



# ***Saint Leo the Great Catholic School Parent Informational Packet 2019 – 2020***

*Principal's Letter*

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*Arrival & Dismissal Procedures*

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*School Service Hours*

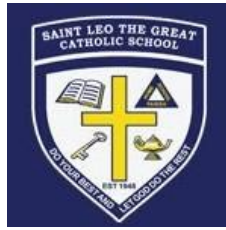
*Candy Sale Fundraiser*

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*Communication*

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Dear Families,

As principal of Saint Leo The Great Catholic School, it is my pleasure to welcome everyone to the 2019 - 2020 school year. We are all excited to have students back in our classrooms and hallways filling them with energy and enthusiasm for learning. It is our mission to help every child feel welcomed, connected, and a part of our Saint Leo the Great Catholic School community. Additionally, we strive to challenge each student to reach his or her academic abilities while promoting age appropriate religious, social, cultural, and physical values.

Our faculty, staff and pastor join me in thanking you for the opportunity to become a part of the tiny spark that begins in your child's mind, reaches the heart and goes on to live forever in their hopes and dreams.

The world we live in has increased the complexity of educating today's children. Therefore, the village concept is mandatory to support success for all our students. With this in mind, I encourage you to be involved as an active participant at Saint Leo the Great Catholic School. Research clearly demonstrates that parent participation in your child's school coincides with a greater likelihood of academic success. It is essential that you start by carefully reading the 2019-2020 Parent Informational Packet in its entirety. It contains important information that you will find useful this school year.

We welcome our new families to Saint Leo the Great Catholic School! A New Parents Orientation Meeting will be held on **Wednesday, August 14, 2019 at 6:00 PM**. This meeting will give new parents a chance to gather additional information about our school.

We will make every effort to keep you informed of all pertinent school news. Up-to-date information will be sent to you via email through our Weekly Bulletin and will appear on our school website, [www.stleothegreat.org](http://www.stleothegreat.org). If you have questions or concerns that arise at any time, please do not hesitate to contact your child's teacher, another member of the Administrative Leadership Team, or me.

Thank you for your partnership in educating your child and may God bless you all.

Sincerely,

Mrs. Simril  
Principal



## **Saint Leo The Great Catholic School 2019-2020 School Year Calendar August - October**

### **August 2019**

<b>14</b>	<b>New Parent Orientation Meeting 6:00pm</b>
<b>19</b>	<b>First Day of School - MINIMUM DAY / NO EXTENDED CARE</b>
<b>20</b>	<b>MINIMUM DAY</b>
<b>21</b>	<b>First full day of school</b>
<b>27</b>	<b>Welcome Back Prayer Service 9:00am</b>
<b>28</b>	<b>Back to School Night for Parents &amp; Guardians 6:00pm</b>

### **September 2019**

<b>2</b>	<b>Labor Day Holiday - NO SCHOOL</b>
<b>6</b>	<b>School Picture Day</b>
<b>6</b>	<b>Back to School BBQ For All Families 6:00pm-9:00pm</b>
<b>19</b>	<b>Candy Distribution Begins</b>
<b>20</b>	<b>Professional Development Day - NO SCHOOL</b>
<b>23 - 27</b>	<b>ITBS Testing grades 1-8</b>
<b>30</b>	<b>Early Bird Candy Deadline</b>

### **October 2019**

<b>2</b>	<b>First Mass of the School Year 9:00am</b>
<b>14</b>	<b>Columbus Day Holiday - NO SCHOOL</b>
<b>9 - 11</b>	<b>MINIMUM DAYS - Goal Setting Parent/Student Conferences</b>
<b>11</b>	<b>Candy Distribution Ends</b>
<b>15</b>	<b>Candy money due</b>
<b>15</b>	<b>School Picture Retake &amp; Panoramic Picture Day</b>
<b>25</b>	<b>MINIMUM DAY - NO EXTENDED CARE</b>
	<b>Halloween Carnival, 6:30pm - 9:00pm</b>
<b>28 - 31</b>	<b>STAR Testing</b>



## **Saint Leo The Great Catholic School 2019– 2020 School Year Calendar November - February**

### **November 2019**

<b>1 – 15</b>	<b>STAR Testing</b>
<b>1</b>	<b>All Saints Day Mass 9:00am</b>
<b>6</b>	<b>End of the first Trimester</b>
<b>11</b>	<b>Veteran's Day Holiday – NO SCHOOL</b>
<b>15</b>	<b>Report Cards sent home</b>
<b>20</b>	<b>Thanksgiving Prayer Service 9:00am</b>
<b>25 – 29</b>	<b>Thanksgiving Holiday - NO SCHOOL (school resumes 12/02)</b>

### **December 2019**

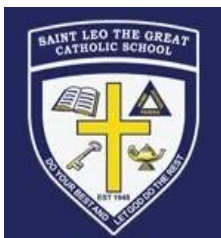
<b>2</b>	<b>School Resumes</b>
<b>4</b>	<b>Advent Prayer Service 9:00am</b>
<b>6</b>	<b>8<sup>th</sup> Grade Graduation Pictures</b>
<b>8</b>	<b>Christmas Boutique &amp; Breakfast with Santa (9am – 2pm)</b>
<b>11</b>	<b>Advent Prayer Service 9:00am</b>
<b>18</b>	<b>Advent Prayer Service 9:00am</b>
<b>18</b>	<b>Christmas Concert (6:30pm) NO EXTENDED CARE</b>
<b>19</b>	<b>MINIMUM DAY – NO EXTENDED CARE</b>
<b>20</b>	<b>Christmas Holiday Break (school resumes Tuesday, Jan. 7)</b>

### **January 2020**

<b>6</b>	<b>Teachers return (post-Christmas break)</b>
<b>7</b>	<b>School Resumes (post-Christmas break)</b>
<b>15 – 16</b>	<b>Parent/Teacher Conferences as needed</b>
<b>17</b>	<b>Professional Development Day - NO SCHOOL</b>
<b>20</b>	<b>Martin Luther King Jr. Holiday - NO SCHOOL</b>
<b>26 – 31</b>	<b>Catholic Schools Week (Begins – Sunday 11:00am Mass)</b>
<b>28</b>	<b>Open House 9:00am – 12:00pm</b>

### **February 2020**

<b>15</b>	<b>Crab Feed 7:00pm – 10:00pm</b>
<b>17</b>	<b>Presidents Day Holiday - NO SCHOOL</b>
<b>18 – 28</b>	<b>STAR Testing</b>
<b>21</b>	<b>End of the Second Trimester</b>
<b>26</b>	<b>Ash Wednesday Mass</b>
<b>28</b>	<b>Report Cards sent home</b>



## **Saint Leo The Great Catholic School 2019- 2020 School Year Calendar March - May**

### **March 2020**

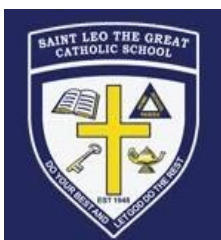
<b>2 - 5</b>	<b>STAR Testing</b>
<b>2 - 6</b>	<b>Sixth Grade Caritas Creek Trip-</b>
<b>11</b>	<b>Lenten Prayer Service 9:00am</b>
<b>18</b>	<b>Stations of the Cross 9:00am</b>
<b>25</b>	<b>Lenten Prayer Service 9:00am</b>

### **April 2020**

<b>1</b>	<b>Stations of the Cross 9:00am</b>
<b>2</b>	<b>Spring Music Recital and Reception (6:00pm)</b>
<b>8</b>	<b>Lenten Prayer Service 9:00am</b>
<b>16</b>	<b>Derby Day (1:30pm)</b>
<b>9</b>	<b>Holy Thursday - Passion Play 9:00am</b>
	<b>MINIMUM DAY (NO EXTENDED CARE)</b>
<b>10</b>	<b>Good Friday - NO SCHOOL</b>
<b>13 - 17</b>	<b>Easter Holiday Break</b>
<b>20</b>	<b>School Resumes</b>
<b>21</b>	<b>Spring Pictures</b>

### **May 2020**

<b>2</b>	<b>Father/Daughter Dance (7:00pm - 10:00pm)</b>
<b>11 - 29</b>	<b>STAR Testing</b>
<b>13</b>	<b>End of Year Mass 9:00am</b>
<b>21</b>	<b>Schoolwide Spring Extravaganza (1:15pm in the gym)</b>
<b>22</b>	<b>Principal's Holiday - NO SCHOOL</b>
<b>25</b>	<b>Memorial Day - NO SCHOOL</b>



## **Saint Leo The Great Catholic School 2019- 2020 School Year Calendar June**

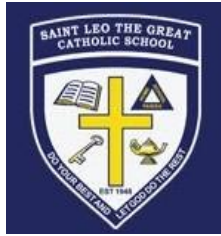
### **June 2020**

<b>4</b>	<b>End of Trimester 3</b>
<b>10</b>	<b>Kindergarten Promotion MINIMUM DAY (NO EXTENDED CARE)</b>
<b>11</b>	<b>Pre-Kindergarten &amp; Kindergarten BBQ MINIMUM DAY (NO EXTENDED CARE)</b>
<b>12</b>	<b>Report Cards go home - Last Day of School MINIMUM DAY (NO EXTENDED CARE)</b>

### **Minimum Day Dismissal**

<b>Pre-K &amp; Kindergarten</b>	<b>12:00 pm</b>
<b>Grades 1-8</b>	<b>12:30 pm</b>

**Calendar updates will be noted in our weekly school bulletin  
and on our school website**



Parents of:

- **New Students – All Grades**
- **Pre-Kindergarten**
- **1<sup>st</sup> Grade**
- **3<sup>rd</sup> Grade**
- **5<sup>th</sup> Grade**
- **7<sup>th</sup> Grade**

Your child is required to have a current physical exam if she/he falls into any of the above categories. In addition, all immunizations for Polio, Diphtherial, Tetanus, Pertussis, Measles, Mumps, Rubella, Hepatitis B, Varicella, and Tdap Booster must be current. Please refer to the Guide to Immunizations Required for School Entry for Grades K-12 (including Pre-Kindergarten) on the following page. All students entering grades 7-8 are required to have a Tdap Booster shot before the first day of school. This includes current and new students in both public and private schools. If you have any questions regarding these requirements, please consult your child's doctor.

The physical exam form included in this packet and your child's updated immunization record must be submitted by the first day of school. **Your student will not be permitted to attend school if these documents are not on file.**

**K – 12<sup>TH</sup> GRADE**

(including transitional kindergarten)

GRADE	NUMBER OF DOSES REQUIRED OF EACH IMMUNIZATION <sup>1, 2, 3</sup>				
<b>K-12 Admission</b>	<b>4 Polio<sup>4</sup></b>	<b>5 DTaP<sup>5</sup></b>	<b>3 Hep B<sup>6</sup></b>	<b>2 MMR<sup>7</sup></b>	<b>2 Varicella</b>
<b>(7th-12th)<sup>8</sup></b>	<b>1 Tdap</b>				
<b>7th Grade Advancement<sup>9,10</sup></b>	<b>1 Tdap<sup>8</sup></b>				<b>2 Varicella<sup>10</sup></b>

1. Requirements for K-12 admission also apply to transfer pupils.
2. Combination vaccines (e.g., MMRV) meet the requirements for individual component vaccines. Doses of DTP count towards the DTaP requirement.
3. Any vaccine administered four or fewer days prior to the minimum required age is valid.
4. Three doses of polio vaccine meet the requirement if one dose was given on or after the fourth birthday.
5. Four doses of DTaP meet the requirement if at least one dose was given on or after the fourth birthday. Three doses meet the requirement if at least one dose of Tdap, DTaP, or DTP vaccine was given on or after the 7th birthday. One or two doses of Td vaccine given on or after the seventh birthday count towards the requirement.
6. For seventh grade admission, refer to Health and Safety Code section 120335, subdivision (c).
7. Two doses of measles, two doses of mumps, and one dose of rubella vaccine meet the requirement, separately or combined. Only doses administered on or after the first birthday meet the requirement.
8. For 7th-12th graders, at least one dose of pertussis-containing vaccine is required on or after the seventh birthday.
9. For children in ungraded schools, pupils 12 years and older are subject to the seventh grade advancement requirements.
10. The varicella requirement for seventh grade advancement expires after June 30, 2025.

DTaP/Tdap = diphtheria toxoid, tetanus toxoid, and acellular pertussis vaccine

Hep B = hepatitis B vaccine

MMR = measles, mumps, and rubella vaccine

Varicella = chickenpox vaccine

**INSTRUCTIONS:**

California schools are required to check immunization records for all new student admissions at TK /Kindergarten through 12th grade and all students advancing to 7th grade before entry.

**UNCONDITIONALLY ADMIT** a pupil whose parent or guardian has provided documentation of any of the following for each immunization required for the pupil's age or grade as defined in table above:

- Receipt of immunization.
- A permanent medical exemption in accordance with 17 CCR section 6051.
- A personal beliefs exemption (filed prior to 2016) in accordance with Health and Safety Code section 120335.

**CONDITIONALLY ADMIT** any pupil who lacks documentation for unconditional admission if the pupil has:

- Commenced receiving doses of all the vaccines required for the pupil's grade (table above) and is not currently due for any doses at the time of admission (as determined by intervals listed in Conditional Admission Schedule, column entitled "EXCLUDE IF NOT GIVEN BY"), or
- A temporary medical exemption from some or all required immunizations (17 CCR section 6050).



## CONDITIONAL ADMISSION SCHEDULE FOR GRADES K-12

Before admission a child must obtain the first dose of each required vaccine and any subsequent doses that are due because the period of time allowed before exclusion has elapsed.

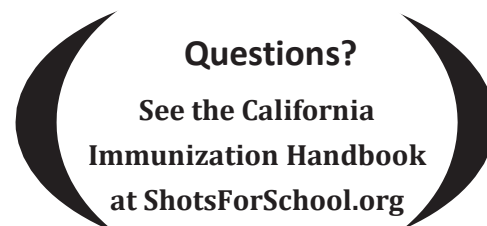
DOSE	EARLIEST DOSE MAY BE GIVEN	EXCLUDE IF NOT GIVEN BY
<b>Polio #2</b>	4 weeks after 1st dose	8 weeks after 1st dose
<b>Polio #3</b>	4 weeks after 2nd dose	12 months after 2nd dose
<b>Polio #4<sup>1</sup></b>	6 months after 3rd dose	12 months after 3rd dose
<b>DTaP #2</b>	4 weeks after 1st dose	8 weeks after 1st dose
<b>DTaP #3<sup>2</sup></b>	4 weeks after 2nd dose	8 weeks after 2nd dose
<b>DTaP #4</b>	6 months after 3rd dose	12 months after 3rd dose
<b>DTaP #5</b>	6 months after 4th dose	12 months after 4th dose
<b>Hep B #2</b>	4 weeks after 1st dose	8 weeks after 1st dose
<b>Hep B #3</b>	8 weeks after 2nd dose and at least 4 months after 1st dose	12 months after 2nd dose
<b>MMR #2</b>	4 weeks after 1st dose	4 months after 1st dose
<b>Varicella #2</b>	Age less than 13 years: 3 months after 1st dose	4 months after 1st dose
	Age 13 years and older: 4 weeks after 1st dose	8 weeks after 1st dose

1. Three doses of polio vaccine meet the requirement if one dose was given on or after the fourth birthday.
2. If DTaP #3 is the final required dose, DTaP #3 should be given at least six months after DTaP #2, and pupils should be excluded if not given by 12 months after second dose. Three doses meet the requirement if at least one dose of Tdap, DTaP, or DTP vaccine was given on or after the seventh birthday. One or two doses of Td vaccine given on or after the seventh birthday count towards the requirement.

**Continued attendance** after conditional admission is contingent upon documentation of receipt of the remaining required immunizations. The school shall:

- review records of any pupil admitted conditionally to a school at least every 30 days from the date of admission,
- inform the parent or guardian of the remaining required vaccine doses until all required immunizations are received or an exemption is filed, and
- update the immunization information in the pupil's record.

For a pupil **transferring** from another school in the United States whose immunization record has not been received by the new school at the time of admission, the school may admit the child for up to 30 school days. If the immunization record has not been received at the end of this period, the school shall exclude the pupil until the parent or guardian provides documentation of compliance with the requirements.



**REPORT OF HEALTH EXAMINATION FOR SCHOOL ENTRY**

To protect the health of children, California law requires a health examination on school entry. Please have this report filled out by a health examiner and return it to the school. The school will keep and maintain it as confidential information.

**PART I TO BE FILLED OUT BY A PARENT OR GUARDIAN**

CHILD'S NAME—Last	First	Middle	BIRTH DATE—Month/Day/Year
ADDRESS—Number, Street	City	ZIP code	SCHOOL

**PART II TO BE FILLED OUT BY HEALTH EXAMINER****HEALTH EXAMINATION**

**NOTE:** All tests and evaluations except the blood lead test must be done after the child is 4 years and 3 months of age.

**IMMUNIZATION RECORD**

**Note to Examiner:** Please give the family a completed or updated yellow California Immunization Record.

**Note to School:** Please record immunization dates on the blue California School Immunization Record (PM 286).

REQUIRED TESTS/EVALUATIONS	DATE (mm/dd/yy)
Health History	/ /
Physical Examination	/ /
Dental Assessment	/ /
Nutritional Assessment	/ /
Developmental Assessment	/ /
Vision Screening	/ /
Audiometric (hearing) Screening	/ /
TB Risk Assessment and Test, if indicated	/ /
Blood Test (for anemia)	/ /
Urine Test	/ /
Blood Lead Test	/ /
Other	/ /

VACCINE	DATE EACH DOSE WAS GIVEN				
	First	Second	Third	Fourth	Fifth
<b>POLIO</b> (OPV or IPV)					
<b>DtaP/DTP/DT/Td</b> (diphtheria, tetanus, and [acellular] pertussis) OR (tetanus and diphtheria only)					
<b>MMR</b> (measles, mumps, and rubella)					
<b>HIB MENINGITIS</b> (Haemophilus Influenzae B) (Required for child care/preschool only)					
<b>HEPATITIS B</b>					
<b>VARICELLA</b> (Chickenpox)					
OTHER (e.g., TB Test, if indicated)					
OTHER					

**PART III ADDITIONAL INFORMATION FROM HEALTH EXAMINER (optional)****and****RELEASE OF HEALTH INFORMATION BY PARENT OR GUARDIAN****RESULTS AND RECOMMENDATIONS**

Fill out if patient or guardian has signed the release of health information.

☐ Examination shows no condition of concern to school program activities.

☐ Conditions found in the examination or after further evaluation that are of importance to schooling or physical activity are: *(please explain)*

Chest X-ray (Necessary if test is positive)

Film Date:                      Impression:    Normal        Abnormal

Person is free of communicable Tuberculosis:    Yes        No

TB SKIN TESTS	Type*	Date Given	Date Read	mm indur	Impression
	PPD-Mantoux				pos
	Other				neg
	PPD-Mantoux				pos
	Other				neg

\*If required for school entry, must be Mantoux unless exception granted by local Health Department

I give permission for the health examiner to share the additional information about the health check-up with the school as explained in Part III.

☐ Please check this box if you **do not** want the health examiner to fill out Part III.

Signature of parent or guardian

Date

Name, address, and telephone number of health examiner

Signature of health examiner

Date

**If your child is unable to get the school health check-up, call the Child Health and Disability Prevention (CHDP) Program in your local health department. If you do not want your child to have a health check-up, you may sign the waiver form (PM 171 B) found at your child's school.**



## **Saint Leo The Great Catholic School Hours, Drop-Off, And Pick-Up/Dismissal Procedures**

### **School Hours**

Pre-K and Kindergarten	8:10 AM – 2:30 PM (Mo, Tu, Th, Fr) 8:30 AM – 1:30 PM (Wed)
Grades 1-8	8:10 AM – 3:00 PM (Mo, Tu, Th, Fr) 8:30 AM – 2:00 PM (Wed)

### **Morning Drop-Off Procedures**

- Morning carpool drop-off begins at 7:45 PM. All students must be dropped off at the front of the school on Howe Street. Students may not be dropped off on the Ridgeway Street side of the school.
- When dropping off your child, please do not park and leave your car unattended in front of the school on Howe Street, in the faculty parking lot or driveway.
- Traffic cones will indicate the curb lane for drivers to drop off children. Enter the lane by the lower driveway (close to the rectory on Ridgeway).
- ABSOLUTELY NO DOUBLE PARKING AT ANY TIME! If you need to come into the school for any reason, you must legally park your car on the street.
- All children arriving to school prior to 8:00 am will be signed into Extended Care. ALL PRE-KINDERGARTEN PARENTS MUST COME INTO THE SCHOOL TO SIGN IN YOUR CHILD.



## **Afternoon Dismissal Procedures**

- Students may not be picked up on the Ridgeway Street side of the school. All children must be picked up at the front of the school on Howe Street.
- All students walking or taking the bus home must exit through the FRONT DOOR ONLY! Parents/guardians must provide written permission for a student to walk or take the bus home.
- All students being picked up by car will be lined up in front of the school on the apron (on Howe Street) by grade level.
- Traffic cones will indicate the curb lane for drivers picking up children. Enter the lane by the lower driveway (close to the rectory on Ridgeway). The first car will be loaded, then it will drive away allowing the next car to proceed to the front of the line. If there is no room in the car lane, please circle the block until a space becomes available in the lane. Also, if the child you are picking up is not in line, you must circle the block until the child is in the line.
- Teachers and staff will oversee and direct the entire loading process. Please follow their directions.
- Please do not get out of your car under any circumstances. If you need to come into the school for any reason, you must legally park your car on the street. The front of the school is a NO PARKING ZONE, controlled by the City of Oakland.
- ABSOLUTELY NO DOUBLE PARKING AT ANY TIME!
- All students not picked up 15 minutes after their dismissal time will be signed into Extended Care.



## **Saint Leo the Great Catholic School 2019 – 2020 Extended Care**

Dear Parents and Guardians:

Greetings from the teachers and staff of Saint Leo the Great School's Extended Care Program. We are looking forward to a fun and safe 2019 - 2020 school year.

Extended Care provides a home-like environment for students before and after school. Our creative staff will continue to coordinate special projects and activities for Extended Care students. Dr. Watkins, the special needs coordinator, will also be available (once a week) to assist middle school students with homework and study skills.

### **Extended Care Daily Schedule**

3:00 pm -3:15pm	Sign-In
3:15 pm - 4:15pm	Homework/Quiet Activities
4:15 pm - 4:45 pm	Snack/Clean-up
4:30 pm - 5:45 pm	Free-play/games/art/movies, etc.
5:45 pm - 6:00 pm	Clean-up/Preparation for home

As always, we look forward to your continued support and cooperation throughout the school year. We welcome donations of your time, snack items, art supplies, playground equipment, games, etc.

In order to ensure a successful school year, students and parents MUST adhere to all rules, policies, procedures, and regulations set forth by the school and Extended Care program. Details can be found in the Parent & Student Handbook.

Warmly,

The Extended Care Program Staff  
Saint Leo the Great School  
510-428-4969



## **Saint Leo The Great Catholic School Extended Care Billing 2019 – 2020**

The Extended Care program provides service to students enrolled in Saint Leo the Great School. Families who wish to use the extended care program may register and pay a \$50 registration fee. This registration fee is non-refundable. Emergency extended care service is available one time only at the hourly rate. Upon subsequent emergency use, the \$50 registration fee will be charged in addition to the hourly rate. Extended Care billing will be included in the FACTS program.

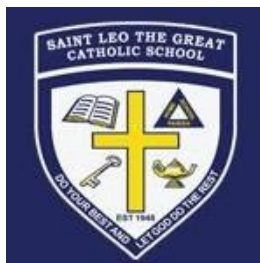
Rates are \$5 per hour. This fee will be listed on your FACTS account as an "Incidental Expense." This incidental expense will be scheduled for auto pay from your authorized account on the 15<sup>th</sup> of each month, beginning September 15, 2019 thru May 15, 2020.

### **Hours of Extended Care Operation**

Morning Care	Monday - Friday	7:00am - 8:00am
After School Care	Mon, Tue, Thu, Fri Wednesday	3:00pm - 6:00pm 1:30pm – 6:00pm

A 10% discount will be given for a second child.

***Late pick-up charge (after 6:00 pm) is \$5.00 per minute.***



## **Saint Leo the Great Catholic School 2019 - 2020 School Uniform Information**



### **Dennis Uniform Company**

130 Doolittle Drive, Unit 1

San Leandro, CA 94577

510-569-3811 (phone)

510-639-7495 (Fax)

800-854-6951 – National Customer Service

[www.dennisuniform.com](http://www.dennisuniform.com)<http://www.dennisuniform.com>

<http://www.dennisuniform.com>

School Code for online orders:

**ND2STL**

### **School Uniform**

All Sweaters, Sweatshirts, Sweatpants, P.E. shorts & T-shirts, Jackets, and Coats must have the Saint Leo the Great School Logo

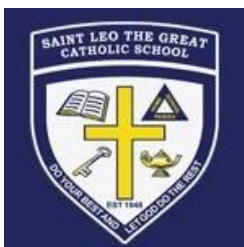
### **School Uniform Shoes**

Must be a plain black leather shoe with rubber soles and no logo.  
(Black K-Swiss tennis shoes are acceptable)

### **Physical Education Shoes**

Must be a plain white tennis shoe with no logo  
(White K-Swiss tennis shoes are acceptable)

**PLEASE PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING SO THAT LOST  
ITEMS CAN BE EASILY IDENTIFIED!**



## Saint Leo The Great Catholic School Parent Volunteer Hours 2019-2020

Each Saint Leo the Great School family is required to commit, to the school, thirty (30) hours of volunteer service per academic year. A family may choose, instead, to be assessed **\$20.00 per hour** (\$600.). The first fifteen (15) school service hours should be completed by mid-December 2019, and the remaining fifteen (15) school service hours must be completed by May 15, 2020. School service hours can be fulfilled in many different ways. Please check the weekly bulletin, ask your child's teacher or any school Administrator for suggestions on how you can participate. Hours are recorded by submitting a Parent Involvement Slip to the school office. Some of the ways to fulfill volunteer hours are to assist with the school approved activities such as:

- Back to School BBQ
- Cleaning school toys
- Halloween Carnival
- Instrumental music instruction
- Breakfast with Santa & Christmas Boutique
- Sharing special skills
- Crab Feed Fundraiser
- Father/Daughter Dinner Dance or Mother/Son Dinner Dance
- Open House
- Cheer
- Basketball
- Track and Field
- Field trips
- In-class activities
- Washing tablecloths
- Washing used school uniforms
- Grandparent's Day
- After school enrichment
- Donating gift certificates for teachers
- Donating materials for school events
- Donating auction items







## Saint Leo The Great Catholic School Candy Sales Fundraiser 2019 - 2020

Saint Leo the Great School will hit the ground running this Fall with our annual candy bar sale fundraiser. World's Finest Chocolate has packaged boxes with 60 bars per box. Each family is responsible for selling three (3) boxes of candy (\$180.00). Look for the order form that will be sent home shortly after the start of school. A form must be signed by a parent or guardian prior to distribution. All candy money is due by October 15, 2019 and payable via the FACTS Management Program.





## Lunch Program 2019-2020

Students may purchase lunch four (4) days per week from the Children's Choice Lunch Program. Please visit [www.choicelunch.com](http://www.choicelunch.com) to place an order by using the registration Code: Leo. Students will be able to purchase a pizza lunch from the school, on Tuesday's for \$5.00.

**There will be no lunch service on Minimum Days. Children staying in Extended Care on these days must bring a lunch.**

The lunch period is 12:00 PM - 1:10 PM. It may be necessary from time to time to deliver a student's lunch to school. Please deliver the lunch, NO LATER THAN 12:00PM, to the lunch drop-off table. Lunches cannot be delivered to the classroom. Please make sure the student's name and grade are clearly indicated. Because students are expected to be back in their classrooms after lunch recess, they will not be permitted to eat after their lunch period is over. Parents are strongly discouraged from bringing fast food lunches (e.g. McDonald's, Burger King, etc.).

### Lunch Schedule

PK	11:30AM - 12:00PM
K - 2	12:00PM - 12:40PM
3 - 5	12:15PM - 12:55PM
6 - 8	12:30PM - 1:10PM





## **ATHLETIC PROGRAM 2019 - 2020**

The Athletic Program is an afterschool program that is through the Catholic Youth Organization (CYO). One of its goals is to introduce as many children as possible to competitive sports. Other goals are to teach skills and game rules while promoting good sportsmanship and respect for others. We encourage every child to participate in at least one sport. The fee is \$90.00 per student participating in one or more sports.

Basketball is offered to boys and girls in grades 3-8. Pre-kindergarten - 8th grade girls and boys may participate in track and field. Girls in grades 3 - 8 may try out for the cheer team.

### **ATHLETIC CALENDAR**

**November - February**

**Boys' Basketball**

**November – February**

**Cheer Team**

**February - May**

**Boys' & Girls' Track & Field**

**February - May**

**Girls' Basketball**

Parents are requested to volunteer as coaches and assistants. Your presence at sporting events is also a strong statement of your support. If you are interested in coaching or assisting, please contact the school office at (510) 654-7828.

***SIGN-UPS FOR THE ATHLETIC PROGRAM WILL BE HELD ON BACK-TO-SCHOOL NIGHT  
August 28, 2019***





### *School Bulletin*

A School Bulletin is emailed to parents/guardians each week. The bulletin is designed to keep you informed of important Saint Leo the Great School information, including calendar updates, reminders of upcoming events and deadlines, parent volunteer information and special school programs. Each bulletin has a “photo gallery” showcasing activities that children are participating in on and off campus.

### *Email Blasts*

Occasionally, email blasts are used to send out time sensitive messages in-between Weekly bulletins.

### *Class Newsletters*

Your child’s teacher will provide a classroom newsletter with information pertaining to their specific class and grade.

### *Please Read*

**Please read each communication platform carefully and completely.  
If you have not received a Weekly School Bulletin or Class  
Newsletter by the third week of school, let us know ASAP!**



## Pre-Kindergarten School Supply List 2019 - 2020

- Backpack for belongings (No backpack on wheels)
- 4 jumbo/beginner pencils
- 1 pair of round-tipped scissors
- 5 glue sticks
- 2 folders with bottom pockets
- 1 set of watercolor paint
- 2 cans of playdough
- 1 plastic placemat
- 1 art smock or large T-shirt
- 1 fitted crib sheet for nap time
- (NO PILLOWS PLEASE)
- **\$20 Art Fee in an envelope with your child's name**

2 changes of clothing including socks and underwear (does not have to be school uniform) in a large freezer bag or container for easy storage. Please label with student's name.

Please label scissors, folders, watercolor paint, placemat and smock or T-shirt.

**PLEASE REMEMBER TO PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING SO  
THAT LOST ITEMS CAN BE EASILY IDENTIFIED!**



## Kindergarten School Supply List 2019 - 2020

- 1 Backpack (no rolling backpack)
- 1 pair of scissors
- 1 set watercolor paint
- 8 glue sticks
- 10 regular pencils
- 10 jumbo pencils
- 1 box of crayons (24 count)
- 1 box of jumbo crayons (8 count)
- 2 boxes of regular washable color markers (8 count)
- 2 pink erasers
- 2 folders
- 1 pencil box or pencil bag
- 2 coloring books
- 1 art smock or adult t-shirt
- 2 sets of extra clothes
- 2 cans of playdough
- 1 placemat
- **\$20 in an envelope with your child's name for art materials**

2 changes of clothing including socks and underwear (does not have to be school uniform) in a large freezer bag or container for easy storage. Please label with student's name.

**PLEASE PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING SO THAT LOST  
ITEMS CAN BE EASILY IDENTIFIED!**



## **First Grade School Supply List 2019 - 2020**

- Backpack for belongings (**No backpacks on wheels**)
- 1 pair of round tip scissors
- 1 clipboard
- 3 fine tip Expo whiteboard markers
- 1 set of Crayola brand watercolors
- 4 glue sticks
- 1 bottle of white glue
- 12 jumbo/beginner pencils
- 1 small self-contained pencil sharpener
- 1 set of standard size crayons (**24 count**)
- 1 box of Crayola Classic markers (**10 count**)
- 2 black Sharpie markers
- 2 large pink erasers
- 2 red folders (with bottom pockets)
- 2 blue folders (with bottom pockets)
- 1 hard cover Composition notebook
- 1 supply box (no larger than 5"x8")
- 1 plastic placemat
- 1 adult size t-shirt (to be used as an art smock)
- 1 activity/coloring book
- Earbuds
- **\$20.00 in an envelope with your child's. name (for school art fee)**
- 1 change of clothes, including socks and underwear (does not have to be school uniform) in a Ziploc plastic storage bag

**\*Please label each item (each crayon, folder, marker, etc.)**

**PLEASE REMEMBER TO PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING SO  
THAT LOST ITEMS CAN BE EASILY IDENTIFIED!**



## **Second Grade School Supply List 2019 - 2020**

- Backpack (no backpacks on wheels!)
- 2 blue folders, 2 red folders with pockets
- 4 hard cover composition notebooks
- 1 box of standard crayons
- 1 box of standard Crayola Classic washable markers
- 1 box of standard color pencils
- 8 glue sticks
- 4 large pink erasers
- 24 pre-sharpened #2 pencils
- 1 supply box or pencil pouch (no larger than 5" by 8" inches)
- 1 pair of round-tipped scissors
- 1 12-inch ruler with inches and centimeters
- Earbuds for Computer class
- 1 small self-contained pencil sharpener
- **\$20 Art Fee placed in an envelope with your child's name**
- **Please label all items**

**PLEASE REMEMBER TO PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING SO  
THAT LOST ITEMS CAN BE EASILY IDENTIFIED!**

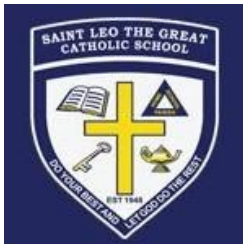




## Third Grade School Supply List 2019 - 2020

- Backpack for belongings (**without wheels**)
- 1 pair of round-tipped scissors
- 2 fine tip Expo Markers
- 1 set of Crayola brand watercolors
- 8 glue sticks
- 1 bottle of white glue
- 20 sharpened pencils
- 6 writing pens (not black or blue)
- 2 highlighters
- 3 black Sharpie Markers
- 12-inch ruler with inches and centimeters
- 2 hard cover composition notebooks
- 2 large book covers
- 1 pencil sharpener (with cover)
- 1 set of 48 count crayons
- 1 set of markers (8 or 10 pack only)
- 1 set of colored pencils
- 2 large pink erasers
- 7 folders (1 red, 1 blue, 1 yellow, 1 orange, 1 green, 1 purple, 1 any design/color)
- 1 clipboard
- 1 supply box or pencil pouch
- 1 paperback dictionary
- 1 plastic placemat
- Earbuds with a small storage container for computer class
- 1 adult t-shirt (in a Ziploc plastic bag for easy storage)
- **Please label all items**
- **Please place fees in an envelope with student's name**
  - Art Fee: \$20
  - Assignment Notebook Fee: \$3

**PLEASE REMEMBER TO PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING  
SO THAT LOST ITEMS CAN BE EASILY IDENTIFIED!**



## Fourth Grade School Supply List 2019 - 2020

- Backpack for belongs
- 12-inch ruler with inches and centimeters
- 1 bottle liquid glue & at least 3 glue sticks
- Colored correcting pens
- Crayons/Markers/Colored pencils
- Pencils, erasers & pencil sharpener(s)
- 1-2 pencil cases/pouches (one for classroom desk & one for binder/backpack)
- 1 pair of scissors
- Highlighter(s)
- Calculator
- Protractor
- 2 composition books (non-spiral)
- 7 different colored/designed folders with pockets for classroom desk (optional: additional folders for binder)
- 3 packs of lined binder filler paper (one pack for binder/at home, two packs for classroom)
- 3 packs of 3-hole graph/grid paper (keep some in binder, one pack at home, one pack for classroom)
- 2 Textbook covers (may be store-bought or paper bags, no sticky covers)
- Pack of 8 Tab Dividers – see instructions below
- Dictionary & Thesaurus (pocket size preferred)
- 2 packs of 3x5 index cards
- Clipboard
- 2 report covers (please keep at home)
- 1 plastic placemat
- **\$20 Art Fee in an envelope with student's name**

### To be prepared at home:

• **Homework binder (2-inch)** with 4 divider tabs (no less than 2" & no bendable binders, please). Please label the divider tabs in the following order:

- Returned Classwork, Returned Homework, Tests & Quizzes, Projects & Rubrics

Add 1/2 pack of lined binder paper & 1/2 pack of graph paper to the back of the binder

• **Math binder (1-inch)** with 4 divider tabs. Please label the divider tabs in the following order:

- Vocabulary, Class Notes, Classwork, Workplaces

Add half of a pack of graph paper to the back of the Math binder

• **Classwork folders** - Label each of the 7 pocket folders with the following:

- Language Arts, Reading, Science, Social Studies, Religion, Music, Spanish

**PLEASE REMEMBER TO PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING  
SO THAT LOST ITEMS CAN BE EASILY IDENTIFIED**



## Fifth Grade School Supply List 2019 - 2020

- Backpack (no backpack and wheels)
- 1 Black binder 1 ½ inch (Durable View with plastic cover)
- 8 Binder dividers with pockets
- 2 Plastic 3-prong folders with pockets
- Wide Ruled Binder Paper
- Lined 3x5 Index Cards (12 cards to be used each week vocabulary)
- 2 packs of #2 pencils
- Correction pens (not black or blue)
- Black pens
- Glue sticks
- Elmer's Glue
- 2 Black Sharpies (1 fine point and 1 ultra-fine point)
- 1 Single Subject Notebook Wide Ruled
- 1 Composition Graph Notebook for Math
- 2 pencil pouches with zipper (1 for art supplies, markers/crayons and 1 for pencils, pens, index cards, etc.)
- 1 manual pencil sharpener
- Scissors
- Crayons, thin color markers, thick color markers, color pencils
- Paperback Thesaurus
- Earbuds with a small bag/case for storage (computer class)
- 1 adult T-shirt for art
- 1 plastic placemat

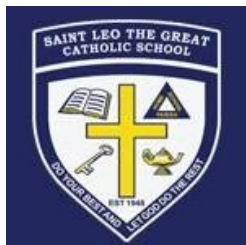
### Please place fees in an envelope with student's name

- Art Fee: \$20
- Assignment Notebook Fee: \$3

### To be prepared at home:

- **1 Black Binder 1 ½" (Durable View with plastic cover)**
  - Binders may need to be replaced in January.
- **Binder Dividers (w/ pockets) for each subject:**
  - Binders should be packed and organized for the first day of school *in the order listed below*. Each subject should have its own divider.
  - Religion, Math, Reading, Vocabulary, Science, Social Studies, Spanish & Music
- **150 sheet pack of Wide Ruled Binder Paper**
  - Fill one pack of paper in student binder and bring the other pack to school on the first day.

**PLEASE REMEMBER TO PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING  
SO THAT LOST ITEMS CAN BE EASILY IDENTIFIED!**



## Middle School Supply List 2019 – 2020

- Backpack for belongings
- (1) 3-inch, 3-ring binder with pockets
- (1) inch binder for Spanish class
- 6 tabbed dividers
- (2) 2-pocket folders (hole-punched)
- (3 packs) college ruled lined paper
- (1 pack) graph paper
- 3 (or more) different color highlighters
- 1 zippered pen/pencil bag
- Box for art supplies
- #2 pencils and erasers
- Black pens
- Red pens
- 2 whiteboard markers
- Scissors
- Whiteout
- Glue sticks
- Scotch tape
- Colored pencils
- Markers
- 3 sets of 3 x 5 index cards (lined)
- 12" ruler with inches and centimeters
- Calculator (Scientific for grades 6<sup>th</sup> and 7<sup>th</sup> and Graphing for grade 8<sup>th</sup>)
- Protractor
- Compass
- 2 text book covers - NO sticky/contact paper, please!
- Earbuds/headphones
- 4 standard lined composition notebooks
- 1 quad-ruled composition notebook (for math)
- **Fees - enclosed in an envelope with student's name**
  - \$30.00 for supplemental classroom novels
  - \$20.00 art fee

**PLEASE REMEMBER TO PUT YOUR CHILD'S NAME INSIDE ALL CLOTHING SO  
THAT LOST ITEMS CAN BE EASILY IDENTIFIED!**



