

Dear Parents and Students,

It is indeed a pleasure and an honor for me to greet and welcome you to a new school year at Divine Mercy School.

Divine Mercy School is a very special educational community whose uniqueness is verbalized in its philosophy, rests in each our hearts, and lives in the reality of our daily relationships. Before anything else, Divine Mercy School strives to build a strong sense of Christian Faith Community among its parents, teachers, and students so that education in all its fullness can thrive toward a greater fullness of life.

It is a privilege to attend a Catholic School, not a right. The school confers rights to its students. As with any community, there must exist policies, procedures, rules, and guidelines to provide for the common good and to assure smooth day-to-day operation. We believe that education is a partnership with parents, teachers, and students working together toward that common good. We, therefore, expect your help, support, and cooperation in seeing that these policies are followed.

Please take the time, as a family, to familiarize yourselves with the policies, procedures and information in the parent/student handbook. **The school administration reserves the right to interpret and execute all school policies and to address any other issues that may have an impact on the school community.**

Thank you sincerely for your time, support, and cooperation. I truly look forward to our partnership in the education of your children.

Sincerely yours in Christ,

Ronald G. Gagnon,
Principal

I. INTRODUCTION

School Philosophy

At Divine Mercy School, we believe that each student is a unique, valuable individual because of his/her God-given potential. We understand our educational mission as a quality Catholic education that integrates religion with the rest of learning and living. Christian values and a God-oriented philosophy permeate the atmosphere and entire educational program. Excellence in education is the hallmark that has come to be associated with the Divine Mercy Catholic School student.

We hope to achieve these objectives by establishing the following goals:

1. To instruct students in the Catholic faith traditions and beliefs.
2. To foster the development of these Catholic principles by encouraging service to the community, respect for the environment, and regard for cultural diversity.
3. To instill in the students a sense of self-esteem, love of justice and honesty.
4. To foster a love of learning and develop an attitude that leads the students to view education as a life-long learning process.
5. To create a safe learning environment where students may express their own thoughts and learn to respect the ideas of others.
6. To empower each child to grow and develop into the best person he/she has the potential to be.
7. To create a broad based curriculum dedicated to excellence that will challenge the students to think for themselves, to become problem solvers, and develop a sense of personal satisfaction and self-worth.
8. To initiate various practices and motivate the students to establish goals and good conduct, spiritual growth, and academic achievement.
9. To make each student aware of his/her American heritage: to value the democratic principles upon which this country is founded and prepare the students to assume the responsibilities of a good citizen of the United States.

Mission Statement

The Mission of Divine Mercy Catholic School is to teach life-long Catholic values and to provide a quality education in a disciplined, Christian environment to students in grades pre-kindergarten through eight. Through Catholic Education, Divine Mercy School seeks to nourish the Mercy charism of hospitality, compassion, and love among the community of faculty, students, parents and volunteers.

School History

On the morning of September 1, 1964, 200 children (grades 1-6), four Sisters of Mercy from Galway City, Ireland, one lay teacher, the pastor and friends participated in a ceremony in a warehouse at Merritt Island Airport that began the dream of Divine Mercy School.

In February 1965, the ground was broken for a permanent school building that was ready for the first day of school in September 1965. Two more Sisters had come from Ireland and a kindergarten class was added.

During the summer of 1967, a building from Patrick Air Force Base was purchased, assembled, and proudly named Hartnett Hall. We now had kindergarten through eighth grade.

The 1986-87 school year saw the addition of a pre-kindergarten class and an extended day program. The silver jubilee of 1989 began with the addition of a beautiful new wing to the school, adding a fully furnished science lab, a computer lab, and a teacher's lounge.

The thirtieth anniversary (1964-1994) was celebrated with another school extension, Mercy Center, which added four additional classrooms and three flexible meeting areas for parish functions.

In the year 2000, the flexible meeting areas were renovated and converted into a state of the art library/media center with an accompanying media production studio.

True to the pioneer spirit of Merritt Island's early Catholic Community, Divine Mercy has always labored diligently with limited resources to achieve excellence in education. It is through that spirit that the school continues to be the hub of educational activity, with lifelong learning programs continuing to meet the needs of the individual and family as it boldly enters a new phase of growth into the new millennium.

II. POLICIES

Acceptable Use of Technology by Students

All students will show respect for ownership of ideas, proper care of software, and will abide by school rules for appropriate use of the Internet.

All students will respect the ownership of student work on the computer and will not view, move or damage another student's files. They will handle software and hardware equipment in appropriate ways without damaging them.

All students will respect copyright laws as they pertain to copying discs, files, programs, etc.

Admissions

Families requesting admission to Divine Mercy School must submit the following:

1. Complete school registration/re-application form.
2. A health/immunization records. All students must have the following immunizations before being permitted to enter school:

Kindergarten:

Diphtheria/Pertussia/Tetanus	5 doses
Polio Vaccine	4 doses
Red Measles (Rubeola)	2 doses
German Measles (Rubella)	2 doses
Mumps Vaccine	2 doses
Hepatitis B	3 doses

7th Grade:

Adult Tetanus	1 dose
Hepatitis B	3 doses
Measles, Mumps, Rubella	2 doses

3. A **birth certificate** and a **baptismal certificate** at the time of registration.

4. The registration fee. **This fee is non-refundable.**
5. A active, supporting membership in Divine Mercy Parish (demonstrated by use of Sunday envelopes) in order to register for the Category I tuition rate OR pay the Category II rate required of non-parishioner families.
6. The required number of service hours (as specified annually in the registration form) to include 1 required bingo concession, and 2 required shifts of the parish fair during each calendar year OR pay for non-worked service hours (in the amount determined annually by the school board) in order to reregister for the next school year in March.

All children entering Divine Mercy School are subject to the policies and regulations of the Diocese of Orlando, Brevard County, and the State of Florida. Children entering pre-kindergarten must be 4 years old on or before September 1st of that year and are expected to be potty trained. Children entering kindergarten must be 5 years old on or before September 1st of that year. Children entering grade 1 must be 6 years old on or before September 1st of that year, or have successfully completed kindergarten at an accredited public or private school.

Enrollment of students at Divine Mercy School implies the willingness of both parents and students to comply with and support decisions, policies, regulations and philosophy of the school.

All prospective students must interview with the principal before registering at Divine Mercy School. Based on this interview, the school administration reserves the right to determine whether or not a child may be registered at this school.

Students transferring from another school to Divine Mercy will be tested in math, reading, and writing prior to the interview with the principal and expected to bring a most recent report card and copy of standardized test scores to the interview for review.

All students entering Divine Mercy School for the first time will be accepted on a **probationary basis** for a nine week period to ascertain their ability to adjust to the school's philosophy and program.

Policy of Non-Discrimination

Admissions are non-discriminatory and not based on race, sex or national origin.

Placement for All Grades

The administration reserves the right to assign students to a particular grade. Any questions or concerns must be addressed to the principal.

Re-Registration for All Grades

Re-registration of the current student body normally occurs at the beginning of March. A fee is required at that time. In order to re-register, all financial debts must be paid, and all service hour requirements for the current school year must be fulfilled. **REGISTRATION FEE IS NON-REFUNDABLE.** Any student, who withdraws from Divine Mercy for reason deemed to be unacceptable to the administration, will not be readmitted. The principal reserves the right to readmit students to Divine Mercy School.

Athletics/Academics

Any student participating in a school sport must have passing grades. Any student, who makes a “D” may continue to play on the team, but will receive a warning from the principal. Any student who makes an “F” will be placed “on probation” and will not be allowed to participate in his or her sport. The athletic director and coaches will conduct a weekly academic evaluation of the student on warning or probation to determine the student’s eligibility to maintain or resume participation in his or her sport. Students participating in fall sports must have passing grades at the time of progress reports to be eligible to play.

Attendance, Absences, and Tardiness

Attendance

Faithful and daily attendance at school is extremely important to the educational growth and development of each child and should not be taken lightly. We realize that illness and matters of serious importance will require a student to be absent on occasion. **However, keeping children out of school for such reasons as family excursions, conflicts with holidays of other schools, etc., do not constitute valid absences.** Such an attitude on the part of a parent does not foster good habits in the child toward the importance of school. **It is the student’s responsibility, not the teacher’s, to make up any work that has been missed during an absence.** All homework assignments and tests must be completed within 10

days of the student's return to school. Whenever possible, doctor, dental, and orthodontic appointments should be made outside of the school hours.

Absences

It is the responsibility of the parent or guardian to telephone the school office by 8:30 am to advise when a student is absent. In the event of an unreported absence, the parent or guardian will be contacted by the school. **Upon returning from a one or two-day absence, the child must present a written note from the parent or guardian to the office for a readmission pass before the 8:00 AM bell.** If the absence is four days or more, a doctor's note must be brought to the office for an admission pass. Any absence for which a note is not received is considered un-excused. A student who misses more than nine (9) days within a semester will not receive a passing grade for the semester in accordance with Florida Statute unless:

- a. Medical evidence is presented to the principal, in writing, justifying a specific number of days of absence, and
- b. The student demonstrates mastery of the student performance standards in the course as identified in curriculum guides and/or adopted textbooks.

If the absences are excused, all educational requirements for the course shall be met before a passing grade and/or credit is assigned. **It is the absentee's responsibility to seek out all missed assignments and tests given during his or her absence.** The student shall have up to a maximum of ten (10) school days to make up assignments and tests.

Students who are absent from school on a given day are not allowed to participate in any extracurricular activities for that day or evening.

Under no circumstances are students permitted to leave school premises. If, for some important reason, a student has to leave during school hours, his or her parent or guardian must sign him/her out from the school office. If a person other than a parent or guardian is releasing a student from school, that information must be communicated to the school office by the parent or guardian IN WRITING. Identification of such person will be required.

Tardiness

Tardiness is not only disruptive to the individual student involved but also to the class and teacher involved. Parents are asked to make sure children arrive to class each day “on time”. Chronic tardiness will be subject to disciplinary action by the principal.

Students who arrive at school after the 8:00 AM bell – for any reason – are required to go directly to the school office for a late slip. This procedure is mandatory in order to account accurately for the whereabouts of every child. **Students arriving at school after 11:00 AM are marked absent for one-half day.**

Any student who is tardy more than five (5) times in a marking period will receive a Friday detention. If tardiness continues to be chronic, detention time will increase. Should the tardiness persist, a Saturday detention will be given.

Birthday Parties and School Activities

We are happy to celebrate your child’s birthday at school. In grades PreK – 5, you may send in goodies. Please check with the homeroom teacher at least two (2) days in advance as to time of day he or she would like the children to enjoy them. Please limit the treats to cupcakes, cookies, brownies, or rice crispy bars, and boxed juices. **If you are planning a “private” birthday celebration outside of school, please send the invitations via U. S. mail. If the entire class is invited, invitations may be handed out in the classroom.**

Bloodborne Pathogens Exposure Control Plan

It is a policy of the school board of Divine Mercy Catholic School to provide a safe environment. Documentation is available in the school office which sets forth the requirements necessary to minimize exposure to bloodborne pathogens and to protect all from the threat of disease via such exposures. Its publication is in accordance with the OSHA Bloodborne Pathogens Standard, 29 CFR 1910, 1030, HRS 10D-104; and DEP 17-712.

Child Abuse

Florida Statute defines child abuse as: “any willful act that results in physical, mental or sexual injury that causes or is likely to cause the child’s physical mental or emotional health to be significantly impaired.” Child neglect is failure to provide adequate food, clothing, shelter, health care or needed supervision. Florida Law also requires “any school teacher or other school official or personnel who knows, or has reasonable cause to suspect that a child is an abused or neglected child, shall report such knowledge or suspicion to the department.”

Clinic and Medications

Clinic

Volunteers who care about ill and injured children staff the school clinic. No student will be admitted to the clinic without approval from either the classroom teacher or the teacher on playground duty. A parent/ guardian will be called when his/her child has been admitted to the clinic with a head injury. Minor scrapes will be treated with ice, bandage and TLC; no call will be made unless otherwise instructed. If an ill or injured child has been admitted to the clinic, a note will be sent home informing the parent of the visit. Parents are asked to sign the note and return it to the school office the following day.

If, during the school day, your child is running a fever, or if your child has vomited or has diarrhea, you will be required to pick the child up or to arrange for the child to be picked up. Students who leave school due to illness must have a parent or guardian sign them out in the school office. Parents are not to disturb a class at that time.

Medication

Written permission must be given to the school office if your child requires any medication during school hours. A form for the “Administration of Medication by School Personnel” must be completed in the school office before any medication is given! If your child is on daily medication, the form must be filled out each year and every time such medication is adjusted. All medications must be brought into the school office by the parent or guardian (not the student), and in the “original” containers. Ask your pharmacist to

provide a second bottle with label for prescription medicine that needs to be administered at school.

Parents or guardians should provide school office with an inhaler for any student having asthma and an Epi-pen for any student with severe allergic reactions.

Code of Conduct

The goal of all discipline is self-discipline, creating a wholesome sense of what is appropriate and what is inappropriate behavior. Students are taught choices based on what is good for each individual and what is good for the school community.

Divine Mercy Catholic School utilizes a positive discipline program in pre-kindergarten through grade eight. The purpose of this program is to encourage positive behavior and not to waste instructional time dealing with inappropriate behavior. Each classroom teacher posts a maximum of five behavior rules and specific consequences. In addition, teachers clearly outline their reward system to encourage positive behavior. Students earn the right to participate in a monthly good behavior NUT Day (No Uniform Today) upon achieving behavior goals.

Disciplinary actions are generally minor involving only the student and teacher. **For minor infractions within the classroom, each teacher has the authority to correct misconduct and to issue appropriate discipline.** A close communication and interaction among the principal, teacher, parent/guardian, and students enhances prevention of conflicts.

Peer sexual harassment and bullying will not be tolerated. Any inappropriate behavior of a sexual or bullying nature will be subject to disciplinary action by the principal.

Divine Mercy School students are expected to behave as follows:

- Respect every person regardless of age or position.
- Listen and follow directions.
- Be considerate of other's need for quiet.
- Take pride in personal appearance to wear complete uniform (regular and P. E.).
- Take good care of school property (no chewing gum on school property and no eating/drinking outside the cafeteria or classroom).
- Be honest in taking tests and doing homework.
- Tell the truth.

- Remain on campus during school and after school activities.
- Be on time for school and prompt for each class.
- Be thoughtful of others by allowing them to speak.
- Be mannerly by standing aside and holding a door for another person.
- Walk quietly in the hallways and courtyard.
- Complete assignments on time.
- Keep neat desks, books covered and clean.
- Help classmates and teachers maintain a clean and orderly classroom.
- Play fairly and encourage one another in games and activities.
- Invite all classmates to participate in games and activities.
- Use time wisely by studying or reading.
- Take school notices home the day they are handed out.
- Avoid using offensive language.
- Refrain from the possession, sale, and/or use of alcoholic beverages, narcotics, illegal drugs, and tobacco products.
- Refrain from reading or promoting indecent literature.
- Refrain from carrying objects that are or could be used as weapons.
- Abide by the acceptable use policy for computer.

Students have the right to privacy in regard to their personal possessions unless there is cause to believe that a student is concealing material that is prohibited by law, hazardous, or may distract from the educational process. The school reserves the right to search desks, backpacks, lockers, etc., in order to preserve the safety of each individual and the common good of the school. Property confiscated from a student will be returned to the parent after an appropriate release has been signed and appropriate discipline determined. The principal will handle more serious disciplinary actions involving inappropriate behavior. Such disciplinary action may include the following:

- Friday or Saturday detention.
- Suspension – imposed only for a serious infraction. The decision to suspend rests with the Principal. Parents are notified by a letter stating the measure and reason for suspensions.
- Expulsion – resorted to only when all other means of discipline have proven ineffectual, or the student's conduct is a definite hindrance to the welfare and progress of the school community.

Corporal punishment is clearly against the philosophy of Divine Mercy Catholic School.

Custody Issues

If parents are divorced or separated, the school presumes that both parents have access to the children, unless one parent can provide written, legal evidence to be kept on file in the school that he or she has the sole custody rights. If parents cannot agree on custody issues, the School may require the parents to make other arrangements for the child. It is better to have matters settled at the beginning of the year, than to wait for a conflict to arise.

Dress Code

The school uniform is compulsory for pre-kindergarten through grade 8. Parents are responsible for compliance with uniform requirements. The parent must solve the problem of children being out of uniform. Good grooming is a vital part of a child's education and all students are required to come to school in clean, neat uniforms.

Parents will be called for an explanation when a student in pre-kindergarten through grade 4 is repeatedly out of uniform. **Detention will be given to any student in grades 5-8 who is out of uniform.** Please give particular attention to uniforms in the winter months. Only uniform outerwear is acceptable in the classroom for girls and boys. No weather conditions justify students coming in jeans on normal school days.

NUT Days (No Uniform Today) are days when students are allowed to wear street clothes to school. Nonetheless, good grooming as well as appropriate and modest dress is expected. Short shorts, short pants and tops made of spandex, backless shirts, spaghetti straps, sleeveless shirts, tank tops, ripped jeans and shorts, sandals and flip flops are not appropriate dress for NUT days. School rules regarding make-up, nail polish, jewelry, and hair styles apply on NUT days. Students who come to school on a NUT day inappropriately dressed will be asked to call home for a change of clothes or sent to the clinic for a change of clothes. Repeated offenses of the dress code will cause a student to lose NUT day privileges. Parents, please help your children learn good judgment.

Each student is required to have a "Formal" uniform to be worn for Mass on Fridays, November through March and on special occasions. Formal uniform for girls consists of the jumper/logo knit shirt (grades 1-5) and the skirt/logo knit shirt (grades 6-8). Formal uniform for boys consists of long navy blue

slacks with the logo knit shirt. Informal uniform will consist of navy blue walking shorts and logo knit shirt.

Mark all pieces of clothing with your child's name in permanent ink; 100% of our lost and found is unmarked clothing.

Pre-Kindergarten and kindergarten students will wear P. E. shorts and P. E. t-shirts and sneakers as standard uniform. Navy sweat pants and sweatshirt are to be worn during cold weather. **This is for pre-kindergarten and kindergarten classes only.**

Girls

Shorts	Navy blue walking shorts with a cuff.
Shirt	White logo knit shirt tucked in at all times - grades 1 through 5. White or gold logo knit shirt tucked in at all times – grades 6 through 8.
Plaid Jumper	Worn by grades 1 through 5
Plaid Skirt	Worn by grades 6 through 8
Socks	All white or navy must cover the ankle. NO LOW CUT SOCKS ARE ALLOWED.
Outerwear	In the classroom, a navy blue school sweatshirt, sweater, or jacket <u>MUST</u> be worn.
Cold Weather Dress	Navy blue dress slacks with logo knit shirt or Jumper/ Skirt with logo knit shirt and white or navy blue tights.
Shoes	ONE COLOR, MINIMAL TRIM, and CANVAS OR LEATHER SNEAKERS within reason as long as the shoes are basically white, black or navy blue. Regular dress shoe/saddle oxfords/deck shoes in black, brown or white. All shoes must be flat and closed. No sandals, flip-flops, light up shoes, or roller sneakers will be allowed.

Boys

Shorts	Navy blue walking shorts.
Slacks	Navy blue dress slacks on formal uniform days or during cold weather.
Shirt	White logo knit shirt tucked in at all times – grades 1 through 5. White or gold logo knit shirt tucked in at all times – grades 6 through 8.
Socks	All white or navy must cover the ankle. NO LOW CUT SOCKS ARE ALLOWED.
Outerwear	same as the girls.
Shoes	same as the girls.

P. E. Uniform

Shorts	Navy blue with elasticized waist and the Divine Mercy Logo.
Shirts	White t-shirts with the Divine Mercy Logo.
Shoes	Sneakers.
Sweats	Divine Mercy School navy sweats may be worn to P.E. during cold weather days.

PLEASE NOTE:

- **No make-up is allowed.**
- **Clear nail polish only.**
- **Artificial nails are not allowed.**
- **Girls may wear small, plain stud earrings only one earring per ear.**
- **Boys may not wear earrings.**
- **Pins, necklaces, bracelets, anklets and rings are not allowed.**

- Boys and girls may wear a wrist watch and one simple chain with a medal or cross on it.
- Haircuts/hairstyles that are extreme in appearance, or that interfere with vision are **NOT** permitted.
- No bleached, dyed, tinted, or fad haircuts/hairstyles for boys or girls.
- No cargo or baggy shorts or slacks.
- Pants and shorts are to be worn at the waist – no low-riders.
- No crop tops, muscle shirts, tank tops, backless or sleeveless shirts, spaghetti straps, or short shorts are to be worn – at any time!
- Waistbands of shorts may not be rolled over.
- No sandals, flip flops, light up shoes, or roller sneakers.
- **Sweat pants are not allowed, except for P. E. during cold weather (grades 1-8).**
- **Accessories not specifically discussed are generally considered not a part of the uniform.**

Detention will be given for uniform violations. Repeated violations of the above will constitute open defiance of authority, and will warrant suspension from school.

Emergency Management Plan

By policy of the Diocese of Orlando, each school is required to have an Emergency Management Plan to deal proactively with any emergency situation which might arise. A safety team is trained and in place to readily manage the plan should the need arise.

Fingerprinting

The Diocese of Orlando has mandated the fingerprinting of all personnel and volunteers who will be working with children, the elderly, and the handicapped. In this bold measure, the Diocese of Orlando is taking an unprecedented stand to ensure the safety of our children from unwarranted abuse and molestation of any kind. This policy, in effect, means that any parent or parishioner volunteering in our school in any way, including everything from assisting in the classroom, lunchroom, or playground to chaperoning on a field trip, must have “cleared” fingerprints. Each teacher is responsible for seeing to it that parents or parishioners volunteering for class sponsored activities have cleared fingerprints on file in the main office.

Management Plan for Hazardous Material

In accordance with the Asbestos Hazard Emergency Response Act (ASHERA), 40 CFR 763,93(g), the Management Plan for Asbestos Containing materials as developed by Law Engineering is available without restriction for your inspection at the school's administrative office. We ask that you make an appointment if you wish to review the Plan. The entire campus has undergone testing for asbestos, lead and radon and has met all federal safety requirements. Periodic asbestos surveillance is made every six (6) months and radon testing is conducted every three (3) years.

Non-Discriminatory Policy

Schools in the Diocese of Orlando admit students of any race, color, national or ethnic origin to all rights privileges, programs and activities generally afforded or made available to students at the school. They do not discriminate on the basis or race, color, national or ethnic origin in administration of educational policies, loan programs, and athletic and other school administered programs.

Religious Education and Formation

Although Catholic Schools do not compel students to profess any religious ideology, it is expected that all students, regardless of their beliefs, will participate fully in the religious education program at the school. Students will attend all religion classes and worship services. Students are expected to conduct themselves respectfully and reverently during prayer, worship and religion classes.

Teacher Gifts

Collecting money for teachers at Christmas, teacher birthdays, teacher appreciation, or end of the year gifts is permitted, as long as the following guidelines are maintained:

- Specific dollar amounts are not required.
- Most students have more than one teacher – be fair.
- Gifts must come from everyone in the class, regardless of who donated.
- Approval from principal is obtained in advance.

Textbooks

All textbooks are the property of Divine Mercy Catholic School and must be safeguarded carefully. For this reason, it is essential that the students do not write in, tear or deface the textbooks in any manner. Textbooks will have clear contact cover, which should not be picked at, written on, or removed for any reason. Should textbooks be lost or vandalized, the student issued the textbook will be responsible for paying to replace it.

Tuition

Payment

Divine Mercy has adopted a tuition policy that outlines payment procedures. This is to ensure that revenues owed to the school will accrue in a timely fashion enabling the school to meet its financial obligations in an efficient and businesslike manner. The following payment plans are available:

1. Payment in full (cash, check or money order) with 3% discount on or before July 1st.
2. Half payment option (cash, check or money order) on or before July 1st and January 1st.
3. Monthly Payment via FACTS (only) with 10, 11, and 12 month option for current school families only.

Families that pay tuition through FACTS and who change their bank account, must notify the school business office at least four (4) weeks prior to their scheduled withdrawal. Also, families knowing that they will not have sufficient funds in their account at the time of a scheduled withdrawal, must call the school business office at least five (5) business days ahead of their scheduled withdrawal. The FACTS Company requires these amounts of time to adjust an account. The FACTS company will also charge certain services fees.

Any family that is two (2) months delinquent in their tuition payments will be contacted by the principal and given fifteen (15) days to update their payments. If satisfactory arrangements are not made within a fifteen (15) day period, the principal will see that the family involved is informed that

their child may no longer attend classes at Divine Mercy School. The student book fees are part of the total tuition and are non-refundable.

Students are not permitted to take exams or re-register for the succeeding semester until all outstanding debts, including tuition, have been satisfied. Eighth grade graduates will not be allowed to sit for final exams until all delinquent account have been satisfied. This policy will be administered by the school administration. Delinquent tuition notices will be sent out by the bookkeeper. **It is anticipated that a delinquent tuition situation will normally be cleared by prompt payment of the outstanding balance. However, it is recognized that circumstances may occasionally prevent prompt payment. These situations should be brought to the attention of the principal, so that a reasonable solution can be reached.**

Category I

Registered parishioners of Divine Mercy Church are those who attend Mass regularly and who contribute to the church using the weekly offertory envelopes during the calendar year. The minimum, non-tax deductible, amount is specified annually on the registration form. The Category I family must be active members of the parish community.

Category II

Those who do not meet the criteria for Category I must pay the Category II tuition rate for each child which is the actual cost of tuition per child. (Rates subject to change)

Tuition Assistance

Application

Application for tuition assistance is available in the School Office at the time of (re)registration. The tuition assistance application must be filled out completely and accompanied by copies of the parents' W2 and 1040 forms and returned to the school office at the time of registration in order to be considered.

Procedure

The tuition assistance committee of the School Board reviews the applications with compassion and complete confidentiality and advises applicants as to whether tuition assistance has been granted or denied. If

tuition assistance is granted for one school year, it is not carried over to the following school year.

Applicants may appeal the decision in the event circumstances arise which have an impact on your income during the year, such as loss of job, reduction in salary, major illness, death, or caring for additional family member. In this event, please submit the circumstances in writing for reconsideration. All requests for assistance, temporary or annual will be considered.

The tuition assistance committee is comprised of parishioners who are knowledgeable about the school and finances. No member of the faculty or the principal serves on the tuition assistance committee. Tuition assistance is only available to families who have been at Divine Mercy School for one year or more.

Volunteer Hours

One very important aspect of quality education is the willingness of the parent/guardian to become a part of that endeavor. It is through the work of volunteers that many education needs are achieved.

Each family of a student at Divine Mercy Catholic School will be required to serve a specific amount of volunteer hours for each school year, or pay a fee to offset hours not served. The amount of the fee and the number of volunteer hours required will be determined by the school board each year as part of the registration preparation process. According to diocesan policy, all volunteers working directly with children must have cleared fingerprints on file with the school office.

The school board and administration decide policy to determine the number of hours required by each family. Each family is responsible for recording all volunteer hours worked by handing in a hard copy of their work hours to the school office, by entering their service hours on the computer designated for this purpose in the main office, or by entering their hours directly from home via the school web page. A member of the Divine Mercy School Charger Corp is appointed each year to monitor family volunteer hours. Volunteer hours are tracked for the calendar year (January to December), rather than the school year (August – June).

Volunteer hours can be recorded by using any web-connected computer. Use of this application is being provided free of charge by INTJ, Inc. In addition to monitoring volunteer hours, this system also provides visitor and volunteer badges within the school. The Volunteer and Visitor Application can be found at the following web address: www.intj.net When the application

opens, select Divine Mercy Catholic School as the organization and proceed following the on-line directions.

III PROCEDURES

Accidents

All accidents that occur on school property, classrooms, playgrounds, and cafeteria will be reported immediately to the school staff member on duty. It is the responsibility of that staff member to fill out an accident report form, which will be kept on file in the school office.

Arrival/Dismissal

Arrival

No student should be on campus prior to 7:00 am. Students arriving between 7:00 am and 7:45 am must go directly to the Rainbow Room. At 7:45 am, students may proceed to their classrooms and prepare for the academic day. The first morning bell sounds at 7:55 AM. Parents need to be out of the classrooms by the first bell! School officially begins each day at 8:00 AM. Students who arrive at school after the 8:00 AM bell – for any reason – are required to go directly to the school office for a late slip in order to enter class.

No student will be permitted to leave school during the school day without the written permission of his or her parent or guardian and the approval from the principal.

When medical appointments are necessary during the school day, the student is to present a note from the parent or guardian to the teacher the day before the actual appointment. All appointments are to be made as closely as possible to dismissal time. Students will be released from the main office, and picked up by the parent or guardian or an authorized person.

Responsible party must escort pre-kindergarten and kindergarten to the teacher.

Dismissal

Dismissal for all students in pre-kindergarten through grade 8 will take place at 3:00 PM. **There will be classroom dismissal each day for Pre-K thru Grade 2.** Older siblings of the students in Pre-K thru Grade 2 will be sent to the youngest sibling's classroom where these parents can pick up their children. These parents are to park in the area designated on the accompanying diagram and should arrive prior to 2:50 pm and to enter and exit the school via the playground entrance. Once the children are entrusted to their care, the parents are responsible for the safety of their children from the school through the parking lot.

Grades 3 thru 8 will line up outside along the sidewalk for drive thru pick up. The Safety Patrol will assist with the car line. No parent or student is to cross the car line at any time. If parents insist on parking, they are to park in the area designated for parking and to cross in the crosswalk behind the traffic cones.

All teachers are to remain with their classes until 3:15 PM. Students, who are not picked up by 3:15 PM, are placed in the extended day program at 3:15 PM by the classroom teacher, and billed accordingly.

No child will be dismissed to anyone other than a parent, or person authorized by the parent, in writing. No student is to be in the parking lot unsupervised. There is to be no horseplay in the parking lot. Inappropriate and/or unsafe behavior will be dealt with as a disciplinary infraction.

Parents are asked not to socialize in the parking lot between 2:45 and 3:15 PM, nor to involve teachers in impromptu parent/teacher conferences. If you are waiting to conduct any business at school, kindly park and wait until after dismissal time is over. Please follow the traffic patterns for arrival and dismissal.

No Divine Mercy student is allowed to drive on school property, even if age appropriate and licensed. At no time should a vehicle be left running and unattended in the parking lot.

SCHOOL MORNING DROP OFF ROUTE

SCHOOL DISMISSAL PICKUP ROUTE

Emergency Dismissal

Parents will be notified at the beginning of the school year concerning the method the school will use to announce unplanned, non-attendance days. In the event of an emergency dismissal, Divine Mercy School will activate the phone tree whereby an attempt will be made to contact all parents or guardians. The principal will use prudent judgment in deciding to dismiss students for an emergency and will alert the diocesan office of schools in Orlando and the Brevard County School Board. **In weather emergencies, Divine Mercy School will abide by the Brevard County School Board's decision. Please listen to the major television networks or local radio stations for the latest information.**

Rainy Day Dismissal

On rainy days, students will be dismissed from the classroom, collected by parent/guardian at the classroom door. A gold flag on the flagpole will indicate classroom dismissal. At the beginning of the school year, families with multiple children will be assigned a designated classroom for family dismissal. Parents/guardians will park, go to the designated classroom, check out their children and escort them safely to their car.

Bicycles

Students may ride bicycles to school. All bicycles are to be parked and locked by the Mercy Way Entrance. The school assumes no responsibility for damage or loss of bicycles; locks must be used for the security of your personal property. Students riding bicycles home at dismissal are asked to leave the school grounds ten (10) minutes before the dismissal bell for safety reasons. A written note is required of parents or guardians giving their child permission to ride a bicycle to and from school.

Divine Mercy Catholic School Parent – Teacher Covenant

Because Divine Mercy Catholic School strives to be a faith community, parental cooperation and good parent-teacher relations are essential. As a faith community, our first instinct is to assume that each of us – teachers, administrators, parents, guardians, and other caregivers – has the child’s best interest at heart.

While we are an excellent school in many ways, no one within our community is perfect and problems and misunderstandings will occur. When a problem or disagreement arises, we at Divine Mercy will make every effort to contact you to clarify the situation. Parents, guardians, and family members who experience problems or are confused about some matter regarding their child’s educational experience are asked to show similar respect by striving first to learn the reasons behind a policy or by inquiring about the teacher’s or the school’s understanding or decision before judging or forming an opinion. Those who are not satisfied with what they have learned are asked to approach the administration to investigate the matter. In this way, positive resolutions can be reached.

Parents and guardians are asked to follow these guidelines for expressing concern over a school matter:

1. If a problem involves routine procedures such as homework, class assignments, classroom or playground behavior, or student-to-student problems, the parent is asked to contact the teacher first. The best way to do this is usually through a phone call to the school, leaving a message for the teacher to return your call. For a variety of reasons, parents should not attempt to bring up a serious matter in front of students while the teacher is on duty during the regular school day.
2. If the problem is more serious, the parent or guardian should inform the principal in writing or with a phone call. Only signed notes or callers who identify themselves will be taken seriously. Due to school responsibilities, the principal may not be available immediately; therefore, patience in setting appointments or in expecting a return phone call is requested. Since concern for your child is uppermost in all our minds, we will make every effort to accommodate you and your concerns. We simply ask that you understand that many children and other parents may also require our immediate attention.

3. All staff members at Divine Mercy promise prompt attention to problems, privacy in discussing matters, professional courtesy and respect when problems are presented, and a sincere effort to resolve problems in a Christian manner. That is, we promise to approach problems and misunderstandings in a manner that expresses genuine concern for the welfare of all children spiritually, psychologically, academically, and physically.
4. With this in mind, parents and guardians are expected to show the same concern and respect for the staff of Divine Mercy School, as well as for the other children and the families of our community. The following behaviors, therefore, are unacceptable within our community: We will not tolerate assaults or harassment of any staff member, student or parent; nor will we tolerate the intimidation or verbal abuse of any member of the community in person or in writing.
5. Commission of any of the above acts on the part of a staff member will lead to appropriate disciplinary action. Likewise, misconduct on the part of a parent, guardian, or family member may lead to a warning or to one of the following actions:
 - i. limiting or refusing permission to enter or use school grounds and facilities;
 - ii. asking that someone other than the person exhibiting poor behavior represent the child's interests on school matters;
 - iii. refusing to allow the child to re-register, and in extreme cases, initiating procedures to ask the family to withdraw the child from the school.

Drills: Fire and Tornado

For the protection of our students and faculty, fire and tornado drills are required at regular intervals. It is essential that, when the first signal is given, pupils pass quickly, and in silence, out of the buildings, following directions posted by the door of each classroom or given by the classroom teacher.

A sufficient number of drills must be conducted in September and October to acquaint the students with proper procedures. An exact record of the date of the drills and the amount of time needed to evacuate is sent to the diocesan office of schools and kept in the school office files.

TORNADO WATCH & WARNING PROCEDURES

In the event of a Tornado Watch, we will carefully monitor the National Weather Service and the local media for the latest and most accurate information. If a decision is made to evacuate Hartnett Hall and the second floor classrooms, an announcement will be made over the public address system. Students should move **calmly, quickly, and quietly** to their designated location.

If a Warning indicates that a tornado is approaching, desks will be pulled away from windows and doors toward the center of the room. Students should take cover underneath their desks.

TORNADO WARNING EVACUATION ROUTE

Using NW stairs: (nearest the school office)

Class in 8th Grade Room to Computer Lab
Class in 7th Grade Room to Science Lab
Class in 6th Grade Room to the Faculty Room

Using NE stairs: (adjacent to the music room and grade 3)

Class in Music/Spanish Room to Resource Room
Class in Grade 3 to Pre-K

Using SE stairs: (nearest Mercy Way and Hartnett Hall)

Grades 4 and 5 to the Library

Class in Art to the Library

Class in PE to the Faculty Room

Pre-K, K, Grades 1 & 2 stay in their own Classrooms

Field Trips

Diocesan policy requires a standard school field trip permission form and a medical release form be completed and signed in two places in order for a child to accompany his or her class on any excursion off school grounds. If a student elects not to accompany his or her class on an outing, he or she will not be excused from school, but will be assigned to a supervised classroom until the close of the school day.

According to diocesan policy (1997) the following are requirements for those who volunteer to drive to and from school-sponsored field trips or sporting events.

- Chaperones must be 18 years of age and have cleared fingerprints on file in the school office.
- Driver must be 25 years of age.
- Driver must have a valid driver's license – copy of license in school office.
- Driver must have current insurance policy with coverage as follows. \$100,000 bodily injury each person, \$300,000 bodily injury each accident and \$50, 000 property damage each accident – copy of policy in school office.
- Vehicle must have a working seat belt for each child in the car.
- Chaperones may not bring their preschool children on field trips.
- Driver must have cleared fingerprints on file in the school office.

Chaperones are responsible for the children's supervision in cooperation with the teacher, and must maintain proper control and behavior for student safety. **Under no circumstances are drivers to stop at an unauthorized location when driving students to and from field trip destinations.** It is diocesan policy that teachers and school staff members may not drive any students on field trips.

Homework Guidelines

Homework is assigned daily at Divine Mercy Catholic School. Homework is to be seen as an extension and reinforcement of the day's schoolwork. It is a vital and productive part of the curriculum. Students at Divine Mercy School are required to read (with supervision) every night. Each student in grades 3-8 is required to use the school appointed homework assignment pad to record daily homework.

If a student frequently fails to hand in assigned homework, parents will be notified. There will be a reduction of grade if homework is not turned in, or is unacceptable. Recommended time allotment for daily homework is as follows:

Grades 1 and 2	30 minutes
Grades 3 and 4	40-45 minutes
Grades 5 and 6	50-60 minutes
Grades 7 and 8	75-90 minutes

Mass

School masses are celebrated each Friday at 8:30 AM and also on Holy Days of Obligation. Individual classes plan liturgies and participate in them.

Parents are encouraged to attend and sit in the general congregation, behind the school children's section. No parent should be sitting with the class, unless a teacher has requested his/her presence.

Publications

All publications from any Divine Mercy Catholic School or parish group, which go home via the school, must be reviewed and approved by the principal.

Occasionally, your child will receive a flyer concerning activities or events not sponsored by the school, i.e. Brevard Sports. These too, must be reviewed and approved by the principal. The school, however, assumes no liability for any injury incurred at these events.

Reports Cards/Progress Reports

Report cards, grades 4 through 8, and skills assessments, grades 1 through 3, will be issued at the end of nine (9) weeks of school. Pre-kindergarten and kindergarten receive a skills assessment mid year and at the end of the school year. In addition, grades 1 through 8 will receive progress reports at mid term.

All 6th, 7th, and 8th grade students are required to take a final exam in each of the major academic disciplines. Students in the 8th grade who have straight A's for a given subject will be exempt from the final exam in that subject. One failure of a major subject area will require summer school or approved tutoring. Two failures will require repeating the grade.

Art, Music & Computer (which only meet once a week) will give effort codes (S, N, U) in grades 3 - 8 for the 1st & 3rd marking periods and letter

grades for the 2nd and 4th marking periods. (We will continue to integrate technology across the curriculum in each classroom via quarterly Tech Projects.)

Spanish will give effort codes (S, N, U) in grades 3 & 4 for all (4) marking periods. In grades 5 & 6, effort codes will be given in 1st & 3rd marking periods and letter grades in 2nd and 4th marking periods. In grades 7 & 8, Spanish students (who meet 3 times a week) will receive letter grades for all 4 marking periods.

PE will give effort codes in grades 3 - 5 for the 1st & 3rd marking periods and letter grades for the 2nd & 4th marking periods. Grades 6 - 8 will receive letter grades for all 4 marking periods.

Weekly folders containing student work in Pre-K through Grade 8 will assist in keeping parents abreast of the student's progress. Student progress may also be monitored between parent and teacher through the School Homework Assignment Notepad, which each student in Grades 3-8 is required to use.

The MARKING CODE employed by the Diocese of Orlando and the State of Florida for students in grades 3 through 8 is as follows:

- A (90 – 100) Outstanding Achievement
- B (80 – 89) Above Average Achievement
- C (70 – 79) Average Achievement
- D (60 – 69) Below Average Achievement
- F (Below 59) Unsatisfactory Achievement

The HONOR ROLL at Divine Mercy School is awarded to students who achieve straight B's or better.

School Hours

7:30 - 7:45	Outside Supervision	
7:45 – 7:55	Children Arrive in Classrooms.	
7:55	First Bell: Students prepare books and materials for the academic day.	
8:00	Second Bell: Homeroom Period (Attendance, Prayer, Pledge of Allegiance, Announcements, Morning Work).	
8:15	Academics Begin	
8:30	School Mass	Fridays only
9:45	Snack	All Grades
11:30	First Lunch Period	Grades 3, 4 and 5
12:00	Second Lunch Period	Grades K, 1 and 2
12:30	Third Lunch Period	Grades 6, 7 and 8
2:45	Homeroom period	
3:00	Dismissal bell	
3:00 – 3:15	Student Pick-up.	
3:15	All remaining students report to Extended Day Program.	

Telephone

In order to keep interruptions of school schedules to a minimum, students and teachers will not be called to the phone during the school day. Emergency messages for a student will be taken and delivered by the office staff at period breaks. Teacher messages will be taken, delivered and a return call made at the teacher’s earliest convenience.

STUDENTS MAY NOT USE THE OFFICE PHONE, UNDER ANY CIRCUMSTANCE, UNLESS A TEACHER OR THE PRINCIPAL GRANTS PERMISSION

Visitors and Volunteers

All visitors and volunteers must report to the school office to identify themselves, sign in, state their reason for being on campus, obtain a “Visitor” or “Volunteer” badge, and sign-out upon leaving the school.

Parents may not go into the classrooms when class is in session without prior consent of the teacher. Class time is much too precious to be interrupted. Forgotten items, brought to the school office, will be delivered in a timely fashion.

Written Notes Are Required for the Following:

1. Absenteeism or tardiness.

2. Permission to leave school early.
3. Not wearing proper uniform.
4. Permission for a student to go to a friend's house after school.
5. Permission for a student to be excused from P. E. class because of illness or injury.
6. Permission for a student to be dismissed to anyone other than a parent or guardian.
7. Permission to take public transportation, to walk home, or to ride a bike to and from school.

IV Services

Business Office

The school office will be open during school hours 7:30 AM - 3:30 PM each day.

Crisis Intervention

The local diocesan crisis intervention team was formed to deal with crisis situations such as death or suicide of a student, parent, or faculty member, disaster situations, or other crises which impact the student or school personnel population. This is different from crisis counseling, which may involve individual students. When an incident occurs, the principal will notify the superintendent of schools, office of schools, who will contact the team members to implement the crisis procedures.

The direct services in the event of the crisis will include: consultation with administrators, teachers, counselors, and parents regarding the current crisis and intervention procedures; direct intervention with individual students and groups of students to identify those “at risk” and to help to stabilize the situation; determining the need for an outside agency involvement, follow-up counseling, or further evaluation and treatment.

It should be noted that the crisis intervention team is called in solely at the principal’s discretion. Only the principal can judge the extent of the impact of a death or other crisis. The crisis intervention team is offered as an aid for dealing with difficult situations, impacting the whole school.

Extended Day Program

The extended day program is available to all students in pre-kindergarten through grade 8. There is homework time, free time (indoors and out), and TV/game time. All activities are supervised by adult caregivers. There is a registration form to be filled out and a fee charged for enrolling. Forms are available in the school office.

Monday through Friday Hours:

7:00 AM to 7:45 PM

3:00 PM to 6:00 PM.

Extended school hours are from 3:00 PM to 6:00 PM only. Parents arriving to pick up their children later than 6:00 – 6:15 PM will be charged a \$5.00 late fee. After 6:15 PM, a \$1.00 per minute fee will be charged. This fee must be paid directly to the extended day supervisor in cash if the student is to be allowed into the extended day program on the following school day.

Parents using the extended day program until 6:00 PM every day of the week will be charged a weekly rate, otherwise they will be charged on a half-day rate. The before school program is NOT included in the weekly rate and is charged on the half-hour rate. A half-day or full day program is available when school is not in session. Please call the school office for the half or full day rate. Lunch is not available on these days and must be brought from home.

The extended day program IS NOT available on National Holidays or during summer vacation. The extended day program IS available on the days Divine Mercy School has Teacher In-Service days. The extended day program reserves the right on In-Service days to close if there is a lack of interest. A sign-up sheet will be posted one week prior of the date of the In-Service day to determine need.

The students are required to wear their school uniform for the extended day program. If a student is involved in an extracurricular activity and needs to change, then arrangements should be made accordingly. On In-Service days, students are required to wear their P. E. uniforms.

A student, enrolled in the extended day program and involved in an extracurricular activity, needs a permission slip signed by the parent or guardian allowing the coach etc., to sign the student out for practice or a game. Permission slips will be kept on file. If there is not a permission slip the student will not be released to attend the activity.

If a student is awaiting a sibling in an extracurricular activity, the student will automatically be enrolled in the extended day program and charged accordingly. Also, if a student attends an activity and the parent does not arrive on time to pick the student up, the student will automatically be considered in the extended day program. The person supervising the student will escort him/her to the extended day program and charges will be assessed accordingly. No student will be allowed to wait without supervision for a parent.

If monthly bills go unpaid for 10 school days, or if students consistently behave inappropriately, parents will be required to withdraw their children from the program. There will be a \$4.00 late fee charge on unpaid balances.

Guidance Office

A certified guidance counselor is on staff one to two days a week to meet the personal guidance needs of Divine Mercy students. Parents and students may request the guidance counselor's services. The teachers and the director of student services may also refer student concerns to the guidance office.

Library and Media Center

Students in grades K - 5 will have a scheduled library class once a week. The library/media center is also open and available to individual students before and after school, and during lunch breaks. Library rules must be observed at all times. Students who lose or damage library materials will be required to pay damages.

Lost and Found

When clothing and various other possessions are found, they are placed in the lost and found located in Hartnett Hall. Lost keys or valuable jewelries will be kept in the school office. Mark all students' belongings with his or her name and grade to help avoid the problem of lost items. If your child has lost an item, please check the "lost and found". After sixty (60) days, the unclaimed items are put into the consignment sale, for resale or donation to local charities.

Lunch and Snack

Snack time is scheduled each morning. Your child may either bring a healthy snack and drink (no candy, soda, or caffeinated beverages please) from home or may purchase one from the school's "snack cart." The snack cart will be offered on the days when a volunteer base has been established. All snack cart items are priced at \$0.50 and tickets may be purchased by parents in advance by sending money in an envelope clearly marked with your child's name, grade, amount enclosed and number of tickets requested (checks made payable to Divine Mercy will be accepted).

Send your envelopes to the front office and tickets will be returned by the following school day. Cash will also be accepted at the snack cart but advanced tickets are encouraged (as we cannot make change for bills over \$5).

Hot lunches (which include beverage) will be provided daily by SLA Management at a price that will be announced at the beginning of the new school year. Separate beverages can be purchased as well. All students who wish to participate in school lunches must use lunch tickets which parents will be able to purchase each Monday morning from 7:30 AM to 8:30 AM outside the school office. Tickets are sold in books of 10 and can be used at anytime. All students/parents are encouraged to purchase tickets ahead of time and not to send in cash on a daily basis. SLA Management will prepare meals each day based on the number of students who have meal tickets. With the teacher's prior knowledge, parents may also eat with their children providing they also have a lunch ticket and have been added to the daily lunch count. Lunch menus will be sent home at the beginning of each month.

Sacramental Preparation

Divine Mercy Catholic School, in partnership with school parents, assumes the responsibility to prepare the children for the reception of First Reconciliation, First Eucharist, and Confirmation.

Students prepare for the following sacraments in the following grades:

Reconciliation	Grade 2
Eucharist	Grade 2
Confirmation	Grade 8

Preparation is not automatic, and there are certain prerequisites for their reception:

- A child must understand that the sacraments celebrate key events in our lives and help to affirm the faith that is already being practiced. For this reason it is important that you and your child pray, and attend mass on Sunday.
- Parents must attend a series of parent meetings during the year, prior to their children's reception of the sacrament. The parish director of religious education offers these formal classes. The dates will be set out on the monthly calendar.

Divine Mercy students who are not Catholic, but who desire to become Catholic, must have the approval and support of their parents or guardians and must take part in the program of preparation, which is sponsored by Divine Mercy Parish.

Standardized Testing Program

All schools must participate in the diocesan approved standardized testing program.

Most students will take the Iowa Test of Basic Skills (ITBS).

Other students will be administered a performance assessment to determine whether or not they are working to their full potential.

All 8th grade students will take the ACRE test (Assessment of Catholic Religious Education).

The ITBS is a national norm-referenced achievement test. This means that students scores describe how they did on the test, as compared with other students across the nation in the same grade who took the same test at the same time in the school year. The test results give parents and educators an objective picture of how each child is progressing in school. Scores can also help determine whether a student is doing better in some subject areas than others. Remember that students cannot pass or fail the ITBS; it is just one source of information about a child's achievement at a certain point in his or her education.

Student Services Office

The Department of Student Services serves as an advocate for all students and is committed to enhancing the personal growth of every student in the following ways:

- Providing services to pupils through individual counseling, small group and classroom guidance activities
- Assisting students in selecting and making educational/career plans
- Providing assistance to teachers as they seek to meet the individual needs of their students
- Offering parent information/support workshops
- Administering and interpreting testing
- Offering peer mediation/tutoring programs
- Conducting conferences and consulting with:
 - Students
 - Parents
 - Teachers
 - Administrator
 - Child Study Team and other Specialists

V ACTIVITIES

Extracurricular Activities

Divine Mercy Catholic School has a wide range of extracurricular activities geared to the varying ages and interest of the students:

- Altar Servers
- Basketball
- Chess Club
- Christmas Program
- County Science Fair
- Orlando Sentinel Spelling Bee
- Cherub and Youth Choirs
- Drama Club
- English Hand bell Choir
- Irish Step Dancing
- Liturgical Dancing
- Media Production
- Math Olympics
- National Junior Honor Society
- Nursing Home “Grand Kids”
- Rainbows for All God’s Children
- Safety Patrol
- Science Research
- Girl Scouts
- Boy Scouts
- Soccer
- Softball
- Student Council
- Tropicana/4H Public Speaking Contest
- Volleyball
- Yearbook
- Young Astronaut Club

VI PARENT INVOLVEMENT

Charger Corp

The purpose and goals of the Charger Corp are as follows:

- To promote the philosophy of Divine Mercy Catholic School and encourage a strong school spirit.
- To encourage involvement in social and service oriented activities within a Christian atmosphere.
- To establish communications between families and the School.
- To support the growth and development of curricular and extra curricular programs by raising monies through fund raising activities.

Each parent in the school is a member of the Charger Corp. It takes the combined efforts of home and school to provide for the needs, growth, and development of Divine Mercy School. Please support the Charger Corp by becoming actively involved in a parent action committee (PAC) described below:

Members and Responsibilities

The principal will sponsor and facilitate the Charger Corp and will provide support and guidance. The coordinators will assist the principal in providing support and communication between committees. It is important that families, teachers and staff support the purposes and goals of the Charger Corp.

Parent Action Committees (PACs)

Parent action committees are groups of people formed to accomplish specific tasks in support of Divine Mercy Catholic School. Each committee will have a chairperson and subcommittees as needed. The Charger Corp consists of numerous parent action committees:

- b. The **Teacher and Student Support PAC** is responsible for the recruitment and organization of the volunteers to assist teachers and support staff with tutoring and as room parents, class aides, library aides, and cafeteria aides. This PAC also recruits and organizes volunteers to assist with cultural and extra-curricular programs, which enrich the students' educational experience and acknowledge their academic accomplishments.

- c. The **Administrative and School Support PAC** is responsible for working with the school administration in the recruitment of volunteers for activities that directly affect the administrative function of the school.
- d. The **Fund Raising PAC** is responsible for working with the parish and the local community in organizing and implementing activities and events that will be of financial benefit to the school.
- e. The **Family Life Support PAC** is responsible for organizing and implementing adult, child, and family activities that help to build Christian Community.
- f. The **Athletics PAC** is responsible for enhancing the total athletics program of Divine Mercy Catholic School and for building school and team spirit.

School Board

The school board of Divine Mercy Catholic School is comprised of school parents and parishioners who are non-school parents, appointed by the pastor. It is a policy making board, which also serves in an advisory capacity to the pastor and school principal. The board meets monthly. Parents and parishioners are always invited to attend. Parents are also welcome to express their interest on being considered for a board appointment and may do so to the school board president.

