC SCHOOL

Dear Parents and Students,

Welcome to St. Francis de Sales Catholic School! In choosing to be a part of this community you have demonstrated a belief in the values and philosophy of a Catholic education. When parents choose this gift, it reflects a strong commitment to their child's academic and moral development. We understand and accept our part in the process. We strive to integrate academic rigor and Christ-like patterns of living that will enable each child to meet the demands of our modern society, both at high levels of education and in choosing life-long careers.

The Parent/Student Handbook contains the policies and procedures of St. Francis de Sales Catholic School. We appreciate your support for regulations in place for the students attending our school. These policies enable us to have a professional and defined Catholic institution where students can learn and grow. This is part of the reason why you have chosen to be a part of the St. Francis de Sales Catholic School community. The school may change any of its policies and procedures and apply them as circumstances dictate. Students and parents must accept and abide by the school's policies and procedures in order for the student to attend the school.

It is our understanding that all parents have read this handbook thoroughly and will support its' guidelines. This can either be acknowledged online in "forms" in PowerSchool or by signing the hard copy in the family Back to School packet.

Enrolling your child at St. Francis de Sales School includes the personal responsibility to read, understand, and follow the policies contained in this Handbook. Parents accept the responsibility to follow all school regulations and to direct their children to do the same. In working more closely with us, you will be able to see the effort and interest each teacher puts into her/his duties, continually working to form, enrich, guide, and prepare each child on their individual educational journey. It is important that we have your support and encouragement in working to reach these mutual goals. The faculty and staff of St. Francis de Sales Catholic School look forward to working with you to promote academic excellence and spiritual development in the context of the teachings of the Catholic Church.

May God Continue to Bless You,

Mrs. Debra Traum
Principal

500 Camden Avenue
Salisbury, MD 21801
Phone 410-749-9907
www.stfrancisesales.net

TABLE OF CONTENTS

FOUNDATIONAL DOCUMENTS	1	PARENT/STUDENT CODE OF CONDUCT	15
Mission Statement	1	Expectations for Students	15
Belief Statement	1	Expectations for Parent/Guardian	16
Profile of a Graduate	1		
Governance	1	TECHNOLOGY	17
Home And School Association	2	Cellphones/Texting	17
Admission Policy	2	Chromebooks	17
Immunization Policy	2	Wearable Technology Policy	17
Non-Discrimination Policy	3	Acceptable Use Policy	17
Asbestos and Water Inspection	3		
Catholic Identity	3	STUDENT BEHAVIOR/DISCIPLINE.....	19
SCHOOL PROCEDURES AND EXPECTATIONS	4	Conduct/Procedural Referrals	19
Arrival and Dismissal	4	Detention	20
Arrival Time/Procedure	4	Suspension	20
Dismissal Time/Procedure	4	Expulsion	21
Arrival/Dismissal Reminders	5	Harassment & Bullying Behavior	21
Attendance.....	5	Weapons	22
Vacation Absences	6	ACADEMICS	22
Early Dismissal	6	Progress Reports	22
Tardiness	7	Academic Distinction/Honor Roll	23
Accidents or Illness at School	7	Benchmark Assessments	23
Medications	7	Student Transcripts	23
Water Bottles.....	7	Retention	23
Leaving School Campus	7	Homework Guidelines.....	24
Emergency Closings & Notifications	8	Student Council	24
Snow Days	8	National Junior Honor Society	25
Dress Code	8		
PreK 3, 4, and Kindergarten	8	PROGRAMS	25
Grades 1-5.....	9	Cafeteria	25
Grades 6-8.....	9	Cafeteria Procedures	26
Physical Education Uniform.....	10	Recess Procedures.....	26
Other Dress Code Details	11	Before and After School Programs.....	26
Spirit Wear Days	11	Extra-Curricular Activities	27
School-sponsored Events	12	Community Gatherings	27
Dress Code for Females.....	12	Field Trips	27
Birthdays	12		
Care of School Property	13	TUITION AND VOLUNTEERING	28
Visitors	13	Financial Commitment	28
Use of Telephone	13	Volunteer Commitment	28
School Communication	13	SCRIP Rewards	29
Photos/Videos	14	Criminal Background Check	29
Lost and Found.....	14		
Library Books.....	14	PRINCIPAL’S RIGHT TO AMEND	29
Emergency Procedures	14		

PARENT/STUDENT HANDBOOK 2025-2026

FOUNDATIONAL DOCUMENTS

MISSION STATEMENT

St. Francis de Sales Catholic School is dedicated to educating students of all faiths in a Catholic, Christ-centered environment through faith formation, rigorous academics, and service to others throughout our community.

BELIEF STATEMENT

We believe that St. Francis de Sales Catholic School is a rigorous and nurturing educational community that provides students in Pre-Kindergarten 3 through Eighth Grade, an environment centered in faith formation and service to others throughout our community. We recognize the value and dignity of individuals living out Catholic values, while fostering their own gifts and talents.

PROFILE OF A GRADUATE

A St. Francis de Sales graduate models Jesus in thoughts, words, and deeds while:

- Demonstrating **scholarship** through academic integrity, creative thinking, problem-solving skills, effective communication, and study habits while aspiring to higher education and career readiness.
- Demonstrating **faith** through the Gospel values of love, forgiveness, honesty, and compassion by integrating the tenants of our beliefs into all facets of living.
- Demonstrating **dignity** by recognizing God in others while acting with kindness, courage, and peace.
- Demonstrating **service** by showing mercy, empathy, and justice through service to others in our community.

GOVERNANCE

We are a Catholic school affiliated with the other schools in the Diocese of Wilmington. The pastor is the spiritual leader of the parish and is responsible for the various ministries of the parish, including the ministry of education. The Bishop of the Diocese of Wilmington delegates to the pastor the responsibility of supporting and maintaining the school and providing for the spiritual needs of the school community. With his associates, the pastor takes an active role in the religious and moral development of the students, and in the support and development of the spiritual lives of the students, the administration and faculty, and the parents.

The principal is the spiritual leader of the school and is responsible for its daily Catholic Identity. The principal and assistant principal supervise the instructional delivery of the Diocesan curriculum.

We are governed by a Board of Specified Jurisdiction. This group helps lead the school through the work of five committees. These are finance, membership, facilities, development and enrollment. The Pastor is a voting member of this board. The principal is a non-voting member.

HOME AND SCHOOL ASSOCIATION

All parents are members of the Home and School Association upon registration of their children and payment of annual dues. Families are encouraged to participate in all activities of the H.S.A.

The objectives of this organization are as follows:

1. To provide a structure within which the school community can assist the administration in creating a Christian environment that fosters the moral, educational, and physical growth of students.
2. To promote the active participation by parents in all aspects of their children's education and welfare.
3. To secure resources for auxiliary programming, services and materials that enrich the educational experience of the children.
4. To provide a forum for discussion and expression of specific needs of the school.
5. To foster communication between the school, teachers and parents.

ADMISSION POLICY as established by the Diocese of Wilmington

Children are admitted to school for Pre-Kindergarten 3 if they are 3 years of age or older before September 1, Pre-Kindergarten 4 if they are 4 years of age or older before September 1st and Kindergarten if they are 5 years of age before September 1st. Students for grade 1 must be 6 years of age before September 1st and have successfully completed Kindergarten. **This requirement is non-negotiable.**

**Note: Pre-kindergarteners must be fully potty-trained before entering the program.*

An original birth certificate is required along with a certificate of baptism for Catholics not baptized in St. Francis de Sales Parish. A Health Inventory containing current immunization information is required. An assessment is given to all new students before acceptance is finalized. School records including immunization records must be received before final acceptance. Admission is determined on a year by year basis with priority given to active parishioners of St. Francis de Sales Parish. Any student/family who requests a transfer to another school may be asked to complete an exit interview and/or survey. All financial obligations are to be paid before a student's records can be released from St. Francis de Sales.

IMMUNIZATION POLICY

As a school in the Diocese of Wilmington, we do not accept any waivers for religious reasons for immunizations that are required by the State of Maryland. All students must have all of these immunizations up to date and provide documentation to the school nurse. There is no religious exemption for students attending a Catholic school since immunizations are not in conflict with Church teaching. In addition, there is no parental request exemption available in Catholic schools. There may be rare exceptions to immunizations due to medical complications. These have to be documented by a physician and shared with the school nurse. In cases where a special circumstance requires an alteration to the vaccination schedule, a conversation with the principal and school nurse is required.

NON-DISCRIMINATION POLICY

“It is the policy of the State of Maryland that all public and publicly funded schools and school programs operate in compliance with:

- (1) Title VI of the federal Civil Rights Act of 1964; and
- (2) Title 26, Subtitle 7 of the Education Article of the Maryland Code, which states that public and publicly funded schools and programs may not:

Discriminate against a current student, a prospective student, or the parent or guardian of a current or prospective student on the basis of race, ethnicity, color, religion, sex, age, national origin, marital status, sexual orientation, gender identity, or disability; refuse enrollment of a prospective student, expel a current student, or withhold privileges from a current student, a prospective student, or the parent or guardian of a current or prospective student because of an individual's race, ethnicity, color, religion, sex, age, national origin, marital status, sexual orientation, gender identity, or disability; or discipline, invoke a penalty against, or take any other retaliatory action against a student or parent or guardian of a student who files a complaint alleging that the program or school discriminated against the student, regardless of the outcome of the complaint.”

ASBESTOS AND WATER INSPECTION

In accordance with the Asbestos Hazard Emergency Response Act, the Management Plan for Asbestos-Containing Materials is available for your inspection at the school office. The Water testing information is also available when requested and is also public information as a city water customer.

CATHOLIC IDENTITY

The development of each child's faith life is fostered through times of prayer, participation in religious celebrations, liturgy, prayer services and the study of Scriptures, thereby providing a Christian foundation and climate of faith in which to mature. Non-Catholic students participate in all religious activities and classes, except the Sacramental Life of the parish.

Sacramental preparation occurs through religion classes and the parish program. To be a part of the sacramental programs of First Eucharist, First Reconciliation and Confirmation, a student must have completed one year of religion classes either in school or with the parish prior to the year of sacramental preparation. Children in second grade will be prepared to receive the Sacraments of Reconciliation and Eucharist. Confirmation is celebrated at the end of eighth grade for those who have been a part of the school program for two years.

Saint Francis de Sales School exists as a vital part of the worshipping community of Saint Francis de Sales Parish. Our Catholic students' presence at Mass on Sundays manifests their faith life and the commitment of the school to witness the sacramental life of the Church by participating in the celebration of the Eucharist. Our community advocates and expects that our registered parish families will be supportive and active in parish life and will attend Sunday Mass weekly.

SCHOOL PROCEDURES AND EXPECTATIONS

ARRIVAL AND DISMISSAL

Arrival Time/Procedure

- Students should arrive and will enter the building at **8:00 a.m.** Note that students who arrive before this time who are not signed up for before school care must have parental supervision while they wait to enter the building.
- Students who enter the school building **after 8:10 a.m. are considered tardy.**
- Arrival-(two options)
 - **“Kiss & Go” Traffic:** for those parents for grades 1-8 who remain in their car.
 - 1. Enter the Church lot from Riverside Drive
 - 2. Pull forward toward Camden Ave. past the Carriage House in a **single lane ONLY.**
 - 3. Stop and deposit precious cargo.
 - 4. Proceed in the lane to the exit on Camden Ave. **RIGHT TURN ONLY ONTO CAMDEN.**

Or

- **“Park & Walk” Traffic:** For those families who park and walk with their children
 - 1. Enter the Church lot from Riverside Drive.
 - 2. Park in the direction of the Carriage House in an available space.
 - 3. You may walk your child to the appropriate class line waiting outside.
 - 4. Once back in your vehicle, pull forward only. **AVOID BACKING UP** for any reason.
 - 5. Exit the Riverside Dr. exit. **RIGHT TURN ONLY ONTO RIVERSIDE**

Dismissal Time/Procedures

- Dismissal for all students is 2:55 p.m.
- Dismissal: (two options)
 - **“Pick Up & Go” Traffic:** Children in grades 1-8 only
 - 1. Cars will be formed in one line after entering the church lot. Teachers will determine how far back in the line the cars are to be loaded. You may not circumvent the staff member’s directions.
 - 2. Once the line of cars has been loaded, they will leave as directed by the faculty to exit, turning right on Camden Ave.
 - 3. The next group of cars will be directed forward by the staff member.
 - 4. This procedure will continue until all cars have been loaded.

Or

- **“Park & Walk” Traffic:** For PreK 3,4 and kindergarten and those families that might need to park and walk to the dismissal area or who have children participating in an after school extracurricular activity, making up school work or playing on the grounds past 3:20 PM.

- 1. Enter the church lot.
- 2. Park in the church parking lot and walk to your child's teacher. Escort your student to the car.
- 3. Leave the church lot on Riverside Drive turning right only.
- 4. Once in your vehicle, pull forward only. **AVOID BACKING UP** for any reason.

*Arrival/Dismissal is different for Prekindergarten 3 and 4 as well as kindergarten. Families with students in these classes will park in the church parking lot and walk to and from the school with their child(ren). Older students in the family will walk on the sidewalk along the playground to move between lots.

Arrival/Dismissal Reminders

- ALL TRAFFIC MUST PULL FORWARD! PLEASE, NO BACKING UP.
- The gates close at 8:10 a.m. and reopen at 2:30 p.m.
- PLEASE DRIVE SLOWLY AT ALL TIMES.
- Students are not to play on the field after school. Please use the playground for any parentally supervised after school play.
- **Do Not park along the field or in the rectory lot for any reason!**
- **Always watch out for children!**
- Do not talk on cell phones while driving! It's the law in Maryland.
- **Please be mindful of moving traffic in the parking lot. You must accompany (not send) your child(ren) to the car. (Drivers of moving cars do not always see darting children.)**
- Children should know where they will be picked up each day. This is especially important at times of inclement weather.
- Children not picked up by 3:15 p.m. will be sent to the office. Students who are not picked up by 3:20 who have not made other arrangements by calling the office will be placed in the aftercare program. The aftercare fee of \$10 (\$15 for drop-in) will be charged. Please notify the office if you will be late. If you know that you will not be able to pick up on time each day, then you will need to enroll your child in aftercare.
- Parents of students who walk or bike to and from school will need to notify the office in writing.

ATTENDANCE

It's the law. (Md. Code, Education § 7-301 and Md. Code, Education § 7-302.2)

1. "Maryland requires regular school attendance unless a student is excused with a lawful absence. This applies to all children 5 years and older and under the age of 18, who live in the state."
2. "Under Maryland law, a truant student is one who is "unlawfully absent" from school for more than:
 - 8 days in any quarter,
 - 15 days in any semester, OR
 - 20 days in a school year."

Illness may result in a lawful absence from school. Students **must stay home for 24 hours without fever, diarrhea or vomiting;** or following the first dose of a prescribed antibiotic in accordance with **Maryland State** regulations. All contagious illnesses must be reported as soon as diagnosed to the school nurse.

Excessive absences not related to a health problem during any one trimester or during the school year may hinder advancement to the next grade the following year. More than **20 days** absent per year is considered excessive and will affect a student's academic standing and grade promotion.

Please note that a child who arrives after 10:00 a.m. is considered absent for the first half of the day. A parent is expected to call or email the office any time before 9:00 a.m. on the day of the absence to report the absence of their child. An email or note is expected upon the child's return to school with the following information: Child's Name, Grade, Date of Absence, Reason, and Signature by a Parent or Guardian. If any student is absent for three or more consecutive days, a doctor's note is expected to be presented to the office.

Please note that Power School does not distinguish between excused and unexcused absences. Medical notes regarding absence are kept in the office.

When a student in grades 6-8 has been absent from school for any reason, it is her/his responsibility to personally check with the teacher(s) to determine the work that has been missed during her/his absence and how to do make-up work. Parents of younger students will need to contact the teacher via email. All students will have the number of days they are absent with which to complete missing assignments. If an extended absence from school is necessary due to illness, please contact the homeroom teacher to coordinate completion of assignments. Absence from school excludes participation at ANY extra-curricular activities held that day. Perfect attendance for the year means no days absent or tardy. This includes non-school related early dismissal and being sent home ill.

VACATION ABSENCES

Family vacations should be planned to coincide with one of the ample school holiday periods. Students need the continuity of learning experiences provided through teacher presentations and student interaction. Written work alone cannot substitute for these experiences. If a family chooses to remove a student from school for a vacation, the office and teachers must be notified in writing (or via email) regarding the dates that your child will not be in school. This will result in an unexcused absence by law. **NO ASSIGNMENTS WILL BE GIVEN BEFORE OR DURING VACATION ABSENCES in keeping with Diocesan policy.** Students may receive make-up work upon their return at the discretion of the teacher. The timeline for completion of any work is at the discretion of the teacher. Teachers will not be available to reteach lessons missed due to unexcused absences. Parents or a tutor hired by the parent will need to help the student with whatever is missed.

EARLY DISMISSAL

Medical appointments should be scheduled outside school hours and on school holidays whenever possible. A written request from the parent or guardian must be submitted to the homeroom teacher on or before the requested day of early dismissal stating the reason for this request. The note should clearly state who is picking up the student. The parent, or approved adult, must go to the office to sign out the student, who will be called to the office for dismissal. Students are responsible for any work missed due to an early dismissal. Students who leave school before 11:30 a.m. will be marked absent for half the day (afternoon). Students who arrive at school after 10:00 a.m. will be marked absent for half the day (morning).

TARDINESS

Students must be inside school before the 8:10 AM tardy bell. Students who are late must report to the office to obtain an admittance slip to class and to be signed in by a parent. Students should expect to receive a Procedural Referral Detention form and will serve a recess detention for each tardy incident that exceeds more than 5 unexcused tardies to school in any given trimester. Continued and repeated tardiness may result in after school detentions and a conference with administration. Tardiness affects academic success for the student and is disruptive to the learning environment for other students and the teacher. Tardiness will also disqualify perfect attendance.

ACCIDENTS OR ILLNESS AT SCHOOL

It is important for parents to update the office with phone (cell) number changes. This can be done by the parent in the parent portal of Power School, our student information system. Emergency numbers for parents and two other people responsible for the child must be kept current. Parents will be notified by phone if a child becomes ill or is injured while at school. Should an urgent situation occur, parents are responsible to provide transportation for their child, unless it requires emergency services. If a child has a special medical condition, this information must be filed with the nurse.

MEDICATIONS

Students needing medication, both prescription and over-the-counter, while at school must have a statement of permission signed by the doctor and parent. This permission must be updated yearly. A labeled bottle with the student's name and dosage is required and must be signed in by the nurse or the school office. Per the State of Maryland, no staff member may issue any medication to any student at any time, if not prescribed by a doctor. This includes applying sunscreen. Students are **not** permitted to take medications on their own, including cough drops and over the counter medications. Any surplus student medication that has not been retrieved by that child's parent or guardian by the last day of classes will be disposed of by the nursing staff.

WATER BOTTLES

Students may bring a **clear** water bottle to school. This bottle should be small enough to fit in the student's lunchbox or backpack. It will remain in the classroom for grades Pre-K through 5. Middle school students will keep water bottles in their locker, except when needed at lunch and recess.. There are water bottle filling stations as well as drinking fountains throughout the school building.

LEAVING SCHOOL CAMPUS

Students are not permitted to leave the school grounds unaccompanied by a parent or teacher during school hours or during after school activities. If leaving campus during school hours, parents must sign out the student from the office prior to leaving. Students are required to remain "in sight" of teachers and supervisors at all times. In addition, students leaving campus at dismissal time are expected to notify school personnel upon departure from that adult's supervision.

EMERGENCY CLOSINGS AND NOTIFICATIONS

In the event of a SFdS school cancellation or other emergency, please stay tuned to WBOC or WMDT for delays or closure announcements. Moreover, families will be notified using the Bright Arrow system for any school closure or delayed opening via text message and email. In the event that public schools open late or close early, parental discretion is advised. For example, we generally do not have delays due to fog since we do not have buses and arrive at school after sunrise.

Please be sure that your emergency contact numbers are current in the parent portal. Some factors for closings or schedule changes will include the condition of roads in and around Wicomico County, parking conditions in and around school, and weather bulletins posted by the National Weather Service. The administration will make every effort to post announcements in a timely manner considering how early our school day begins. Safety is our top priority and is paramount in the decision to change the school day.

SNOW DAYS

It is the policy of the Diocese of Wilmington that snow days are not made up at the end of the school year. Rather, we offer “snow work” to make up for this missed time. Teachers will either create a “blizzard bag” with written work or may choose a virtual school day. This is dependent on the developmental age of the students and the timing of a storm. Students have one week to complete this work after the return to school.

DRESS CODE (See school website for photos and order links.)

Student behavior is directly linked to following uniform expectations. School uniforms must be purchased from our approved vendors, Land End or Tommy Hilfiger, or the H.S.A. uniform store. The 2025/26 school year is a transition from Lands End to Tommy Hilfiger. Items from the previous year may still be worn.

All students must be in the complete required school uniform unless otherwise designated by the school administration. Failure to come to school in the correct uniform will require parental notification in writing. This form will communicate the dress code violation and the consequential disciplinary action.

PRE-KINDERGARTEN 3, 4 and kindergarten

Boys and Girls

warm weather

**Optional September 2nd-October 31st*

and April 14th-June 12th

T-shirt, grey with logo screen printed
Shorts, maroon or black
Socks, white crew
Sneakers-(no LED feature)

Boys and Girls

regular uniform

**May be worn all year*

T-shirt, grey with logo screen printed
Sweatpants, maroon
Socks, white crew
Sweatshirt, maroon with logo screen printed
**Shorts may be worn UNDER sweatpants in case of indoor PE.*
Sneakers-(no LED feature)

GRADES 1-5

Boys

warm weather

****Optional-September 2nd-October 31st***

and April 14th-June 12th

Grey Shorts and Black Belt

Maroon polo shirt with logo

Solid black dress socks (no logos)

Shoes, sturdy black dress (tie or Velcro)

Girls

warm weather

****Optional-September 2nd-October 31st***

and April 14th-June 12th

Polo dress with logo

Maroon polo shirt with logo/gray skirt

White crew socks

Shoes, white saddle or sturdy black dress

Regular School uniform

****May be worn all year***

Grey pants and black belt

White dress shirt (short or long sleeve)

Maroon sweater vest and tie

Socks-black, dress, no sports logos

Shoes sturdy black dress (tie or Velcro)

Regular school uniform

****May be worn all year***

Maroon plaid school jumper

White blouse (with collar, short or long sleeve)

Maroon cardigan with logo (optional)

Socks, maroon knee highs or tights

Shoes-white saddle, or sturdy black dress

GRADES 6 - 8

Boys

warm weather

****Optional-September 2nd-October 31st***

and April 13th-June 12th

Grey shorts or long pants/black belt

Maroon school polo shirt with logo

Black dress socks (no sports logo)

Shoes (sturdy black dress,

or Vans/black tie with **no stripes**)

Girls

warm weather

****Optional-September 2nd-October 31st***

and April 13th-June 12th

Grey shorts with black belt or maroon plaid skirt

Maroon school polo shirt with logo

Maroon knee high socks or tights

Shoes (white saddle, black dress,

or Vans/black tie with **no stripes**)

Regular school uniform

****May be worn all year***

Grey Dress Pants and Black Belt

White Oxford Shirt (short or long sleeve)

Maroon tie

Maroon sweater vest or cardigan with logo

Or blazer, black

Black dress socks no sports logos

Shoes (sturdy black dress

or Vans, grey tie, **no stripes**)

Regular school uniform

****May be worn all year***

Maroon Plaid School Skirt

White Oxford Blouse (short or long sleeve)

Maroon Sweater vest or cardigan with logo

or blazer jacket, black

Grey pants with black belt (optional) for very cold days

Maroon knee highs or tights

Shoes (white saddle, sturdy black dress

or Vans, grey tie, **no stripes**)

PHYSICAL EDUCATION UNIFORM

PreK 3 and 4 through 5th

All students wear PE uniforms to school on their designated day(s) for PE.

Boys and Girls

warm weather

**Optional September 2nd-October 31st and April 13th-June 12th*

T-shirt, grey with logo screen printed

Shorts, black or maroon

Socks, white crew, no logos or stripes

Sneakers-no LED feature

Regular uniform

*May be worn all year

T-shirt, grey with logo screen printed

Sweatpants, maroon with logo screen printed

Sweatshirt, maroon with logo screen printed

(shorts may be worn UNDER sweatpants in case of indoor PE)

Socks, white crew

Sneakers-no light up LED feature

GRADES 6 - 8

Boys and Girls

warm weather

**Optional September 2nd-October 31st and April 13th-June 12th*

T-shirt, grey with logo screen printed

Shorts, black to the knee

Socks, white crew, no logos or stripes

Sneakers-no LED feature

Regular school uniform

*May be worn all year

T-shirt, grey with logo screen printed

Track pants, black

Track jacket, black with logo screen printed

(shorts may be worn UNDER sweatpants in case of indoor PE)

Socks, white crew, no logos or stripes

Sneakers-no LED feature

Other Dress Code Details

Parents must take responsibility for their child adhering to the uniform policies.

- Uniform school shorts, skirts and pants must be worn at the waist. Shorts, skirts, jumpers, and dresses should come down **to the knee** and they must **not** be rolled up at the top. Uniform shirts and PE shirts must be worn tucked in at all times.
- Make-up, false fingernails, false eyelashes are not permitted for any student.
- Nail polish is not permitted for grades Prek 3-5. All nails should be an appropriate "sports length." Students in grades 6-8 may wear nail polish that is clear or is a clear natural tint. White French tips may be worn in grades 6-8; however, the top color must be clear or have a clear natural tint. No additional embellishments are permitted.
- Girls may wear *single* stud earrings. (no hoops or dangle earrings)
- Students may wear one Christian necklace and one bracelet. No choker style necklaces are to be worn.
- Students may wear an analog watch. (NO Smart watches are permitted)
- Student hairstyles must not present a distraction to the learning environment.
 - Hair should be clean and neat.
 - Hair may not be "spiked" with gel.
 - Boys' hair must be evenly cut and rest ABOVE the collar and ears. (NO mullets, mohawks, fauxhawks or hair tattoos (shaved designs) are permitted.)
 - Hair is to be kept off the face for all students. Bangs must be above eyebrows.
 - Hair may not be dyed an unnatural hair color.
- ***Hair accessories should be white, grey or maroon in order to avoid clashing with the uniform.*** Costume accessories such as headbands with animal ears or horns are not appropriate as they are a distraction to others.
- Body decorations such as real or temporary tattoos and piercings will not be permitted, except for girls' earrings (one small post). Boys may not wear earrings to school. Students may not wear hats, bandanas, scarves, or sunglasses indoors.
- Students may not use cologne, perfume or scented lotions, since it may bother others with allergies.
- **All** articles of clothing should be labeled with the name of the student in order to return it in the event of loss. The school is not responsible for lost, misplaced or misappropriated clothing.
- If attire, accessories, or hair are questionable, the determination will be made by the principal or assistant principal along with the homeroom teacher. Parents will be called to bring the appropriate uniform when possible. Students will receive a uniform violation slip to document the issue. Three violations will result in recess detention. Continued insubordination regarding the uniform policy may require further administrative action including an administrative conference.

Spirit Wear Days

For certain occasions students are permitted to be dressed out of the regular uniform. On these **designated days** students may wear an approved school spirit wear top with appropriate shorts, jeans or other pants that are not baggy or skin tight and have **NO holes**. In addition, the following are **NOT permitted**: cut off shorts, yoga or other tight pants, flip flops, hats, or baggy sweatpants. Shorts, and skirts should touch the knee. Nail polish and other make-up are still prohibited on dress down days.

On a few days there may be an opportunity to dress up for a particular theme day or other celebration. Shirts should not contain sayings or pictures that have inappropriate language or advertisements. In addition to following the spirit wear guidelines, students are **NOT permitted** to wear halter tops, shirts

with bare midriffs or sheer clothing. Girls wearing sleeveless tops or dresses must have straps of a width of 3 inches.

School-sponsored Events

Students attending school-sponsored events must follow the guidelines listed above. Parents will be called to bring appropriate attire. If they cannot bring appropriate clothing, the student will be given clothing to cover up and they will receive a uniform violation slip.

Dress Code for Females

1. Dresses should not have cut-outs below the bustline: When you put your arms by your side, skin should not touch skin.
2. Dresses should not be backless and/or sideless, or have areas where skin shows.
3. Dresses may not be made of see-through fabrics or nude-looking fabrics such as tulle, netting, or illusion.
4. Necklines must not be cut too low.
5. Dress length should come down to the knee all the way around the hemline. If a dress has a slit in it, the top of the slit should not be above the knee.
6. Dresses should not be skin-tight.

Administration and faculty will determine the suitability and therefore violation of any item of clothing worn by a student. In these cases, the students will call home for appropriate clothing to be brought to change into.

BIRTHDAYS

On the day of or nearest to your child's birthday, he/she may have a personal out of uniform day. *If your child has a summer or holiday birthday, he/she **must** choose the date of their "half-birthday" day to celebrate. The selected day must be pre-arranged with the child's homeroom teacher.* On days such as Mass/prayer service days, school pictures, field trips and other days requiring uniforms, your child may choose the day before or after to celebrate. The dress code regulations must be followed. The homeroom teacher will inform you as to classroom regulations for a *small* birthday snack. Please be aware that there are students in our school who have severe food allergies. It is important that there is strict avoidance of certain foods in order to prevent life-threatening allergic reactions. Please check with the teacher before providing any food to the class due to allergies.

*Snacks are expected to be a small or of modest proportion and will be distributed among the birthday student's classmates only during their lunch. Distribution of birthday invitations in the classroom is permitted only if the entire class is receiving invitations to the celebration. If the entire class is not invited, you must use other methods to distribute the invitations. Treat bags will not be able to be distributed in school.

CARE OF SCHOOL PROPERTY

Reasonable care of the school building, furnishings, books, Chromebooks and other instructional materials is expected at all times. If such items are destroyed, payment must be made for the replacement. Books must be covered at all times. Book bags are to be used by all students to transport items to and from school. Destroying school property is subject to disciplinary action. This includes paying for damages.

VISITORS

For the safety of our students, **all visitors**, including parent volunteers at the school, except at the times of public function, **must sign in/out at the school office before going through the school. Parents and students should not let visitors in the building without permission from staff.**

Parents are to schedule conferences in advance at a time that is convenient for both teachers and parents. Conferences will be scheduled at such times that they do not interrupt or interfere with a teacher's instructional time. Parents may not interrupt teachers during class time or while a teacher is on lunch/recess/carpool duty since the teachers have the responsibility to supervise the students. Unless mutually agreed upon, dropping by for a conference before school is not appropriate. Formal parent/teachers conferences are held in October and February.

USE OF TELEPHONE

We make every effort to keep interruptions of the instructional program to a minimum. Therefore, teachers and students will not be called to the phone during the school day. Messages to students or teachers from parents will be taken and delivered by the school administrative assistant. Students are not permitted to use the school phones or their personal cell phones to call home for lunch, homework, changes in dismissal arrangements, etc. unless authorized by staff, faculty or administration.

**The preferred way to communicate with teachers, staff and administration is via their school email. These email addresses are found on the school website and in the front of this handbook.*

SCHOOL COMMUNICATION

The school website **strancisdsales.net** includes most information needed by families. Teachers should be contacted via email. Each Monday, information about school events, important dates and happenings, etc., will be emailed as part of the **school newsletter**. Parents are expected to be aware of the information included in this weekly correspondence. When necessary, a hard copy of particular information will be sent through the **YOUNGEST and/or ONLY child** in the family.

A school newspaper (**The Busy Beak**) is also published periodically throughout the school year and is mailed home.

The **Bright Arrow** platform embedded in Power School is used to send phone calls, emails or texts to the school community regarding time sensitive announcements. Parents have access to their child's gradebook through the parent portal in PowerSchool. Families receive their access code with which they

can set up an account at Back to School Night. These do not change from year to year unless done so by the parent/guardian. It is vital that families keep their demographic information up to date using the parent portal in PowerSchool.

The preferred method to communicate with your child's teacher is via the school email. All teachers' emails can be found on the school website. Per the Diocese expectations, teachers and staff will do their best to respond to your inquiries within 24 hours.

PHOTOS/VIDEOS

Occasionally the school publishes information about school activities or student accomplishments including names, pictures, and/or student work. Permission of parents is required each year regarding the publication of these pictures, activities or accomplishments. This Permission Form is available on our school website and as well, is distributed in the packet at Back to School Night. Parents are requested to indicate their choice by printing the form and sending in or by acknowledging the form using the e-collect feature in PowerSchool Parent Portal. **Forms not submitted or acknowledged will be interpreted as granted permission to the school to post/use photographic images.**

**Parents should not post photos of other students to personal social media since permission from those students' parents may not have been granted. The school is not responsible for unauthorized photos posted by parents or students.*

LOST AND FOUND

The school is not responsible for any items that are lost, missing or misappropriated. Found articles will typically be donated twice a trimester. ALL CLOTHING AND LUNCH containers MUST BE labeled for identification purposes. Labeled clothing will be returned to students. A lost and found bin sits in the vestibule next to the School Office.

LIBRARY BOOKS

Students are responsible for lost or damaged books. All library materials must be returned as required before progress reports can be accessed. Families are required to pay for or replace lost or damaged books.

EMERGENCY PROCEDURES

The safety of the students, faculty, and staff is our top priority. Our parent notification system, Bright Arrow, allows us to send a timely message via all contact numbers and emails to the parents of ALL of our students after an emergency or incident has occurred at school. It is imperative that parents provide the school with their most up to date contact information using the parent portal in Power School or by contacting the school office.

When parents are picking up their children early, they must sign them out in the school office and may need to provide proper identification. Other persons listed on the Emergency Form may also sign children out provided they have the proper identification.

In accordance with the Maryland State and Diocese of Wilmington regulations, we participate in emergency drills every month. These will include at the very least one fire drill per month and one of each of the following-lockdown, intruder, shelter in place, bomb/evacuation and tornado/severe weather throughout the year. Students are trained to move quickly and silently to their designated locations. Fire equipment is inspected in accordance with state law requirements. St. Francis de Sales School has developed a comprehensive crisis management plan that is a workable response primarily focused on ensuring the safety, emotional and spiritual well-being of students and staff. This plan focuses on the prevention of problems and provides a positive approach to unforeseen events. We teach students and teachers situational awareness and response.

The faculty and staff receive extensive Active Shooter response training with local county and city first responders. They have also been trained in basic first aid (Epi-pens/AED) by our nurses, and Stop the Bleed and Narcan training from Tidal Health. Our childcare team, early childhood teachers, assistants, and before/aftercare staff, are all CPR and first aid certified per the State of Maryland guidelines.

PARENT/STUDENT CODE OF CONDUCT

The school administration has the primary responsibility and authority for maintaining an orderly educational environment. St. Francis de Sales School allows students freedoms allowed by law, provided these freedoms do not endanger the health, safety, and welfare of the students or staff. The SFdS School Board recognizes students' and parents' rights. The school also has an expectation for decorum and individual responsibility. All stakeholders contribute to the climate and culture of the school educational environment.

EXPECTATIONS FOR STUDENTS

Students are required to:

- Recognize and respect the authority of the faculty, staff and administration.
- Work to their fullest potential.
- Conduct themselves in a Christ-like manner at all times-both in and out of school hours.
- Accept responsibility for their actions.
- Respect the dignity, rights and property of others.
- Obey school procedures and regulations.
- Observe the dress code and uniform policies.
- Show respect for school property and the educational environment.
- Model Catholic Christian values at all times.
- Attend school regularly and on time.
- Come prepared for class assignments and activities.

****Students who act in an unacceptable manner (i.e. gross disrespect, threatening, or causing disruption to professional or academic climate) towards any staff member or other student may be asked to leave the school community permanently. The Administration in consultation with the recommendation of the School Board and the Pastor has the authority to determine when this consequence is appropriate.***

EXPECTATIONS FOR PARENTS/GUARDIANS

Parents are called to develop in their children good habits of behavior as well as demonstrate respect and proper attitudes toward school. To help children, all parents should:

- Maintain positive communication among students, faculty, staff and administration.
- Teach and explain to children respect for rules, authority, faculty and staff, the rights of others, and for private and public property.
- Monitor student academic progress via the Parent Portal as part of our PowerSchool platform.
- Insist on prompt and regular school attendance
- Comply with attendance rules and procedures.
- Communicate with the school nurse about health requirements:
 - Immunization Records/Health Inventories
 - Current Medications
 - Allergy Protocol
 - Short and Long Term Illnesses
- Attend requested parent-teacher conferences.
- Keep current with activities and assignments via the weekly school newsletter and teacher communications.
- Carry out recommendations from educators made in the best interest of the child.
- Comply with the procedures of the school concerning student conduct and cooperate in carrying out disciplinary action.
- Model Catholic Christian values with the child at all times.
- Provide resources for students to complete class-work and homework.
- Assist their child in being healthy, neat, and clean.
- Refrain from using profanity, abusive language or inflammatory actions in interactions with school personnel both on and off campus.
- Maintain up-to-date home, work, and emergency numbers with the school.
- Maintain positive relationships with the school and on social media when referencing St. Francis de Sales Catholic School.
- Complete the Diocesan background check in order to volunteer for activities with children.

****We are a Catholic Christian community and as such should lift each other up at all times. Parents, students or other family members who choose to post editorial content to websites or other forms of online media must ensure that their submission does not reflect poorly upon the school. Care should always be taken to avoid libelous statements. Parents or students that habitually post negative dialog on social media about our community will be contacted by an agent of the school and may be required to leave the school community.***

****Parents/Guardians who act in an unacceptable manner (i.e. gross disrespect, threatening, or causing disruption to professional or academic climate) towards any staff member or student may be asked to leave the school community permanently. The Administration in consultation with the recommendation of the School Board and the Pastor has the authority to determine when this consequence is appropriate.***

TECHNOLOGY

CELL PHONES/TEXTING

A student may have a cell phone in his/her school backpack, which is to be **kept turned off** while inside either their locker or classroom closet throughout the school day. If a cell phone is seen in use during the school day, no matter what the use (texting, talking, web access), the phone will be confiscated and the administration will contact the parent to come pick up the device. Repeated offenses or violations of the Diocesan **Acceptable Use Policy for Technology** will result in detention, suspension, and/or expulsion. Students may ask a staff member for permission to use their phone before or after school. Cell phones are not to be used during before or after care.

CHROMEBOOKS

We strive to maintain technological relevance in education, in providing the opportunity for students to use these Chromebooks in accordance with our **Acceptable Use Policy for Technology**. This opportunity is a privilege that requires extra caution and responsibility both on the part of the students and their parents. Students may not access the school's wireless network without approval. Guest speakers or parents having business at the school (activities, board meetings, etc). may use their own cellular service or request a login for the guest Wi-Fi network. St. Francis de Sales Catholic School as well as the Diocese of Wilmington are not responsible for lost, stolen, or damaged personal electronic devices.

WEARABLE TECHNOLOGY POLICY

Wearable technology, such as fitness trackers or Smart Watches, which allow for notifications, such as email alerts, caller ID, text notification, social networking, photo/video capturing, and/or calendar alerts are prohibited. *No student may wear any form of wearable technology*. There may be medical exceptions with documentation from a physician and must be shared with administration and the nurses.

Devices that have the capability to connect to a personal technology device (cell phone, tablet, etc.) are never permitted, even if the connecting device is out of reach. Normal analog watches are permitted in all grades and encouraged for the learning of time telling.

ACCEPTABLE USE OF TECHNOLOGY POLICY from the Catholic Diocese of Wilmington:

In an effort to ensure the safety of our students and the security of our school assets, our school along with the Diocese of Wilmington has developed an **Acceptable Use Policy** that is specific and clear. A student who violates any portion of the **Acceptable Use Policy** may immediately lose the privilege to use their electronic devices at school for a length of time commensurate with the nature of the violation.

1. Parents from all grades and students in grades 3-8 must sign and follow the Acceptable Use Policy.
2. Electronic devices are to be used only for academic activities assigned or approved by the teacher.
3. All material on the electronic devices must comply with the spirit and policies of St. Francis de Sales Catholic School.

ACCEPTABLE USE POLICY As Required by the Diocese of Wilmington

“Access to technology is integral to the educational mission and purpose of our institution. These policies address the appropriate use of technology provided by the school and personally owned technological devices. This Technology Agreement is an abbreviation of full policies. For full policies, please refer to the complete version of the Acceptable Use of Technology Policy found on our school website. The responsibilities and expectations we have for our students, include but are not limited to:

- *We expect our students to act responsibly and thoughtfully when using technology.*
- *Students should not expect that what they write or publish online is private. The school reserves the right to monitor and track all behaviors and interactions that take place online or through the use of technology on our property or at our events.*
- *The use of all school-owned technologies including the school network and its Internet connection is limited to educational purposes.*
- *Commercial and recreational use of school technology resources is prohibited.*
- *Recreational use of the school technology is prohibited.*
- *All e-mails sent from school provided accounts are representative of the school.*
- *Connection to wireless Internet by students is prohibited unless otherwise directed/instructed.*
- *Students are responsible for any activity that occurs through their personal account.*
- *Students must respect the privacy of others.*
- *Do not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to others.*
 - *Do not misrepresent or assume the identity of others.*
 - *Do not re-post information that was sent to you privately without the permission of the person who sent you the information.*
 - *Do not post private information about another person.*
 - *Do not post photos or videos of others without prior permission.*
 - *Do not use another person's account. If you have been given an account with special privileges, do not use that account outside of the terms with which you were given access to that account.*
- *Do not voluntarily post private information about yourself online, including your name, your age, your school name, your address, your phone number, or other identifying information.*
- *Our institution prides itself on its reputation for excellence; therefore, you may not use the school's name, logo, mascot or other likeness or representation on a non-school website without express permission from school administration.*
- *Students may not initiate electronic communication with teachers, adult leaders in ministry, or administrators unless authorized to do so.*
- *Personal Technology Devices (PTDs) are for use only during an actual lock down and as instructed by emergency or parish/school personnel.*
- *Never use devices capable of capturing, transmitting, or storing images or recordings to record others without the expressed permission of the person(s) being recorded (including adult leaders and other young people). Such recording devices may never be accessed, turned on or operated in restrooms, sleeping areas, dressing rooms, or other areas where there is a reasonable expectation of privacy. Teachers or school personnel reserve the right to confiscate, collect, and inspect any PTD in accord with written policies.*
- *Social networking websites, profiles, or accounts, may not be accessed through the school's technology at any time. Students may not create social networking pages, accounts, sites, or groups that impersonate or misrepresent any individual. Prudent and appropriate use of any off-campus social media outlet should be done in a manner that is respectful to their standing as a member of the SEDS community. Actions contrary to this practice will be considered by the administration and thus might encounter school sanctions.*

- *Students may not access material that is offensive, profane, or obscene including pornography and hate literature.*
- *Inappropriate communication is prohibited in any public messages, private messages, and material posted online by students.*
- *Students may not utilize any technology to harass, demean, humiliate, intimidate, embarrass, or annoy any individual.*
- *Unless explicit permission is granted by legitimate authority, students are not allowed to bring iPods, MP3 players, CD players, DVD players, or other similar data-accessing devices, or personal video game systems onto school property or to school events.*
- *International websites may only be accessed from school owned technology under the direction of legitimate authority.*
- *All students are expected to maintain academic honesty.*
- *All access to the Internet is filtered and monitored.*

Unless legitimate authority grants explicit permission, students are not allowed to alter, change, modify, repair, or reconfigure settings on school-owned computers. This includes downloading, adding, or installing new programs, software, or hardware.

If you accidentally access inappropriate information or if someone sends you inappropriate information, you should immediately tell a staff member or teacher.

If you witness someone else either deliberately or accidentally access inappropriate information or use technology in a way that violates this policy, you must report the incident as soon as possible. The school retains the right to suspend service, accounts, and access to data, including student files and any other stored data.

The school is not responsible for any damages students may suffer, including but not limited to, loss of data or interruption of service."

Parents and students are required to read the Acceptable Use Agreement and sign it each year. It is available on the school website for parents and students. It can be printed and signed or can be acknowledged using e-collect in the Parent Portal of Power School.

STUDENT BEHAVIOR / DISCIPLINE

The immediate objective of school discipline is to maintain effective educational conditions. While positive behavior is reinforced, consequences result when any individual's actions interfere with the right of teachers to teach, students to learn, and all to be safe. In addition to school wide policies, students must adhere to individual classroom procedures and accept consequences when the procedures are not followed. Any faculty, staff or administrator has the authority and responsibility to correct any inappropriate or unacceptable behavior that occurs on campus and during any school sanctioned events. If flagrant violations of school rules take place or repeated indifference to correction is demonstrated, appropriate disciplinary action must be taken.

CONDUCT / PROCEDURAL REFERRALS

A Conduct-Procedural Referral Form is used to communicate violations of school policies and procedures. A referral may be issued by faculty, staff, or administration. The written referral will

generally be accompanied by an email from the teacher or administrator. It must be signed by a parent or guardian and returned the next school day.

Conduct referrals may be administered for:

1. Failure to observe school/class rules
2. Destruction of school property
3. Disrespectful/discourteous/rude behavior to an adult or other students
4. Unacceptable physical contact such as striking or biting of another student
5. Multiple or repeated incidents of insubordinate behavior
6. Public displays of affection
7. Academic dishonesty (plagiarism or cheating)
8. Other serious infractions
9. Bringing or threatening to bring a weapon to school

Procedural referrals may be administered for:

1. Failure to observe school/class rules
2. Running/physically discourteous behavior in hallway/classroom
3. Inattentive/rude behavior in class
4. Excessive talking or loud behavior in class
5. Inappropriate etiquette at school assemblies/liturgies
6. Failure to abide by the *Acceptable Use Policy for Technology*
7. Dress code infractions
8. Other incidents of disruptive or inappropriate behavior on or off school campus.

Conduct/Procedural Referrals may merit the assignment of one or more of the following:

1. Teacher conference held with student
2. Student referred to the principal
3. Lunch, recess, or after-school detention
4. Student removed from class
5. Student sent home
6. Student suspended either in school or at home
7. Parent contacted
8. Parent conference with administration
9. Expulsion

DETENTION

An after school detention will typically be held until 4:00pm. Failure to attend detention sessions as scheduled may result in the assignment of additional time or suspension. Parents will be notified in writing by way of an office referral and email at least 24 hours before a scheduled after school detention is to be served. The detention period may require the student to complete assigned work that might be academic or reflective in nature.

SUSPENSION

Suspension may be given to a student for serious infractions of the school rules. The student will be removed from the classroom for one or more days. During an in-school suspension, the student will be removed from class and supervised by the administrator. During an out-of-school suspension parents provide supervision of the student. Students must complete all assignments given during the suspension

period. While suspended, the student is ineligible to attend or participate in any school sponsored activity.

EXPULSION

Expulsion is a denial of the right to attend school for the remainder of the school year and thereafter. It is warranted when extreme violations of school rules take place, repeated indifference to correction is demonstrated, or the well-being of those within the school community has been jeopardized. The authority to expel a student lies in the hands of the principal, pastor and the School Board in conversation with the Catholic Schools Office. Parent(s) and student(s) will attend a meeting conducted by the administration before the expulsion is finalized. The following list gives examples of student behavior that violate school policy and may result in expulsion.

- Physical, online, or psychological abuse or harassment of others.
- Insolence, disrespect, or insubordination of authority.
- Extortion.
- Arson.
- Grave defacing or destruction of school, church, personal property.
- Habitual disruption of school function and the learning environment.
- Possession of and/or trafficking in alcohol, tobacco, vaping products and illegal drugs, as well as their related paraphernalia.
- Possession of a weapon, or any other dangerous article or look-alike weapon.
- Possession of and/or trafficking in pornographic materials.
- Criminal activity.
- Terroristic threats such as threatening to physically harm an individual or to bring a weapon to school.
- Conduct unbecoming a student of a Catholic school both in and out of school.

HARASSMENT AND BULLYING BEHAVIOR

As a member of the Body of Christ and part of the community of St. Francis de Sales Catholic School, each person has a right to be treated with respect and dignity. We are committed to each student's success in learning within a caring, responsive, and safe environment that is free of physical and cyber-bullying, harassment, discrimination, racism, and violence. Our school works to ensure that all students have the opportunity and support to develop to their fullest potential and share a meaningful bond with people in the school community. Each student in our community has a right to:

- · Learn in a safe place
- · Be treated with respect by peers
- · Receive the help and support of caring adults

We take child protection seriously. As such all members of the school faculty and staff have participated in training as part of the *For the Sake of God's Children and the Shield of Protection Programs* instituted by the Catholic Diocese of Wilmington. In addition, each adult employee signs an ethical code of conduct and each volunteer is required to sign a volunteer covenant based on the volunteer code of conduct each year.

Bullying behaviors (physical, emotional and sexual) will not be tolerated in our Catholic Christ-centered environment. Some, but not all, examples of this behavior are the following: a repeated pattern of name calling, put downs, starting or spreading rumors, lying about another person, physical threats, intimidation, insults, negative gestures, facial expressions, writing/drawing unkind notes or pictures, and social media harassment that influences the climate of our school community. Appropriate disciplinary measures will be taken for violations of this policy. This will include conferencing with administration and consequences appropriate for any violations.

WEAPONS

Weapons such as but not limited to guns and knives are not permitted on campus. The State of Maryland does not allow carrying or possessing firearms on public or private school property.

ACADEMICS

Saint Francis de Sales Catholic School is committed as part of its mission to providing the best possible education for its students. Realizing that each child is an individual and has a tremendous potential for achievement, the curriculum meets the needs of the student according to the standards of the Maryland Department of Education and within the guidelines set forth by the Catholic Schools Office of the Diocese of Wilmington. Students receive instruction in religion, mathematics, language arts which includes reading/literature, English/grammar, spelling/vocabulary, penmanship, and written expression, science, social studies, and Spanish. We also offer classes in art, library, music and physical education for most grade levels.

Students in middle school are eligible to take various electives courses. These include band, choir, advanced art, nutrition, rocketry, Latin, Lego robotics, and drama. Other classes may be available pending teacher availability.

PROGRESS REPORTS

Progress reports are accessed from the parent portal in PowerSchool by the parent/guardian at the end of each trimester for grades PreK3-8. These documents are not printed and are an indication of a student's achievement in various academic areas along with their effort and conduct. Formal parent/teacher conferences are held at the interim of the first(October) and second (February)trimesters. Individual conferences may always be made with specific teachers throughout the year. *All financial obligations must be current in order to access progress reports.*

Grades K-2 and Specials:	Progress Codes
P	Demonstrates Proficiency
G	Very Good Progress
S	Satisfactory
I	Improvement Needed
N	Not Yet Demonstrating
NA	Not Applicable

Grades 3-8: Grade

Percent Range

A	93-100
B	85-92
C	77-84
D	70-76
F	69 and below

Effort/Conduct:

O-Outstanding; G-Very Good; S-Satisfactory; I-Improvement Needed; U-Unsatisfactory

ACADEMIC DISTINCTION/HONOR ROLL

The following criteria has been established, in grades 6-8, for students to earn Honor Roll recognition for Academic Excellence and Academic Achievement for each marking term:

Academic Excellence: All A's in major subjects. P's and G's in special subjects. Students must have S or better in Effort and Conduct.

Academic Achievement: A's and no more than three B's in major subjects. P's and G's in special subjects. Students must have S or better in Effort and Conduct.

Major Subjects: religion, reading/vocabulary, writing/grammar, mathematics, science, Spanish(8th), and social studies.

BENCHMARK ASSESSMENTS

Students participate in Renaissance Star 360 benchmark assessments four times each year. (September, November, February, and May) These reading and math tests are used to make informed decisions about student instructional needs and to help set goals for individual students. Families will receive a parent report with their student's results. Students in kindergarten and the first part of first grade participate in a STAR Literacy assessment. This test offers insight for reading and math readiness.

STUDENT TRANSCRIPTS

Parents have access to review their child(ren)'s records. A request must be made in writing to the school office for this to occur. In the absence of a court order stating otherwise, a non-custodial parent has access to the academic records and to other school related information regarding the child(ren). If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the school with a copy of the court order. A transfer of student records to another school must be submitted to the school office by the receiving school. Records will be sent only with this official request. *All financial obligations to the school must be settled prior to the transfer of such records.*

RETENTION

A student is promoted if he/she has successfully achieved the standards for the grade level. As the school year progresses, it may become evident that a student needs to be retained at the current grade level. In

such a case, conversations between teachers and parents should be expected to begin during Trimester 2. This decision is not done lightly. Parents are provided specific information about the progress of the child. Students may be retained in a grade by the school administration in consultation with the teacher and parents if either or both of the following conditions exist: The student has not adequately completed the grade work or has a failing average in two major academic subjects. The student's maturation is developmentally, socially or emotionally delayed for the next grade level.

If approved by administration, summer school or tutoring arranged by the parents may be accepted in order to remediate these failures. The major subjects are: religion, language arts, mathematics, science, and social studies.

In all cases, grade level retention is a school decision and must have the approval of administration.

HOMEWORK GUIDELINES

The school's policy is to assign homework to provide reinforcement of skills or content previously presented in class. Homework should be legible with a student's best penmanship. If this expectation is not adequately fulfilled, students may be required to redo assignments. Parents should not do their child's homework. Advice and direction are sometimes needed, but the child develops self-confidence and a sense of responsibility when working independently. If a written assignment has not been requested for the night, it is advisable for the student to review her/his work in preparation for the next day's classes. Homework is a review or added practice of a skill already taught in class.

The following is an average of possible written homework load for each night - Kindergarten: up to 15 minutes; First Grade: up to 20 minutes; Second Grade: up to 30 minutes; Third Grade: 35 minutes; Fourth Grade: 40 minutes; Fifth Grade: 50 minutes; Sixth through Eighth Grade: 60-80 minutes. The aforementioned average may not include reading or long term project assignments. In addition, these totals are merely an average and may be less or may exceed the specified minute total on any given night.

All work missed through excused absences, etc., must be made up. Students will have the same number of days of excused absence with which to complete missed work. Tests will typically be announced at least three to five days in advance. Student planners are given to all students in grades 2-8 and are utilized in each grade based on the specific teacher guidelines. Students are encouraged to use this organizational tool to record assignments. Individual teachers may have their own procedures to remind families of homework such as posting on Google Classroom.

STUDENT COUNCIL

Mission

The mission of the student council is to: develop leadership skills and to practice good citizenship, promote harmonious relations throughout the school community, as well as to support various service and social activities for the school throughout the year.

Election

St. Francis de Sales Catholic School Student Council officers are elected by their peers from grades 5-7 in the Spring of their 7th grade year.

Duties and Responsibilities

The student council executive board should at all times be a model of Gospel values and a positive influence on other students.

- President-Represents the student body in a respectful manner, leads meetings, communicates with the student council faculty advisor.
- Vice President-Performs duties of the president in his/her absence. Support the president.
- Secretary-Records minutes of meetings. Writes any correspondence for the board.
- Treasurer-Collects and counts money collected for fundraisers.

Representatives

Two representatives from each class in middle school are elected in the fall by their fellow classmates.

These members support the efforts of the St. Francis de Sales Catholic School Student Council in service to the school community.

NATIONAL JUNIOR HONOR SOCIETY

Student membership in the National Junior Honor Society is based on outstanding Scholarship, Citizenship, Character, Service and Leadership. Students are eligible for membership after the second trimester of 6th, 7th or 8th grade. Students are invited to join the NJHS if they have a cumulative Grade Point Average of 93 or above, Ps or Gs in special subjects, and Os or Gs in Effort and Conduct in all subjects. In addition, students being counseled for academic dishonesty, repeated behavior problems or inappropriate use of technology (as deemed by the *Acceptable Use Policy* of the Diocese of Wilmington) will not be eligible for membership or may lose their membership for violation of these various codes of conduct. Students who are invited to participate complete an application for membership. This application allows the student to demonstrate their strengths in the five characteristics for NJHS. These are scholarship, character, citizenship, leadership and service. The selection of each member to the chapter shall be by a majority vote of the five-member Faculty Council. A student is expected to maintain his/her cumulative GPA, grades in conduct and effort and service activities throughout his/her membership. Those students who do not continue to meet the qualifications listed above are subject to a probationary period of one trimester in which to correct the deficiency. If the deficiency is not corrected, the member is subject to dismissal.

PROGRAMS

CAFETERIA

Lunch is offered daily and payable through the use of an on-line POS food service system or cash/check payment may be sent in to the school office. Payment must be made in advance, no credit can be extended. Children may also bring lunch from home. Sodas and candy are not permitted for school lunch. We want to work with families to encourage healthy food habits. Parent volunteers are needed to help serve lunches and clean up each day as well as to help supervise students at recess. A Sign-up genius is provided for parents.

Cafeteria Procedures

1. Students do not leave the classroom before the bell rings. The Grace before Meals prayer is to be said prior to leaving the classroom. Therefore, students may be immediately seated as they enter the lunchroom. All classes are to walk **quietly** to their assigned table. Students who are buying lunch may go directly to the line before going to their place. Grace after Meals is to be led by the teacher on duty before dismissal.
3. Only lunches should be on the tables. (no toys or books etc.)
4. All students should leave their place clean for the next class. Trash is to be put in the waste receptacles and the floor should be cleaned of all debris.
5. Other than use of the restroom facilities, students are not permitted to walk around the cafeteria. Everyone is to stay in her/his seat. Students are to ask permission from the supervising teacher to leave their lunch table.
6. Students should not be excessively noisy.
7. Students will be assigned to help wash tables after lunch.

Recess Procedures

Students are permitted to play in the schoolyard during their recess period. For insurance purposes, there are always two teachers or assistants on duty. ***ABSOLUTELY, NO ROUGH GAMES ARE PERMITTED AT ANYTIME.*** The teachers/assistants on duty will be present before the first bell and to the end bell. Children who have a minor accident on the playground will be escorted by another student to the Nurses Office. In the case of a serious accident or emergency, teachers will escort the student to the Nurses Office. Parents will be notified by the nurse when necessary.

The following guidelines are expected:

1. No rough play, such as kicking or hitting another student.
2. Students must remain in the sight of an adult.
3. No standing on picnic tables or climbing trees.
4. Playground equipment is to be used properly. (example-do not walk up the slide or crawl on the outside of the bridge.)
5. No running or playing on the stairs or the ramp in front of the parish center.
6. No running or playing in the prayer garden or in the flower beds.
7. Students will exhibit sportsmanship in all play.

BEFORE AND AFTER SCHOOL PROGRAMS

St. Francis' Before/After-School Programs are open for all students. The aftercare program is **not** held the day before the Thanksgiving, Christmas and Easter holidays, the final day of Catholic Schools Week and the last day of school. The program begins on the first full day of classes in September and is held from dismissal time until 5:30 PM. Registration is required and is offered on a first come, first serve basis. Weekly payment is expected using the FACTS program. Payment that is delinquent more than two weeks will likely result in removal from the program.

EXTRA-CURRICULAR ACTIVITIES

St. Francis de Sales School offers several activities in which the students may participate if they meet the academic and physical requirements. Activities for students in grades 5-8 are field hockey, basketball, soccer, golf, lacrosse, baseball, band and choir participation. These activities are extracurricular and should not interfere with academic progress.

For a well-rounded education, we offer a balance between academic studies and extracurricular activities so that one has the opportunity to develop intellectually, morally, emotionally, physically and culturally. Parental permission is required for students who participate in these programs. Activities may require a fee. Students who participate in a sport must pay the required fee before playing in a game.

A student who participates in any school or sport activity must maintain grades of C or above and at least Satisfactory in Conduct and Effort during participation. Students who do not maintain a C or above average may not participate in the activity until issued progress reports (report cards) or show adequate improvement as described by the administration. Students who participate in sports activities must maintain a yearly physical examination by a physician.

****Students who are absent from school may not participate in or be present at any activity after school or be present on school property. Students who miss excessive amounts of practice without permission may not be able to participate in games. The principal holds the final decision on any issue relating to this policy.***

COMMUNITY GATHERINGS

Parents are invited and encouraged to attend any community meeting, school assembly, function, Mass/Prayer Services, etc., even if their child is not actively participating. Your presence gives support and, at the same time, helps you keep in touch with the school. Proper audience behavior and etiquette is expected.

FIELD TRIPS

Periodically, students are taken on field trips as a part of their educational program. These trips are considered a privilege, and a student may be denied participation if she/he fails to meet academic or behavioral requirements. When such trips are being planned, permission forms will be sent home to be signed and returned to school. Forms, other than the school form, will not be accepted. **Any student who fails to submit the St. Francis de Sales Permission Form signed by a parent will not be allowed to participate. Telephone calls or a fax are not accepted in lieu of the proper form being completed.** No refunds for the cost of the trip are given. A parent has the right to refuse to allow the child to participate in the field trip. If a student will not be participating, they will stay home from school.

*Siblings may not accompany students and/or parent chaperones on field trips. Any student who does not participate in the field trip will be marked absent.

All chaperones or other adult attendees must be cleared through a background check process by the Diocese of Wilmington in order to accompany the students. Chaperones and other adults will not

participate in field trips in any capacity without receiving clearance from the Diocese first. (All trips are supervised by the classroom teacher and cleared volunteer parents.) If for some reason a parent is unable to travel with the class by bus, parents may in some cases follow or meet the bus. This MUST be cleared through the classroom teacher and only if they have clearance from the Diocese first.

Students must remain for the entire class trip and will be dismissed from school unless previously planned with the teacher. The school is not liable for any accidents or injuries occurring during a class trip. When participating in a field trip, all school policies and procedures apply. The Diocese of Wilmington does not permit overnight trips.

TUITION AND VOLUNTEERING

FINANCIAL COMMITMENT

Tuition covers approximately 75% of the total cost of educating a student at St. Francis de Sales School. Fundraising, tuition assistance and contributions from the parish support the rest of the funds needed. Tuition paid is non-refundable and payments are expected to be current. Monthly payments **must** be signed up for direct withdrawal using the FACTS program. The only exception is when paying in full with one payment. This requirement is part of the signed legal tuition contract.

Please note that excessive delinquency of a family's financial obligations to the school may result in disenrollment from the school. Failure to complete financial obligations by the end of the school year will prohibit re-enrollment for the following year. It will also prevent parents from receiving student records. Other fees include the annual registration/re-enrollment payment. Additional fees include H.S.A. dues, Before/After School Care Programs, failure to complete volunteer hours, uniforms, team or co-curricular activity, class activities and field trips.

A parent who is having unexpected financial difficulties should inform the business manager, Susan Flanagan, immediately in order to make arrangements. All tuition transactions are handled through the Business Office (410-742-6443).

VOLUNTEER COMMITMENT

Since tuition and parish subsidy do not cover the cost of educating each child at St. Francis de Sales School, additional fees are derived from each family's participation in support of various fundraisers. Parents are required to give no less than 20 hours of volunteer service during the school year. There are many opportunities to help the school. This includes helping with lunch/recess, chaperoning dances, field trips, field day, coaching, etc. Volunteer hours are required to be completed by May 31. Failure to complete the hours of volunteer service by the end of the fiscal year will result in a fee of \$15/hour for uncompleted service hours up to \$300. Families are responsible for reporting their own hours using the form found in the parent portal of PowerSchool.

SCRIP REWARDS for Volunteer Hours and Tuition Support

St. Francis de Sales Catholic School families earn both volunteer hours and tuition money as a reward for purchase of SCRIP gift cards. This applies to both gift cards and online Raise Right app purchases. The school gives families half of the value of the rebate given by the vendor from this program. For questions please contact the business office at sflanagan@visitsfrancis.org. Here is how the reward program works.

1. The school incurs a \$30 administrative fee to cover mailing, copying and labor expenses. Once a family's SCRIP purchases have covered this fee, they begin to begin to earn rewards.
2. For each \$2,000 in total purchases, families earn 5 volunteer hours for the current school year.
3. Families earn one half of the rebate amount for tuition credit for the **next** school year. For example, after purchases cover the administrative fee, a gift card for Food Lion for \$100.00 yields \$2.50 toward tuition.
4. The profits from SCRIP are directly deposited in the Home and School Association account. These funds are used for programs and resources that directly impact students. These include assemblies, classroom needs, technology, and playground equipment. Support for this endeavor costs nothing extra for families while greatly benefiting our school.

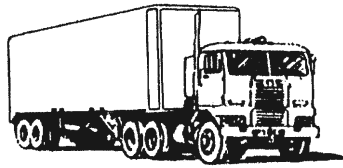
CRIMINAL BACKGROUND CHECKS

In accordance with the Diocese of Wilmington's "For the Sake of God's Children" mandate, **ALL** employees and volunteers (including but not limited to coaches, service providers, chaperones, classroom and lunch helpers) must complete a Criminal Background Check and receive clearance in order to be with our children. Individuals will pay \$45 for a code from the office to be used by the vendor. The application is done online and once cleared lasts for 5 years.

PRINCIPAL'S RIGHT TO AMEND

This handbook is printed in the summer. Every effort is made to include the most recent policies and procedures for St. Francis de Sales. The administration reserves the right to rule on individual issues and retains the right to amend this handbook for just cause at any time during the school year. For the most up-to-date version of the Parent-Student Handbook, families are asked to refer to the school website for its most current edition.

Revised - July 2025



TRIGLIA

Transportation Co., Inc.

P.O. Box 218, Delmar, DE 19940

AFFILIATED WITH PRIME CARriers

302-846-2141 • FAX 302-846-3785

1-800-648-8744

Dog-gone-it!



Ads from 2024-2025

VALUE CARPET ONE
Floor & Home



Carpet • **Hardwood** • **Vinyl**
Luxury Vinyl Plank (Waterproof Floors)
Tile • **Laminate** • **Cork**

OPEN: Monday - Friday, 8am - 6pm / Saturday, 8:30am-2:30pm

1530 N. Salisbury Boulevard • Salisbury, MD

410-742-5224 valuecarpetonesalisbury.com

St. Francis de Sales Catholic School

August 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13 Diocese of Wilmington New Teacher Orientation Day	14 Diocese of Wilmington New Teacher Orientation Day	15	16
17	18	19	20 Spirituality Day with the Bishop	21	22	23
24	25 Faculty/Staff Meeting 9:00 AM	26 Faculty/Staff PD 8:00 AM	27 Faculty/Staff PD/Retreat 8:30 AM Mass	28 Meet your Teacher OPEN HOUSE 12:30-2:30 PM *See information below	29 SCHOOL OFFICE CLOSED	30
31	 <p>* Middle School Orientation for 6th Grade only 11:00 am * 1st Grade Parent Meeting 11:00 am</p>					

© 2011-2022 by Vertex42.com. Free to Print.

<https://www.vertex42.com/calendars/school-calendar.html>

LAWN & GARDEN EQUIPMENT
SALES • SERVICE • ALL BRANDS

MacMillan
OUTDOOR POWER EQUIPMENT CO., INC.

Looking For
FAST SERVICE
We Keep Most Parts in Stock

- Air Cooled Engines
- Pumps
- Generators
- Chain Saws

Mon-Fri 8am-5pm
Sat 9am-12 Noon

410-742-4810
720 SNOW HILL RD., SALISBURY

Helping you find a place to call home!

ANN HAMMOND
PARISHIONER & REALTOR®
LICENSED IN MD & DE

1405 S. Salisbury Blvd.
Salisbury, MD
TEL: 410-543-4447
410-546-3211

ann.hammond@longandfoster.com
www.longandfoster.com/annhammond

LONG & FOSTER
REAL ESTATE, INC.



Apple Discount Drugs proudly supports
St. Francis de Sales Catholic School

Spread Joy, not germs!

Fruitland 410-749-8401 | www.appledrugs.com | Salisbury 410-543-8401

St. Francis de Sales Catholic School

September 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Labor Day School Office Closed	2 First Day of School 12:00 Dismissal Before/Aftercare Begins	3	4 Individual School Pictures	5 Group School Pictures	6
7	8 School Lunch begins	9 Back to School Night in Parish Center-6:00pm	10 8:30 Mass	11	12	13
14	15	16	17 8:30 Mass Student Council Induction Ceremony after Mass	18	19 Summer Reading & Math Reward	20
21	22	23 STAR Reading Assesments	24 Faculty Level Meetings 3:30 PM	25 Bishop Koenig Visit 11:00 Mass	26	27
28 Confirmation Meeting 11:30	29	30 STAR Math Assessments				
						

A WAVE OF PROGRAMS!
Sign Up For
Weekly Classes!



Beach Bouncers
GYMNASTICS
& ATHLETICS
Fruitland, Maryland

**PRESCHOOL, SCHOOL AGE
& COMPETITIVE GYMNASTICS**
Boys & Girls - Ages 9 months to Adult
Fully Trained Safety Certified Staff
15,000 SQ. Ft. State-of-the-Art Training Facility
400 South Brown Street, Fruitland, MD 21826
410.742.2053
beachbouncers@comcast.net
WWW.BEACHBOUNCERS.COM



Brian C. McGinty, Principal
Gavin M. McGinty, Agent
Susan McGinty, Agent

- Auto
- Home
- Business
- Life

540 Snow Hill Road
Salisbury, MD 21804
443-260-3800
CelticInsurance@comcast.net

St. Francis de Sales Catholic School

October 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 8:30 Mass	2	3	4 Blessing of the Pets
5	6	7	8 8:30 Mass	9 H.S.A. BINGO 6:00 PM	10 T1 Interim	11
12	13 SCHOOL CLOSED Columbus Day	14	15 8:30 Mass	16	17	18
19	20 SCHOOL CLOSED Parent/Teacher Conferences 8:00-4:30	21 12:00 Dismissal Diocesan Professional Dev. NO AFTERCARE	22 8:30 Mass	23	24	25 Fall Festival/ Trunk or Treat 10:00 am-12:00 pm Parish Center
26 Youth Ministry 7th Grade & up Bonfire	27	28	29 8:30 Mass	30 Faculty Meeting 3:30 PM	31 Happy Halloween	



Jean Ann Lewis, DMD

677 S. Salisbury Blvd.
Salisbury, MD 21801

410-749-0133

www.pediatricdentistryofsalisbury.com

Ads from 2024-2025



TRIGLIA

Transportation Co., Inc.

P.O. Box 218, Delmar, DE 19940

AFFILIATED WITH PRIME CARRIERS

302-846-2141 • FAX 302-846-3785

1-800-648-8744

St. Francis de Sales Catholic School

November 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 All Saints' Day
2 Vocation Awareness Week	3 1st Day for Regular Uniforms	4	5 8:30 Mass	6	7 Golf Tournament Athletic Assoc.	8
9	10	11 STAR Reading Assessments	12 8:30 Mass Veterans Service immediately after Mass	13	14	15 Diocesan High School Placement Test (8th Grade)
16 Diocesan High School Placement Test (8th Grade)	17	18 STAR Math Assessments	19 8:30 Mass Faculty Level Meetings 3:30PM	20	21	22
23	24	25 NO AFTERCARE End of Trimester 1	26 SCHOOL CLOSED	27 Thanksgiving SCHOOL CLOSED	28 SCHOOL CLOSED	29
30						



**FIRST SHORE
FEDERAL**

Salisbury

410-546-1101

106 S. Division Street

410-543-0761

1116 Mt. Hermon Road

www.firstshorefederal.com

Community
Minded.
Just like you

Branch Locations

Bevin, Ocean View and
Pine Grove, MD
Annapolis and Ocean View DE



HOLLOWAY
FUNERAL HOME

Professional Association

Serving the Lower Delmarva Peninsula Since 1883

5th Generation Family Business • Funeral & Cremation Services

Advance Planning • Monuments • Pet Services

410-742-5141 • www.HollowayFH.com

Ads from 2024-2025

St. Francis de Sales Catholic School

December 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 SCHOOL REOPENS	2	3 8:30 Mass	4	5	6 Santa Social Breakfast 9:00-12:30
7	8 Feast of the Immaculate Conception Mass 8:30 AM	9 Trimester 1 Report Cards in PowerSchool	10	11	12 Nutcracker	13
14	15	16 Elementary Choir and Christmas Pageant 6:00	17 8:30 Mass Band and Middle School Choir Concert 6:00	18	19 Early Education Christmas Concert 1:30 No aftercare	20
21	22	23	24	25 Christmas	26	27
28	29	30	31			



Property Management
Sales & Rentals



410-742-7141

www.WeisnerRealEstate.com



A WAVE OF PROGRAMS!
Sign Up For Weekly Classes!
Beach Bouncers
GYMNASIUM & ATHLETICS
Fruitland, Maryland

PRESCHOOL, SCHOOL AGE & COMPETITIVE GYMNASTICS
Boys & Girls - Ages 9 months - Adult
Fully Trained Safety Certified Staff - 15,000 Sq. Ft. State of the Art Training Facility
400 South Brown Street, Fruitland, MD 21826
410.742.2053
beachbouncers@comcast.net

School's Closed Camps!
Birthdays Parties!

WWW.BEACHBOUNCERS.COM

Dog-gone-it!

2024-2025

VALUE CARPET ONE
Floor & Home

Carpet Hardwood Vinyl
Luxury Vinyl Plank (Waterproof Floors)
Tile Laminate Cork

OPEN: Monday - Friday, 8am - 6pm / Saturday, 8:30am-2:30pm
1530 N. Salisbury Boulevard • Salisbury, MD

410-742-5224 valuecarpetonesalisbury.com

St. Francis de Sales Catholic School

January 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Happy New Year	2	3
				SCHOOL CLOSED		
4	5 SCHOOL REOPENS	6 Feast of the Epiphany	7 8:30 Mass	8	9	10
11	12	13	14 8:30 Mass	15	16	17
18	19 Martin Luther King Jr. Day SCHOOL CLOSED	20 First Reconciliation Service 6:30 PM SFdS Church	21 8:30 Mass Faculty Meeting 3:30 PM	22	23 March for Life T2 Interim H.S.A. Family Social	24
25	26	27 CATHOLIC SCHOOLS WEEK	28 8:30 Mass	29 Talent Show 6:00 PM	30 8:30am Grandparents' Day Prayer Breakfast 12:00 Dismissal No aftercare	31
						

LAWN & GARDEN EQUIPMENT

SALES • SERVICE • PARTS • ALL BRANDS



- Air Cooled Engines
- Pumps
- Generators
- Chain Saws

MacMillan

OUTDOOR POWER EQUIPMENT CO., INC.

Looking for *FAST SERVICE*
We Keep Most Parts in Stock

PARTS FOR CHINESE MAKES & MODELS
Scooters • Go-Carts • Dirt Bikes • ATVs



MON-FRI 8am-5pm • SAT 9am-12 Noon • 410-742-4810 • SNOW HILL RD., SALISBURY



Helping you find a place to call home!

ANN HAMMOND
REALTOR®
LICENSED IN MD & DE

1405 S. Salisbury Blvd., Salisbury, MD

CELL: 410-430-4547 • 410-546-3211

ann.hammond@longandfoster.com

www.longandfoster.com/annhammond



St. Francis de Sales Catholic School

February 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 8:30 Mass	5	6 Athletic Assoc./ Knights of Columbus Bull Roast 6:00	7
8	9	10	11 8:30 Mass	12 Parent/Teacher Conferences 3:30-5:30 pm	13 12:00 Dismissal Aftercare Available Parent/Teacher Conferences 12:30-5:30	14
15	16 President's Day SCHOOL CLOSED	17	18 8:30 Mass ASH WEDNESDAY	19 STAR Reading Assessments	20 Stations of the Cross 2:15 PM	21
22	23	24 STAR Math Assessments	25 8:30 Mass Faculty Meeting 3:30 PM	26	27 Stations of the Cross 2:15 PM ASP Fish Dinner	28

© 2011-2022 by Vertex42.com. Free to Print.

<https://www.vertex42.com/calendars/school-calendar.html>



HOLLOWAY FUNERAL HOME

Professional Association

Serving the Lower Delmarva Peninsula
Since 1883

5th Generation Family Business
Funeral & Cremation Services
Advance Planning • Monuments • Pet Services
410-742-5141 • www.HollowayFH.com



Casual Family Dining
Private Banquet Room
Full Bar
Catering
Carryout with
Online Ordering

219 N. Fruitland Blvd. • Fruitland, MD 21826
410-749-6961
www.adamsribsfruitland.com



PRESCHOOL, SCHOOL AGE & COMPETITIVE GYMNASTICS

Boys & Girls - Ages 9 months to Adult

Fully Trained Safety Certified Staff
15,000 SQ. Ft. State-of-the-Art Training Facility
400 South Brown Street, Fruitland, MD 21826

410.742.2053

beachbouncers@comcast.net

WWW.BEACHBOUNCERS.COM



St. Francis de Sales Catholic School

March 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 8:30 Mass	5	6 End of Trimester 2 Stations of the Cross 2:15 PM	7
8	9	10	11 8:30 Mass	12	13 Stations of the Cross 2:15 PM ASP Crabcake Dinner	14
15	16 SCHOOL CLOSED Diocesan Professional Development Day for Teachers	17 St. Patrick's Day Report card access Open Parent Portal of PowerSchool	18 8:30 Mass	19	20 Stations of the Cross 2:15 PM H.S.A. Family Social	21
22	23	24	25 8:30 Mass	26 Faculty Level Meetings 3:30 PM	27 LIVE Stations of the Cross 2:00 PM ASP Fish Dinner	28
29 PALM SUNDAY	30	31				



Dog-gone-it!

VALUE CARPET ONE
Floor & Home

Carpet Hardwood Vinyl
Luxury Vinyl Plank (Waterproof Floors)
Tile Laminate Cork

OPEN: Monday - Friday, 8am - 6pm / Saturday, 8:30am-2:30pm
1530 N. Salisbury Boulevard • Salisbury, MD

410-742-5224 valuecarpetonesalisbury.com

Apple Discount Drugs proudly supports
St. Francis de Sales Catholic School

Spread Joy, not germs!

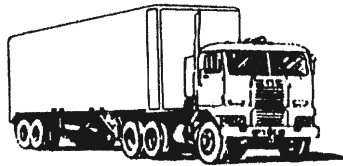



Fruitland 410-749-8401 | www.appledrugs.com | Salisbury 410-543-8401

St. Francis de Sales Catholic School

April 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 8:30 Mass All School Retreat 12:00 Dismissal No Aftercare	2 Holy Thursday SCHOOL CLOSED	3 Good Friday	4
5	6	7 SCHOOL CLOSED April 2-April 10	8	9	10	11
12	13 H.S.A. Easter Egg Hunt SCHOOL REOPENS Spring Uniform Begins	14	15 8:30 Mass	16	17	18
19	20	21	22 8:30 Mass	23 Middle School Play 1:15 & 6:00	24 T3 Interim	25
26	27	28	29 8:30 Mass Faculty Meeting 3:30 PM	30		
			© 2011-2022 by Vertex42.com . Free to Print. https://www.vertex42.com/calendars/school-calendar.html			



TRIGLIA

Transportation Co., Inc.

P.O. Box 218, Delmar, DE 19940

AFFILIATED WITH PRIME CAREERS

302-846-2141 • FAX 302-846-3785

1-800-648-8744



Casual Family Dining

Private Banquet Room

Full Bar • Catering

Carryout with Online Ordering

219 N. Fruitland Blvd. • Fruitland, MD 21826

410-749-6961 • www.adamsribsfruitland.com

Ads from 2024-2025

St. Francis de Sales Catholic School

May 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2 AUCTION GALA Kentucky Derby 6:30 PM Parish Center
3	4	5 STAR Reading Assessments	6 8:30 Mass	7	8 PreK 3 Mother's Day Picnic 11:00 Rector's lawn/Parish Center	9
10	11	12 STAR Math Assessments	13 8:30 Mass NJHS Induction Ceremony after Mass	14	15	16
17	18	19 All School Band & Choir Concert 6:00	20 8:30 Mass Sports Awards 6:00	21	22	23
24 Pentecost	25 Memorial Day SCHOOL CLOSED	26	27 8:30 Mass Faculty Meeting 3:30 PM	28	29 7th&8th Gr. Dance 7-9:30	30
31 H.S.A. Volunteer Hours due in the PowerSchool Parent Portal		<div> <div>memorial</div> <div>DAY</div> </div>				

frank@hvacservicesunlimited.com



FRANK TOBAT
President

P.O. Box 70 • Nanticoke, MD 21840
www.hvacservicesunlimited.com

Ads from



pediatric dentistry
of salisbury

www.pediatricdentistryofsalisbury.com

677 S. Salisbury Blvd.
Salisbury, MD 21801

410-749-0133

June 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 8:30 Mass Passing the Torch Ceremony after Mass - 8th Gr. Fun Day 12:00 Dismissal for 8th Grade only	4	5 PreK3-2nd gr. Field Day - 12:00 Dismissal Aftercare Available <i>8th Grade Graduation Mass and Awards 5:00pm</i>	6
7 First Eucharist 2:00 PM St. Francis de Sales Church	8	9	10 8:30 Mass PreK 3 End of Year Picnic 11:00 Rectory lawn/Parish Center Last Day of Aftercare	11 Field Day Grades 3-7 12:00 Dismissal No Aftercare	12 Last Day of School 12:00 Dismissal End of Trimester 3 No Aftercare	13
14	15 Faculty/Staff Report	16 Faculty/Staff Report	17 Faculty/Staff Report	18	19	20
21	22	23	24	25	26	27
28	29	30				
						

© 2011-2022 by Vertex42.com. Free to Print.
<https://www.vertex42.com/calendars/school-calendar.html>



- Ads from**
540 Snow Hill Road
Sensbury, MD 21804
443-260-3800
Insurance@comcast.net

CelticInsurance@comcast.net



www.firstshorefederal.com

1116 Mt. Hermon Road



EQUAL HOUSING
LENDER

Member
FDIC 

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
		Important Reminders				
		© 2011-2022 by Vertex42.com. Free to Print. https://www.vertex42.com/calendars/school-calendar.html				



WEISNER
REAL ESTATE, INC.

*Property Management
Sales & Rentals*



410-742-7141

www.WeisnerRealEstate.com



Casual Family Dining
Private Banquet Room
Full Bar
Catering
Carryout with
Online Ordering

Weekly Specials:

Monday - \$2.00 Tacos & \$3.00 Margaritas

Tuesday - \$6.99 Appetizer Night / Kids PM

Wednesday - \$10.99 Rib Night

Thursday - \$10.99 Steak Night

219 N. Fruitland Blvd. • Fruitland, MD 21826

410-719-6961

www.adamsfruitland.com

PRESCHOOL, SCHOOL AGE & COMPETITIVE GYMNASTICS



Ads from 2024-2025

Boys & Girls -

Ages 9 months - Adult

**Fully Trained Safety Certified Staff
15,000 SQ. FT. State of the Art Training Facility**

400 South Brown Street, Fruitland, MD 21826

410.742.2053

beachbouncers@comcast.net



Birthday Parties!



Jean Ann Lewis, DMD



pediatric dentistry of salisbury

677 S. Salisbury Blvd.

Salisbury, MD 21801

410-749-0133

www.pediatricdentistryofsalisbury.com

WWW.BEACHBOUNDERS.COM

VALUE  CARPET ONE
Floor & Home



Dog-gone-it!

Ads from 2024-2025

Carpet  Hardwood  Vinyl
Luxury Vinyl Plank (Waterproof Floors)
Tile  Laminate  Cork

OPEN: Monday - Friday, 8am - 6pm
Saturday, 8:30am - 2:30pm

1530 N. Salisbury Boulevard • Salisbury, MD

410-742-5224

valuecarpetonesalisbury.com

*Everyone has a
favorite one.*

*One that changed
their life forever.*

*Someone that
believed in them when
they thought no one else did.*

*One Teacher...with a dedication to
education can affect a positive
change in the whole community.*

Proud to support St Francis deSales.



*Everyone has a
Favorite*



**FIRST SHORE
FEDERAL**

Salisbury

410-546-1101

106 S. Division Street

410-543-0761

1116 Mt. Hermon Road

*Community
Minded.*
Just like you

Branch Locations

Berlin, Ocean Pines, and Pocomoke City, MD
Millsboro and Ocean View DE

www.firstshorefederal.com



Member
FDIC



Erie
Insurance®

STOP
Don't pay
your auto insurance yet

Celtic Insurance
may be able to save you
up to 30% with:

Safe Driver Discount

Multi-Policy Discounts*

Life Multi-Policy Discount**

Discounts for Safety Features

Multi-Car Discounts

Pay Plan Discount

First Accident Forgiveness



Celtic
INSURANCE, LLC

- Auto
- Home
- Business
- Life

540 Snow Hill Road
Salisbury, MD 21804

443-260-3800

CelticInsurance@comcast.net

Brian C. McGinty, Principal
Gavin M. McGinty, Agent
Susan McGinty, Agent



410-546-1557

Fax: 443-665-4152

frank@hvacservicesunlimited.com

HVAC SERVICES UNLIMITED, INC.

Heating & Air Conditioning
Installation and Service

FRANK TOBAT
President

PATRICK TOBAT
Vice President

P.O. Box 70
Nanticoke, MD 21840
www.hvacservicesunlimited.com

Ads from 2024-2025

LAWN & GARDEN EQUIPMENT

SALES • SERVICE • PARTS • ALL BRANDS



- Air Cooled Engines
- Pumps
- Generators
- Chain Saws

MacMillan

OUTDOOR POWER EQUIPMENT CO., INC.

Looking for **FAST SERVICE**
We Keep Most Parts in Stock

PARTS FOR CHINESE MAKES & MODELS
Scooters • Go-Carts • Dirt Bikes • ATVs



MON-FRI 8am-5pm • SAT 9am-12 Noon • **410-742-4810** • SNOW HILL RD., SALISBURY



"WHERE DIVING IS FUN"

SALES • RENTALS • SERVICE
DIVE VACATIONS • O.C. CHARTER • CERTIFICATION

410-219-3483

720 C Snow Hill Road • Salisbury
Mon-Fri 8-5 • Sat 9-12

Helping you find a place to call home!



ANN HAMMOND
PARISHIONER & REALTOR®
LICENSED IN MD & DE

1405 S. Salisbury Blvd.
Salisbury, MD
CELL: 410-430-4547
410-546-3211



ann.hammond@longandfoster.com
www.longandfoster.com/annhammond



Apple Discount Drugs

proudly supports

St. Francis de Sales Catholic School

Vaccination Headquarters

Flu • COVID-19 • MMR • Hepatitis • Pneumonia
Shingrix • Tetanus/Tdap • Meningitis • Travel Vaccines

Custom Compounding Lab

FREE Local Prescription Delivery

Apple MedSync | Synchronized Prescription Refills

Apple Pax | Medication Packaging System

Core Clinical Care | Diabetes and CGM Support & Education

Medication Therapy Management

Home Medical Equipment | Oxygen & Nebulizers

Respiratory Services & Supplies | CPAP, BiPAP & Supplies

*Caring for you and about you
for over 50 years!*

FRUITLAND | 410-749-8401 | Route 13 South & Cedar Lane
SALISBURY | 410-543-8401 | 1210 Nanticoke Rd Pecan Sq
www.appliedrugs.com | healthcare@appliedrugs.com



HOLLOWAY FUNERAL HOME

Professional Association

*Serving the Lower Delmarva Peninsula
Since 1883*

5th Generation Family Business
Funeral & Cremation Services
Advance Planning • Monuments • Pet Services

410-742-5141 • www.HollowayFH.com



TRIGLIA

Transportation Co., Inc.

P.O. Box 218, Delmar, DE 19940

AFFILIATED WITH PRIME CARRIERS



302-846-2141

FAX 302-846-3785

1-800-648-8744

Ads from 2024-2025

