



# Shamrock News

8/9/19

## Welcome Back

### First Day of School

The first day of school for St. Patrick students is Thursday, August 22. This is a full day of school for students in grades K-12.

**Bus transportation will be available August 22.**

**There will be an all school Mass on the first day of school at 9:30 am. Shorts are not allowed at Mass.**

Students may change into shorts after Mass.

### Daily Schedule

Grades K-5            8:40 - 3:45  
Grades 6-12         7:30 - 2:20

### School Mass Schedule

Grades 9 - 12        Wednesdays at 9:30 am  
Grades K - 8         Thursdays at 9:30 am

### First Day of Preschool

3 year-old T/Th a.m. Tuesday, September 3rd  
4 year-old M/W/F a.m./p.m. Wednesday, September 4th  
4 year-old M-F p.m. Tuesday, September 3rd

Students in grades K-5 will meet their teachers outside the office doors at 8:35 a.m.

Students in grades 6-12 will meet in their first hour classroom.

Elementary students arriving between 8:40 and 9:09 will be marked "tardy." After 9:09 students will be marked "absent".

If students in grades 6-12 arrive 14 minutes or less after the bell rings for any class period, they will be marked "tardy." If they arrive 15 minutes or more late, they will be marked "absent" for that class period.

### **Schedules and Lockers**

Grades 9-12 schedules and locker assignments will be available at the Orientation on August 15th. Grades 5-8 will be available at the Open House.

### PTO Used Uniform Sale

Room 208

August 11 - 8:30 a.m.-1 p.m.

August 21, 5:30-7:00 p.m. (During the Open House)

### PTO Tailgate

Saturday, October 5 before the Homecoming Football Game  
6 pm in the PHS parking lot  
Bring a potluck dish  
Come enjoy hotdogs, water and goodies!  
Game starts at 7 pm

**Thank you for supporting your St. Patrick PTO.**

## St. Patrick School Open House

hosted by

St. Patrick PTO & School Board

5:30-7:00 p.m.

Wednesday, August 21, 2019

**Meet the teachers, see the classroom & drop off school supplies**

Parents and students will have the opportunity to stop in when it is convenient and visit classrooms.

Cookies will be provided by the PTO.

Information will be available regarding the PTO, Athletic Association, and Portland Food Service.

**Sports Passes may be purchased during the Open House**

### High School Orientation

HS students will meet on Thursday, August 15 to receive their schedule, locker assignment, and Chromebook. HS pictures will be taken (school uniform required). AQ orientation is for Juniors.

12:00-1:00 pm Seniors                    3:00-4:00 pm Juniors  
1:00-2:00 pm Juniors                    4:00-5:00 pm AQ orientation  
2:00-3:00 pm Sophomores

### **School Board**

Mrs. Melissa Schrauben	Chair
Mrs. Brandi Bengel	Member
Mrs. Heather Boyd	Member
Mrs. Jennifer Davlin	Member
Mr. Jeff Fedewa	Member
Mrs. Elizabeth Manning-Hager	Member
Mrs. Brenda Smith	Member
Mrs. Sue VanLente	Member
Mrs. Leslie Weller	Member
Mr. Michael Wolfston	Member
Mrs. Nancy Wohlscheid	Recording Secretary

School Board meetings begin with Mass at 6:00 p.m. Meetings will be held in the Parish Hall immediately following Mass on the following dates: Aug. 27, Oct. 22, Dec. 10, Feb. 11, April 28, and May 19. Anyone wishing to address the Board may do so by calling Melissa Schrauben at (517)526-3411 to be placed on the agenda. You may also use the request form on the Board page of the school website. Board meetings are open and your attendance is welcomed and encouraged.

## Asbestos Information

In order to comply with the requirements of the EPA's Asbestos Hazard Emergency Response Act, all of the school buildings in the Diocese of Grand Rapids have been inspected for asbestos-containing material.

If you would like to review the management plan for St. Patrick School, it is available in the school office during regular school hours. The management plan states all recommended activities that will maintain the asbestos material in a non-friable condition.

## Childcare Program

Childcare will be held in Room 209 this school year. You may bring your students in the West Street door closest to Grand River Ave. (new addition).

	<i>Fees</i>
A.M. Childcare: 6:30-8:30	\$5.00 per day/per student
7:30-8:30	\$4.00 per day/per student
P.M. Childcare:	
Pickup by 4:45	\$4.00 per day/per student
Pickup after 4:45	\$5.00 per day/per student

**Childcare closes at 6:00 p.m. You will be charged a late fee of \$1 per minute/per child after 6:00 p.m.**

**PLEASE NOTE: All forms must be on file with the childcare supervisor BEFORE a student may attend Childcare. Forms are available in the office and on-line.**

## Flyers and Forms

If you need any of the following items, please check the school website at [portlandstpats.com](http://portlandstpats.com) under the about us tab or call the school office at 647-7551.

- Newsletters and Lunch Menu's
- 2019-20 School Calendar (shows no busing days)
- School Supply Lists
- Dress Code
- Pre-Arranged Absence from School Form
- Sports Physical Form
- Childcare Form

## Hot Lunch

Hot Lunch Service will be provided to St. Patrick School through Portland Food Service by Chartwells. Hot lunch will begin on the first full day of school, August 22. Elementary student price is **\$2.60** per day. Middle/high school student price is **\$2.85** per day. Cold lunch students may purchase milk for \$.60.

Each child has their own computerized lunch account at [www.sendmoneytoschool.com](http://www.sendmoneytoschool.com). Cash or checks may be applied at any time to this account or you may send money to school. This is a great way to track your balance/activities. Please make checks out to Portland Food Service (PFS). Elementary please send money in a clearly marked envelope to your classroom teacher. Middle/high school students bring their money to the cafeteria.

### Lunch/Recess Schedule

High School	11:07 - 11:34
Middle School	11:09 - 11:37
Grades K-5	11:50 - 12:35

## Infinite Campus

Infinite Campus <https://micloud1.infinitecampus.org/campus/portal/grcss.jsp>. If you have forgotten your Infinite Campus password please click on *Forgot Password* on the login page. Login information for new families will be sent out shortly.

## Report Cards

Parents/guardians will be able to access their student(s) grades, progress reports and report cards on-line using Infinite Campus. Therefore, we will not be mailing these forms home this year. However, if you would like them mailed to you, please notify the school office (annual request).

## Insurance Coverage Available

St. Patrick School carries a supplemental insurance policy that covers accidental bodily injury occurring during school, school-sponsored events and extra-curricular activities - including traveling to/from these events. This insurance covers expenses over and above what your family's health insurance pays (co-pays, ER visit, dental, etc.). Claim forms are available in the school office and must be filled out within 90 days of the incident.

## Medication

The school works with the families to assist them in maintaining the health of their children who attend St. Patrick School. The school office personnel can administer prescription medication to students under the following conditions:

- Prescribed medication cannot be adjusted so that it can be administered at home.
- The parent and physician must complete the Prescription Medication Authorization form available in the school office.
- The parent/guardian has brought properly labeled, prescribed medication directly to the school office.
- Designated school personnel administer the prescribed medication in the school office.
- Written record is kept of all medication administered.

**PLEASE NOTE: School personnel may not administer over-the-counter medications nor are students allowed to possess it during school hours.**

**Students should not attend school if they have vomited, have diarrhea, or have a fever of 100°F or above by mouth. They should be vomit, diarrhea and fever free (without the use of fever reducing medicine) for 24 hours before returning to school.**

## Newsletters

The school newsletters will be emailed to our school families this school year. You can also find them on the school website.

## Sports Passes

Sports passes for the 2019/20 season will be available in the school office and at the first football and volleyball home games. A family pass can be purchased for \$200. Individual passes are \$75. Grandparent passes are free of charge for grandparents of St. Patrick School student athletes in grades 5-12. Grandparents will receive an orange sports pass that will not expire. All parishioners age 62 and over may receive a free sports pass.

## Sports Physicals

Sports physicals must be on file in the school office before students can practice or participate in any sport. The forms are available on-line and in the school office.

## Student Handbooks

K - 5th grade student handbooks will be available at the Open House on Wednesday, August 21. Students in grades 6-12 will receive their handbooks during the first week of school. There is a form in the back of the handbook which must be returned no later than August 29, 2019.

**It is only necessary for you to fill out one set of forms per family.**

## School Hours

The middle and high school day begins at 7:30 a.m. and ends at 2:20 p.m. There are seven class periods and one lunch period. Students may arrive no earlier than 7:00 a.m. (enter through the West St. door closest to Grand River Ave.) and should leave the building by 2:30 p.m. unless they are involved in a school-related, school-sponsored activity or with a staff member.

Instruction for elementary students begins at 8:40 a.m. and ends at 3:45 p.m. Students should not arrive until 8:25 a.m. unless they attend the childcare program. All students should leave the building by 3:55 p.m. unless they are involved in a school-related, school-sponsored activity or with a staff member. Any students remaining in the building or who have not been picked up by 3:55 will be sent to childcare.

**PLEASE NOTE: Students may NOT be in the hallways unattended before or after school hours.**

## Transportation

If you have any questions or changes regarding bus transportation, please contact the Portland Public Schools' bus garage: 647-2993.

During the school year, if your student will need a bus pass, please call the bus garage to make arrangements.

High school students who will be riding the bus should contact the bus garage at 647-2993 to notify them and make arrangements.

## Bus Drivers

St. Pat's is in need of a new generation of bus drivers to drive a school bus to sporting events and school field trips. Please contact Mr. Hodge for more information.

## Drop-off/Pick-up

Elementary students must be dropped off near the ramp on Church Street in the designated drop off area. Please drop off on the correct side of the road, do not face the wrong direction. West Street is reserved for preschool, childcare and buses. After-school pick-up numbers will be handed out at the Open House.

## Student Absence

If your student will be absent, please call the school office by 7:15 a.m. for high school and middle school students and by 8:30 a.m. for grades preschool - 5.

## Picture Day

Students in grades preschool - 8 will be photographed by Life-Touch on **Tuesday, September 3**, preschool on **Wednesday, September 4**. High school students will be photographed on **Thursday, August 15** during high school orientation. Picture re-take day is scheduled for Tuesday, October 22.

## Scrip Note

If you pay your tuition in full, any SCRIP credits earned during this school year will carry over to next year.

## Telephone Calls and Messages

Students should be in their classroom, actively engaged in learning while they are in school. Therefore, we discourage students from using the telephone during the regular school day. Should a student need to call home, the teacher may issue a pass to use the office telephone. Unless there is an emergency, we will not forward calls to classrooms for students or teachers. Telephone messages will be delivered to students at times which do not interfere with their academic class schedule.

If you have an unexpected change to your PS-5 student pick-up arrangements on a given day, **please send a note to your child's teacher**. If the change is last minute, you may call the school office before 3:00 p.m. Please include your child's teacher, and both Mrs. Kinsman and Mrs. Pung on emails regarding changes to your child's pick-up when it is a last minute change.

*The office telephone may be used in case of emergency, such as illness or injury.*

*Morning prayers: 7:30-7:35 am & 8:40-8:50 am.  
Please do not phone the school office during these times.*

## Virtus Training

In order for anyone to work with the students, either as an employee, volunteer or chaperone, diocesan guidelines state that it is mandatory that a criminal background check be done every three years. Also, anyone having access to the students must attend a "Protecting God's Children Awareness Session" (also known as VIRTUS). **Registration for this training must be done on-line at [www.virtus.org](http://www.virtus.org) prior to the session.** Click on the "Registration" link and choose the session you want. You may attend any session, regardless of the diocese in which it is done.

**Upcoming sessions** will be held at:

Grand Rapids, Cathedral Square	Wed., Aug. 14	1:30 pm
<b>Portland, St. Patrick</b>	<b>Sun., Aug. 25</b>	<b>1:00 pm</b>
Grand Rapids, Holy Spirit	Wed., Aug. 28	6:00 pm
Lansing, St. Gerard	Tues., Sept. 17	6:00 pm
Grand Ledge, St. Michael	Sat., Sept. 21	9:30 am

## Thank You!

A big thank you to our custodial and maintenance staff for all their hard work this summer getting our school ready for the new school year. It looks AWESOME!!





# Calendar of Events



8/11	Used Uniform Sale 8:30a - 1p	8/27	School Board Meeting in room 115 6:30
8/15	High School Orientation 12-5:30p	8/30	Football vs. Battle Creek St. Philip @ PHS 7p
8/15	PTO Meeting in Room 115 6p	8/30 - 9/2	<b>NO SCHOOL</b> - Labor Day Break
8/21	Open House 5:30-7:00 p.m. @ school	9/3	First Day Preschool - 3 yr. old T/Th am & 4yr. old M-F pm
8/22	First Day of School	9/3	Picture Day - Preschool and grades K-8
8/23	Football scrimmage @ Manistee	9/4	First Day Preschool - 4 yr. old M/W/F
8/25	Protecting God's Children Session in Parish Hall 1p	9/4	Picture Day - Preschool

**Chartwells School Dining Services at St. Patrick School**  
**Lunch Menu August 22-29, 2019**  
**Student Lunch Elementary \$2.60 Middle/High \$2.85 Milk \$.60**

A full student lunch includes a choice of entrée supplying protein and grain, up to two (2) vegetable side dishes, two (2) fruit side dishes, and milk. Milk choices include skim white and skim chocolate.

<b>ELEMENTARY MENU - GRADES K-5</b>				
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
19 <b>No School</b>	20 <b>No School</b>	21 <b>No School</b>	22 <b>Cookie with Lunch</b>	23
			<b>Footlong Hot Dog w/chili</b> Steamed Broccoli <u>Fruit &amp; Veggie Bar</u> Spinach & Romaine Side Salad Cherry Tomatoes Chilled Mixed Fruit Local Apple	<b>Mini Waffles w/ Chicken Tenders</b> Tator Tots <u>Fruit &amp; Veggie Bar</u> Spinach & Romaine Side Salad Broccoli Bites Chilled Pears 100% Juice
26	27	28	29	30
<b>Chicken Nuggets w/ WG Dinner Roll</b> Steamed Broccoli <u>Fruit &amp; Veggie Bar</u> Spinach & Romaine Side Salad Grape Tomatoes Cinnamon Apple Slices Fresh Grapes	<b>Taco Tuesday Beef or Chicken on Soft Shell</b> Refried Beans <u>Fruit &amp; Veggie Bar</u> Spinach & Romaine Side Salad Fresh Red Pepper Strips Rosy Applesauce Fresh Watermelon	<b>Mini Pancakes and Scrambled Eggs</b> Tator Tots <u>Fruit &amp; Veggie Bar</u> Spinach & Romaine Side Salad Cucumber Slices Chilled Pears Local Apple	<b>Spaghetti w/Meatball Marinara &amp; Breadstick</b> Steamed Broccoli <u>Fruit &amp; Veggie Bar</u> Spinach & Romaine Side Salad Fresh Baby Carrots Chilled Peaches Fruited Jello	<b>No School</b>
<b>Alternate Entrees</b> (available with daily hot vegetable offering, your choice[s] from our fruit/vegetable bar, and choice of milk)				
<b>Mondays</b>	<b>Tuesdays</b>	<b>Wednesdays</b>	<b>Thursdays</b>	<b>Fridays</b>
2) French Toast Stix w/ Sausage Links  3) PB&J w/String Cheese, Carrots Sticks, and Bug Bites  4) Chef Salad Turkey/Ham	2) Hot Dog on Bun  3) Yogurt Cup, String Cheese, Blueberry Muffin  4) Chicken Caesar Salad	2) Bosco Cheese Filled Breadstick WG & Pizza Sauce  3) Mini Turkey Sub Fun Meal  4) Chef Salad Turkey/Ham	2) Popcorn Chicken w Dinner Roll WG  3) Yogurt Cup, String Cheese & Cereal  4) Chicken Caesar Salad	2) Hot Dog & WG Bun  3) Cold Nacho Fun Lunch  4) Chef Salad Turkey/Ham
<b>MIDDLE/HIGH SCHOOL MENU (For August 22 - 29)</b>				
<b>Mondays</b>	<b>Tuesdays</b>	<b>Wednesdays</b>	<b>Thursdays</b>	<b>Fridays</b>
Breakfast	Tacos or Nachos	Mashed Potato Bowl Popcorn Chicken	Salad Bar	Pizza

Hot lunch menus can be found on the homepage of the school website.



# 2019-2020 School Calendar

revised 8/6/19

	Mon	Tue	Wed	Thu	Fri
Aug 2019	12	13	14	15	16
	19	20	21	[22	23
	26	27	28	29	30
Sep 2019	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	(20)
	23	24	25	26	27
	30	1	2	3	4
Oct 2019	7	8	9	10	11
	14	15	16	(17)	(18)
	21	22	23	(24)	(25)
	[28	29	30	31	1
Nov 2019	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29
Dec 2019	2	3	4	5	6
	9	10	11	12	(13)
	16	17	(18)	(19)	(20)
	23	24	25	26	27
Jan 2020	30	31	1	2	3
	6	7	8	9	10
	13	14	15	(16)	(17)
	20	[21	22	23	24
Feb 2020	27	28	29	30	31
	3	4	5	6	7
	10	11	12	13	(14)
	17	18	19	20	21
Mar 2020	24	25	26	27	28
	2	3	4	(5)	6
	9	10	11	12	13
	16	17	18	19	(20)
	23	24	25	26	27
Apr 2020	[30	31	1	2	(3)
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
May 2020	27	28	29	30	1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	(21)	(22)
Jun 2020	25	26	27	28	29
	1	2	3	(4)	(5)
	8	9	10	11	12
	15	16	17	18	19

Created with WinCalendar

no school      half day      (no busing)

Notes	
<b>August 2019</b>	
13	Diocesan Back-to-School Celebration at St. Andrew Cathedral
15	High School Orientation
19-21	Staff Professional Development at St. Patrick School
21	Welcome Back Open House
22	First Day of School Grades DK-12 (full day, busing available)
30	No School - Labor Day Break
<b>September 2019</b>	
2	No School - Labor Day Break
3-4	School Picture Day
(20)	no busing at dismissal (PPS AM only)
<b>October 2019</b>	
5	Homecoming
(17)	no busing (PPS not in session)
(18)	no busing (PPS not in session)
(24)	Half Day (7:30-11:25a/8:40-11:40a) · P/T Conferences (12:30-3:30p and 4:30-7:30p) · no busing at dismissal
25	No School - Staff Professional Development / End of First Quarter
<b>November 2019</b>	
15	No School - Opening Day of Firearms Deer Season
27-29	No School - Thanksgiving Break
<b>December 2019</b>	
(13)	no busing at dismissal (PPS AM only)
(18-20)	Middle and High School exam schedule (7:50a-11:00a) · no busing at dismissal gr 6-12
(20)	Half Day - Christmas Break begins (7:50-11:00a/8:40-11:40a) · no busing at dismissal (PPS AM only)
<b>January 2020</b>	
6	School Resumes
(16)	no busing at dismissal (PPS AM only)
(17)	End of First Semester · no busing at dismissal (PPS AM only)
20	No School - Martin Luther King Jr. Day
<b>February 2020</b>	
(14)	Half Day (7:30-11:25a/8:40-11:40a) · Conferences (12:30-4:00 p.m.) · no busing at dismissal (PPS AM only)
17	No School - President's Day/Mid-Winter Break
<b>March 2020</b>	
(5)	no busing at dismissal (PPS AM only)
6	No School - Staff PD
(20)	no busing at dismissal (PPS AM only)
27	End of Third Quarter
<b>April 2020</b>	
(3)	no busing (PPS not in session)
6-10	No School - Spring Break
13	No School - Easter Monday
<b>May 2020</b>	
15	Last Day for Seniors
17	Class of 2020 Graduation Ceremony
(21)	no busing at dismissal (PPS AM only)
(22)	no busing (PPS not in session)
25	No School - Memorial Day
<b>June 2020</b>	
(4)	no busing at dismissal (PPS AM only)
(5)	Half day - Last Day for Students (7:50-11:00a/8:40-11:40a) · no busing (PPS AM only)

- St. Patrick School reserves the right to make calendar changes as necessary.
- This calendar contains 180 days of student instruction and 30 hours of staff development.
- Up to 4 half days are allowed. Diocesan and State of Michigan criteria have been met.
- Inclement weather days beyond statutory limit of 30 instructional hours will be added to the end of the school calendar.

### Daily Schedule

Preschool: 8:30a-11:30a and 12:30p-3:30p  
 (preschool not in session when DK-12 has half day)  
 Grades DK-5: 8:40a-3:45p (lunch 11:50a-12:35p)  
 Grades 6-12: 7:30a-2:20p (lunch 11:07/09a-11:34/36a)  
 Mass KG-8: Thursday at 9:30a  
 Mass 9-12: Wednesday at 9:30a