

Handbook
for the students and families of
**Christ the King Parish
School**



2019-2020

Mission Statement

”We form **C**hrist-like **T**hinkers for
the **K**ingdom of God”

School Information

**3027 North 54th Street
Kansas City, KS 66104
(Office)(913) 287-8883 • (fax)(913)
287-7409**

website:ctkkck.eduk12.net

Facebook Page:[ChristtheKingKCK](https://www.facebook.com/ChristtheKingKCK)

**Archdiocese of Kansas City
in Kansas**

Mission Statement

Be it Known
To All Who Enter Here
That Christ is the Reason
For This School!

The Unseen but Ever Present
Teacher in Our Classes,
The Model of Our Faculty,
The Inspiration of Our Students!

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Definition

Christ the King School is a Catholic elementary school, accredited by the State of Kansas and the Advance-Ed Association of Schools. School objectives and policy are developed by the Archdiocesan Council of Education which, with the Archbishop, sets the direction for Christian Education in the schools of the Archdiocese.

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Admission Guidelines

Christ the King Catholic School welcomes the children and young people of all of the parishes that support CTK including Blessed Sacrament and Our Lady and St. Rose, and greater church and local community. Children who are not of the Catholic faith may also be admitted to Christ the King, if space allows. No student will be denied admission because of race, color, and national origin.

- To be considered for parishioner status, the family must be registered in Christ the King Parish, Blessed Sacrament Parish, or Our Lady and St. Rose Parish. They should be actively participating, and contributing to the upkeep or their parish through Stewardship.

- Non-parishioners will register in the school and pay tuition. New non-parishioners will be enrolled after all parishioners have had the opportunity to register and as openings exist.
- A birth certificate must be shown at the time of registration.
- A physical exam including vision, hearing, speech and dental exam shall be required of all children entering a Kansas school for the first time.
- A record of immunizations on an official form must be presented by all students entering a Kansas school for the first time. This is due the first day of school.
- A Baptismal certificate must be submitted for all Catholic children entering school for the first time.
- All families must be current with their financial obligations to the school and parish.
- The Catholic schools of the Archdiocese of Kansas City in Kansas and Christ The King School welcomes students of every race and admits them to all rights, privileges, programs, and activities generally made available to students in these schools.
- Any family not meeting their pledged amount must bring themselves current in order to permit re-enrollment of their child(ren). The following, probationary year would be closely monitored, and, if a delinquency occurs again, the

child(ren) would no longer be allowed to continue in the school.

- Policy re: non-Catholic students: Any non-Catholic enrolled as a student in Christ the King School will take part in all phases of the school curriculum, including prayer, Mass, and religion classes. This does not include participation in reception of the sacraments. There will be no distinction made because of religion.
- Students being admitted to school for the first time in the fall (excluding kindergarten) and students entering school in the middle of the year will be required to present a copy of their last grade card, complete a transfer of records form, provide two references, and be interviewed by the principal. Christ the King School reserves the right to withhold admission and grade placement of any transfer student until all previous grades, transcripts and records are in the School Office.
- All students attending Christ the King and their families must meet the following conditions:
 - Parents of applicants are willing to accept responsibility for the following expectations;
 - Parents will keep all monetary obligations current;
 - Parents will strive to attend the weekend mass with their students;
- Students will meet reasonable academic requirements;

- Students are willing and able to abide by school regulations and obey school officials;
- Parents agree to abide by school regulations and support school officials;
- Students leaving Christ the King School to attend another school in the same district shall not ordinarily be readmitted;
- The principal and teachers shall, with continuing information, assist parents in understanding the approach, content, and methods of Catholic education and school matters. In addition, at this time when parents register their children, schools shall communicate in writing to parents a code of acceptable parent conduct. Schools may reserve the right to reevaluate a student's enrollment based on parental behaviors that violate this policy. **See "Code of Conduct for Parents" below.**

Church Staff

Pastor.....Reverend Nick Blaha
 Office Manager.....Kimm White
 BookkeepingBernardine Maher

Mass Schedule

Sunday Masses9:30AM
 Saturday Vigil4:00 PM
 Holy Day Masses.....6:00 and 9:00 AM, 7:00 PM
 National Holidays9:00 AM

Weekday Masses

School Year8:30 AM Mon.-Fri.
 All School Mass8:30 AM Wednesdays
 Summer8:30 AM Mon.-Fri.
 BaptismsAs scheduled
 RCIA & Religious Educ. Program...Wed., 6:30-8:00 PM

School Faculty & Staff

Cathy FithianPrincipal
 cfithian@ctkkck.org
 Shelli Stadler Administrative Assistant
 sstadler@ctkkck.org
 Guillermo MartinezMaintenance
 Jill Gonzalez.....Physical Education
jgonzalez@ctkkck.org
 Julia SavilleMusic
 jsaville@ctkkck.org

Becky MacCallumCounselor
bmaccallum@ctkkck.orgFranchiel
NyakaturaTitle I
fnyakatura@ctkkck.org

Michelle GrahamTitle I
mgraham@ctkkck.org

Kim Davis.....Lunchroom Supervisor
Amanda BeachLunchroom Supervisor
Marita BennettPre-School (age 4)
mbennett@ctkkck.org

Rhonda Bragdon..... Pre-School (age 3)
rbragdon@ctkkck.org
Claudia Vega.....Kindergarten
cvega@ctkkck.org

Mary Frances Jaksa1st Grade, Room 1
mjaksa@ctkkck.org
Lilliana Gonzalez2nd Grade, Room 2
lgonzalez@ctkkck.org

Sandy Dailey3rd Grade, Room 3
sdailey@ctkkck.org
Lynne Justice.....4th Grade, Room 4
ljustice@ctkkck.org

Kirstie Walter5th Grade, Room 5
kwalter@ctkkck.org
Tracy Johnson6th Grade, Room 6
tjohnson@ctkkck.org

Ralph Clevinger 7th Grade, Room 7
rclevinger@ctkkck.org
Annamae Pesek.....8th Grade, Room 8
apesek@ctkkck.org

School Hours

First Bell rings7:50 AM
Tardy Bell rings8:00 AM
Mass begins8:30 AM

Dismissal!

After school care, car riders, and walkers.....3:25 PM

Christ the King School Advisory Board

Reverend Nick Blaha, Pastor.....287-8823
Cathy Fithian, Principal287-8883
Jonathan & Dana Clark486-0695
Tyneshia Dixon..424-9038
Adriana Ford653-1147
Corey & Jennifer Meisenzahl626-0163
Ramiro Rocha.....940-6911

The policies which govern Christ the King School are overseen and given recommendation by the School Advisory Board. Board meetings are held monthly from September to April in the school. If it is necessary to change the time or place of a meeting for any reason, an announcement of the change will be made in the school newsletter, by text, e-mail, or by phone.

All school advisory board meetings are open to anyone who may wish to attend, but, as with any business meeting, agenda items must be set in advance. School Advisory Board meetings are listed in the school calendar. Anyone having an item to be placed on the agenda must inform the Chairman of the Board, in writing, at least one week in advance of the meeting date.

Three positions on the nine-member board are open for election yearly, on a rotating basis, for a three-year term. A concern for Catholic education and sufficient time to devote to board activities are the only requirements. Please strongly consider participating in the election process! Contact a School Advisory Board member, the Pastor, or the school Principal should you wish further details.

New members are elected during April or September- depending on how many candidates come forward. The election time will be publicized so anyone wishing to seek office may submit her/his name to be placed on the ballot.

Officers for school year 2018-2019 will be elected at the first board meeting. Results will appear in the school newsletter and the parish bulletin.

Parent-Teacher Organization/Purple Club

Christ the King Parent/Teacher Organization, by advisement of the School office at the Archdiocese of Kansas City in Kansas is in a reorganizational period. School support teams such as Parent/Teacher

organizations should work toward providing support with efforts of service and community events rather than raising money.

P.T.O. Room Parents/Purple Club

All PTO Room Parents and a description of their duties will be distributed at our first room parent meeting.

Parents are encouraged to take an active part in the Parent-Teacher Organization/Purple Club. Our efforts this year are to hold regularly scheduled meetings(see Calendar) to inform parents as to what is going on in their school, to offer opportunities for both parents and teachers to share our time and talents, as well as to offer community building opportunities which feature relative topics and speakers.

CYO Board

Reverend Nick Blaha, Pastor287-8823
 Cathy Fithian, Principal287-8883

Auction Board Officers

Chairperson - Kimm White.....406-4505
 Mary Frances Jaksa287-8883
 Claudia Gonzalez777-6821
 Jennifer Meisenzahl.....626-0163
 Hayley Stadler287-8883
 Adriana Ford653-1147

Parents are Prime Educators

The primary responsibility for the education of children belongs to parents. Even though their responsibility is shared with the school, **the parents' responsibility remains paramount.**

Children tend to emulate their parents. They follow what they do more than what they say. Therefore, the greatest single factor in building a child's intellectual, emotional, spiritual and moral attitudes is the example parents provide in the home.

As for Sunday Mass attendance, it is **expected** that all Christ the King Parish families will attend Mass each Sunday and holy day and participate in other parish activities. We ask parents to be faithful to their responsibility as Catholics and as the primary religious educators of your children. It is your example that will make the difference.

Statement of Outcomes

In order to achieve the purpose of the Catholic School system, students will:

- Model their lives on the teachings of Jesus through prayer, respect for life, practice of self-discipline and responsible decision making.
- Participate in Church life, especially in the sacraments, liturgy and service.

- Demonstrate knowledge of Catholic teachings, traditions and Church history.
- Work both independently and cooperatively.
- Demonstrate effective communication skills through reading, writing, speaking and listening.
- Demonstrate the effective use and application of computational skills and mathematical concepts.
- Demonstrate the effective use of technological and informational resources.
- Demonstrate the effective use of scientific methods and scientific concepts.
- Exhibit the knowledge of our country's democratic process, history, and cultural diversity needed to become active citizens within our country and the global community.
- Express themselves creatively through the fine arts.
- Demonstrate personal and social skills needed for spiritual, physical, and emotional wellness.
- Develop and practice skills needed in preparation for interpersonal relationships in family, community and careers.
- Demonstrate a desire for continuous self-directed learning.

Statement of Accountability

A commitment of support from the school and parish community is essential to fulfill the purpose and goals of our mission. To this end, certain responsibilities are accepted.

Pastors will: endeavor, as a faith community, to promote quality Catholic Education; and encourage the highest quality of education and faith development.

Students will: show respect for the Catholic ideals on which the school is centered; maintain an attitude of accountability for their own learning; and cooperate with school personnel and other students.

Parents/Guardians will: model Christian behaviors and attitudes; support the efforts of the school in the education of their child(ren); share talent, time and treasure with the school; as their child(ren)'s first teacher, encourage and help them to learn; promote regular attendance and punctuality; and provide an appropriate environment and schedule adequate time for completion of schoolwork.

Faculty will: model Christian behaviors and attitudes; display professional attitudes and a dedication to Church teaching; participate in ongoing spiritual and professional formation; use instructional strategies that are most effective in promoting mastery learning; communicate effectively with students, parents/guardians, teachers and administrators; present content using a variety of methods which are sensitive to the individual needs of our

students as well as the Diocesan curriculum outcomes; and maintain a classroom conducive to learning.

The school principal will: model Christian ideals for teachers, students and parents/guardians; communicate effectively with pastors, faculty, students, parents/guardians, the school council and parish community; provide leadership in curriculum and staff development; supervise the instruction provided to students; maintain an atmosphere conducive to learning; and participate in ongoing spiritual and professional formation.

School Advisory Board members will: model Christian behavior and attitudes; provide a vehicle for two-way communication among school, parents/guardians and parish; advise on the formation of policies; support decisions regarding implementation of policies; and participate in long range planning to extend Catholic Education into the future.

Parishioners will: endeavor, as a faith community, to promote quality Catholic Education; ensure sufficient financial assistance to enable educational opportunities for all families within the parish; and provide salaries and benefits to Catholic school educators that reflect the social justice teachings of the Church.

School Day

Arrival: Teachers will be in school by 7:30 AM the time before school is valuable for class preparation and planning, children will not be allowed in the building until 8:00 a.m. except in the case of very bad weather, or by special permission of the teacher or principal. There is no supervision on the playground until **7:40 AM**

PARENT(S) ARE ASKED NOT TO SEND THEIR CHILD(REN) TO SCHOOL ANY EARLIER THAN IS ABSOLUTELY NECESSARY. ANY CHILD SENT TO SCHOOL PRIOR TO **7:40AM**. WILL AUTOMATICALLY BE ENROLLED IN THE BEFORE-SCHOOL CARE PROGRAM AND THE PARENT(S) WILL BE BILLED. Once students have arrived at school they are expected to remain on the grounds. There will be no permission to leave the playground without a note from the parent each time and permission of the principal

Traffic Pattern

PARENTS DRIVING STUDENTS TO SCHOOL ARE ASKED TO ENTER SCHOOL GROUNDS FROM 53rd STREET AND EXIT VIA 54th STREET. Drivers dropping off students in the morning are to form a single-file line in between the concrete islands. Children are to exit their vehicle on the right side only. There is no driving between the traffic cones or islands to pass another vehicle. Pre-School-aged children must be escorted between the traffic cones by their parent. All students arriving before 7:40 a.m. will gather at and will enter the east doors of

school at 7:50 a.m. Students arriving after the 7:50 bell may enter the door nearest their arrival points.

IF STUDENTS ARE GOING HOME OTHER THAN BY THEIR USUAL MEANS, parents are asked to notify the teacher/office with a phone call or a note.

ANY PAYMENTS TO SCHOOL: We strongly encourage you to pay all fees by check and to send them to the school or rectory office in an envelope clearly marked with the student's name, designated amount, purpose, and destination.

Attendance Policy

Regular attendance at all times school is in session is required of all students. If a student is absent, a parent/guardian **MUST** inform the school by telephone between 7:30 and 9:00 AM. The person calling should identify himself or herself, state the reason for the absence and when the student is expected to return. If the parent or guardian doesn't call the office by 9:00 a.m., the office will be calling the home to verify the reason for the child's absence. **Absences and tardies interrupt the learning process, and they should be avoided if at all possible. The school reserves the right to take extra measures when a family has excessive absences and tardies.**

Each Archdiocesan school, through its designated reporting officer, shall report any child who is enrolled and is inexcusably absent from all or a significant part of a school day on either three consecutive school days or five school days in any semester or seven school days in any

school year, whichever occurs first as follows: children age 7-12 shall be reported to the Secretary of Social and Rehabilitation Services (or designee), and children age 13-16 to the County/District Attorney (or designee).

Any absences that exceed the five will be considered unexcused, unless otherwise excused by the principal. Extended absences due to severe health problems will be handled on an individual basis, and a physician's note will be required. All absences, regardless of the reason, shall be recorded on the student's permanent record. Any child attending less than two hours of class will be marked absent for the day. Extended absence for health reasons will be handled on an individual basis.

Before any report is made that a child is not attending school as required by law, the Principal shall serve written notice thereof, by registered mail, upon a parent or guardian of the child. **The notice shall inform the parent or guardian that continued failure of the child to attend school without a valid excuse will result in a report being made to the appropriate law enforcement official.**

The Principal has the final decision as to whether or not a child who has had excessive absences shall be promoted to the next grade or readmitted the following year.

If a parent/guardian wishes a student to leave during the school day, a phone call/note from the parent/guardian is required. A parent/guardian may appear in person to request dismissal. Anytime a parent/guardian comes to school to pick up a child, they **MUST** present themselves at the School Office and sign the child out. No

parent is to go directly to a child's classroom. Furthermore, no child will be released to anyone other than the parent/ guardian or other person designated on the Emergency Form unless contact by the parent/guardian has been made with the School Office stating otherwise.

Parents/guardians of a child who becomes seriously ill during the school day will be notified through the School Office. In case the parent/guardian cannot be reached, the school will notify the person/doctor the parent/guardian has authorized on the school emergency information form. If for any reason a parent/guardian or their representative will not pick up a sick child, the proper authorities will be notified.

Students who are absent are expected to contact teachers for assignments and complete those assignments within a reasonable amount of time (1 to 2 days) after which **no credit** will be issued.

PARENTS ARE ASKED TO KEEP THE EMERGENCY INFORMATION CARDS IN THE SCHOOL OFFICE UP TO DATE. Please notify us if you have a change of telephone number, address, place of employment, change of family status, etc.

It is important for children to attend classes through the last day of school. Report cards will not be issued early.

The opportunity for students who are in attendance at school on a regular basis and who arrive on time, to be recognized and rewarded will take place each week. Only those students who are not tardy, not absent, or do not

leave early will qualify for the weekly rewards. Quarterly and Annual recognition and rewards will also be given.

Parking

Parking for visitors is available to the west of school **but never blocking the driveway of exiting vehicles. No one is to park along 54th Street**, between the school and parish center, or on the playground. Parking for field trips is in the lower lot by the Church.

Dispensing of Medication

All medication, prescription and non-prescription, is to be brought to the school office in the morning where they will be kept and dispensed. No medication may be kept by the student except inhalers as authorized by a physician.

Prescriptions

1. If the medication has been prescribed, it must be in a pharmacy container which clearly states the child's name, dosage, prescription number and physician's name; Arch policy #7200.2
2. All medication must be accompanied by written permission from parents allowing the school to dispense the medication.

Non-prescriptions

1. Written permission from the doctor must be on file in the school office annually if a child is to receive any over-the-counter medications;
2. Written permission from parents allowing the school to dispense over-the-counter medications must be on file annually in the school office.
3. The medication must be in its original container with the label clearly identifiable.

The above conditions must be met in order for the school to dispense medication to a student.

The school reserves the right to refuse to administer over-the-counter medication.

If a child is unable to participate in Physical Education, he must present to the P.E. teacher a written excuse signed by a medical doctor. This excuse will be kept on file.

School Closings

Anytime it is necessary to close school for a full day or while school is in session due to stormy weather, heat or other emergencies, the closing will be announced over the television, on our Facebook page, and by the new program which provides an app for your cell phones should you so wish to download it. More information to follow.

In the event school will be closed because of heat or snow, the announcement will be made in the morning as close to 6:00 AM as is possible. School will not be dismissed during the day unless the announcement has been made before school starts in the morning. In the event that bad weather develops during the day, students will be kept until the close of school. Parents who may need to pick up their children early should report to the office.

Fire, tornado, intruder, and earthquake drills are held regularly in accord with state laws. In the event there would be a drill at the time of dismissal, children would be kept in school until parents arrive to pick up the child, or in the case of walkers, until the all-clear signal is given.

Dismissal

Cars will not be allowed on the school grounds until after 3 PM or as long as students are occupying the playground.

All students will be dismissed at 3:25 PM. In the interest of safety, parents are asked to be prompt in picking up their child(ren). There will be playground supervision only until the busses arrive at 3:40PM. Parents are asked not to park between the school and the Wyco Pregnancy Clinic, **anywhere along 54th Street, or directly in front of the school**, and to please remember the traffic pattern.

ANY CHILD NOT PICKED UP BY 3:40 P.M. WILL BE AUTOMATICALLY SENT TO THE AFTER SCHOOL

PROGRAM AND THE PARENTS OR GUARDIANS WILL BE BILLED.

Before and after school care is offered from 6:30 to 7:45 AM before school in Davern Hall and 3:30 to 6:00 PM after school. PLEASE PICK UP ALL CHILDREN FROM THE AFTER SCHOOL PROGRAM BY ENTERING THE FRONT DOOR AND PLEASE BE CERTAIN THAT THE DAY- CARE PROVIDER IS AWARE YOU ARE PICKING THEM UP.

Lunch/Breakfast Information

Parents are requested to serve as lunchroom monitor at least one time during the school year. These service hours are recorded.

Breakfast is served between 7:15 and 7:45 AM Lunch is served between 11:00 AM and 1:00 PM

Within the first weeks of school, a schedule will be made according to parent availability. Please consider this seriously, because lunchroom supervision is needed for students at all times. Lunch times and cost of milk will be announced in the first newsletter to go home in the fall. All students should have a cold lunch. Please be sure your child's name/room number is on the sack or lunch box. We remind you of the importance of a good nutritionally balanced lunch – not too many sweets please. No soda pop is allowed.

Following are the rules for lunchtime behavior.

1. Talking quietly with a neighbor is acceptable, but as soon as the lunch aide says to get quiet, students comply.
2. Every child is to be in his or her seat at all times.
3. No one is to leave the lunch room or classroom unless it is an emergency (that means no unnecessary trips to the bathroom, drinking fountain, etc.)
4. No "trading" food. Some students have food allergies, and trading food might cause a student serious health issues.
5. No throwing/playing with food.

Application forms for free/reduced milk and lunch prices will be distributed with your welcome back information, but if you do not receive one, or if your financial situation changes, you may request additional forms which are available in the school office during the year. All parents are encouraged to take advantage of this service should they qualify. Regardless of whether your family meets the qualifications, **new forms must be filled out by every family at the start of each school year.**

Twice a year (see calendar) volunteer parents provide a hot luncheon for the children. Based on current cost, lunch prices will be announced prior to the first Lunch Day. The price of this meal for the 2019-2020 school year is approx. \$4.00 for the meal.

Homework/Assignment Policy

Home study should be a part of each child's training in responsibility. Homework amounts will vary with the age and ability of the child. Parents should not do the work for their child but encourage good study habits and responsibility. Teachers appreciate knowing if a child is having undue amounts or not enough homework. **IF A CHILD IS UNABLE TO COMPLETE HOMEWORK BECAUSE OF A SERIOUS REASON, PARENTS ARE ASKED TO SEND A WRITTEN EXCUSE TO THE TEACHER.**

If a child fails to turn in an assignment, the parent will be notified with a LATE HOMEWORK SLIP. The late homework slip should be signed and returned to school the next day. **The student will not receive credit for any unfinished work**, but since homework is an integral part of the learning process, the child will be required to finish the assignment before the next class in which he or she received the notice.

If signed tests/materials are still not returned after a parent notification by phone, all future tests/materials from that teacher will be kept on file at school and parents will need to make arrangements to come in and view the tests/materials if they so wish. If an incomplete assignment is turned in, the assignment will be graded as submitted.

On occasion, students who continue to receive an excessive amount of NO HOMEWORK SLIPS, unfinished assignment notices, or phone calls home, may be required to attend a meeting with their teacher and parents. A parent will be given ample notification of this meeting.

Library

Every other week each child has the opportunity to visit the library and check out two (2) books on different topics and varied degrees of difficulty. One book should be an accelerated reading (AR) book and the other may be a book of their choice. Ordinarily students may keep books for a period of one week, but they may renew a book for one additional week if they so choose. If a student fails to return their books on time, he/she will not be allowed to check out another book until either the book(s) are returned or the replacement cost is paid. Overdue notices will be sent home with the student after two weeks and that notice must be signed and returned immediately, along with the replacement cost.

Religious Activities

Celebrating the Eucharist and forming religious habits are the most important activities that the students at Christ the King do. Children are offered a more meaningful celebration of the Eucharist by reason of our efforts to involve them fully according to their ability to understand and participate. Parents are encouraged to attend children's liturgies.

All-school Masses are held each Wednesday at 8:30AM and on special occasions.

Opportunities for Penance services and private confession will be provided based on students' needs and maturity. Special liturgies are planned several times during the year, and children are given opportunities to take part in these liturgies. At least once a year each student is required to participate in a weekend liturgy. Their participation is required and counts as one music and/or religion grade.

Teachers will make every effort to plan liturgies and engage our students in the their religion throughout all of the classes in a fitting way. Christ encounters us through many signs-dogma, liturgy, morality, beauty, church, community, etc. Therefore, students should have a variety of experiences in religion class: liturgy, discussion, prayer, bible services, art, films, music, audiovisuals, service, etc.

Preparation for the Sacrament of Reconciliation will occur during the first half of second grade. A reconciliation service will be held at the end of that time for those students who are ready.

Preparation for the Sacrament of Holy Communion will be provided during the spring of a student's second grade year. The religion teachers will work with the parents in preparing the child for these important occasions. Special meetings lead by Father Mark will be held to aid parents in the religious instruction of their child. It is expected that parents will attend these sessions prior to their child's receiving the Sacraments for the first time.

The Sacrament of Confirmation is generally received by eighth graders. This will be preceded by in-depth preparation.

On a voluntary basis, boys and girls from grades 5-8 have the opportunity to be trained as Mass servers and then are scheduled for serving. It is very important that they appear for scheduled times.

Services

The following services are available to students at Christ the King:

1. **SAFETY PROGRAM** includes Virtus training for all employees and volunteers who interact with students. Students are also trained in safe touch. Other emergency procedures include fire drills, tornado drills, procedures for intruders, drive-by shootings, earthquakes, and evacuations. Please also read our emergency safety intervention plan located as a link on our website. Our emergency safety plan includes specific procedures for restraint or seclusion of a student. The complete policy is on our website.
2. **VOLUNTEER SCHOOL HEALTH NURSE** responsible for keeping students' health records. Universal precautions against infectious diseases are practiced. Hearing and vision screenings are provided at least every other year, but more commonly on an annual basis.
3. **SIT-A Student Improvement Team** is available to all students and families at Christ the King. If at any time during the year a student is having difficulties with academics or behavior a SIT team meeting should be held. SIT meetings may be requested by a parent, a teacher or staff member, the principal, or any other person involved in the process of making our students successful. I encourage all parents and guardians to take advantage of this opportunity at the first sign that something is amiss. The earlier we meet to discuss a child's needs, the quicker we can meet them.
4. **MTSS-Multi-tier System of Support** in math and reading on a daily basis with our two Title 1 **READING AND MATH** teachers.
5. **C.Y.O. ATHLETICS** – Boys and girls grades 3-8 may compete interscholastically in sports: football, volleyball, basketball, soccer, and track. Parents and students are asked to cooperate in the return of uniforms. Fines will be assessed by the C.Y.O. committee if uniforms are not returned on specified days or if they need to be cleaned.
6. **INDIVIDUAL PICTURES** - taken in the fall will be available for purchase if desired.
7. **SCHOOL YEARBOOKS** - ordered in the Winter months with, available the following Spring.
8. Approved organizations functioning in Christ the King School are **GIRL SCOUTS** and **BROWNIES**, **BOY SCOUTS**, and **4-H**.

9. **FIELD TRIPS:** Teachers are encouraged throughout the school year to plan **EDUCATIONAL FIELD TRIPS** that correlate with the students' curriculum. Students should be provided with material/information and instruction before the field trip and debriefed after the excursion. Permission must be obtained in writing for each child for each field trip. The standard Diocesan permission form will be used. Elementary schools in the Archdiocese may not sponsor trips involving overnight lodging for students. School sponsored trips extending beyond the normal school day require the approval of the Superintendent. Transportation for field trips will be by bus or private car. Car insurance verification must be on file in the office for all drivers. It is expected that students will be current with their daily work prior to participation in a field trip. If a student needs time to complete back work, he or she may be asked to use the Field Trip day as a study hall. Students must also be in good behavior standing.

10. Volunteers are needed in the classrooms. Help is especially needed for tutoring and small group instruction in the primary grades. Call the office to volunteer.

11. **STUDENTS ARE ENCOURAGED TO TAKE CARE OF SCHOOL PROPERTY.** They may be asked to help defray costs of books that are damaged or lost. If other property is damaged by students through carelessness or malevolence, it will be required that the students pay the repair costs. All fees will be cleared through the principal's office.

12. A high priority is placed on obtaining and keeping qualified, excellent teachers. Faculty meetings are held regularly one night a week after school. In addition, days are provided in the school calendar for teacher workshops and in-service days. Parents are reminded of these times in the Principal's newsletter.

13. **A STUDENT GOVERNMENT** in which students at all grade levels may participate shall promote knowledge of civics and responsibility to school community.

14. **SCHOOL COUNSELOR** - Christ the King School provides a school counselor program. A Counselor is available three days per week to foster students' social and emotional development. In addition to a student's self-referral, referral may also be made by parents or teachers. Sessions may be individual or group. The counselor provides instruction in our anti-bullying program, Second Step, and other classroom guidance lessons at least once every week.

15. **SPECIAL SERVICES** - Special Education is available to Christ the King from the public school in the following areas:

- a. psychologist. responsible for testing of children to be placed in all special services programs.
- b. learning disabilities
- c. speech clinician

- d. talented and gifted education.

The following are available as needed:

- a. occupational therapy
- b. physical therapy
- c. teacher for the visually impaired
- d. teacher for the hearing impaired

CTK will work to provide any and all support to make all of our students successful.

Parent-Teacher Communication

APPOINTMENTS/CONFERENCES: There will be times when appointments with teachers will be necessary or desirable. Teachers may be phoned at school prior to 8:00 AM and after 3:45 PM. If a teacher is in class at any other time you call, a message will be taken. No teacher will be called from class to answer the phone. No students will be called from class to answer the phone either, except in the case of a family emergency.

There will be PARENT-TEACHER CONFERENCES during both semesters of the school year for all students. It is important that all parents attend these conferences.

Grading & Academic Reporting -

The following grade interpretation has been adopted by schools in the Archdiocese of Kansas City in Kansas.

A = 94-100%
B = 87-93%
C = 75-86%
D = 68-74%
F = below 68%

Students who are doing quite poorly may be asked to do supplementary work over the summer or attend a summer academic program in order to be prepared for next year's class.

In some instances it may be necessary for a student to repeat a whole year's work, in which case the parents will be notified no later than spring conferences.

Teachers keep parents informed of their child's progress by means of:

1. REPORT CARDS will not be printed until the fourth quarter unless a family requests a copy. Parents are asked to especially notice growth of desirable habits and attitudes. Steady and consistent growth in these areas help to promote better academic progress.

2. MID-TERM REPORTS will not be printed either. Continued observation of your child's grades online will help for parents to monitor their child's grades on a regular basis.

3. GRADED PAPERS will frequently be sent home; sign and return these promptly.
4. WEEKLY FOLDERS will be sent home.
5. A NEWSLETTER is sent out weekly from the principal's office via the website and the Monday folder.
6. PHONE CALLS are made to parents as needed.
7. Parent phone calls will be returned by all faculty/staff within 24 hours, barring any unforeseen circumstances that would prevent same.

Parents are informed quite specifically of the kind of work their child has accomplished. It is our intention that parents and guardians working with the teacher will know and understand just how their child is developing scholastically and how his/her spiritual, emotional and physical characteristics are manifested in school. Teachers meet frequently to plan better academic programs and to evaluate pupils at each level they teach.

The school enlists the best efforts of the parents in helping the child acquire a growing appreciation of parish life and worship, and an increased respect for duly appointed authority together with an attitude of greater reverence and courtesy toward the faculty and those who aid the faculty. IF A TEACHER OR THE PRINCIPAL REPORTS OR CALLS THE HOME, SHE/HE EXPECTS YOUR WHOLEHEARTED SUPPORT AND HELP.

Code of Conduct

As Christians we pride ourselves in living a life of which Jesus would be proud.

All members of the Christ the King School community(**including parents, teachers, and this administration**) are to conduct themselves in a manner consistent with the teachings of Jesus Christ.

All students, teachers, and parents are required to sign a "Parent/School Agreement Form," and return it to school the first week of school. All policies set forth in this policy handbook should be carefully considered before you agree to abide by them.

For the 2019-20 school year we are continuing our Virtuous Behavior Support of all students with the following code of conduct.

The CTK code of conduct supports virtuous behavior through a reward system. The expectations are modeled for each of our classes during the first few weeks of the new school year. We also have a plan in place to demonstrate the expectations for any new students to our school after the regular school year begins.

Policy For All Students in grades K-8

The code of conduct in kindergarten through eighth grade is based on virtuous behavior formation for our children. We want them to make the right choices based on the fact that as a Christ-centered school, we strive to live as

Christ teaches us to live. Students will be rewarded in accordance with their behavior.

As Student Cobras students in grades K-4 will wear a lanyard with a “Cobra Card” attached. Students may be recognized in all settings-classrooms, hallways, bathrooms, the lunchroom, outside, on field trips, at any school or parish supported events, etc.

As Student Cobras students in grades 5-8 will have their points tracked in Class Craft.

Students who are fulfilling the expectations of the code of conduct will receive positive behavior support reflected on their “Cobra Cards” or in “Class Craft”.

All students will receive positive rewards in accordance with their positive choices. Their accomplishments will be a direct result of positive support from not only the teachers and staff at CTK, but also from you parents in the home.

As a result of using this code of conduct, we have seen a dramatic decrease in misconduct and an increase in virtuous behavior.

Policy For Detentions

Should a student perform an act worthy of a consequence for extremely inappropriate behavior, he or she will receive a detention, a phone call to parents will be made, a conference will be held, referral to the counselor will be made, and an “Action Plan” will be formulated. If a child’s behavior is inconsistent with Christ’s teachings, a SIT

team meeting may be necessary. For an explanation of the SIT process, please see #3 under Services on the page.

Extremely inappropriate behavior*

*Extremely inappropriate behavior is defined as that level of behavior that is so inappropriate that it by-passes the above system; i.e., fighting, battery, cheating, defiance, disrespect, vandalism, stealing, profanity, obscenity, extortion, bullying, gang affiliation or any reference to gang related activities, etc. Possession of weapons or illegal substances immediately activates Archdiocesan policy which includes notification of the local law enforcement authorities. In such cases, the school Discipline Committee** will determine the student’s status at Christ the King School

**The school Internal Discipline Committee of Christ the King School is composed of the Pastor, the Principal, the School Council President, teacher(s) unrelated to the incident and member(s) of the School Council.

An External Discipline Committee may sometimes be gathered to handle more severe levels of discipline and shall consist of two school administrators from diocesan schools other than Christ the King.

TIME: Parents will be notified of the offense and the time to be served will be arranged at the convenience of the Administration, teachers, and parents involved.

PLACE: The detention will be served in the classroom of the supervising teacher. This place may be changed to suit the convenience of the teacher.

PROCEDURE: Each student receiving a detention will report immediately on the assigned day at the designated time to the classroom of the supervising teacher.

In any case of suspension, probation, or expulsion, the parent may appeal to the Christ the King School Discipline Committee or the Archdiocese School Offices.

Any teacher or the Principal may assign a detention for any of the following reasons: disrespect, disobedience/ defiance, talking back, fighting, battery, stealing, cheating, inappropriate language, profanity, vandalism, obscenity, extortion, harassment, intimidation, threats, bullying or any other offense the school authorities may deem fitting.

With the agreement of the teacher, parent and Principal, arrangements other than those listed above as to time, place, supervisor and procedure may be made. Teacher, parents, or Principal may request such a change.

Suspension or Expulsion!

At the third detention/incidence of extreme behavior, instead of a detention the student will be placed on a one-day in-school suspension. Parents will be notified, a conference will be held and an "Action Plan" formulated. Referral will be made to a counselor/consultant (written verification from the counselor will be required) and the student will be placed on probation. Any student on

probation will be ineligible to participate in extracurricular activities.

A fourth detention/incidence of extreme behavior will result in a two-day in-school suspension. Parents will be notified. A conference will be held. Referral will be made to a counselor/consultant (written verification from the counselor will be required). The student will continue on probation. A new "Action Plan" will be devised as needed.

A fifth detention/extreme incidence will result in a two- to five-day out-of-school suspension and possible expulsion from Christ the King School. Parents will be notified. A hearing will be held by the External Discipline Committee to determine whether the student shall remain at Christ the King.

Other than an accumulation of detentions, there are three general situations which may lead to suspension or expulsion: when the school authorities feel it is not in the best interest of the child or the student body to have this child remain in the system; when the moral or physical well-being of any person or the student body is endangered; and, when there is prolonged or open disregard for school rules or authority.

If all alternative class assignments are completed during an in-school suspension, full credit will be given for completed homework. Tests missed during suspensions may be made up at the teacher's convenience. Partial or full credit will be given for any assignment during an out-of-school suspension in accordance with teacher and principal discretion.

Probationary periods will last at least one quarter, at the end of which the student's case will be reviewed by the CTK Discipline Committee. The student must show definite improvement in order to be taken off probation and/ or remain at Christ the King School the following quarter.

PLEASE NOTE: This discipline plan does not exclude the use of other discipline techniques deemed necessary/ appropriate by the school principal, the pastor, and/ or the Discipline Committee.

If at any time the principal has cause to be concerned about the safety and well-being of any student, she may inspect a student's property or the individual him or herself.#7105

If for any reason a long term suspension or expulsion may be necessary, Christ the King School adheres to the guidelines set forth by the Archdiocese of Kansas City in Kansas, specifically policy numbers 7120-7120.7 Information on these policies will be provided by the principal or superintendent's office upon request or necessity.

Christ The King School Policy On Bullying!

Having stated that we not only to teach what Jesus taught, but we strive to live as He did, the presence of bullying of any type is not tolerated at Christ the King Catholic School.

In an effort to curb childhood teasing of any type, we adopted the Second Step Program ten years ago, and ongoing activities and weekly classroom guidance are provided to avoid bullying. **If you or your child is aware of any type of teasing or bullying activities, please notify the principal immediately.**

This includes any kind of cyber bullying that takes place outside of school, but which affects the well-being of a student at our school. Any use of social media, i.e. texting, Facebook, Twitter, Youtube, Snapchat, Instagram, musical.ly, or the like that contains material that is adverse to the teachings of Jesus Christ will not be tolerated. Administration reserves the right to punish those engaged in such activities towards any other member of the CTK community (teachers, students, staff, families, etc.) accordingly.

Christ The King School Policy On Gang Related Activities!

The presence of gangs and gang materials and activities can cause a substantial disruption of or interference with school and school activities. A "gang", as defined in this policy, is any group of two or more persons whose purposes include the commission of illegal acts. By this policy, Christ the King School acts to prohibit the existence of gangs and gang activities as follows (The school's interpretation of what constitutes "gang activities" will apply.):

No student on or about school property or at any school activity, or by the use of written or any other social media:

1. Shall wear, possess, use, distribute, display(including using any type of social media) or sell any clothing, jewelry, emblem, badge, symbol sign or other things which are evidence of membership or affiliation in any gang.

2. Shall commit any act or omission, or use any speech, either verbal or non-verbal (gestures, handshakes, etc.) showing membership or affiliation in any gang.

The consequence for the first incidence of any of the above activities will result in parent notification and a discipline hearing will be held to determine the status of the student involved.

No student on or about school property or at any school activity:

1. Shall use any speech or commit any act or omission in furtherance of the interests of any gang or gang activity, including, but not limited to:

- a. Soliciting others for gang membership.
- b. Requesting any person to pay for protection or otherwise intimidating or threatening any person.
- c. Committing any other illegal act or other violation of school or Archdiocesan policies.
- d. Inciting other students to act with physical violence upon any other person.

The consequence for any of the above activities is immediate Out-of-School Suspension and possible expulsion.

Other Policies

1. Invitations to private parties may not be handed out in school. Archdiocesan policy discourages boy/girl parties at the elementary school level.

2. Individual gifts from one student to another should not be given out at school. **If a teacher or other school authority witnesses or becomes aware of a gift exchange between two students, the gift shall be sent to the office for the parent to pick up.**

3. Snow balls and other items may not be thrown in the school, on the grounds, or at dismissal time. Fines will be levied for offenders.

4. Students may not have cell phones on their person during the school day. All cell phones are to remain in a student's book bag on silence, until they are off school grounds, or unless otherwise instructed by faculty and administration. If a student is observed with their cell phone it will be confiscated and held in the principal's office until the parent or responsible adult comes in to claim it.

Any disruption of learning due to the noises of a cell phone or any other electronic device will cause the student to forfeit the privilege to carry the cell phone at all.

5. Ordinarily there is no gum or candy allowed at school. Gum fines will be assessed. Student Government may make special arrangement for certain classes or occasions to have a day to chew gum.

6. Parents and visitors are required to stop at the office before proceeding to any classrooms. Although we like to have an “open door policy”, it is important that we know who is present in the building. We also like to respect uninterrupted learning in our classrooms. You must wear a visitor pass before proceeding through the halls of CTK.

Dress Code For All Students

All students are to be in uniform the first day of school. Students should wear clean clothes at all times throughout the year and take pride in their appearance.

On occasion students may be awarded dress down passes(a day without wearing a uniform). They may also be awarded other dress down passes for fun socks or hats. No dress down passes may be used on mass days, Cobra Days, other dress down days, or field trip days- unless otherwise specified in writing from the school. **If a child dresses down without permission or without a dress down pass, an out-of-uniform pass will be given immediately. No change of clothes may be brought in lieu of the out-of-uniform pass, and the child will not dress down on the next dress down occasion. Parents must sign and return the out-of-uniform slip the next day.**

Scout uniforms may be worn on meeting days, but NO JEANS.

Boots/shoes that leave a black mark on the floor or sandals may NOT be worn in school.

No hats may be worn in the school building or in Church.

At various times during the year, the student government may sponsor school spirit days when clothing other than that in the Dress Code may be worn. The school uniform is always acceptable on those days.

The uniform plaid may be purchased through Dennis Uniform located at 6322 College Blvd. in Overland Park.

Sweaters, navy shorts and girls’ gray or navy slacks are available at Dennis. The burgundy/white shirts with our school crest and sweatshirts must be purchased at the school.

All other dress code items (white shirts, navy and khaki pants, ties, girls’ tights and knee socks, etc.) may be purchased through any store where available. Please refer to the “Specifications” sections of this dress code to make certain that any items purchased fall within the acceptable guidelines. Clothing not adhering to the guidelines will not be allowed.

Specifications For All Students

White Shirts: Broadcloth and oxford cloth may only be worn with a jumper. Polo knit shirts may be worn with jumpers, skirts, shorts and slacks. Knits should have

two to four buttons. No dark undershirts or undershirts with print on them should be worn underneath the white polo.

White cotton knit turtlenecks may be worn under sweat-shirts during cold weather. They may be purchased through any store where available.

The CTK crest must be worn on all polo shirts both white and burgundy. **All shirts must be tucked in.**

Burgundy Knit Shirts with the school crest: Short and long sleeved burgundy knits **MUST** be purchased through the school. The same specifications for white knits apply.

No shirts that are tight, dirty, or torn may be worn at any time.

Navy/Khaki Uniform Shorts: May be worn at the discretion of the parent/guardian throughout the year. They may be purchased wherever available. Shorts are to be walking shorts and may be no shorter than three inches above the knee. Shorts must be plain tailored, with or without pleats or cuffs. (No cargo, carpenter, or side pocket uniform shorts may be worn)

Sweaters: Must be close-knit **gray, white, black, or burgundy(which coordinates with the skirt)**; and they may be purchased where available. Other colored sweaters, sweatshirts, or any jackets must be removed in the classroom. Only the burgundy sweatshirts may be worn during the school day.

Sweaters may be crew neck, V-neck, or cardigan. (Not all styles are available in all colors.)

A uniform shirt (white or burgundy) must be worn under a sweater or sweatshirt at all times. **NO** tank tops may be worn by either boys or girls.

Any sweater may bear a white “CTK” monogram.

Shoes/Socks: No sandals are permitted for safety reasons.

Socks are to be worn with shoes and sneakers at all times and they need to be one of the following **solid** colors: **gray, white, black, or burgundy(which coordinates with the skirt or pants).**

Sneakers may not have lights on them, nor may they have designs(glitter, plaid, flowers, patterns, etc.) on them other than the brand. Only low cut sneakers or basketball high top sneakers may be worn.

All shoes with laces must be laced and tied to the top of the shoe.

Boots should only be worn when the weather is cold (less than 50 degrees) or in snow and ice.

Burgundy Sweatshirts: Crew neck, long sleeved, and Fleece Jackets bearing the Christ the King crest may be purchased through the school website. A shirt (white or burgundy) must be worn under a sweatshirt at all times.

On dress down days, students may not wear clothing with inappropriate or offensive logos or wording printed on them. Shorts should meet the same specifications for length as the uniform short. They should be no shorter than three inches above the knee no matter the style or availability of same.

Specifications For Boys

Boys' hair should be neat, clean, above the eyebrow in length, not to exceed below the ear, and must be above the shirt collar. Styles should not be distracting in accordance with the principal's discretion. **No mohawks, fauxhawks, colors, highlights, hair extensions, spiked hair styles that are longer than 1 inch, etc. are permitted.**

Earrings and chains are not allowed. Religious medals, crosses, and crucifixes on small chains and watches will be permitted.

Coordinating ties for boys are mandatory on mass days this year, and are highly encouraged for other special occasions; especially special field trips, etc. When a tie is worn, it should be worn with a button down, oxford style, white shirt. On occasion students may be presented with a dress down pass for wearing a tie on mass days.

Shirts, shorts, sweaters and sweatshirts-see specifications for all students.

Pants: Washable navy or tan khaki cotton/polyester twill are permissible. Pants must be plainly tailored, with or without pleats. No cargo pants, carpenter pants, or pants with side pockets. Pants must be fitted around the waist, and they must be in good condition, not faded or torn. Boys in grades K through 2 may wear pull-on pants; grades 3-8 must have pants with a zipper and fastener. No sagging of pants will be allowed either on uniform pants or shorts. Neither will they be allowed on dress down days. Belts may be required if continued sagging occurs, and an out of uniform slip will be issued. Pants are to be hemmed so as not to drag the floor-rolled up pants legs are not acceptable. Pants that are tight fitting will not be permitted either.

Specifications For Girls

Girls hair should be neat, clean, and out of their eyes. No distracting hair cuts, dyes, highlights, beads, feathers, hair extensions, or coloring, etc. allowed.

No spaghetti straps or tank tops may be worn. All shirts should have a sleeve, especially on dress down days.

Burgundy and gray plaid is the main school color; burgundy is the coordinating color. Skirts, split skirts, and jumpers are always plaid.

Jumpers, split skirts and pants are worn in grades K-2.

Skirts, split skirts, capris, and pants are worn in grades 3-8.

Girls in all grades may wear **gray, white, black, or burgundy(which coordinates with the skirt)** leggings(only tights, knee socks, other socks-No lace or cut off leggings allowed) under jumpers or skirts during class on cold days. All other long pants worn under skirts must be removed in the classroom.

Jewelry: studs earrings only, no dangling earrings of any kind are to be worn, even on dress down days. No necklaces other than religious medals on small chains will be allowed. Watches may be worn.

Jumpers: Plaid only; dropped waist with 2 inch band around the dropped waist; band overlapped in front and secured with two buttons, or box-pleated skirt with bib-type top. The hem should be no more than 3 inches above the knee.

Skirts: Plaid only; box pleats, side zipper. Hems should be no more than 3 inches above the knee.

Split Skirts: Plaid only, no more than 3 inches above the knee.

Slacks: May be navy or tan khaki cotton/polyester twill or corduroy. They must be plainly tailored, with or without pleats, and have a zipper and fastener.(No cargo pants, carpenter pants or pants with side pockets) Pants that are tight fitting will not be permitted either.

Makeup: No makeup is permitted at any time. This includes lip glosses that can be seen. Nail polish is permitted but colors should be in good taste. If nail polish

is chipping, please remove it in order that our girls stay neat and clean. No fake nails, and gels, please.

For further information, call the uniform committee chairperson.

IF THE DRESS CODE IS NOT FOLLOWED, an out of uniform slip will be sent home, and the student may be sent to the office to call for an acceptable change of clothes. For every out-of-uniform slip issued, the student will lose the opportunity(s) to be out of uniform on the next designated out-of-uniform day, including field trips, Cobra days, etc. No out-of-uniform passes will be accepted for those students on those days. Parents will be notified. Should a student “dress down” without an out-of-uniform pass, they will forfeit the privilege to “dress down” on the next designated “dress down” occasion. If violations occur on the last day of school, a parent or guardian will be called to bring a change of clothes for their child, and that student loses the privilege of dressing down the following school year.

Christian Service Policy

As part of their Christian formation, each student at Christ the King School will be required to perform Christian service projects each semester. This is a required assignment and will count toward their Religion grade. The service performed by both students and families will be recorded.

Service is any job a child does without receiving any compensation/pay, including an allowance. Regular

household chores that a child is expected to do ARE NOT SERVICE. The Service can be done for family members or other relatives and for friends and neighbors. Some ideas for Service projects for younger children are:

1. Making others' beds
2. Doing/helping with dishes for a brother/sister
3. Playing a game/reading to a younger child
4. Putting out an elderly neighbor's trash
5. Taking in the paper to neighbors
6. Helping neighbors with their garden
7. Sending get-well cards
8. Visiting nursing homes

Some ideas for older children:

1. Babysitting
2. Lawn care
3. Shoveling snow
4. Helping younger siblings with homework/chores
5. Tutoring
6. Collecting items for the less fortunate and delivering them
7. Performing a service for the school or church
8. Working at the Willa Gil Food Kitchen

Occasionally, we will do projects at school (such as placemats and cards for the food kitchen or our parishioners who are not able to attend mass). It is recommended that students do a variety of activities to broaden their experiences.

When recording their Service projects, students should list the date the Service was performed, what the Ser-

vice was, how much time was spent and the student will present their project to their class which should include a reflection on how it affected them. Their reflection is the most important aspect of the project.

We are trying to help the children realize that we do not always need to receive compensation/pay for doing a job. We, also, want them to learn that caring about and helping other people is something very important to all of us at Christ the King.

Graduation Requirements

1. Academic: All passing grades in core subject areas. This includes Religion, Reading, English, Math, Spelling, Science and Social Studies. Passing means a minimum grade of 'D-' (68%).
2. Behavioral: All students must maintain Christian Behavior as expected and outlined in the Code of Conduct for Christ the King School in the School Handbook/Calendar.
3. The Eighth Grade Graduation Ceremony is a significant event for the students. Participation is contingent upon a student meeting the above expectations. Final decisions regarding a student's participation will be made by the Pastor, Principal, and Middle School teachers.
4. If a student fails one core subject for one semester, the student may go through the Graduation Ceremony, but

may not receive a diploma until successfully raising the grade to passing.

5. If a student fails two or more core subjects for two semesters, the student will not go through the Graduation Ceremony or receive a diploma. Whether the

student repeats Eighth Grade at Christ the King School, in another school or applies for admission to a high school will be the decision of the parent(s).

Scholarship Opportunities

To promote Catholic education, the P.T.O. offers two scholarships to help cover the cost of one year's tuition at Bishop Ward High School to two students in the graduating class. This award is based on scholarship. The two students who earn the highest cumulative GPA in grades 6 through 8 will be the recipients.

THE BRYAN GOTHAM MEMORIAL SCHOLARSHIP to Bishop Ward High School is available to an eighth grader from Christ the King. Students are asked to make written application for this award. Criteria for this \$1000 scholarship are family need, an above average, score on the MAPs tests in both Reading and Math, participation in at least one C.Y.O. sport, and recommendation of teachers based on Christian living and example.

Knowing that service to one's parish is a privilege, only those students who are outstanding and highly dedicated will be considered. One pastor's scholarship of \$500 is

also awarded by recommendation of the pastor, faculty, and staff.

Two CYO scholarships may be available if certain criteria are met and written application is reviewed by the CYO board to determine the recipients.

A promise of Learning Scholarship is provided through the Promise of Learning organization in the amount of \$500.00 and is based solely on need. Application is made upon enrollment at Bishop Ward High School, and the recipient is chosen by the Promise of Learning Board. There may or may not be a recipient from our school for this award.

Final Thoughts

Our children are priceless - more than worth whatever sacrifice is needed to provide them with a good Christian education. No one of us would ever think of putting a price tag on a life of faith: a life of knowing Jesus and His Way. In these troubled times we live in, there is no better place to educate children in Christian values and living than a Catholic school:schools you can believe in.

Unfortunately, education is expensive. It costs some of the public schools in the state of Kansas over \$12,000 to educate one child. Through the dedication of our parish and the sacrifice of our parents and teachers, it costs Christ the King Parish only \$4,960 to educate one child.

To help finance our school, Christ the King parishioners who send their children to Christ the King School are

required to enroll in the smart tuition plan. Christ the King Finance Council monitors the tuition program.

Those who elect to send their children to the parish school are expected to fulfill these main responsibilities:

- You and your family will attend Sunday Mass on a regular basis.
- **In order to be considered a participating member of Christ the King Parish, and qualify for the Stewardship Program, you must pledge a minimum fifteen hours of time, talent, and treasure for the 2018-19 school year. A parish verification form must be filled out as well. This form must be signed by the parish priest where your family is registered.**
- Payments are to be made by the 5th or 20th of each month, beginning in June and ending the following May.
- Attendance Interruption dates are clearly marked on our school calendar. If your tuition payments are not current on those dates, your child will have his or her attendance interrupted that same day.
- Tuition for non-parishioners for the 2019-20 school year is \$4,960 for one child, over \$9,800 for two children, and \$14,100 for three children, **and is due the 5th or 20th of each month beginning in June and finishing with the May payment.**
- Catholic education is the single largest financial commitment made by our parish. For the 2019-20 school

year, over a million dollars will be allocated to provide a parish school for our children. Members of our parish with no children enrolled in the school will contribute over \$200,000 to the school for fiscal 2018-19. Without their help, Christ the King School would not be possible. It is imperative that school families remember the contribution of their fellow parishioners when they make their tuition commitment.

The Catholic Education Foundation (CEF) has provided several hundred thousand dollars in scholarship assistance to Christ the King Parish School over the last ten years. More than half of our families benefit directly from this aid.

As a recipient of scholarship aid from the Catholic Education Foundation parents and students shall fulfill the following obligations:

Parents will apply for a CEF scholarship online at smarttuitionaid.com with full disclosure of income and perform fifteen hours of service per year.

Families must also stay current with their portion of the tuition owed. If at any time a family falls behind with their tuition, their CEF scholarship assistance will be revoked.

Students whose families receive CEF scholarship assistance will work to their fullest potential academically and their behavior must be above reproach.

Many of our families would not be able to attend our Catholic school without this assistance, so please support CEF whenever possible. **Thank you notes from students and parents to the CEF Board may be turned into the office for mailing. Please submit these notes of appreciation in September and January. If we do not receive these thank you notes from each and every family that receives scholarship assistance, you will not be considered for scholarship assistance for the next semester.**