

## School-Parish Connection

### Pastor

Fr. Richard Klepac, SOLT  
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### Administrative Assistant

Lizzy Scholz  
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www.stalseattle.org/parish

### Weekly Mass

Pre-Kindergarten, and Kindergarten through Eighth Grade students celebrate Mass weekly with their teachers and the parish community. Liturgical music is provided by the student choir and all students process to the altar to receive Holy Communion or a blessing.

### Society of the Most Holy Trinity (SOLT) Sisters School Involvement

On a daily basis, the Sisters share their gift of faith and service with the school in a variety of important ways.

- Leading Sanctus Youth Group
- Teaching religion lessons
- Serving as classroom aids to support our teachers and students
- Assisting in the school office
- Supporting service projects
- Working in our after-school child care program

### Ways to Become Involved in the Parish

The parish school is the largest ministry of the parish. In addition, parents may become involved in the life of parish by joining or supporting one of the other important ministries including:

- St. Vincent de Paul
- Adult Choir
- Sanctus Youth Group
- Knights of Columbus
- Eucharistic minister
- Lector

### Parish Services

- Mass and Reconciliation
- Sacramental preparation for youth and adults
- Monthly Angels' Café breakfast social following the Sunday 10am Mass

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**SAINT ALPHONSUS**  
PARISH SCHOOL

*Academic excellence founded in tradition, faith and community*

## School Leadership

### Principal

principal@stalseattle.org

### Pastor

Fr. Richard Klepac, SOLT  
fr.richard@stalseattle.org

### Office Manager

Charleen Sweet  
csweet@stalseattle.org

### Marketing, Admissions, and Development (M.A.D.)

Lena Anderson, Director of Development and Alumni Relations  
development@stalseattle.org

Season Evans, Director of Marketing and Communications  
marcom@stalseattle.org

Jenny Horstmann, Director of Admissions  
admissions@stalseattle.org

### Parents' Club

The Parents' Club is an organization developed to give parents and guardians opportunities to be involved in the school by participating in fundraising and social events All Preschool through 8<sup>th</sup> Grade parents and guardians are members. The Parents' Club is responsible for making an annual financial contribution to support the school's operating budget.

The four-member Parents' Club board plans and holds monthly meetings to help parents and guardians connect with one another and stay informed about upcoming events.

For a current list of this year's Parents' Club board members see  
[www.stalseattle.org/school](http://www.stalseattle.org/school)

### School Commission

The School Commission is an advisory board to the pastor and the principal. Their responsibilities include updating, publishing, and managing policy development as well as long range school planning. Members are selected by the principal and serve three year terms. The School Commission meets once a month.

For a current list of this year's School Commission see [www.stalseattle.org/school](http://www.stalseattle.org/school).

## Service Learning

At St. Als, we expect our students to "contribute time, talent, and treasure to the community through Christian service" as part of their SLEs (Schoolwide Learning Expectations). Some of the opportunities we provide for our students, and their families, to participate in serving others are:

### One Saturday

Twice a year, we come together on a Saturday to spend time serving others at a Tri-Parish Food Bank, a cooperative effort of three Catholic Churches in the Burlington area. Based on the needs of the food bank, school families share their treasure by generously donating items such as baby essentials, Christmas stocking stuffers, sporting goods, school supplies, etc. St. Al's middle school students also frequently share their talents by knitting various articles of clothing which are passed out at the One Saturday event. The whole family is invited to participate; there is something for everyone to do!

### Giving Trees

Every year, Christmas trees in the school and church are filled with ornaments from different service organizations, each one listing needed items and gifts for children and families. Students are encouraged to take these ornaments and fulfill these gift requests in time for Christmas. In years past, we have partnered with Mary's Place, Treehouse for Kids, and other non-profits serving kids and families in the Seattle area.

### Other Service Learning opportunities:

Meals on Wheels – primary school students will make Christmas and Valentine's Day cards for meal recipients.

Next Step – school families collect canned foods and baby essentials for this organization.

Operation Rice Bowl – during Lent, students and families help fill the "bowl" with change that would otherwise go to indulgences.

Ballard Food Bank – once or twice a year, school students will prepare sack lunches for the food bank.

Queen Anne Food Bank – students will collect canned food at Thanksgiving, help organize the food shelves at the food bank, and assemble lunch bags for those coming to the food bank.

Altar Serving – male students from 4th through 8th grade may train to become an altar server at St. Al's Parish.

Parents are welcome to suggest service learning opportunities to their child's teacher or to the school office.

## Beyond the Classroom

### Middle School Homework Center

Students in grades 5-8 may attend the homework center at the request of their parents or at the suggestion of a teacher. Homework center hours are Monday, Tuesday, and Thursday from 3:15pm to 4:15pm. Attendance is taken and the cost is \$7 per day. For more detailed information, please contact the school office.

### CYO – Catholic Youth Organization Athletics

St. Al's partners with St. John Catholic School for several CYO sports. The combined team is called the St. Al/St. John Eagles.

Fall Sports: Soccer (K-8), and Cross-Country (PreK-8)

Winter Sports: Basketball and Volleyball (4-8)

Spring Sports: Baseball (5-8), Girls Basketball (3), and Track & Field (4-8)

For more information, visit [www.stalseattle.org/school/extracurricular/cyo-athletics](http://www.stalseattle.org/school/extracurricular/cyo-athletics).

### Middle School Spring Musical

Students in grades 5-8 have the opportunity to participate in the spring musical, a professionally directed production that is a highlight of the school year. Auditions are held in January, and rehearsals are held after school throughout February, March, and April, with performances in May.

### A Selection of Other Activities

Chess Club

Coding 4 Kids

CREATE: Art Classes

FIRST Lego Robotics

Girl Scouts

Junior FIRST Lego League Club

Sewing Club

Ski Bus

Student Council (middle school)

7th/8th Grade Deanery Dances

Look for information on these, and many other activities, on the school website and in the *Angels' Angle*.

## Parent Commitments

### In-Parish Family

To fulfill the commitments of an in-parish family, at least one parent or guardian:

- At least one parent or guardian must be a registered parishioner in good standing at St. Alphonsus Parish
- This parent or guardian must be registered with the parish and demonstrate regular contributions to the parish through Sunday offering envelope or online contribution for 6 months prior to registering your student at the school
- At least one parent or guardian must be active in the life of the parish and attend Mass here regularly.

### Volunteering

The success of our school depends greatly on parent volunteers:

Each family is required to donate 30 hours (15 for preschool-only families) per school year, with 5 of those hours relating to the school auction (2.5 for preschool).

To find out how to volunteer, review the Volunteering page in this booklet or check out [www.stalseattle.org/school/community-resources/volunteer](http://www.stalseattle.org/school/community-resources/volunteer).

Volunteering hours are recorded in RenWeb. Remember to enter them monthly. Links to RenWeb and instructions can be found at [www.stalseattle.org/school](http://www.stalseattle.org/school).

Any unfulfilled volunteer hours can be "bought out" at \$20 per hour.

### Giving

Each family signs a Fundraising Pledge at enrollment, committing to:

- Participate in Annual Fund.
- Purchase \$1000 in Scrip gift cards (\$500 for preschool-only families) over the course of the school year.
- Procure \$200 worth of new items or gift certificates for the Auction Gala (\$100 for preschool only families).
- Obtain \$125 per family in Jog-A-Thon pledges (\$75 for preschool-only families).

For more information on how to complete this pledge and various fundraising volunteer opportunities refer to the Fundraising page or see [www.stalseattle.org/school/giving](http://www.stalseattle.org/school/giving)

### Employer Matching

Many employers support employee charitable giving by matching the employee's donation.

When donating to St. Al's school, inquire with your employer's HR Department about employer matching.

## Stay Informed

### Website

[www.stalseattle.org/school](http://www.stalseattle.org/school)

Use our website to find answers to many of your questions, volunteer opportunities, contact information, school calendar, and links to RenWeb.

### RenWeb

[www.renweb.com](http://www.renweb.com)

Choose ParentsWeb from login menu

School Code: STA-WA

RenWeb is our school information management system. It houses our family data base and the online application and enrollment system. Via Renweb, each family can access their ParentsWeb account where they can view homework assignments and grades, and record parent volunteer hours.

### **Angels' Angle Weekly e-newsletter**

All school families should be receiving the newsletter. Most editions open with a letter from the school principal followed by information about important school events.

If you are not receiving this weekly e-newsletter, please sign up at

[www.stalseattle.org/school](http://www.stalseattle.org/school) or contact Season Evans, Director of Marketing at [marcom@stalseattle.org](mailto:marcom@stalseattle.org).

### **K-8 Student Progress**

Progress Reports: Paper reports are sent out each mid-trimester

Report Cards: Paper reports are sent out at the end of each trimester

### **K-8 Parent/Guardian-Teacher Conferences**

All parents and guardians meet with their child(ren)'s teacher during the first trimester after report cards are sent out to discuss student progress. Families will be offered several dates and times to meet with teachers with scheduling handled through the school office. Subsequent trimester conferences can be arranged between parents and teachers as needed.

### Facebook

[www.facebook.com/stalseattle](http://www.facebook.com/stalseattle)

### Instagram

@stalseattle

## Volunteering

All volunteers who have contact with our students (including classroom volunteers, field trip chaperones, coaches) must successfully complete Safe Environment Program training and pass a criminal background check. New Volunteers complete a 3-hour course, Virtus, administered by the Archdiocese of Seattle. Visit [www.stalseattle.org/school](http://www.stalseattle.org/school) for more information.

Current volunteers are required to take updated online training every three years.

There are many, many opportunities to volunteer at St. Al's. You can find out about upcoming school events and volunteer opportunities through the weekly *Angels' Angle* E-newsletter. Room parents will often reach out to you with specific classroom opportunities and school-wide activities.

Report your parent volunteer hours. Volunteer hours are reported through RenWeb. Visit [www.stalseattle.org/school](http://www.stalseattle.org/school) for more information.

For every \$20 spent on donated items (excluding Auction procurement) equals 1 volunteer hour.

Thank you for all that you do!

## Fundraising

St. Alphonsus Parish School fundraisers help to supply our classrooms, support our teachers, keep our technology up to date, fill our library, maintain our buildings, fund scholarships and much more. Tuition alone does not cover the cost of both educating our students and ensuring our school continues to thrive and stay current. At registration, you made a commitment to support our school in the following fundraisers:

### Scrip

Scrip means “substitute money.” Scrip is gift cards you purchase at face value and the retailer donates a percentage of what you spend to our school. They are regularly for sale at school, after weekend Masses, and online. The process is simple: you earn money for our school without spending a single additional penny. Just spend your regular shopping dollars with Scrip gift cards at the stores you frequent, and money will be donated to our school. Visit the school website for more information.

Each family has committed to buy \$1,000 of scrip per year (\$500 for preschool only families). This fundraiser runs all year and our goal is to raise more than \$20,000.

### Auction & Gala

The Auction & Gala is our single largest fundraiser of the year. It includes a semi-formal gala dinner, silent, and live auction. All guests will also have an opportunity to contribute to our Fund-A-Dream campaign by raising their paddles to pledge their financial support.

All families have committed to procuring \$200 in items and donating 5 hours of their volunteer time specifically to the auction (preschool only families procure \$100 and donate 2.5 volunteer hours). Help us meet our goal of raising more than \$100,000.

### Annual Fund

Our goal with the Annual Fund is for 100% participation by our school families at a level with which you feel comfortable. We accept Annual Fund donations year-round and pledge fulfillment is due by June.

This is a great time to utilize installment payments via FACTS and employer matching programs.

### Jog-A-Thon

St. Al’s students participate in this fun run fundraiser. Students run laps and can earn donations per lap or as a one-time donation. We ask each family to obtain \$125/family in pledges (\$75 for preschool-only families).

## Before and After School Child Care

The child care program follows the academic calendar and has options available for Preschool through 8th Grade.

Morning Child Care (Kindergarten – 6th Grade): 7:00 – 8:25 am

Afternoon Child Care (Preschool – 8th Grade): 3:05 – 6:00 pm (2:15 – 6:00 pm on Wednesdays)

Fees and registration forms can be found at [www.stalseattle.org/school/extracurricular/beforeafter-school-care/](http://www.stalseattle.org/school/extracurricular/beforeafter-school-care/)

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## Drop-off/Pick-up Procedures

Use the large parking lot to the South of the school to pick up and drop off K-8 students. Please refer to the map on the following page.

8:27 am: First bell rings and students line up by class in the school courtyard.

8:30 am: Second bell rings and students are expected to be in line, otherwise they are considered tardy.

Family members are requested to remain outside of the building when the morning bell rings and at pick-up time unless they have business to conduct in the school building.

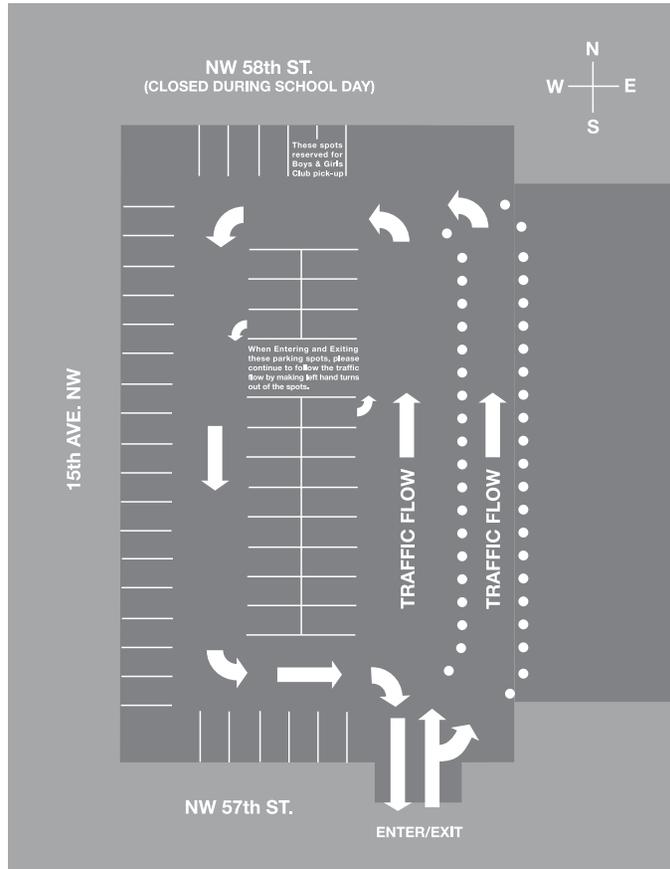
In the case of inclement weather, (rain or temperatures below 32 degrees) students assemble in the lunch room and parents who enter the building need to remain in The Commons or school lunchroom.

At the end of each school day, Kindergarten through 4th grade students exit the building through the South entrance and line up by class in the school courtyard. Students will be released to identified parents and guardians or to siblings in 5th grade and above.

Middle School students exit through the North end of the school building.

The small North parking lot (accessed from NW 59th St.) is for parishioners. It can be used before 8am and after 3:00 pm to pick-up children from Extended Care.

## Parking Lot Flow Map



## Events and Happenings

*Be sure to read the Angels' Angle for many more events and happenings throughout the year.*

### Parents' Club

The Parents' Club organization gives parents and guardians opportunities to help in their children's education. All parents/guardians of St. Al's students are automatically members of the Parents' Club. There are general meetings held throughout the school year, which are announced through the *Angels' Angle*.

### School Work Parties

This is a great opportunity for the whole family to help get St. Al's ready for both the beginning of the school year and before our open house in the winter. It is usually scheduled on a Saturday in August and January, from 9am to 1pm. Plus, lunch is provided!

### Family Fun Night

This is a fun evening for the whole family that takes place every October. There are costume contests, cake competitions, games, a dance for our 6th through 8th graders, movies for the younger crowd, and a haunted house! Pizza and popcorn are served, too.

### Meet & Greet

On the first day of school, after you shed a tear or two from dropping off your kid(s), come meet some new friends and reconnect with old ones in the school Commons. We'll have refreshments to enjoy, plus you can learn more about our upcoming events and sign up to volunteer. Don't forget to bring your checkbook since we'll be selling Scrip, sweatshirts, hot lunch cards, and more!

### Bingo

Join the St. Al's community periodically throughout the school year for a lively night of bingo. The whole family is welcome to come for cutthroat games, some terribly good jokes, and delicious dinner options.

### Auction & Gala

You won't want to miss this annual fundraising event! This is our biggest fundraiser of the year. See page [www.stalseattle.org/school](http://www.stalseattle.org/school) for all the details for this special event.

### Holiday Hoopla

School families and friends donate new and gently used items that students may purchase (for only \$.25 each) as Christmas gifts for their parents, siblings, grandparents, and loved ones.

### Christmas Concert

This evening concert in our church tells the story of the birth of Jesus through songs and Gospel readings performed by all our students.

### State of the School Meeting

Every February, just prior to re-enrollment for the next academic year, our principal presents information about the successes and challenges of the past year, as well as plans for the future. This mandatory parent/guardian meeting is held at various times to accommodate different schedules.

### Jog-A-Thon

Students participate in a fun fundraiser. It's a great way to raise money for the school and get kids excited about staying healthy.

### Junior Olympics

This end-of-year event celebration kicks off with a concert by all our students, each grade presenting a different country's music and/or legends. The following day, the students will participate in "field day" activities with lots of games and laughter.

### Service Learning

Helping others is an important part of a student's growth and education at St. Al's. We have a variety of service opportunities throughout the year in which we encourage both students and families to participate.

### Grandparents' & Grandfriends' Day

This special morning is a chance for grandparents or very special friends to come and visit your child to learn more about what he/she is learning and to learn more about our school.

## Mark Your Calendar

### August

Preschool Orientation  
School Work Party

### September

Opening Day of School Meet and Greet  
Social  
Parents' Club BBQ  
Curriculum Night  
Book Fair  
Measures of Academic Progress  
Assessments (2nd-8th Grades)

### October

Family Fun Night  
Parent-Teacher Conferences  
Cognitive Abilities Test-Kindergarten

### November

Thanksgiving Celebration  
Food Drive

### December

Auction & Gala  
Holiday Hoopla  
Christmas Concert  
Coffee and Conversation event for  
Preschool Parents  
New Sibling Applications due

### January

School Work Party  
Tuition Assistance Applications due  
National Catholic Schools & Spirit Week  
Open House

### February

State of the School Presentations  
(Mandatory)  
Current Family Reenrollment due

### March

Living Stations of the Cross  
New Family Enrollment due

### April

Middle School Science Fair

### May

Middle School Musical  
Teacher Appreciation Week  
Jog-a-thon  
First Communion  
May 17th Parade  
Book Fair  
Grandparents & Grandfriends' Day  
Measures of Academic Progress  
Assessments (2nd-8th Grades)

### June

Parents' Cub End-of-Year Potluck  
Spring Concert  
Junior Olympics  
Kindergarten Graduation  
Eighth Grade Graduation

## Uniform Policy Overview

### Preschool

White, navy, or preschool t-shirt  
Navy pants, shorts, or skirts  
Navy blue school sweatshirt, vest, or sweater

### Kindergarten through Fourth Grade

Navy blue school sweatshirt, vest, or sweater  
White collared shirt  
Navy blue pants or short for boys and navy blue pants or skirts/skorts for girls  
Navy blue, white or black socks, or tights (girls)

### Fifth through Eighth Grade

Navy blue or green school sweatshirt, vest, or sweater  
White or green collared shirt  
Navy blue or khaki pants or shorts for boys and navy blue or khaki pants or skirts/skorts for girls  
Navy blue, white, green, or black socks, or tights (girls)

### All students

Athletic/durable shoes  
Socks/tights  
Natural hair color  
No make-up

Full-uniform (includes sweatshirt/vest/sweater) required at weekly all-school Mass.

### Non-Uniform Days

On non-uniform days, students will be neat in appearance. Clothing must be appropriate for a Catholic school. Inappropriate clothing includes, but is not limited to: sweatpants, yoga pants, leggings worn as pants, athletic shorts, tank tops, chains, excessive jewelry, T-shirts with logos/advertisements, and pants/shirts with holes or tears, or any other clothing deemed unacceptable by the principal. Shoes that allow students to participate safely in activities must be worn. Socks are required.

### Uniform Exchange

Please recycle uniforms in the uniform exchange. Gently used uniforms are available to all families and are free. Please help yourself.

Before purchasing uniforms, please read the complete uniform policy at [www.stalseattle.org/school/community-resources/uniforms](http://www.stalseattle.org/school/community-resources/uniforms)

### Daily Hot Lunch Program

Hot Lunch is available every day. Check the link on our website or watch in the *Angels' Angle* newsletter for the monthly menu and pricing. Lunch cards and milk tickets can be purchased through the school office or by emailing our Office Manager, Charleen Sweet, at [csweet@stalseattle.org](mailto:csweet@stalseattle.org). Payments can be made by check in the office or through your FACTS account. Contact Mrs. Sweet for more details.

## School Emergency and Student Health Policies

### School Emergency Policy

#### *Lockdown*

Parents/guardians will be notified via Renweb in the event of a lockdown and given instructions as to when and how students can be picked up from school. A lockdown would come into effect in response to a potentially dangerous situation developing in the community. Examples include downed electrical wires, a burglary, or an intruder on campus.

#### *Earthquake*

Students will remain at school until their parents/guardians can pick them up. Parents must provide their student with an emergency packet and deliver it to the school office on or before the first day of school. See the following page or [www.stalseattle.org/school](http://www.stalseattle.org/school) for emergency pack content information.

Students and staff practice both lockdown and earthquake drills each trimester.

#### **Emergency Packs**

Our school has some food supplies, what they feel is an adequate supply of water, space blankets, medical supplies, and emergency information for your child should the Seattle area experience a severe earthquake or storm. In addition to these supplies, the school supplies individual emergency packs for each student.

### Student Health Policy

#### *Prescription or over-the-counter medications*

Parents must complete an Oral Medication form and have it signed by the student's doctor in cases where the student needs to take medication during the school day. The form is found on the school website at [www.stalseattle.org/school](http://www.stalseattle.org/school).

#### *Illness or Injury*

The school will notify the parent/guardian if the student becomes ill or injured while at school. Parents are asked to keep a sick child at home until his/her symptoms have cleared for 24 hours.

#### *Allergies*

If a student is exposed to a known allergen while at school and develops symptoms of anaphylaxis, school personnel will call 911 and the physician-directed care plan will be implemented for the student.

Parents are responsible for:

1. Supplying the necessary emergency medication
2. Updating the school regarding changes to the child's condition and/or the physician's care plan
3. Updating the school regarding changes to the student's emergency contact information.

### Preschool

Full-Day: 8:30-3:05 pm (2:15 dismissal on Wednesdays)  
Optional: Extended Care (dismissal – 6pm)

Three-day or Five-day Per Week Options:

Choose a three-day (Tuesday, Wednesday and Thursday) or five-day per week schedule. The Preschool program operates on the same calendar as St. Alphonsus Parish School.

Mornings: 8:30 – 12:00 pm

Supervised Lunch (“Lunch Bunch”): 11:30-12:30

Afternoons: 12:00 – 3:00 pm (2:15 pm dismissal on Wednesdays)

Optional: After School Child Care (dismissal – 6pm)

#### **Communication**

All classroom communication is emailed via the PreK Weekly. Room Parents will also regularly communicate via email with classroom news, volunteer opportunities, and reminders.

#### **Volunteer**

The preschool family commitment (if you have kids in preschool only) is 15 hours, with 2.5 hours dedicated to helping with our school auction.

#### **Preschool Uniform**

White, navy, or preschool t-shirt  
Navy pants, shorts, or skirts  
Navy blue school sweatshirt, vest, or sweater

#### **Preschool Only Family Commitments**

##### *Auction Gala*

\$100 worth of merchandise, gift certificates, and/or cash.

##### *Annual Fund*

Participate in the Annual Fund by thoughtfully donating

##### *Scrip*

\$500 for the year, which needs to be completed by the end of June. Scrip is sold on Wednesdays in the preschool classroom at 11:30 a.m. See [www.stalseattle.org/school](http://www.stalseattle.org/school) for more information.

##### *Jog-A-Thon*

All preschool families are required to raise \$75 per family.

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Eighth Grade Graduation

## Uniform Policy Overview

### Preschool

White, navy, or preschool t-shirt  
Navy pants, shorts, or skirts  
Navy blue school sweatshirt, vest, or sweater

### Kindergarten through Fourth Grade

Navy blue school sweatshirt, vest, or sweater  
White collared shirt  
Navy blue pants or short for boys and navy blue pants or skirts/skorts for girls  
Navy blue, white or black socks, or tights (girls)

### Fifth through Eighth Grade

Navy blue or green school sweatshirt, vest, or sweater  
White or green collared shirt  
Navy blue or khaki pants or shorts for boys and navy blue or khaki pants or skirts/skorts for girls  
Navy blue, white, green, or black socks, or tights (girls)

### All students

Athletic/durable shoes  
Socks/tights  
Natural hair color  
No make-up

Full-uniform (includes sweatshirt/vest/sweater) required at weekly all-school Mass.

### Non-Uniform Days

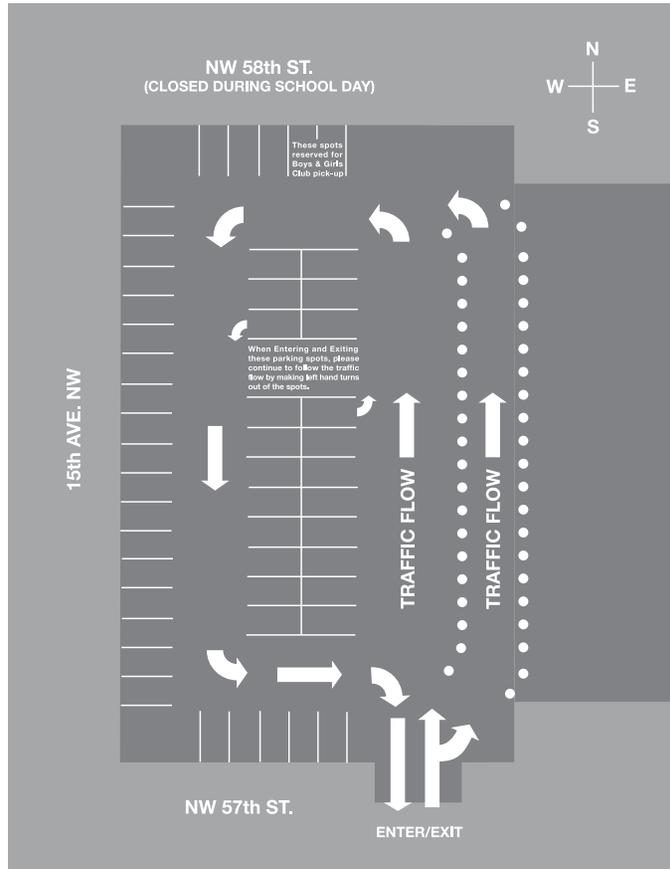
On non-uniform days, students will be neat in appearance. Clothing must be appropriate for a Catholic school. Inappropriate clothing includes, but is not limited to: sweatpants, yoga pants, leggings worn as pants, athletic shorts, tank tops, chains, excessive jewelry, T-shirts with logos/advertisements, and pants/shirts with holes or tears, or any other clothing deemed unacceptable by the principal. Shoes that allow students to participate safely in activities must be worn. Socks are required.

### Uniform Exchange

Please recycle uniforms in the uniform exchange. Gently used uniforms are available to all families and are free. Please help yourself.

Before purchasing uniforms, please read the complete uniform policy at [www.stalseattle.org/school/community-resources/uniforms](http://www.stalseattle.org/school/community-resources/uniforms)

## Parking Lot Flow Map



## Events and Happenings

*Be sure to read the Angels' Angle for many more events and happenings throughout the year.*

### Parents' Club

The Parents' Club organization gives parents and guardians opportunities to help in their children's education. All parents/guardians of St. Al's students are automatically members of the Parents' Club. There are general meetings held throughout the school year, which are announced through the *Angels' Angle*.

### School Work Parties

This is a great opportunity for the whole family to help get St. Al's ready for both the beginning of the school year and before our open house in the winter. It is usually scheduled on a Saturday in August and January, from 9am to 1pm. Plus, lunch is provided!

### Family Fun Night

This is a fun evening for the whole family that takes place every October. There are costume contests, cake competitions, games, a dance for our 6th through 8th graders, movies for the younger crowd, and a haunted house! Pizza and popcorn are served, too.

### Meet & Greet

On the first day of school, after you shed a tear or two from dropping off your kid(s), come meet some new friends and reconnect with old ones in the school Commons. We'll have refreshments to enjoy, plus you can learn more about our upcoming events and sign up to volunteer. Don't forget to bring your checkbook since we'll be selling Scrip, sweatshirts, hot lunch cards, and more!

### Bingo

Join the St. Al's community periodically throughout the school year for a lively night of bingo. The whole family is welcome to come for cutthroat games, some terribly good jokes, and delicious dinner options.

### Auction & Gala

You won't want to miss this annual fundraising event! This is our biggest fundraiser of the year. See page [www.stalseattle.org/school](http://www.stalseattle.org/school) for all the details for this special event.

### Holiday Hoopla

School families and friends donate new and gently used items that students may purchase (for only \$.25 each) as Christmas gifts for their parents, siblings, grandparents, and loved ones.

### Christmas Concert

This evening concert in our church tells the story of the birth of Jesus through songs and Gospel readings performed by all our students.

### State of the School Meeting

Every February, just prior to re-enrollment for the next academic year, our principal presents information about the successes and challenges of the past year, as well as plans for the future. This mandatory parent/guardian meeting is held at various times to accommodate different schedules.

### Jog-A-Thon

Students participate in a fun fundraiser. It's a great way to raise money for the school and get kids excited about staying healthy.

### Junior Olympics

This end-of-year event celebration kicks off with a concert by all our students, each grade presenting a different country's music and/or legends. The following day, the students will participate in "field day" activities with lots of games and laughter.

### Service Learning

Helping others is an important part of a student's growth and education at St. Al's. We have a variety of service opportunities throughout the year in which we encourage both students and families to participate.

### Grandparents' & Grandfriends' Day

This special morning is a chance for grandparents or very special friends to come and visit your child to learn more about what he/she is learning and to learn more about our school.

## Fundraising

St. Alphonsus Parish School fundraisers help to supply our classrooms, support our teachers, keep our technology up to date, fill our library, maintain our buildings, fund scholarships and much more. Tuition alone does not cover the cost of both educating our students and ensuring our school continues to thrive and stay current. At registration, you made a commitment to support our school in the following fundraisers:

### Scrip

Scrip means “substitute money.” Scrip is gift cards you purchase at face value and the retailer donates a percentage of what you spend to our school. They are regularly for sale at school, after weekend Masses, and online. The process is simple: you earn money for our school without spending a single additional penny. Just spend your regular shopping dollars with Scrip gift cards at the stores you frequent, and money will be donated to our school. Visit the school website for more information.

Each family has committed to buy \$1,000 of scrip per year (\$500 for preschool only families). This fundraiser runs all year and our goal is to raise more than \$20,000.

### Auction & Gala

The Auction & Gala is our single largest fundraiser of the year. It includes a semi-formal gala dinner, silent, and live auction. All guests will also have an opportunity to contribute to our Fund-A-Dream campaign by raising their paddles to pledge their financial support.

All families have committed to procuring \$200 in items and donating 5 hours of their volunteer time specifically to the auction (preschool only families procure \$100 and donate 2.5 volunteer hours). Help us meet our goal of raising more than \$100,000.

### Annual Fund

Our goal with the Annual Fund is for 100% participation by our school families at a level with which you feel comfortable. We accept Annual Fund donations year-round and pledge fulfillment is due by June.

This is a great time to utilize installment payments via FACTS and employer matching programs.

### Jog-A-Thon

St. Al’s students participate in this fun run fundraiser. Students run laps and can earn donations per lap or as a one-time donation. We ask each family to obtain \$125/family in pledges (\$75 for preschool-only families).

## Before and After School Child Care

The child care program follows the academic calendar and has options available for Preschool through 8th Grade.

Morning Child Care (Kindergarten – 6th Grade): 7:00 – 8:25 am

Afternoon Child Care (Preschool – 8th Grade): 3:05 – 6:00 pm (2:15 – 6:00 pm on Wednesdays)

Fees and registration forms can be found at [www.stalseattle.org/school/extracurricular/beforeafter-school-care/](http://www.stalseattle.org/school/extracurricular/beforeafter-school-care/)

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## Drop-off/Pick-up Procedures

Use the large parking lot to the South of the school to pick up and drop off K-8 students. Please refer to the map on the following page.

8:27 am: First bell rings and students line up by class in the school courtyard.

8:30 am: Second bell rings and students are expected to be in line, otherwise they are considered tardy.

Family members are requested to remain outside of the building when the morning bell rings and at pick-up time unless they have business to conduct in the school building.

In the case of inclement weather, (rain or temperatures below 32 degrees) students assemble in the lunch room and parents who enter the building need to remain in The Commons or school lunchroom.

At the end of each school day, Kindergarten through 4th grade students exit the building through the South entrance and line up by class in the school courtyard. Students will be released to identified parents and guardians or to siblings in 5th grade and above.

Middle School students exit through the North end of the school building.

The small North parking lot (accessed from NW 59th St.) is for parishioners. It can be used before 8am and after 3:00 pm to pick-up children from Extended Care.

## Stay Informed

### Website

[www.stalseattle.org/school](http://www.stalseattle.org/school)

Use our website to find answers to many of your questions, volunteer opportunities, contact information, school calendar, and links to RenWeb.

### RenWeb

[www.renweb.com](http://www.renweb.com)

Choose ParentsWeb from login menu

School Code: STA-WA

RenWeb is our school information management system. It houses our family data base and the online application and enrollment system. Via Renweb, each family can access their ParentsWeb account where they can view homework assignments and grades, and record parent volunteer hours.

### Angels' Angle Weekly e-newsletter

All school families should be receiving the newsletter. Most editions open with a letter from the school principal followed by information about important school events.

If you are not receiving this weekly e-newsletter, please sign up at

[www.stalseattle.org/school](http://www.stalseattle.org/school) or contact Season Evans, Director of Marketing at [marcom@stalseattle.org](mailto:marcom@stalseattle.org).

### K-8 Student Progress

Progress Reports: Paper reports are sent out each mid-trimester

Report Cards: Paper reports are sent out at the end of each trimester

### K-8 Parent/Guardian-Teacher Conferences

All parents and guardians meet with their child(ren)'s teacher during the first trimester after report cards are sent out to discuss student progress. Families will be offered several dates and times to meet with teachers with scheduling handled through the school office. Subsequent trimester conferences can be arranged between parents and teachers as needed.

### Facebook

[www.facebook.com/stalseattle](http://www.facebook.com/stalseattle)

### Instagram

@stalseattle

## Volunteering

All volunteers who have contact with our students (including classroom volunteers, field trip chaperones, coaches) must successfully complete Safe Environment Program training and pass a criminal background check. New Volunteers complete a 3-hour course, Virtus, administered by the Archdiocese of Seattle. Visit [www.stalseattle.org/school](http://www.stalseattle.org/school) for more information.

Current volunteers are required to take updated online training every three years.

There are many, many opportunities to volunteer at St. Al's. You can find out about upcoming school events and volunteer opportunities through the weekly *Angels' Angle* E-newsletter. Room parents will often reach out to you with specific classroom opportunities and school-wide activities.

Report your parent volunteer hours. Volunteer hours are reported through RenWeb. Visit [www.stalseattle.org/school](http://www.stalseattle.org/school) for more information.

For every \$20 spent on donated items (excluding Auction procurement) equals 1 volunteer hour.

Thank you for all that you do!

## Beyond the Classroom

### Middle School Homework Center

Students in grades 5-8 may attend the homework center at the request of their parents or at the suggestion of a teacher. Homework center hours are Monday, Tuesday, and Thursday from 3:15pm to 4:15pm. Attendance is taken and the cost is \$7 per day. For more detailed information, please contact the school office.

### CYO – Catholic Youth Organization Athletics

St. Al's partners with St. John Catholic School for several CYO sports. The combined team is called the St. Al/St. John Eagles.

Fall Sports: Soccer (K-8), and Cross-Country (PreK-8)

Winter Sports: Basketball and Volleyball (4-8)

Spring Sports: Baseball (5-8), Girls Basketball (3), and Track & Field (4-8)

For more information, visit [www.stalseattle.org/school/extracurricular/cyo-athletics](http://www.stalseattle.org/school/extracurricular/cyo-athletics).

### Middle School Spring Musical

Students in grades 5-8 have the opportunity to participate in the spring musical, a professionally directed production that is a highlight of the school year. Auditions are held in January, and rehearsals are held after school throughout February, March, and April, with performances in May.

### A Selection of Other Activities

Chess Club

Coding 4 Kids

CREATE: Art Classes

FIRST Lego Robotics

Girl Scouts

Junior FIRST Lego League Club

Sewing Club

Ski Bus

Student Council (middle school)

7th/8th Grade Deanery Dances

Look for information on these, and many other activities, on the school website and in the *Angels' Angle*.

## Parent Commitments

### In-Parish Family

To fulfill the commitments of an in-parish family, at least one parent or guardian:

- At least one parent or guardian must be a registered parishioner in good standing at St. Alphonsus Parish
- This parent or guardian must be registered with the parish and demonstrate regular contributions to the parish through Sunday offering envelope or online contribution for 6 months prior to registering your student at the school
- At least one parent or guardian must be active in the life of the parish and attend Mass here regularly.

### Volunteering

The success of our school depends greatly on parent volunteers:

Each family is required to donate 30 hours (15 for preschool-only families) per school year, with 5 of those hours relating to the school auction (2.5 for preschool).

To find out how to volunteer, review the Volunteering page in this booklet or check out [www.stalseattle.org/school/community-resources/volunteer](http://www.stalseattle.org/school/community-resources/volunteer).

Volunteering hours are recorded in RenWeb. Remember to enter them monthly. Links to RenWeb and instructions can be found at [www.stalseattle.org/school](http://www.stalseattle.org/school).

Any unfulfilled volunteer hours can be "bought out" at \$20 per hour.

### Giving

Each family signs a Fundraising Pledge at enrollment, committing to:

- Participate in Annual Fund.
- Purchase \$1000 in Scrip gift cards (\$500 for preschool-only families) over the course of the school year.
- Procure \$200 worth of new items or gift certificates for the Auction Gala (\$100 for preschool only families).
- Obtain \$125 per family in Jog-A-Thon pledges (\$75 for preschool-only families).

For more information on how to complete this pledge and various fundraising volunteer opportunities refer to the Fundraising page or see [www.stalseattle.org/school/giving](http://www.stalseattle.org/school/giving)

### Employer Matching

Many employers support employee charitable giving by matching the employee's donation.

When donating to St. Al's school, inquire with your employer's HR Department about employer matching.

## School Leadership

### Principal

principal@stalseattle.org

### Pastor

Fr. Richard Klepac, SOLT

fr.richard@stalseattle.org

### Office Manager

Charleen Sweet

csweet@stalseattle.org

### Marketing, Admissions, and Development (M.A.D.)

Lena Anderson, Director of Development and Alumni Relations

development@stalseattle.org

Season Evans, Director of Marketing and Communications

marcom@stalseattle.org

Jenny Horstmann, Director of Admissions

admissions@stalseattle.org

### Parents' Club

The Parents' Club is an organization developed to give parents and guardians opportunities to be involved in the school by participating in fundraising and social events All Preschool through 8<sup>th</sup> Grade parents and guardians are members. The Parents' Club is responsible for making an annual financial contribution to support the school's operating budget.

The four-member Parents' Club board plans and holds monthly meetings to help parents and guardians connect with one another and stay informed about upcoming events.

For a current list of this year's Parents' Club board members see

[www.stalseattle.org/school](http://www.stalseattle.org/school)

### School Commission

The School Commission is an advisory board to the pastor and the principal. Their responsibilities include updating, publishing, and managing policy development as well as long range school planning. Members are selected by the principal and serve three year terms. The School Commission meets once a month.

For a current list of this year's School Commission see [www.stalseattle.org/school](http://www.stalseattle.org/school).

## Service Learning

At St. Als, we expect our students to "contribute time, talent, and treasure to the community through Christian service" as part of their SLEs (Schoolwide Learning Expectations). Some of the opportunities we provide for our students, and their families, to participate in serving others are:

### One Saturday

Twice a year, we come together on a Saturday to spend time serving others at a Tri-Parish Food Bank, a cooperative effort of three Catholic Churches in the Burlington area. Based on the needs of the food bank, school families share their treasure by generously donating items such as baby essentials, Christmas stocking stuffers, sporting goods, school supplies, etc. St. Al's middle school students also frequently share their talents by knitting various articles of clothing which are passed out at the One Saturday event. The whole family is invited to participate; there is something for everyone to do!

### Giving Trees

Every year, Christmas trees in the school and church are filled with ornaments from different service organizations, each one listing needed items and gifts for children and families. Students are encouraged to take these ornaments and fulfill these gift requests in time for Christmas. In years past, we have partnered with Mary's Place, Treehouse for Kids, and other non-profits serving kids and families in the Seattle area.

### Other Service Learning opportunities:

Meals on Wheels – primary school students will make Christmas and Valentine's Day cards for meal recipients.

Next Step – school families collect canned foods and baby essentials for this organization.

Operation Rice Bowl – during Lent, students and families help fill the "bowl" with change that would otherwise go to indulgences.

Ballard Food Bank – once or twice a year, school students will prepare sack lunches for the food bank.

Queen Anne Food Bank – students will collect canned food at Thanksgiving, help organize the food shelves at the food bank, and assemble lunch bags for those coming to the food bank.

Altar Serving – male students from 4th through 8th grade may train to become an altar server at St. Al's Parish.

Parents are welcome to suggest service learning opportunities to their child's teacher or to the school office.

## School-Parish Connection

### Pastor

Fr. Richard Klepac, SOLT  
fr.richard@stalseattle.org

### Administrative Assistant

Lizzy Scholz  
lscholz@stalseattle.org

5816 15th Ave NW  
Seattle, WA 98117  
206-784-6464  
www.stalseattle.org/parish

### Weekly Mass

Pre-Kindergarten, and Kindergarten through Eighth Grade students celebrate Mass weekly with their teachers and the parish community. Liturgical music is provided by the student choir and all students process to the altar to receive Holy Communion or a blessing.

### Society of the Most Holy Trinity (SOLT) Sisters School Involvement

On a daily basis, the Sisters share their gift of faith and service with the school in a variety of important ways.

- Leading Sanctus Youth Group
- Teaching religion lessons
- Serving as classroom aids to support our teachers and students
- Assisting in the school office
- Supporting service projects
- Working in our after-school child care program

### Ways to Become Involved in the Parish

The parish school is the largest ministry of the parish. In addition, parents may become involved in the life of parish by joining or supporting one of the other important ministries including:

- St. Vincent de Paul
- Adult Choir
- Sanctus Youth Group
- Knights of Columbus
- Eucharistic minister
- Lector

### Parish Services

- Mass and Reconciliation
- Sacramental preparation for youth and adults
- Monthly Angels' Café breakfast social following the Sunday 10am Mass

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**SAINT ALPHONSUS**  
PARISH SCHOOL

*Academic excellence founded in tradition, faith and community*