



*St. Scholastica
Academy*

FAMILY
HANDBOOK

2026-2027

ST. SCHOLASTICA ACADEMY

a.m.d.g.

St. Scholastica Academy
Family Handbook

Changes and additions from the previous edition
are highlighted throughout the handbook.

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MISSION STATEMENT

St. Scholastica Academy was founded for the purpose of helping parents pass on to their children the truth, goodness, and beauty of the Catholic faith in full communion with the Magisterium. Our academic program is religious-based, and emphasis is placed on the basics. We strive to awaken a love of learning in the mind of each child. The students, with parents and teachers to guide them, practice self-discipline in every aspect of their lives. Students are encouraged to practice Catholic charity, to treat people with dignity, not to condemn but to love, and to pass on to others this saving faith. All for the glory of God.

SCHOOL GOALS

St. Scholastica Academy will strive to:

- Teach the Gospel of Jesus Christ as handed down by the Magisterium of the Roman Catholic Church.
- Provide an education of excellence that assists children in their growth toward full personal potential.
- Develop and offer an education in which intellectual, physical, and social components are integrated with religious and moral instruction, and where the Catholic Faith imbues all that we say and do.
- Teach students to think critically and express themselves with clarity and competence.
- Promote character by insisting on responsible study and submission to intellectual and moral discipline.
- Inspire students to realize their duties as American citizens and promote general welfare through a deeper understanding of the effect of personal actions upon the lives of others.
- Promote the development of leadership through the application of Christian principles in activities and personal conduct.
- Foster refinement in manners, speech, and dress following Christian ideals.
- Promote the dignity of all human life, especially that of the unborn and elderly who are in desperate need of protection amidst today's culture of death.
- Develop the spirit of Christian charity as commanded by Jesus Christ.
- Foster each student's personal relationship with Jesus Christ through personal prayer, public worship, and the study and imitation of the lives of the saints.

CONTACTING STAFF

Out of respect for students, teachers, and academics, voicemails should be left during the school day; teachers will return calls when their schedule allows. Messages may be left on the office phone at 763-200-9293. In emergencies, call 612-275-7782.

Emails to teachers will be answered as their class time allows. This will usually be after the school day is completed.

PARENT ROLES AND RESPONSIBILITIES

St. Scholastica Academy supports parents as the main educators of their children. Because of this, we expect parents to be actively involved in their child's education and growth.

Parents will be kept informed about school programs, rules, and policies through this handbook, meetings, and weekly Friday letters.

Parents are expected to:

- Follow the school policies in this handbook. By enrolling your child, you agree to these policies.
- Live out the Christian values that guide our school in daily life.
- Encourage good study habits and help your child grow academically.
- Support the school's academic expectations. Sometimes homework can be challenging, but it helps your child grow. If you think the homework is too much, please talk to the teacher instead of telling your child it's too hard. If your child feels overwhelmed, let them know you will speak with the teacher to find a solution.
- Create a good homework environment at home. Make sure your child has a quiet, distraction-free place to work so homework can be done effectively.
- Support the school's discipline and conduct policies. We work together with parents to help children learn respect and virtue. If you disagree with a discipline decision, please discuss it calmly with the principal instead of immediately siding with your child. Respect for school authority helps children learn responsibility.
- Sign and return school forms and reports as requested by teachers and staff.
- Balance home life and activities. Homework is the top priority, even when students have extracurricular events. If your child has a busy schedule, encourage them to plan ahead so homework is always done on time.
- Pay tuition, fees, and participate in fundraisers as required.
- Speak kindly and supportively about the school, its staff, and students to others.
- Notify the school in writing about any changes like student illness, absences, custody, transportation, or contact information.

STUDENT DISCIPLINE POLICY

St. Scholastica Academy seeks to model the Holy Family by fostering Christian virtue as the foundation of all student behavior. Our rules and expectations are designed to guide students in their journey as children of God and souls destined for heaven.

While we do not expect perfection, we recognize that children naturally test boundaries as part of their growth. It is essential that students understand when they have crossed acceptable limits and that appropriate, consistent consequences are applied. Without this, discipline cannot be effective.

In-School Expectations

Students are expected to:

- Adhere to all school rules.
- Accept responsibility for their actions.
- Correct behavior that does not meet expectations.
- Develop self-discipline.

Students should obey school rules not only because they are required but also as an expression of honoring authority—reflecting the Fourth Commandment—and ultimately as obedience to God.

Key rules include:

- Treat all adults and visitors with respect.
- Refrain from gum, candy, and food in classrooms unless permitted.
- To help maintain a focused, orderly, and distraction-free learning environment, personal electronic devices are not permitted for use during the school day unless specifically authorized by a teacher or administrator for educational purposes. This includes, but is not limited to, cell phones, smart watches, fitness trackers with communication capabilities, earbuds, headphones, Bluetooth devices, tablets, gaming devices, cameras, e-readers, music players (including iPods), and similar electronic or internet-enabled devices. Cell phones and smart devices must be powered off or silenced and kept out of sight in backpacks or lockers during school hours, including passing times, lunch, and study periods, unless permission has been granted by staff. Smart watches may not be used for texting, calling, internet access, photography, recording, gaming, or viewing messages during the school day. Any electronic device that is visible, audible, or used without permission will be confiscated by staff and returned at the end of the school day. After three infractions, a parent or guardian will be required to retrieve the device from the school office. St. Scholastica Academy is not responsible for lost, damaged, or stolen electronic devices brought to school.
- Possession or use of drugs without a physician's prescription or parental consent, and smoking (including e-cigarettes) on school property, will result in immediate expulsion.
- Use of impure language, immoral behavior, or support of such conduct, either verbally or through media, is strictly forbidden.
- Compliance with the school uniform code is mandatory; intentional violations may result in disciplinary action.

- Weapons of any kind are prohibited on school grounds unless expressly authorized by the principal.
- Students must make restitution for any vandalism, rough play, or risky behavior causing damage to school or church property.
- Respect for others' property and academic work through honesty and integrity is expected.
- Cheating, including plagiarism, contradicts our school's values and will result in a zero for the assignment and possible further disciplinary measures.
- While striving for excellence, students should avoid excessive competitiveness in academics, sports, or social situations, maintaining a spirit of good sportsmanship and Christian charity.

Out-of-School Expectations

Students represent St. Scholastica Academy at all times, including after school hours, weekends, and during breaks.

Our mission is to assist parents in forming children who live virtuously and cultivate a deep love for Christ. True virtue is internalized, not merely displayed when observed by others.

Our hope is that students obey out of a sincere desire to please Jesus, the center of our faith.

Behaviors inconsistent with our values include, but are not limited to:

- Using inappropriate language or demonstrating poor sportsmanship at games or social events.
- Leaving Mass early to socialize.
- Dressing immodestly or in a manner that shows defiance.
- Running unsupervised through halls during after-school events.
- Misconduct at any school-sponsored event, on or off campus.

ACADEMIC EXPECTATIONS AND POLICIES

Religious Education

Religious instruction is a key part of our mission at St. Scholastica Academy. We provide formal education in the Roman Catholic Faith, always in alignment with the teachings of the Church. Our goal is not only to teach about the Catholic Faith, but to create a school culture that reflects Catholic values in everything we do. All students—Catholic and non-Catholic—are required to attend religious education classes, school Masses, and prayer services. We expect all students to show respect for the Catholic Faith through both their behavior and their words.

Curriculum

Our curriculum supports the development of each student's spiritual, moral, academic, social, and physical growth through a Catholic lens. The subjects we offer include religion, math, language arts (which includes phonics, spelling, grammar, literature, writing, and penmanship), history, geography, science, music, art, and physical education. We aim to offer a well-rounded and traditional education grounded in truth and virtue.

Homework Policy

Homework helps reinforce what students learn in class and builds responsibility and independence.

Parents play an important role in supporting homework at home. Students are given a homework notebook or sheet to track assignments, and teachers in grades K–4 may ask parents to sign it daily. In addition to assigned homework, students are strongly encouraged to read for at least 30 minutes each day from a book they enjoy.

Here's a general idea of how much homework you can expect for each grade level (based on students working at an average pace):

- Kindergarten: 10–15 minutes, twice a week
- Grade 1: 10–25 minutes, four times a week
- Grade 2: 20–30 minutes, four times a week
- Grades 3–5: 30–60 minutes, four times a week
- Grades 6–8: 1–2 hours, four times a week
- Grades 9–12: 1.5–2.5 hours, five times a week

Late or Incomplete Homework

- Grades 1–6:
 - Late or incomplete homework gets 50% credit at most.
 - Each day it's late, 10% more is deducted. After five school days, the assignment gets no credit.
 - Missing three assignments in one quarter is treated as a behavior issue. Every assignment missed after that is also a conduct issue.
 - Students may be assigned Silent Lunch if homework is missing or late.
- Grades 7–12:
 - Homework turned in late does not get credit.
 - If it's still not turned in by the next class, the student receives a conduct slip, and this continues until the assignment is turned in.
 - Late assignments must be completed to at least an 80% quality level—or the student will have to redo them.

Making Up Work After Absence

Students or parents need to ask for missed work. Once the student returns, they'll have two days to complete make-up work. Teachers can allow more time if needed. Projects, tests, and assignments that were announced before the absence are due the day the student comes back.

Extracurricular Activities

We recognize that there are great extracurricular opportunities, but academics always come first. Students are expected to keep up with homework, even on nights when they have activities. If a student has a busy evening, they should plan ahead. Being a student is their main responsibility now, and it's important they treat it that way. If their outside activities are affecting their schoolwork, it's a sign that priorities may need adjusting.

Grading Scale

For Kindergarten-Second classes, Art, Technology, and Music, we use the following system:

- E – Excellent
- S – Satisfactory
- N – Needs Improvement
- U – Unsatisfactory

Grades 3–12 use number grades. Anything below 70% is considered failing.

Requirements for Senior High Graduation

The following requirements are specific to St. Scholastica Academy. Students must satisfactorily meet all graduation requirements in a timely manner to participate in commencement exercises and receive a high school diploma from St. Scholastica Academy.

Earned credits must consist of, at least, the following coursework:

- 4 years of Religion (must be enrolled in religion for each year in high school)
- 4 years of English
- 4 years of Literature
- 4 years of Math
- 3.5 years of Social Studies
- 3 years of Science
- 4 semesters of Fine Arts
- 1 year of Health
- 1 year of Physical Education
- 15 elective credits (chosen by teacher for the year)

Honor Roll

Each quarter, we recognize students in grades 6 and up who are doing exceptionally well. Grades used to calculate Honor Roll include math, language arts, religion, history, science, and Latin.

To qualify for the Honor Roll, a student must:

- Have a quarterly average of 93% or higher
- Not have any grades below 70%
- Not have received detention that quarter

We have two Honor Roll levels:

- Academic Excellence: 96%–100%
- High Honors: 93%–95.99%

Academic Probation

Academic Probation is used to alert students and parents when a student is struggling significantly and needs immediate academic support. If a student receives a grade below 70% at the end of any quarter, the school will conduct an academic review. During this review, the administration, student, and parents will work together to create a plan to help the student improve.

A student may also be placed on Academic Probation if there is an ongoing lack of effort with homework or academic responsibility. While on probation, the student's progress will be closely monitored. If improvement is not seen within a reasonable time, the student may lose certain privileges, including participation in extracurricular activities.

If the student does not meet minimum academic expectations by the end of the following quarter, the school may request that the student withdraw from St. Scholastica Academy.

Report Cards, Mid-Terms, and Conferences

St. Scholastica Academy follows a quarter-based grading system. Report cards are issued at the end of each quarter.

Mid-term reports may be issued during the second and third quarters if a student's grades raise concern. Parent-teacher conferences are required at the end of the first quarter, and parents are welcome to request additional conferences at any time throughout the school year.

Promotion and Retention

Decisions about promotion or retention are based on both academic performance and the student's overall emotional and developmental readiness. If retention becomes a possibility, parents will be notified as early as possible to discuss the situation.

Standardized Testing

To evaluate and improve our academic programs, students at St. Scholastica Academy take annual standardized tests. Individual student results are kept confidential and are only shared within the school or with a professional testing consultant employed by the school.

Student Records

In accordance with state and federal law, parents have the right to review their child's school records. To do so, parents should contact the principal and schedule an appointment. The principal will make records available within a reasonable timeframe.

Student records may include:

- Student identification and health information
- Grades and completed academic work
- Standardized testing scores
- Attendance history
- Family background information
- Teacher or counselor evaluations, including verified reports of serious or
- repeated behavior issues

SCHOOL OPERATIONS

Daily Schedule

- 8:00 AM – First bell rings; students should be in their classrooms ready to begin the day.
- 8:00 AM – School begins with prayer.
- 11:30 AM – Lunch and recess.
- 3:30 PM – End-of-day prayer and dismissal.

Absences, Tardiness, and Dismissals

Regular attendance is important for student success, but we understand that occasional absences or schedule changes happen. Please follow these procedures:

- Reporting an Absence: Call/text the principal at 612-275-7782 by 8:30 AM on the day of the absence. When your child returns, send a signed note explaining the reason for the absence.
- Tardiness: Students are tardy if they arrive after 8:00 AM and must check in at Miss Kaye's room. After six tardies, students must complete a 60-minute Mandatory Make-Up session. Two of these sessions equal one absence on the school record. *Tardies are cumulative and do not reset each quarter.* Weather or traffic-related tardies may be excused.
- Early Dismissal / Late Arrival: Notify the school 24 hours in advance by email or note. Parents must come into the building to pick up their child. Missing more than 3 hours in a day is counted as a full-day absence. Arriving after 10:40 AM or leaving before 12:00 PM also counts as an absence.
- Planned Absences: Send a signed note to the teacher at least 24 hours in advance. Include dates and the reason. Homework requests should be made a week in advance.

Attendance Concerns and Chronic Absenteeism

Consistent attendance is important for academic success, classroom continuity, and the formation of good habits and responsibility. Missing excessive school time negatively impacts student learning, participation, and classroom community.

Students who miss approximately 10% or more of the school year, whether through excused absences, unexcused absences, tardiness, planned absences, or early dismissals, may be considered chronically absent by the school. Families of students demonstrating patterns of excessive absences may be contacted by administration to discuss attendance concerns and possible support measures. Under Minnesota compulsory attendance laws, repeated unexcused absences may also result in a student being classified as truant. In certain situations involving excessive unexcused absences or concerns related to educational neglect, the school may be required or permitted to report attendance concerns to appropriate county agencies or truancy authorities in accordance with Minnesota law.

Emergency Closings or Delays

In case of bad weather or emergencies, St. Scholastica Academy follows the Cambridge-Isanti Public Schools for closings and late starts. Announcements will be made by C-I school district through news outlets and social media, and the school will also email and text updates. Make sure your emergency contact info is current.

Visitors

All parents and visitors must sign in at the school office or high school classroom upon arrival.

Valuables & Money

Please do not send valuables to school, as they are not covered by school insurance. Money sent to school should be placed in an envelope labeled with the student's name and its purpose. Money should not be kept in classrooms.

Lost and Found

Lost items are kept in the Lost & Found Box. Students should check it regularly. Unclaimed items will be donated to charity at the end of each month.

Drinks in Classrooms

To help maintain a clean and focused learning environment, only water is permitted in classrooms. Water should be in a spill-resistant container with a secure lid. Occasional exceptions (such as for special events or classroom activities) may be granted at the discretion of the teacher.

Lunch

Students must bring their own nutritious lunch each day. No soda or energy drinks are allowed.

Mass

Mass is a central part of our school week. Students may participate as altar boys, lectors, or choir members.

School Pictures

School pictures are taken annually. The date will be announced. Uniforms are required on picture day.

School Directory

A school directory is shared with families at the start of each school year. It includes student names, parent names, emails, addresses, and phone numbers. If you prefer your information not be included, notify the principal by the end of the first week of school. The directory is for school use only.

Field Trips

Students at St. Scholastica Academy participate in a variety of educational activities and field trips throughout the school year, including visits to museums, farms, parks, churches, community locations, neighborhood walks, and other educational destinations. Parents or guardians sign a general annual field trip permission form at the beginning of each school year granting permission for student participation in these activities.

Transportation is provided by approved parent or staff volunteers using privately owned vehicles that are properly licensed, insured, and registered in accordance with Minnesota law, as the school does not operate a school bus. Reasonable efforts are made to ensure appropriate supervision and safety during all off-campus activities.

Parents will be informed of major field trips and special activities in advance through school communication. Students may be excluded from a particular activity if the school determines participation would not be appropriate due to behavioral, disciplinary, health, or safety concerns.

Transportation

Parents are responsible for student transportation. Families living outside the Cambridge-Isanti School District may qualify for transportation reimbursement from their home district—contact your district for details.

ENROLLMENT

St. Scholastica Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Minimum Age Requirements

- Kindergarten: Must be 5 years old by May 1 of the year they plan to attend.
- 1st Grade: Must be 6 years old by May 1 of the year they plan to attend.

Required Documents

The following must be submitted before enrollment:

- Completed application and fee
- Copy of birth and baptism certificates
- Records from previous schools (if applicable)
- Immunization records
- Emergency and medical contact forms
- Pick-up authorization form

Family Interview

All families must meet with the principal before admission is finalized.

Provisional Admission

All new students begin on a 9-week probationary period. Admission becomes official when:

- All documents and fees are received
- Past school records are reviewed, and
- No significant academic or behavioral concerns arise during the probation period

Mid-Year Transfers

Students may be accepted mid-year if:

- There has been a change in residence
- The principal approves the transfer
- The student attends a trial day, followed by a conference
- The student is no more than one grade level behind peers of the same age
- They complete a 9-week probation period

Waitlists

If a class is full, students will be placed on a waitlist. Priority is given to currently enrolled families, followed by new families based on our registration procedures.

Registration Fees

A non-refundable \$100 registration fee is required for all new families (except in the case of military relocation).

Birthdays

Students are recognized during lunch on their birthdays (or half-birthdays for summer birthdays). They may bring a snack to share. Party invitations should not be distributed during school hours.

Recess

All students have recess unless it's withheld due to incomplete work or behavior. Weather permitting, recess is held outdoors every day unless it's raining or the temperature (including wind chill) is below zero. Please dress students appropriately.

Library

Our school library is rooted in our mission: to value what is good from the past and welcome what is honorable and true from the present. Materials selected for the library are chosen to support the intellectual, moral, and spiritual formation of our students in keeping with the mission and philosophy of St. Scholastica Academy.

Library resources are selected based on their literary quality, educational value, age appropriateness, and alignment with Catholic teaching and the school's classical and liberal arts approach to education. Priority is given to books and materials that foster virtue, truth, beauty, wisdom, strong moral character, and a love of learning.

Because the library is an extension of the school's mission, not all books or viewpoints commonly found in public libraries or bookstores will be included in the school library collection. The administration reserves the right to determine the suitability of all library materials for use within the school community.

Internet Policy

- Grades K–5 follow a no internet use policy during the school day unless the principal gives permission.
- Grades 6 and up may use the internet for school assignments under teacher supervision.

Media Policy

We encourage families to be mindful of what students watch and listen to at home. Media that promotes rude, immoral, or disrespectful behavior is strongly discouraged. Students may not discuss inappropriate media at school. As a guide, ask: "*Would I be comfortable watching or listening to this with Jesus and Mary present?*"

Fundraising

Each family is expected to fully participate in fundraisers to help support the ongoing needs of the school.

Emergency, Health, and Safety Procedures

At St. Scholastica Academy, the safety and well-being of our students is a high priority. We have comprehensive procedures in place to prepare for a variety of emergency situations and ensure that families are informed, involved, and supported.

Emergency Preparedness

We conduct regular fire, tornado, lockdown, and evacuation drills to ensure that students and staff are familiar with safety procedures. These drills are treated seriously and require quiet, prompt, and orderly participation. Students will be instructed on the procedures that apply to different areas of the campus.

In the event of a real emergency that requires students to shelter in place or if the building is locked down, parents should not attempt to come to the school until they receive communication from staff. The safety of students is our primary concern during such situations.

Accurate Emergency Contact Information

Parents and guardians are responsible for keeping the school informed of any changes to emergency contact information. Accurate contact details are essential so that families can be reached quickly when needed.

Illness and Injury During School Hours

If a student becomes ill or injured during the school day, school staff will contact a parent or guardian. If the parent or guardian cannot come to the school, the student may be released to an authorized emergency contact. Students will not be sent home unless an adult is available to receive them.

Health Records and Immunizations

Health records are required for all students. It is recommended by the Minnesota Department of Health that children receive a physical before starting kindergarten or first grade, and again in seventh grade. The school follows the Minnesota School Immunization Law; parents must submit immunization records or exemption forms before the first day of school and update them as needed.

Medication Administration

Any prescription or over-the-counter medications to be administered at school must be accompanied by a written parent/guardian authorization each year. Medications must be in their original containers with a pharmacy label. Medications are kept in the school office. Medication permission slips are available upon request.

Reporting Child Abuse or Neglect

St. Scholastica Academy is legally required to report any known or suspected child abuse or neglect. Staff are mandated reporters and will notify the appropriate authorities, as well as the school principal, if they believe a child may be in danger. A written report will be filed within 72 hours of a verbal report.

Search of Lockers, Desks, and Personal Belongings

To ensure the safety and well-being of all students and staff, St. Scholastica Academy reserves the right to search school property and student belongings when deemed necessary. The school administrator or their delegate may search lockers, desks, backpacks, purses, or other bags brought onto school grounds without a warrant. These searches may be conducted at any time if there is reasonable cause to believe a school rule has been violated or if safety concerns arise. All such searches will be conducted respectfully and with discretion, in accordance with the school's mission to provide a secure and faith-filled learning environment.

Custody and Guardianship

In cases of divorce or separation, both parents are assumed to have equal custodial rights unless a court order states otherwise. Parents must notify the school in writing regarding any custodial limitations and who is authorized to pick up the child during school hours. Staff cannot participate in custody disputes or provide testimony.

Spiritual Life and Formation

St. Scholastica Academy is grounded in Catholic faith and values. Students participate in daily prayer, attend weekly Mass, and receive spiritual formation throughout the school year.

Sacramental Preparation:

Students in second grade prepare for First Reconciliation and First Communion at school. However, the reception of these sacraments takes place through each family's home parish. Parents are responsible for coordinating with their parish for the actual celebration of the sacraments.

Students in grades 4–12 receive ongoing religious formation intended to deepen their relationship with Jesus Christ, increase their understanding of the Catholic faith, foster devotion to the Holy Spirit, and encourage active participation in the life of the Church. Through religion classes, prayer, study of Sacred Scripture and the Catechism, participation in the liturgical life of the school, and guidance in Christian virtue, students are prepared to more fully live their faith and assume the responsibilities of Christian discipleship.

Although St. Scholastica Academy does not offer a separate formal Confirmation preparation class, the school's religion curriculum and Catholic based formation provide students with substantial preparation for the Sacrament of Confirmation. Parents who believe their child is ready to receive the sacrament should contact their parish to inquire about the parish's Confirmation process, requirements, and scheduling.

Prayers

Each grade level includes memorization and recitation of age-appropriate prayers as part of the curriculum.

Tuition Policy

Tuition is required for enrollment at St. Scholastica Academy. For families choosing a monthly payment plan, payments are due by the 5th of each month. Late payments will incur a late fee. For current tuition rates, please contact the school office.

Uniform Policy

All students are expected to follow the school's uniform dress code, which promotes a focused and respectful learning environment. Most uniform items must be purchased through Donald's Uniform Store: www.donaldsuniform.com

General Guidelines (Dress Code Policy can be obtained from the school office.)

- Uniforms must be clean and in good repair.
- Hairstyles should be simple, neat, and modest. Unnatural hair colors, exaggerated styles, shaved designs, or hairstyles that draw undue attention are not allowed.
- Boys' hair must be short and off the collar and ears.
- Tattoos, makeup, glitter, and excessive accessories are not permitted.
- Jewelry is limited to post earrings for girls K-8 and necklaces must be simple and may include only small Christian emblems, medals, or crosses.

P.E./Recess and Seasonal Attire

Grades K–3:

No PE/recess uniform is required.

Grades 4–12:

Students must wear appropriate athletic shoes for physical activity. Boys may change into alternate pants; girls may wear pants under skirts. Winter gear is required during cold months.

Dress Down Days

On non-uniform days, students must wear modest and school-appropriate clothing. The following items are not allowed: sweatpants, pajama pants, leggings as pants, shorts, tank tops. Skirts and dresses must be knee-length. Shorts must be no shorter than three inches above the knee.

Unmentioned Situation

If a situation arises that is not mentioned in this handbook, the administration reserves the right to deal with the situation according to their judgement. Every effort will be made to act in a manner that is reasonable, professional, fair, and in the best interests of the school.

DISCIPLINE OPTIONS

Silent or Homework Lunch

When assigned silent lunch, students are required to remain at a designated silent lunch table during the lunch and/or recess periods. For homework lunch assignments, students must utilize this time to complete their academic work rather than participate in lunch and/or recess activities with their peers.

Conduct Slips

Conduct slips serve as part of a systematic and progressive disciplinary process. These slips are sent home for parental acknowledgment and signature. Students may incur up to two conduct slips per quarter without further disciplinary measures. Upon a third conduct slip within the same quarter, the student will be assigned detention. In cases of severe infractions, multiple conduct slips may be assigned for a single incident at the discretion of the teacher. Conduct slip counts reset each quarter; however, repeated infractions across multiple quarters will be considered when determining appropriate disciplinary action.

Detention

Detention is to be served on the day it is assigned. The duration of detention may vary depending on the student's age and the seriousness of the infraction, though typically it lasts approximately one hour. Detention takes precedence over all extracurricular activities, meetings, and school practices.

Probation

Students who accumulate three detentions within a quarter or who are involved in serious incidents necessitating immediate disciplinary intervention will be placed on probation. Probation serves as a formal warning indicating that immediate improvement in behavior is required. The probationary period lasts six weeks from issuance. During this time, the student may be assigned work duties or temporarily barred from participation in extracurricular activities, as deemed appropriate by the administration. Any significant violation of school regulations during probation may result in suspension.

Suspension

- *In-School Suspension:* Students on probation who receive further detentions or are involved in serious infractions may be assigned in-school suspension. During this period, students will be removed from their regular classrooms and required to complete their academic work under supervision in a designated location.
- *Out-of-School Suspension:* The principal alone may impose out-of-school suspension. Reinstatement following suspension requires a conference involving the principal, parent(s), and, if applicable, the teacher. Upon returning to school, the student will remain on probation for a minimum of twelve weeks or until the principal determines otherwise. All academic assignments remain due as scheduled during the suspension, and students are responsible for submitting their work in a timely manner.

Expulsion

Students who receive two out-of-school suspensions within a single quarter or commit other serious offenses may be expelled. Expulsion constitutes termination of enrollment at St. Scholastica Academy and is the most severe disciplinary action the school may impose. The principal holds sole authority to enact expulsion.

BULLYING POLICY

Bullying in any form is strictly prohibited. It is defined as repeated and intentional physical or psychological harm inflicted upon one or more students, resulting in an intimidating, hostile, or offensive educational environment that interferes with an individual's performance or participation at school. Any form of cyberbullying or digital harassment is strictly prohibited, whether it occurs during school hours, on school property, or outside of school hours and off-campus.

Cyberbullying includes, but is not limited to, the use of digital communication tools (such as text messages, emails, social media platforms, messaging apps, or other electronic means) to:

- Threaten, intimidate, or cause fear
- Insult, mock, or belittle another student or staff member
- Spread rumors or false information
- Share or display lewd, vulgar, or inappropriate images or language
- Deliberately exclude or isolate individuals from digital groups or communications
- Engage in repeated unwanted contact or stalking behavior online

Such actions are considered harassment and are taken seriously, regardless of where or when they occur. Students are expected to conduct themselves with integrity and charity in all forms of communication, including digital interactions. Cyberbullying, even when conducted off-campus and outside of school hours, may result in disciplinary action if it disrupts the school environment, targets members of the school community, or violates the values of St. Scholastica Academy.

Parents and students are encouraged to report any incidents of cyber or other bullying to school administration. All reports will be investigated promptly and confidentially, and appropriate measures will be taken to ensure the safety and dignity of all students involved.

Types of Bullying:

- *Physical*: Includes violence, theft, and property damage.
- *Verbal*: Includes name-calling, teasing, mocking, and spreading secrets.
- *Relational*: Includes cyberbullying, rumor spreading, exclusion from social groups, threatening gestures, malicious communications, and prank calls.

Reporting and Response Procedures:

- All bullying incidents occurring at school must be reported immediately to staff members.
- The staff member closest to the incident shall document the report and promptly notify the principal.
- The principal or designated administrator will conduct a thorough and timely investigation. Both the victim and perpetrator will be informed that the bullying must cease immediately.
- When deemed appropriate, the perpetrator will meet with the principal and parents to discuss the severity of the conduct and to establish corrective measures.

Potential Outcomes:

- In serious cases, disciplinary measures such as suspension or expulsion will be considered.
- If possible, the administration may facilitate meetings between the victim and the perpetrator to foster reconciliation.
- Faculty will continue to monitor both students following the incident, including regular check-ins, to ensure the bullying does not recur.

Policy Standards for Literature, Media, and the Arts

Rooted in Catholic Identity

St. Scholastica Academy provides a Catholic based education that forms students intellectually, morally, and spiritually. We believe that literature, media, and the arts are not merely academic disciplines but vital tools in shaping the moral imagination and ordering the affections of the young toward truth, beauty, and goodness. All content selected must be consistent with the mission of Catholic education and must contribute to the formation of the whole person in Christ.

Selection and Use of Literature, Media, and Artistic Works

All books, media, and films used in instruction or assigned for student viewing or reading—whether within class or as outside assignments—must adhere to the following criteria:

I. Moral and Formational Standards

A. Content Restrictions:

1. Materials must be free of significant or shocking profanity.
2. Materials must be free of any explicit discussion, depiction, or glorification of sexual activity or sexual fantasy.
3. No media or literature may present occult, blasphemous, sacrilegious, or anti-Catholic themes without clear instructional purpose and guidance.

B. Moral Impact:

1. Materials must not be a likely proximate cause of:
 - a) Leading students to sinful thoughts or actions,
 - b) Weakening or undermining the faith,
 - c) Leading students away from the truth,
 - d) Or leading them toward despair or nihilism.

C. Character and Theme Expectations:

1. Protagonists and other central characters should either:
 - a) Exhibit growth in virtue, or
 - b) Clearly suffer the consequences of vice in a way that upholds moral clarity and does not glamorize evil.
 - c) Ambiguity in moral themes must be addressed explicitly in class through Catholic interpretation and guided discussion.

D. Educational and Artistic Standards:

1. Materials must possess enduring literary, intellectual, inspirational, and artistic value.
2. Selection must prioritize substance over entertainment, rejecting works chosen solely for recent popularity, trendiness, or shock value.
3. The writing or artistic quality must be objectively high, and should promote creativity and cultivate a Catholic imagination.
4. All selections must be developmentally appropriate in both content and style.

E. Catholic Interpretation and Integration:

1. All discussions of texts and materials must include evaluations of events and themes from a Catholic worldview.
2. Instruction should aim to provide insight into the Catholic understanding of the human person, both in his fallen and redeemed state, and his relationships with God, family, and society.

II. Specific Guidelines for Movies and Visual Media

A. Rating Restrictions:

- a. Movies rated “R” are strictly prohibited.
- b. Films with brief offensive content must have that content skipped or blocked entirely.

B. Pedagogical Purpose:

- a. Movies may only be shown during instructional time when they serve a clear pedagogical purpose.
- b. Showing an entire movie is to be a rare event and should only occur when clearly justified by curricular goals.

C. Instructional Practices:

- a. Teachers must be actively present and engaged during any movie viewing.
- b. Films must be paused at regular intervals for guided discussion and analysis.
- c. Selective scene viewing is encouraged over full-length showings.
- d. If a movie is available on streaming services, consider assigning it as homework viewing, accompanied by study guides, parental involvement, and follow-up class discussion.

D. Classroom Environment

- a. Students must be seated in a way that ensures engagement and visibility.
- b. Instructors must monitor students to prevent misuse of devices or inattentiveness during viewings.

III. Approval, Documentation, and Oversight

- A. All books and movies must be listed in the official class curriculum guide.
- B. Teachers may not remove or substitute a book in the official curriculum without prior approval from the principal.
- C. Any new or supplemental literature (grades 4–12) must receive principal approval prior to use.
- D. Summer reading or outside-of-class assignments must feature:
 - a. Unambiguous moral themes,
 - b. Characters whose crises are clearly resolved within a Christian worldview, and
 - c. Must meet the same literary and moral standards as classroom materials.

IV. Formation and Accountability

- A. All faculty are expected to form students toward a right ordering of imagination, passions, and emotions, as guided by Catholic teaching.
- B. Teachers must regularly evaluate the formation value of the content and exercise professional discernment in presenting materials, always seeking to form rather than deform the intellect and soul.
- C. St. Scholastica Academy commits to regular curricular review and fosters ongoing teacher formation in Catholic educational principles, especially in evaluating cultural media through the lens of faith.

This policy serves to protect the moral and intellectual formation of our students, ensuring that every work of literature or art presented in our school contributes to the pursuit of truth, beauty, and goodness in accordance with our Catholic mission.

Policy on Secular Academic Materials & Programs

- I. Mission & Guiding Principles
 - A. St. Scholastica Academy affirms that all academic programs—even when using secular-origin materials—must promote the school’s Catholic based identity, foster salvation, and serve the common good. Secular content may be employed only when a faithful Catholic alternative is unavailable, and then only after rigorous evaluation and necessary adaptation
- II. Priority of Catholic Educational Resources
 - A. Catholic curriculum materials and programs are the primary and preferred choice.
 - B. Secular materials may only be adopted when Catholic options are non-existent, materially inadequate, or incapable of meeting academic standards.
 - C. Any secular resource used must be augmented or adapted to provide explicit Catholic interpretation, integrating faith and reason
- III. Evaluation Checklist for Secular Materials
 - A. Every secular program, textbook, speaker, or resource must be evaluated using the following framework:
 - 1. Does the material:
 - a) Contradict Church teaching, cause scandal, or confuse Catholic doctrine?
 - b) Promote atheism, relativism, scientism, or false anthropology?
 - c) Undermine the unity of faith and reason, or normalize ideology in conflict with Catholic teaching?
 - d) Present notions of the human person or moral decision-making without reference to God’s revelation or divine grace?
 - e) Encourage political or social activism unsupported by Catholic social principles?
 - f) Excessively burden scheduling or assessment at the expense of theology instruction or liturgical life?
 - 2. If answered “Yes”:
 - a) Reject it outright if the conflict is explicit.
 - b) If it is only tangential or subtle, it may be used only with robust supplemental Catholic based instruction and teacher preparation.
 - c) If no concerns are detected, it may be considered—but still requires Catholic based contextualization in lesson delivery.

IV. Integration & Supplementation

- A. Any adopted secular materials must be clearly integrated with Catholic based teaching in planning, instruction, and assessment
- B. Dialogue between faith and reason must be built into lessons—pointing out and contrasting secular assumptions with Catholic truths.
- C. Teachers must be equipped to lead interdisciplinary reflections, synthesizing secular content with theology, philosophy, and Catholic based anthropology

V. Evangelization & Character Formation

- A. Secular resources must contribute to forming students' intellectual, moral, spiritual, and emotional development in harmony with Catholic based anthropology.
- B. Character formation is never based solely on humanistic or relativistic assumptions; it must lead ultimately to Christ and revelation
- C. Materials that presume man can achieve excellence apart from God's grace must be critically examined and paired with explicit teaching on transcendence and moral theology.

VI. Governance & Oversight

- A. All secular materials, programs, or curricular resources must be approved in advance by academic leadership.
- B. New secular initiatives—such as outside speakers, curricular supplements, or enrichment programs—require written rationale, evaluation outcomes, and plans for Catholic based integration.
- C. The school will subject its secular selections to periodic review in light of Church teaching, cultural context, and fidelity to mission.

VII. Transparency & Consistency

- A. Every department must maintain documentation of secular materials used and how they are integrated with Catholic based formation.
- B. School policies will reflect a unified standard: secular does not mean neutral—every lesson must be consciously oriented toward a Catholic based understanding of the human person and society

Admissions Policy in Light of Catholic Based Mission

I. Mission-Centered Admissions

St. Scholastica Academy exists to partner with families in forming students according to the truth, goodness, and beauty of the Catholic intellectual tradition. Our admissions policy reflects our Catholic based identity and mission: to form young people as disciples of Jesus Christ through a life rooted in truth, virtue, and communion with God and others.

While we welcome all families who sincerely seek this formation, we recognize that not every family may be ready or able to support the mission of Catholic based education. Therefore, our admissions process is one of discernment, charity, and clarity, seeking the true good of each child and the well-being of the school community.

II. Foundational Expectations for Admission

A. Families seeking admission to St. Scholastica Academy must:

- a. Support the religious mission of the school and agree to its teachings, particularly in matters of faith and morals as articulated by the Catholic Church.
- b. Commit to respectful collaboration with the school in the religious, moral, and academic formation of their children.
- c. Agree to participate in school-wide religious activities including Mass, prayer, liturgical celebrations, and catechesis.
- d. Acknowledge the authority of the principal and faculty to guide moral and academic instruction consistent with Catholic based teaching.

This agreement is formalized through a Parent-School Agreement, signed at the time of enrollment and reviewed annually.

III. Family Situations and Moral Alignment

We welcome students from a wide variety of family backgrounds, including non-Catholic and non-traditional households, so long as the family respects, supports, and does not publicly oppose Catholic moral teaching.

However, families presenting with the following situations may be asked to meet with the principal to determine alignment with the school's mission:

- A. Parents or guardians publicly engaged in same-sex unions or unrepentant cohabitation.
- B. Households that reject or contradict Catholic teaching on gender identity, sexuality, or marriage.
- C. Families that promote immoral or anti-Catholic ideologies through speech, media, or behavior.
- D. Individuals who publicly campaign against Church teachings, either online or in person.
- E. Students or family members who identify with or advocate for gender ideologies or sexual lifestyles in contradiction with Catholic teaching.

Admission may be denied or delayed in such cases to avoid scandal, protect the moral integrity of the student body, and preserve the school's evangelical mission. However, outreach, pastoral care, and referral to parish ministries will always be offered as appropriate.

IV. Student Expectations and Participation

- A. All students are expected to:
 - a. Participate fully in the religious life of the school to the extent their conscience permits.
 - b. Respect the teachings of the Catholic Church, even if not personally professed
 - c. Uphold standards of behavior in dress, language, conduct, and interaction that reflect Christian virtue and modesty.
- B. Students who are not Catholic will not be required to receive the sacraments but are expected to attend religious events and behave respectfully during all religious activities.

V. Special Considerations and Enrollment Limits

- A. While we strive to accommodate as many families as possible, limitations in space, resources, or pastoral capacity may restrict enrollment. Final admissions decisions are made by the principal in consultation with the admissions committee.
- B. Some families may be better served by parish religious education programs or other Catholic ministries until they are able to fully align with the school's expectations. This is not a rejection of the family's dignity or worth, but a loving effort to preserve the unity and witness of the school community.

VI. Right to Review and Discretionary Authority

- A. St. Scholastica Academy reserves the right to:
 - a. Deny or withdraw admission based on behavior that scandalizes the school community or contradicts the Church's moral teachings.
 - b. Require families to meet with the principal or pastor before final acceptance.
 - c. Periodically review enrollment based on family collaboration and student conduct.
- B. The principal retains final discretion in all admissions decisions in consultation with the school board.

VII. Parent-School Agreement Requirement

- A. As part of the application process, the family must sign a Parent-School Agreement that:
 - a. Affirms understanding of and commitment to the Catholic based identity of the school.
 - b. Details behavioral and moral expectations for students and families.
 - c. Clarifies that admission is a privilege contingent upon support of the school's mission.
- B. Families unwilling to sign this agreement will not be admitted.

VIII. Statement of Charity and Evangelization

St. Scholastica Academy desires to be an instrument of evangelization and healing for wounded families. When appropriate, we will accompany families on a path of conversion and integration into the life of the Church, in hope of full communion with Christ.

Policy Standards on Human Sexuality in Catholic Education

I. Mission Integration

A. Catholic Based Identity

- a. Human sexuality education is a core component of our mission to form the whole person—mind, body, and soul—“in the image of God”.
- b. All instruction and campus life must reflect the Church’s vision of human sexuality as a sacred gift, ordered to love, life, and communion.

B. Faith–Reason Synthesis: We unite Catholic based moral teaching with contemporary human sciences (biology, psychology, sociology) under the integral framework of faith and reason.

II. Guiding Principles

A. Dignity of the Human Person: Every student is created in God’s image and possesses inalienable worth, regardless of age, stage, or background.

B. Complementarity and Gift: Male and female are complementary expressions of God’s design, each reflecting unique dimensions of the divine image.

C. Chastity and Virtue Formation

- a. Chastity is the successful integration of sexuality within the person, according to one’s state in life.
- b. Virtue education emphasizes temperance, self-mastery, and respect for the body as a temple of the Holy Spirit.
- c. Redemptive Suffering and Mercy: Recognize that wounds to sexual integrity (abuse, identity confusion) call for pastoral care, healing, and truth-filled accompaniment.

III. Curriculum Standards

A. Scope & Sequence

- a. Grades K–3: God’s creation of body & soul; basic vocabulary (e.g., “private parts”); respect and modesty.
- b. Grades 4–6: Puberty—physical, emotional, spiritual dimensions; friendships; introduction to Catholic anthropology.
- c. Grades 7–8: Anatomy; social media & chastity.
- d. Grades 9–12: Theology of the Body for Teens; reproductive biology within a moral context; marriage as sacrament; Natural Family Planning; conscience formation; ethical issues (abortion, contraception, identity).

B. Methods & Pedagogy

- a. Age-appropriate, incremental development of concepts.
- b. Use of primary texts
- c. Small-group discussion, case studies, virtue-based reflection questions (Truth–Beauty–Goodness).
- d. Integrated across Theology, Science, Health, and Ethics classes.

IV. Materials Selection & Content Review

A. Rubric for Approval

- a. Materials must uphold Church teaching, exhibit high artistic and scientific quality, and avoid scandal (e.g., gratuitous detail, profanity, advocacy of contraception or abortion).
- b. All resources are reviewed by a committee of Theology and Science faculty, plus the principal.

B. Restrictions

- a. No graphic sexual content, no explicit descriptions or images.
- b. Abortion, contraception, sexual orientation, and gender identity are addressed only within the moral-theological framework of the Church.

V. Faculty Formation & Support

A. Ongoing Professional Development

- a. Faculty engage in ongoing learning, discussion, and professional growth throughout the year in areas including Theology of the Body, chastity education, and scandal prevention.
- b. When needed, the school may seek guidance or resources from diocesan Respect Life and Family Life Offices.

B. Pastoral Collaboration

- a. Theology teachers support the spiritual formation of students through prayer, sacramental preparation, and encouragement in the Catholic faith. When appropriate, the school may work with local clergy or encourage families to seek pastoral guidance from their parish priest.

VI. Student Conduct & Pastoral Care

A. Code of Conduct

- a. Students must respect personal boundaries, uphold chastity, and avoid misconduct (e.g., inappropriate touching, sexting).
- b. Infractions are addressed through a restorative justice process emphasizing repentance, forgiveness, and reintegration.

B. Counseling & Referral

- a. While the school does not maintain an on-site counselor, faculty and staff receive formation in Catholic moral theology and work with families to provide support and referrals when needed.
- b. Referrals to approved Catholic therapists for complex issues (abuse survivors, gender dysphoria).

VII. Parental Engagement

A. Parent Workshops

- a. Recognizing parents as the primary educators of their children, the school may offer optional workshops and resources throughout the year to support families in areas such as Catholic teaching on human sexuality, digital safety, virtue formation, and reinforcement of learning within the home.

B. Parent–School Agreement

- a. Affirmation of support for the Church’s teaching on human sexuality.
- b. Commitment to ongoing dialogue and reinforcement of virtue in the home.

VIII. Governance & Review

A. Oversight

- a. The principal, in consultation with the Theology Department has final authority over all curriculum and policy matters.

B. Annual Review

- a. This policy and all related curriculum materials will be reviewed each spring to ensure fidelity to Magisterial teaching and alignment with best practices.

St. Scholastica Academy is committed to forming students in the fullness of their humanity and discipleship to Christ. This policy upholds our responsibility to teach and live the truth and beauty of God’s design for the human person.

Policy on Sexuality Programs in St. Scholastica Academy

I. Purpose & Context

Catholic based education forms students integrally in mind, body, and soul, grounded in Christ's redemptive truth. This policy ensures that all instruction about sexual mechanics and health remains the province of parents, while the Academy delivers age-appropriate moral teaching on human sexuality consistent with Catholic doctrine.

II. Guiding Principles

A. Subsidiarity & Parental Primacy

- a. Parents are the primary educators of their children in matters of sexual health and practical sexual guidance.
- b. The school supports parents by providing moral and theological context, not mechanical instruction.

B. Christian Anthropology

- a. We teach that every person is made in God's image and that the body reveals spiritual truths ("language of the body").

C. Moral Integration

- a. Sexuality instruction is inseparable from Catholic moral principles such as the virtue of chastity, the sacramentality of marriage, and natural law elevated by grace.

D. Developmental Appropriateness

- a. Moral teaching is sequenced by age/stage, protecting innocence, and respecting parental roles.

III. Core Standards: School's Role

A. Moral Foundations Only

- a. The school's sexuality program addresses why God's design for sexuality matters—dignity, complementarity, self-gift—never how to perform sexual acts

B. Age-Appropriate Moral Curriculum

- a. K–3: Respect for one's body; privacy & modesty.
- b. 4–6: Friendship virtues; beginnings of Theology of the Body.
- c. 7–8: Anatomy in the light of virtue (no step-by-step instruction).
- d. 9–12: Deeper Theology of the Body appropriate for teens; Marriage as sacrament; Natural Family Planning principles; moral bio-issues (abortion, contraception).

C. No Practical "How-To" Content

- a. Any medical or practical sex-ed (e.g., condom use, contraceptive methods) is explicitly excluded.

D. Sacramental Vision

- a. Marriage is taught as a lifelong covenant between one man and one woman, ordered to unity and procreation.

E. Chastity & Virtue

- a. Emphasis on self-mastery, modesty, and respect for self and others within God's plan.

IV. Parent Partnership & Responsibilities

A. Parental Notice & Consent

- a. Before any puberty-related moral unit, parents receive detailed outlines and must opt-in in writing.

B. Parent Workshops

- a. Annual recommended sessions to equip parents for the "how-to" aspects: anatomy, health, and practical questions at home.

C. Resource Referrals

- a. The school provides vetted, Catholic-aligned resources (books, websites) for parents to teach mechanics.

V. Operational Practices

- A. Material Review: All resources are screened by the Theology faculty and the principal to ensure moral focus.
- B. Instructor Training: Teachers receive formation in Theology of the Body and in delineating moral vs. mechanical content.
- C. Single-Sex Sessions: Where feasible, moral instruction is delivered in separate forums to preserve modesty.
- D. Counseling & Referral: On-site staff for moral/spiritual questions
- E. Annual Policy Review: Ensure ongoing fidelity to Magisterial teaching and the parent-first principle.

VI. Approval & Oversight

- A. Final Authority: The principal, in consultation with the Theology Department chair and school board, approves all program elements.
- B. Review Cycle: This policy is reviewed each spring to incorporate new guidance from the Magisterium.

St. Scholastica Academy upholds parental primacy in sexual education, while committing itself to form students in the moral beauty of God's design for human sexuality.

Policy on Formation of the Human Person in Intramural & Informal Athletics

Although St. Scholastica Academy does not field formal sports teams, our students regularly engage in intramural and informal athletics such as recess ballgames, physical-education activities, playground tag, and other non-league contests. These moments of play and exercise still offer rich opportunities for body-and-soul formation. Our standards below adapt the Cardinal Newman Society's Policy Standards on Formation of the Human Person in Catholic School and College Sports (Oct. 8, 2021) to that everyday context.

I. Purpose & Mission Alignment

- A. Body-and-Soul Formation: Even a quick playground soccer match or dodgeball round can teach perseverance, teamwork, and respect for one's God-given body.
- B. Faith & Fun in Harmony: Recess and PE are extensions of our classroom and chapel where students learn self-control, solidarity, and joy in community while honoring God as Creator of body and spirit.

II. Foundational Principles

- A. Christian Anthropology
 - a. Every child's body is a "masterpiece of creation" and an instrument for praising God, whether running laps or lining up for hopscotch.
- B. Virtues in Play
 - a. Informal games cultivate honesty (no cheating), courtesy (waiting one's turn), and charity (helping classmates who fall), training hearts as well as muscles.
- C. Safe & Inclusive
 - a. All activities must safeguard physical well-being (proper supervision, age-appropriate rules) and moral dignity (no mocking, exclusion, or harsh taunting).
- D. Equality & Fairness
 - a. Teams or sides in pick-up games should be balanced by age, size, or skill, never by excluding students because of ability, gender, or background.

III. Standards for Intramural & Informal Play

- A. Integration with School Mission
 - a. Teachers and supervisors briefly highlight how virtues learned in play (perseverance, solidarity, fairness) reflect our Catholic calling in everyday life.
- B. Age-Appropriate Guidance
 - a. Young Students (K–3): Emphasize simple rules, taking turns, and safety over competition.
 - b. Upper Elementary & MS (4–8): Introduce basic teamwork principles, healthy competition, and respect for differences.

- c. High School (9–12): Reflect on how informal athletics build character, self-mastery, and respect for others’ dignity.
- C. Chastity of Sport
 - a. Discourage any crude language, mockery, or overly aggressive “trash talk.” Respect for the body extends to respectful behavior in play.
- D. Spiritual Reminders
 - a. Periodically offer a brief prayer of thanks for health and friendship at the start or end of PE units or intramural seasons.

IV. Operational Practices

- A. Supervision & Formation: All teachers receive ongoing guidance and formation on fostering virtue, good sportsmanship, and Christian conduct through play and recreation.
- B. Simple Reflection: PE classes conclude informal plays with a 1-minute “virtue check”—students name one good choice they made on the field.
- C. Incident Response: Any disrespectful or unsafe conduct is treated as a teachable moment with restorative conversation first, followed by appropriate consequence if needed.
- D. Parental Partnership: Parents are invited each fall to a quick overview of how we use recess and PE for moral and physical formation, so they can reinforce these lessons at home.

V. Review & Oversight

- A. The principal, in consultation with the Theology Department chair and PE instructor, will review these practices each spring to ensure we continue to form students holistically—body, mind, and soul—through every game and activity.

By adapting our intramural and informal athletics this way, St. Scholastica Academy makes every recess kick, every PE relay race, and every pick-up game an opportunity to praise God, build virtue, and form the whole person.

Philosophy of Education

At St. Scholastica Academy, we believe that authentic Catholic based education forms the whole person (mind, heart, and soul) by uniting faith and reason, tradition and inquiry, for the greater glory of God. Grounded in our mission to provide an academic foundation through qualified teachers, a rigorous classical–liberal arts curriculum, and the cultivation of honesty, diligence, and self-discipline, we strive to:

- A. Pursue Truth
 - 1. Teach every discipline as an exploration of the mind of God, where faith and reason enrich one another.
 - 2. Foster habits of questioning, analysis, and synthesis so students learn to think critically and love what is true.
- B. Experience Beauty
 - 1. Immerse students in the transcendentals of harmony, order, radiance through art, music, literature, and architecture that reflect God’s glory.
 - 2. Inspire creative expression that awakens wonder and points beyond itself to the Creator.
- C. Live Goodness
 - 1. Shape character by practicing the theological and cardinal virtues of prudence, justice, fortitude, temperance, faith, hope, and charity so students learn self-mastery and solidarity.
 - 2. Encourage Catholic charity in daily life: treating one another with dignity, loving patiently, and manifesting the faith in the world.
- D. Build Community
 - 1. Foster a familial atmosphere in which faculty, students, and parents are co-workers in Christ, partnering to pass on truth, goodness, and beauty.
 - 2. Engage families as indispensable collaborators, ensuring that what is taught at school is faithfully mirrored in the home.

By forming students in truth, beauty, and goodness, we fulfill our mission and our motto, “All for the greater glory of God.”

Faith Statement

We, the faculty, staff, students, and families of St. Scholastica Academy, freely profess and live by these central tenets of our Catholic faith:

- A. One Triune God
 - 1. We believe in one God, the Father, Son, and Holy Spirit, source of all life and love.
- B. Incarnation & Redemption
 - 1. We confess that the Second Person of the Trinity became man in Jesus Christ, died for our sins, and rose again, opening the way to eternal life.
- C. Sacramental Life
 - 1. We honor Christ's real presence in the Eucharist and partake regularly in the sacraments as channels of grace.
- D. Magisterial Teaching
 - 1. We submit our minds and hearts to the teaching authority of the Church's pope and bishops as the sure guide in faith and morals.
- E. Marian & Saintly Witness
 - 1. We venerate Mary, Mother of God, and invoke the intercession of the saints, whose lives model holiness.
- F. Evangelical Mission
 - 1. We embrace our baptismal call to witness the Gospel by word and example, living self-sacrificial love in service of others.

In union with our mission to pass on the truth, goodness, and beauty of the Catholic faith and in humble obedience to our motto "All for the greater glory of God," we entrust ourselves to the guidance of the Holy Spirit, that every thought, word, and deed may glorify Him alone.

Parent-School Agreement

(To be signed at the time of enrollment and reviewed annually)

St. Scholastica Academy is a Catholic based school dedicated to the formation of the whole person—mind, body, and soul—through the integration of faith, reason, and virtue. In choosing to enroll their child(ren) at St. Scholastica Academy, parents and guardians partner with the school in this sacred mission of education and discipleship.

This agreement expresses the mutual responsibilities of both the school and the parents/guardians in supporting the spiritual, academic, and moral formation of students in accordance with the teachings of the Catholic Church.

I. Shared Commitment to Catholic Based Mission

As a parent or guardian of a student at St. Scholastica Academy, I affirm that:

- I understand and accept the Catholic based identity and mission of the school.
- I will support and not contradict Catholic teaching in speech, behavior, or written communication, whether in public or private.
- I agree that all instruction, religious, moral, and academic, will be conducted in full harmony with the teachings of the Catholic Church.
- I will model respect for Catholic moral standards in my personal life and in the presence of the school community.

II. Religious Life and Formation

I understand that:

- My child will be expected to participate respectfully in all religious instruction and Catholic based spiritual activities, including daily prayer, liturgical celebrations, and study of the Catechism.
- If my family is not Catholic, we will honor the Catholic based identity of the school and support our child's respectful participation in religious activities.
- The school will teach and uphold Catholic based doctrine on faith, marriage, sexuality, gender, family, and the sanctity of life, and I agree to cooperate with this instruction.

III. Behavior, Conduct, and Dress

I agree to:

- Support the school in fostering a culture of Christian virtue, modesty, and moral behavior.
- Ensure my child adheres to the school's disciplinary, dress code, and behavioral policies.
- Encourage my child to act in ways that reflect truth, goodness, and beauty, both on and off campus.
- Partner with teachers and staff in addressing disciplinary matters promptly, respectfully, and cooperatively.

IV. Partnership and Communication

I agree to:

- Maintain a collaborative relationship with the school, characterized by mutual trust and open communication.
- Speak and act respectfully toward school faculty, staff, and other families, and avoid gossip, division, or public criticism of the school.
- Address any concerns or disagreements through the proper channels, beginning with the teacher or principal.
- Participate in parent meetings, school events, and formation opportunities when possible.

V. Moral and Lifestyle Alignment

I understand that:

- Enrollment at St. Scholastica Academy is a privilege, not a right, and is contingent upon alignment with the school's mission and moral expectations.
- Public opposition to Catholic moral teaching including conduct, speech, or social media use may jeopardize my family's partnership with the school.
- The school reserves the right to deny or withdraw enrollment if the student's or family's actions cause scandal, contradict Catholic teaching, or compromise the unity of the school community.

VI. Final Authority

I understand and agree that:

- The principal and school administration have the final authority in all matters concerning enrollment, curriculum, discipline, and policy interpretation.
- I will honor the decisions of school leadership and uphold my family's responsibilities as stated in this agreement.

Acknowledgment and Signature

By signing below, I acknowledge that I have read and understood the St. Scholastica Academy Parent-School Agreement. I affirm my desire to enroll my child(ren) in the school and to fully support its identity, mission, and expectations. I agree to uphold this agreement throughout the duration of my child's enrollment and to review and reaffirm it annually.

Parent/Guardian Name(s): _____

Child(ren)'s Name(s): _____

Signature(s): _____ Date: _____

Administrator Signature: _____ Date: _____

FAMILY HANDBOOK SIGNATURE PAGE

Families are expected to review and become familiar with the policies, procedures, expectations, and guidelines contained in the St. Scholastica Academy Family Handbook. The handbook is intended to support a safe, orderly, respectful, and mission-centered school environment.

Please note the following:

- The Family Handbook is provided for informational purposes and does not constitute a contract between St. Scholastica Academy and any parent, guardian, or student.
- The handbook is not part of any tuition agreement and does not create legally binding obligations upon the school.
- St. Scholastica Academy reserves the right to interpret, modify, revise, or discontinue handbook policies and procedures at any time when deemed necessary or appropriate by the administration.
- Families will be notified of significant handbook changes or policy updates.

Parent/Guardian Acknowledgment

By signing below, I/we _____ acknowledge that

Please print the first and last name(s) of parent(s)

we have received access to the St. Scholastica Academy Family Handbook. I/we understand that it is our responsibility to review the handbook and become familiar with the school's policies, procedures, expectations, and guidelines. I/we further acknowledge and agree to support and abide by the policies and standards of St. Scholastica Academy while our child(ren) are enrolled in the school.

Parent Agreement

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Student Agreement (All students in 6th Grade and up must sign)

I/We _____ acknowledge that

Please print the first and last name(s) of student(s) in grades 5 and above.

we have received access to the St. Scholastica Academy Family Handbook and understand that students are expected to follow the school's policies, procedures, expectations, and standards while enrolled at St. Scholastica Academy.

Signature: _____ Grade: _____ Date: _____
(First student in the family attending the school)

Signature: _____ Grade: _____ Date: _____
(Second student in the family attending the school if applicable)

Signature: _____ Grade: _____ Date: _____
(Third student in the family attending the school if applicable)

Signature: _____ Grade: _____ Date: _____
(Fourth student in the family attending the school if applicable)