



WE ARE:  
**GRACE!**

# Family Handbook 2023-24



**ST. JOHN PAUL II CLASSICAL SCHOOL**  
**320 VICTORIA ST. GREEN BAY, WI 54302**  
**920-617-9542**

**[www.sjpclassicalschoolgreenbay.org](http://www.sjpclassicalschoolgreenbay.org)**  
**[www.gracesystem.org](http://www.gracesystem.org)**

*St. John Paul II Classical School strives to help our parents form saints of the new millennium through the Catholic classical tradition.*

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## **HEADMASTER WELCOME**

Dear SJPII Families,

Welcome to St. John Paul II Classical School, the only Catholic classical school in the Green Bay area. It is our joy and mission to deliver to you a truly classical school with a deep commitment to raising saints of the new millennium.

Classical education always seeks what is good, true and beautiful, recognizing that God is truly at the center of everything. Knowing this reality, we model, cultivate and teach those three transcendentals to our littlest ones in Montessori preschool all the way through high school. The beauty of classical education is that we have habits of learning that are time tested, deeply human and fully Catholic. With this knowledge, we accompany parents in the deep learning needed to flourish into the full realized people God has created our students to be.

The teaching methods employed at our school are ones that the Church has used and perfected through the ages, all geared toward bringing our students to sainthood. For example, *Festina Lente*, Make Haste Slowly. We seek mastery and not rushed curriculum chasing. This is not only right in the most practical sense, but honest in anthropology. We are not made for testing performance, we are made for holiness. To that end we work hard to impress Our Lord and not simply to “get good grades.” It is my hope that you are inspired by these principals and trust that all of us can realize the full potential of your children. Thank you for your trust and prayers.

Yours in Christ,

Patrick McKeown  
Headmaster

## **I. REQUIRED RESOURCES**

This Family Handbook includes expectations and practices in place at St. John Paul II Classical School. All practices and expectations are based on Diocesan Board of Education and GRACE School System policies which are the governing authorities of St. John Paul II Classical School. Interpretation of this Handbook is ultimately the responsibility of the school Headmaster and system President.

- **Diocese of Green Bay Board of Education Policies - [LINK HERE](#)**
- **GRACE Family Handbook 2022-23 - [LINK HERE to 2022-23](#) (update coming soon)**

[Introduction](#)

[Our Mission](#)

[Academic Calendar](#)

[Accreditation](#)

[Attendance](#)

[Bullying/Discipline](#)

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[Enrollment Changes](#)

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[Parents as Primary Educators](#)

[Tuition and Fees](#)

[Wellness - Snacks and Celebration Recommendations](#)

- [Daily Classroom Snacks and Holiday Celebrations – Recommended Foods List](#)
- [Birthday Celebrations - Recommended Non-Food Birthday Celebrations](#)

This Handbook is available on our website. The GRACE Family Handbook protocols are linked above.

The School and GRACE School System retains the right to amend the Handbooks for just cause. Parents/Students will be given notification when changes are made.

As completed within the enrollment process, parent(s)/guardians(s) agree to be governed by the St. John Paul II Classical School and GRACE Family Handbooks and understand that it is my/our responsibility to read and comply with all policies contained in the Handbooks and any revisions made to them.

## **II. ENROLLMENT AND TUITION**

### **GRACE ADMISSION PROCEDURE**

GRACE employs the online admission software known as TADS. All student admissions are processed through this system. More information can be found on the GRACE website, or by calling the GRACE admission office at 920-499-7330. All new admissions at SJPII require an interview with the Headmaster.

### **EARLY CHILDHOOD ADMISSIONS**

Students entering into 3-year-old Montessori preschool must be at least 3 years of age by September 1 of the school year. Students entering into 4-year-old Montessori preschool must be at least 4 years of age by September 1 of the school year. All students entering into preschool must be fully potty trained (fully potty trained means going to the bathroom without assistance). If a child turns the appropriate age after September 1, and parents still desire enrollment, please contact the headmaster.

Students entering into 5-year-old kindergarten must be at least 5 years of age by September 1 of the school year.

### **MID-YEAR ENTRY**

Any mid-year entry to a GRACE school must have the approval of the school Headmaster. The Headmaster will generally consult with personnel at the previous school prior to approval. Formal student records will also be requested from the previous school.

### **MID-YEAR GRACE TRANSFERS**

At times, GRACE families request mid-year transfers between GRACE schools due to a variety of reasons. We are happy to provide options for families within our system who select Catholic education as their choice. Often, these transfers may occur due to residence relocation. Transfers between GRACE schools are left to the discretion of the Headmaster of the incoming GRACE school. The Headmaster is encouraged to consult with the GRACE president as needed. However, as a general practice, we do not allow mid-year transfers of GRACE students due to the potential disruption and the impact to the class. Special circumstances can be reviewed and are left to the discretion of the GRACE president.

### **EIGHTH GRADE TRANSFERS**

Eighth grade admissions are generally not permitted without a special exception from the Headmaster. Transfers will be considered in circumstances of geographic relocation and religious conversion. The process for accepting eighth grade transfers may include interviews with prior school principal/teachers, review of grades, and review of the student's cumulative file.

### **HOMESCHOOLING/MILITARY TRANSFERS**

For any students who will be transferring to a GRACE school from a homeschooling or military school environment, they will generally be placed into the grade level that corresponds with their age as of September 1. Special circumstances can be reviewed and are left to the discretion of the Headmaster and the GRACE president. Homeschooling records and/or transcripts will need to be provided before admission is accepted.

### **TUITION**

As a non-profit entity, Catholic schools are dependent upon tuition to meet their contractual obligations for salaries and benefits of staff as well as balance our budgets. Our GRACE schools do not charge the actual cost

to educate a student, therefore every tuition dollar and fundraising dollar matters to help us maintain the operational vitality of our schools.

Families needing tuition assistance are encouraged to apply to the GRACE Financial Aid Program through TADS as we work hard to make Catholic education affordable to all. GRACE offers various installment plans for families to fulfill their financial obligation for the education of their child/ren. In addition, all tuition balances must be paid by the end of the respective academic year.

Additional information may be found on the Tuition and Fees webpage- [LINK HERE](#) and the Tuition Assistance webpage- [LINK HERE](#).

### **III. ABOUT OUR SCHOOL**

#### **MISSION STATEMENT**

St. John Paul II Classical School strives to help parents form saints of the new millennium through the Catholic classical tradition, seeking what is good, true, and beautiful.

#### **SJPII QUICK FACTS**

**Founded:** In 2015 as the GRACE system's newest school and the only Catholic classical school in Green Bay.

**School Name:** Bishop David Ricken named our school after the Saint Pope who made him a bishop.

**Grades Offered:** 3-year-old preschool through 8th grade, with Chesterton Academy offering grades 9-11.

**School Colors:** Blue for Mary, Gold and White for the Papacy

#### **ST. JOHN PAUL II CLASSICAL SCHOOL HISTORY**

The mission of St. John Paul II Classical School began over 150 years ago, when Our Blessed Mother appeared to a young Belgian girl, Adele Brise, just 16 miles outside of the city of Green Bay. Mary instructed Adele to "gather the children in this wild country and teach them what they should know for salvation."

Through the intercession of Our Lady of Good Help, a group of parents found the courage to present the idea of a Catholic classical school to the president of the GRACE system. The entire GRACE board of trustees read, discussed, and listened to presentations about classical education before holding the discussion and decision-making meetings. The vote to support a Catholic classical school was unanimous: the GRACE Trustees approved the proposal for the creation of a Catholic classical school. The recommendation was then presented to the GRACE board of directors, a body which includes Bishop Ricken, the 12th bishop of the Diocese of Green Bay, and the pastors of the 23 supporting parishes, who also endorsed the proposal.

Bishop Ricken was responsible for naming the classical school after the recently canonized St. John Paul II, known for fearlessly and passionately proclaiming the truth of Jesus Christ, for invigorating young people, and for ushering in the New Evangelization. Bishop Ricken also made the decision that SJPII Classical School should be part of the GRACE system rather than a separate /independent institution.

#### **WHAT IS CATHOLIC CLASSICAL EDUCATION?**

Catholic Classical Education is the time-tested form of education begun by the Greeks and Romans and developed through history by the Church. The term "classical education" is not easily defined. One should think of classical education as that sort of education which is most properly suited to the formation of a child toward personal sanctification and full participation in a distinctly Greco-Roman, Judeo-Christian culture. It



immerses a child into the very personal narrative of God and His creation. This education is sustained and perfected by the sacramental life of the Church.

- It is often called **liberal** education as it provides foundational tools of learning and virtuous living that liberate children as fully formed, fully flourishing human beings, free to pursue true happiness as the best version of themselves that God intends.
- It is called **Catholic** because we base our educational philosophy on a thoroughly Catholic understanding of fallen yet redeemed human nature.
- It is called **classical** because it draws on the richness of Western culture and its academic tradition.

The classical curriculum is quite unique, and St. John Paul II Classical School is proud to follow a truly classical curriculum aligned with the traditional **Trivium** model that corresponds with a child's natural stages of development, or three stages of learning. The Trivium model takes this form:

- **Grammar Stage (Preschool-6th grade):** *Learning the grammar of all academic disciplines and absorbing vast amounts of language through memorization, recitation, and song.*
- **Logic Stage (7th-8th grade):** *Acquiring tools of rational thought for analyzing and synthesizing all they have absorbed at the Grammar Stage while continuing to build on what they know.*
- **Rhetoric Stage (9th-12th grade):** *Learning to speak and write eloquently and persuasively.*

## UNPACKING OUR LOGO



The shield shows the crest Pope St. John Paul II chose for his papacy. The letter M stands for Mary, the Mother of God next to the Cross of Christ, showing the pontiff's "total devotion to Jesus through Mary," reflecting his motto, "Totus Tuus," or All yours, Mary.

The three Latin words summarize our vision:

**Scientia (Knowledge):** *All the intellectual disciplines are integrated as a whole, leading the mind to the fullness of Truth, the person of Jesus Christ.*

**Fides (Faith):** *The richness of the Faith animates the entire curriculum, whether it's providing a Catholic perspective of history or nurturing moral imagination through literature.*

**Caritas (Charity):** *The queen virtue that governs and inspires an authentic Catholic culture, a community life rooted in Gospel charity.*

## OFFICE HOURS

The main office is regularly open from 7:30 AM until 3:30 PM on all school days. Summer hours are posted on the GRACE website.

## FACULTY AND STAFF

The faculty and staff of St. John Paul II Classical School can be found on our website by clicking [HERE](#).

## PARENT RESPONSIBILITY

As stated in the Church's *Declaration on Christian Education*, parents' "role as educators is so decisive that scarcely anything can compensate for their failure in it." This recognition of parents as "the primary educators of their children" is further supported in the *Catechism of the Catholic Church* and is at the heart of our philosophy of education. Through a close and cooperative relationship between the school and parents, students will be blessed by the riches of St. John Paul II Classical School. A dedicated Catholic home, working in tandem with a devout Catholic school could, quite rightly, be considered the greatest blessing a child will ever receive.

## IV. SITE ADVISORY COUNCIL (SAC)

### SITE ADVISORY COUNCIL

The Site Advisory Council (SAC) will serve as an important parent and parish member body for feedback and consultation for the headmasters of SJPII/CA, the GRACE system president, and the GRACE Council of Trustees. The Site Advisory Council is composed of parents, teachers, and parish member volunteers. The council's primary responsibility is to meet site-based fundraising requirements. All matters, activities and decisions will be aligned with SJPII's mission statement and vision. The Site Advisory Council is not responsible for direct day-to-day school operations or the final decisions on school or GRACE policy. The structure of the SAC is as follows:

**The Chairperson** implements and leads all initiatives of the SAC, presides over all meetings, and serves as a liaison for the headmaster. The term for this position is for two years.

**The Vice Chair** also serves a two year term and assumes the duties of the chairperson when the chairperson is unavailable. The VC serves as the liaison to the school's parish council and to tuition assistance and stewardship/fundraising committees.

**The Secretary** records the meeting minutes, emails minutes for approval to the committee and then sends approved minutes to SAC president and school website.

**The Treasurer** oversees all deposits into and withdrawals from the school's GRACE fundraising accounts, ensures all payments to GRACE are made on a timely basis, presents at each SAC meeting in writing all monthly and year-to-date summaries of the school's GRACE restricted and unrestricted funds. The fiscal year will run from July 1- June 30.

All SAC members will serve a two year term unless noted. Vacancies will be announced in March to the community. Any SAC member can be nominated for a position within the Executive Council unless their term has been completed. Previous SAC experience is recommended for the chairperson and treasurer positions. New placements will be decided in April at the SAC meeting. New members will attend the May and June SAC meetings before taking office in July.

If you are interested in serving on the SAC, or have any questions, please contact the SAC chairperson at [sjpiisac@gracesystem.org](mailto:sjpiisac@gracesystem.org).

**The SJPII Site Advisory Council for the 2023-2024 school year is as follows:**

**Executive Council:**

Chairperson: Beth Kanning

Vice Chair: OPEN

Secretary: Ethan Smith and  
Jared Saindon

Treasurer: John Helfenberger

Fr. John Girotti (serving as  
priest advisor)

Katherine Longley

Joe Mongin (past chairperson)

Bob O'Donnell (St. Philip  
Parish representative)

Amanda Matczynski (past  
chairperson)

Carrie Zehms

Jennifer Cory

Elizabeth Rankin

Alaina and Jordan Thomas

Kristin Smies

Ben Evans

**Current Members:**

Headmaster Patrick McKeown  
(*ex officio*)

**PARENT VOLUNTEERING**

SJPII does everything possible to keep tuition affordable for families. The true cost of education is much higher than many are able to afford, and so SJPII has a variety of third-source funding (TSF) opportunities throughout the year. Our largest event is the Two Wings Gala, held each year in the spring.

To help keep tuition costs low, SJPII parents are required to work a minimum of 20 Family Fundraising & Service Hours per family each year in support of the school's fundraising events, as well as spiritual, academic and social events. Families are encouraged to share their time and talents with St. John Paul II Classical School. Parents are asked to log these hours on our website by clicking [HERE](#). It is important to log volunteer hours on a weekly basis.

As indicated in the agreement in TADS, families have the option to opt out of these hours. Hours not worked will be billed at a rate stated in the TADS agreement after May 15, 2024.

If a family does choose to opt out completely, an applicable amount will be added to your tuition plan.

**SCRIP**

All families are asked to contribute to third source funding by utilizing the SCRIP program. We ask that each family contribute \$250 in *SCRIP profits* each academic year. After families reach the \$250 goal, 70% of profits go toward tuition relief, 15% goes to St. Patrick's Oratory, and 15% goes to SJPII. No refunds will be provided for families not returning to SJPII. Any questions concerning the SCRIP program can be directed to the SAC President: [sjpiisac@gracesystem.org](mailto:sjpiisac@gracesystem.org).

## **V. HEALTH AND SAFETY**

### **BUILDING SECURITY**

SJPII has one main entrance that is used for visitors, which is labeled as door #6. This door (as well as all other entrances) remains locked during the day. All visitors must check in with the office. The SJPII safety plan is maintained in consultation with the GRACE St. Michael Safety Team.

### **EMERGENCY INFORMATION**

Every family is required to complete the Emergency Contact Form, which can be found via the parent PowerSchool portal. PowerSchool login information is emailed to parents at the start of the school year. The Emergency Contact Form contains important information, including: parent(s)/guardian name(s); current address; home and cell phone numbers; work phone; email address; the name and contact information of a relative or friend who can be contacted if parents are unreachable in the event of an illness or injury; physician's name and phone number; medical alert information. Parents may also include the name of individuals to whom their child(ren) will be released. No other person will be given the right without the parent/guardian's permission.

### **EMERGENCY PROCEDURES**

Procedures for fire drills, tornado drills, bomb threat, hazardous spills, and crisis situations are on file in the office and located in every classroom. Please contact the school administrator with any questions.

### **ILLNESS/INJURY**

Should any child become ill or sustain a significant injury, parents will be contacted immediately. For a child that is ill, parents will be asked to pick up their child early.

### **MEDICATION POLICY**

A medical consent form must be on file for all medication. This applies to all prescription and over-the-counter medications, including cough drops.

- Non-prescription medication must be supplied in the original manufacturer's package, and the package must list the ingredients and recommended therapeutic dosage in a legible format. Written instructions from the parent or guardian are required.
- Prescription medications must be supplied in the original pharmacy-labeled package. The package must list the name of the pupil, name of the prescriber, name of the prescription medication, the dose, the effective date, and the directions in a legible format. Written instructions from the parent or guardian are required.

All medications must be kept in the office and administered by the office. No medication may be kept with a student. The medication permission form is available from the school office or on the school website. It can also be found [HERE](#).

### **SCHOOL CLOSURE INFORMATION**

In the event of inclement weather or any other building emergency (power outage, etc), SJPII utilizes a program that will send an email, text, or phone call to all parents. Note that for inclement weather, SJPII will follow the GRACE system.

## **VIRTUS**

All employees of the Diocese of Green Bay are required to have safe environment training through the VIRTUS program and successfully pass a background check. For any parents who wish to volunteer or chaperone a field trip, they will need to complete this training and successfully complete a background check.

## **VISITORS**

All visitors must be buzzed into the building at door #6, enter the main office, and sign in. For appointments with the headmaster or any other staff member, please call or email ahead of time to schedule.

## **VOLUNTEERS**

SJPII welcomes parent volunteers in our building. There are many opportunities throughout the year for parents to volunteer. Please note that before any parent can volunteer (which includes being a chaperone on a field trip) they must have completed VIRTUS training and successfully passed a background check.

# **VI. SCHOOL LIFE**

## **ACADEMIC CALENDAR**

The most recent version of the 2023-2024 yearly academic calendar can be found [HERE](#).

## **ATHLETIC PROGRAMS**

SJPII partners with Holy Family Catholic school for all athletic programs at this time. Students may participate in flag football, cross country, soccer, volleyball, basketball, tennis and track. Holy Family's athletic director works with the principal in the selection of coaches and the scheduling of games and practice times, and strives to carry out the guidelines for athletics established by the Green Bay Diocesan Department of Total Catholic Education. Holy Family's athletic director can be contacted at [hfsathletics@gracesystem.org](mailto:hfsathletics@gracesystem.org) or at 920-494-1931. The headmaster shall have discretion to deny and/or terminate an individual's participation in athletic programs if said participation is not in the best interest of the other participants or deemed a necessary consequence for failing grades and/or behavior at school.

## **BIRTHDAYS/CLASSROOM CELEBRATIONS**

In an effort to properly celebrate a child's birthday but to be health conscious of the entire class, we ask that parents and students consult the guidelines established by GRACE, which can be found in the GRACE handbook above. Please note that these are suggestions, *not* requirements. The classroom teacher is ultimately responsible for guiding the consumption of treats in their classroom. Parents are asked to be in communication with your child's teacher before sending in any kind of shareable item, whether that be edible or non-edible. This is particularly important, as some classrooms need to be 100% free of certain foods. This is for the safety of all children.

## **BUS TRANSPORTATION**

Any bus transportation is coordinated directly through the GRACE office. For more information, please call 920-499-7330. At this time, SJPII does not offer any kind of bus service.

## **FIELD TRIPS**

SJPII will occasionally take field trips with the entire school or particular grades to enhance the educational experience. Specific information about field trips (including student permission forms) will be sent home at the appropriate times.

## **DAILY SCHEDULE**

|             |   |
|-------------|---|
| 7:55        | <i>School doors open</i>  |
| 8:05        | <i>School doors lock &amp; Tardy Bell rings</i>                       |
| 8:15        | <i>Mass for grades 3rd-8th *all grades attend Mass on Thursdays</i>   |
| 9:45-10:00  | <i>3rd-5th Grade Morning Recess</i>                                   |
| 10:00-10:15 | <i>Kindergarten-2nd Grade Morning Recess</i>                          |
| 11:15-11:35 | <i>3rd - 5th Grade Lunch</i>  |
| 11:40-12:00 | <i>Preschool-2nd Grade Lunch &amp; 3rd-5th Grade Afternoon Recess</i> |
| 12:05-12:25 | <i>6th-8th Grade Lunch &amp; Preschool-2nd Grade Afternoon Recess</i> |
| 12:30-12:50 | <i>6th-8th Grade Afternoon Recess</i>                                 |
| 3:05        | <i>Get Ready Bell</i>   |
| 3:10        | <i>Preschool &amp; Lower Grammar Dismissal</i>                        |
| 3:15        | <i>Upper Grammar &amp; Logic Dismissal</i>                            |

## **HOLY MASS AND OTHER SACRAMENTS**

Mass is offered for the SJPII/CA community everyday at 8:15a.m. at St. Philip Church. Grades 3-8 and all students from CA are required to attend Mass daily. Grades PK-2 are required to attend Mass each Thursday. Mass is considered part of a child's daily attendance, and is integral to building a strong culture within the building. Parents are always welcome to join our community for Mass.

Every effort is made to provide weekly opportunities for confession. Grades 2-8 will rotate as to who goes to confession. Other devotions (stations of the cross, adoration, etc) will happen during certain times of the year.

## **ILLNESS/ABSENCES**

SJPII values attendance. Overall academic performance is negatively impacted by frequent absence or tardiness. The daily classroom experience is essential to success and every student is expected to be a positive participant.

If a child is showing signs of illness, we ask that parents please keep him/her home. This is for the welfare of your child as well as the rest of the individuals at school. Please call the office prior to 8:15 a.m. or email [sjpiioffice@gracesystem.org](mailto:sjpiioffice@gracesystem.org) to notify the school of your child's absence. If your child becomes ill at school, you will be notified to pick up your child as soon as possible. Students may be excused for medical appointments, personal illness, and/or a death in the family. If your child will be leaving for any part of the day due to an appointment, please send a notification to school. It can be a note, a phone call, or an email. Students arriving late, leaving, or returning to school must be excused and/or admitted from the office. Parents planning to take their child out of school for a vacation or an early release should notify the school in advance.

Finally, we recognize that our student absence rate has the potential to be higher during cold and flu season. Of course, we do not want students to fall behind, but also need to give teachers a proper amount of time to put materials together to send home. Therefore, we follow the policy below for sending home any kind of make-up work.

- If a student is absent for 1 day, we will not send any homework home. The child should be focused on getting better and returning to school. Upon returning to school, the child will have at least the amount of time they were absent to make up the work, or as determined by the teacher.
- If a student anticipates being absent for a longer time (more than 2 days), teachers will send materials to the office to be picked up on **the afternoon of the second day of the absence**. A longer absence could be for a quarantine situation or a prolonged illness. We ask that you communicate to the best of your ability with your child's teacher and the school office regarding how long your child might be absent.

## **LUNCH**

SJPII does not currently employ any kind of hot lunch service. Students eat their lunch in three shifts: 3rd-5th Grade from 11:15-11:35, Preschool-2nd Grade from 11:40-12:00, and 6th-8th Grade from 12:05-12:25. The lunchroom supervisor is in the lunchroom at all times.

## **PICK UP AND DROP OFF PROCEDURES**

When dropping off students, parents should enter the parking lot, and drop their children off at the door #6 main entrance. Parents are asked to not accompany their children into the building. Should a student need assistance in carrying a project or snack, parents need to check in at the main office.

For pick up, lower grammar students will be released at 3:10. They will be brought outside by their teacher, and will stand in line with their class. Students will not be released until a parent physically escorts their child back to their vehicle. **PARENTS NEED TO KEEP OTHER CHILDREN IN THEIR VEHICLE OR WITH THEM AT ALL TIMES.** Safety is of utmost importance, and children cannot be running through the parking lot unattended. Upper grammar and logic students will be brought outside in the same fashion at 3:15.

## **PRESENTATION DAYS**

Memorization and recitation are an integral part of classical education. Students spend time in their classes building these strong mental habits in order to further their learning. These skills are showcased to the parent community in a public way. Commonly known as Presentation Days, these events will take place at school in Verbetan Hall.

## **RECESS**

Students in grades K-5 generally have two recesses per day, one in the morning and one during the lunch hour. Grades 6th-8th and preschool only have recess during the lunch hour. During inclement weather, or when the temperature index is below zero, students will stay inside for recess.

## **TARDY**

Students who arrive after the 8:05 a.m. bell are considered tardy, unless they have a valid excuse (such as road conditions, an appointment, health issue, bus schedule, etc.). If your child will be late, please contact the office as soon as possible.

## **VII. COMMUNICATION**

SJPII strives to provide regular and clear communication with all of our families. There are several ways in which we do this.

### **THE ANGELUS**

Our weekly newsletter, The Angelus, is emailed to all families each Wednesday at noon. This newsletter communicates important information about school events and updates.

### **CLASSDOJO**

All teachers use the free app known as Classdojo. This app allows teachers to stay in regular communication with families by sharing pictures, short videos, and other information about events in their classrooms. It also allows for parents and teachers to communicate on a secure texting platform.

### **FACEBOOK**

SJPII uses a Facebook page to help promote school events and other useful information. This page can be accessed by going to <https://www.facebook.com/sjpclassical/>.

### **WEBSITE**

The SJPII website contains much information about the school, as well as major upcoming events. The website can be accessed at <http://www.sjpclassicalschoolgreenbay.org>.

### **PARENT COMMUNICATION WITH FACULTY/STAFF**

We recognize the responsibility of faculty/staff members to demonstrate open and courteous communication with parents. To help school-home relationships and to provide parents an opportunity to help in solving conflicts, the following lines of communications have been established. These follow the principle of subsidiarity, in line with the Catholic Church's social teaching.

A parent or teacher may initiate a conference at any time. However, appointments are to be scheduled for the convenience of both parties. Teachers and students will not ordinarily be called from classrooms during teaching hours to answer calls. However, they will be advised of your call and will forward information to you or you will be told when to expect a return call.

Formal parent/teacher conferences are offered in the fall and spring.

### **PARENT-TEACHER**

Parent(s) first contact the teacher either in writing, email, or leave a message with the school's office stating the concern. The teacher will address your concern and reply either in writing or by a telephone call. The majority of concerns will be resolved in this manner.

### **PARENT-HEADMASTER**

If the concern cannot be resolved with the teacher, you may contact the headmaster during normal business hours at 920-617-9542. If the concern is about a PreK-5th grade student we ask you to consider Miss Rinka as a first point of contact: [jrinka@gracesystem.org](mailto:jrinka@gracesystem.org)



## **PARENT-TEACHER-HEADMASTER**

If the concern cannot be resolved with the headmaster, the headmaster may decide to invite the teacher to join the meeting. It may be appropriate and beneficial to involve the student in the conference.

## **VIII. FORMATION IN WISDOM**

### **GRADE LEVELS AND OFFERINGS**

SJPII offers education for students in 3-year-old preschool through 8th grade, and grades 9-11 in Chesterton Academy for the 2023/2024 school year.

### **3-AND 4-YEAR-OLD MONTESSORI PRESCHOOL**

Montessori education is a scientific method of teaching developed by Dr. Maria Montessori in 1907 with the goal of educating children through direct control of their environment. Her hands-on method is extremely effective, drawing the support of the Church over the course of time. Pope Benedict XV was so impressed with this method that he considered having Catholic schools worldwide follow this model.

The Montessori curriculum is broken down into five basic categories:

- ★ Practical Life: emphasis on motor skills through daily functions
- ★ Sensorial: allows a child to explore their senses and gain pre-math skills
- ★ Cultural: emphasizes the physical world
- ★ Math: allows a child to understand mathematical concepts in a concrete form
- ★ Language: teaches vocabulary, writing, and reading skills

Our 3-and 4-year-old students are able to effectively grow and learn in this beautiful environment. St. John Paul II Classical School is the only school at this time in the Diocese of Green Bay to offer a Catholic-based, Montessori preschool.

Due to the fact that this is a blended classroom of 3-and 4-year-olds, there could be times when siblings who are close in age may be in the same class. While it is generally not advised to have siblings in the same classroom to allow for independent social development, SJPII may admit siblings into the same room. These situations are assessed on a case-by-case basis. However, if the behavior of the siblings becomes something that is overly inhibitive of the classroom, the headmaster may determine that one of the children must be unenrolled.

### **CATECHESIS OF THE GOOD SHEPHERD**

For students in grades preschool-5th, SJPII employs a unique and effective approach to learning the Catholic faith called **Catechesis of the Good Shepherd**. Based on the teaching philosophy of Maria Montessori, this method helps our students grow to love the Catholic faith through abundant hands-on activities, and at the same time, develop fine motor skills and an inner calmness that is truly amazing to observe. This is the primary source of catechesis for students in grades preschool-6th.

To run this program effectively, SJPII has a classroom set aside specifically for these sessions of catechesis. This classroom is known as the Atrium, or prepared environment. More information about the history and structure of the atrium can be found at the U.S. Association of the Catechesis of the Good Shepherd by clicking [HERE](#). The atrium can be summarized as follows:

- ★ The atrium can be compared to a retreat house facilitating recollection and silence.
- ★ The atrium is a place for religious life, for community and worship, not a classroom for instruction.
- ★ The atrium is a place of meaningful work through which the child can have a conversation with God.
- ★ The atrium was the place in the early Church where the catechumens were prepared.

## **CURRICULUM**

SJPII uses the St. Jerome Curriculum as the basis for its curriculum, which can be viewed [HERE](#). However, SJPII has made several adjustments to this curriculum to address the specific needs of our community. The modified curriculum is currently being updated on our website. The traditional methods of instruction (writing, memorization, recitation) play a part in every classroom.

## **STANDARDIZED TESTING**

SJPII does not put a large amount of emphasis on standardized testing. Each teacher's job entails forming the whole soul of each student, and this task cannot be simplified to standardized testing. However, students in upper grammar/logic will take the [CLT](#) and the National Latin Exam in the Spring. These two tests assist teachers at SJPII in making proper adjustments to optimize teaching.

## **SUPPORTIVE CONSULTANT**

Through GRACE's Supportive Consultant program, students who are identified as having a particular educational need will be able to work with the Supportive Consultant to develop a success plan. For more information on the Supportive Consultant program, please click [HERE](#) to read more. Note that SJPII does not participate in the Title I program through Green Bay Public Schools.

## **IX. FORMATION IN VIRTUE**

*-True happiness can be attained only through the cultivation of the virtues that make human life complete.  
-Aristotle*

St. John Paul II Classical School happily incorporates virtue as part of its daily curriculum using the **Disciples of Christ Education in Virtue** program. Developed by the Dominican Sisters of Mary, Mother of the Eucharist, and based on the teachings of St. Thomas Aquinas, it forms children in the habits and dispositions necessary to live as disciples of Christ.

## **MONTHLY VIRTUE**

Each month, SJPII selects a virtue to focus on as a school. We do this at all grade levels, which helps to shape our culture to be one of virtue.

## **STUDENT BEHAVIORAL RESPONSIBILITY:**

*"Act towards young people as a good father who checks his children  
only from a sense of duty when reason and justice clearly require." - ST. JOHN BOSCO*

As a Catholic school, students are taught to follow the example of Jesus Christ, who sets the standard for our human behavior. The term “disciple” comes from the Latin word which means “to learn.” A disciplined student, therefore, is one who tries to learn the good habits conducive to any follower of Christ. Our approach to student discipline instills the virtues of respect for self and others.

Specifically, we center on the cardinal virtues:

***PRUDENCE***

*The first of the cardinal virtues: Knowledge of reality and the realization of the good.*

***JUSTICE***

*The duty owed to others: Keep your promises.*

***FORTITUDE***

*The readiness to endure: Be kind and tenderhearted.*

***TEMPERANCE***

*Moderation and selflessness: Treat each other like you treat your very best friends.*

**\*\*CHARITY\*\***

*The greatest of the three theological virtues: Love one another deeply from the heart.*

## **CELL PHONES/ELECTRONIC DEVICES**

Students at SJPII are not permitted to use cell phones or other electronic devices while at school. A student who is found using a cell phone or other electronic device may have their device confiscated and held securely in the office until a parent is able to pick it up.

## **RECESS POLICIES**

Our students need to be able to play, grow, and socialize while at recess. However, safety and order are still very important to maintain on the playground. Basic recess guidelines for lower grammar students found [HERE](#). These guidelines will be shared with the students at the beginning of each year.

## **DISCIPLINARY POLICIES**

Virtue language is used throughout our school in an effort to promote virtuous behavior of all students. In our lower grammar classrooms (Preschool-3rd grade), the concept of the Virtue Ladder or other corrective action is used by the teacher to foster good behavior. This helps to form strong behavioral practices in the classroom. Teachers will stay in regular communication with parents about any significant concerns when it comes to student behavior.

In our upper grammar and logic classrooms (grades 4-8), SJPII employs a basic merit/demerit/detention structure that follows that of Chesterton Academy. The goal of this system is not only to help encourage discipline, excellence, and virtue but also to prepare our students to enter high school. Demerits are designed to help students in their journey to be truly excellent, and not to cause discouragement.

## **Demerits**

Students will receive a “demerit” from teachers and/or staff for a minor offense. A minor offense is any breach of the rules or policies of the school that is the result of forgetfulness (phy-ed clothes, art shirt, etc), disorganization, or avoidable accident. Examples include, but are not limited to, tardiness to class, uniform violations, and small disruptions in the classroom or common areas. Receiving five demerits results in a detention. Given the minor nature of demerits, they cannot be appealed to the headmaster. Parents will be notified through email each time a demerit is received. Demerits for all students will be reset to 0 at mid term and beginning of the semester.

## **Merits**

Students will receive a merit from teachers and/or staff for exemplifying virtue in a significant way. Receiving 5 merits in a semester will result in an individual reward being administered to the student. Should any classroom receive a cumulative total of 15 merits during a semester, a class reward will be administered. Parents will be notified through email each time a merit is received. Merits for all students will be reset to 0 at the beginning of each semester.

## **Detention**

A more serious breach of the rules will result in a detention. A serious offense is a willful or repeated breach of the rules or policies of the school that is a significant disruption to the learning environment. Examples include, but are not limited to, showing disrespect to any member of the staff, damaging school property, serious classroom disruptions, vulgar language, etc. A detention may be given out at the discretion of individual faculty, headmaster, or will result from the accumulation of five demerits.

For a detention, the student must spend one lunch/recess period with the detention supervisor or headmaster. The student will assist in cleaning, or doing other duties as directed by the detention supervisor or headmaster. Students who receive a detention must serve it at the next possible opportunity *after* the day on which it was received. Parents will be notified when a detention is assigned.

## **Suspension/Expulsion**

In general, GRACE schools’ discipline programs will follow the philosophy of the National Catholic Education Association guidelines, “Discipline in the Catholic School.” The principal, teachers, and staff realize that students learn best in an environment that promotes positive and trusted interactions. Therefore, the discipline process is one that recognizes the dignity of every individual.

### **In-School Suspension:**

The student will spend the entire day or days (no more than two) separated from the rest of the class in a designated area under supervision of the administrator; assigned work to be completed by the end of the day; and the student will be expected to make up missed tests or classwork. The purpose of an in-school suspension is to place disruptive students, for periods of time, in an appropriate, supervised, in-school environment where student learning can continue. Parents/guardians will be notified by the Headmaster of an in-school suspension and a parent/guardian conference will be scheduled.

### **Out-of-School Suspension:**

Suspension, the temporary **prohibition of a student’s attendance at school and school-related activities**, is within the jurisdiction of the administrator(s) at each GRACE school. Suspensions may be recommended by teachers, but may be implemented only by the administrator(s) after a conference with the teacher(s).

There are two general situations that may lead to an out-of-school suspension:

1. When the moral or physical well-being of the student body or staff, or personal or school property, is endangered.
2. When there is a prolonged and open disregard for school authority.

If the administrator(s) determines that a suspension is justified due to a serious violation of school rules, the student may be suspended for no more than five consecutive school days unless the suspension is pending expulsion, in which case it may be for no more than 15 days. The student and parents/guardians must be given notice. The parents/guardians are entitled to be given an explanation of the evidence that the school administrator(s) possesses. A conference must be scheduled between the student, parents/guardians and administrator within five (5) school days following the beginning of the suspension.

Students who receive out-of-school suspension will not be allowed on campus during the time of their suspension or allowed to participate in or attend any school-related activity including all extra-curricular activities. Students will complete a packet of work and must make up all missed classwork, homework, tests and quizzes.

After an out-of-school suspension and prior to the student returning to school, the student may be placed on probation with a behavior contract which is for a limited time. During this time a student must fulfill the terms of the behavior contract or the student faces expulsion.

### **Expulsion:**

Expulsion is the permanent exclusion of a student from a school. Full credit will be given for all work accomplished by the student up to the date of expulsion. Expulsion from GRACE schools begins with suspension by the administrator. This removes the student from school until the proposed expulsion can be reviewed. The administrator notifies in writing the student and parent/guardian of the suspension with the possibility for expulsion and the specific charges. The administrator informs the GRACE president and the chairman of the GRACE Board of Trustees. The administrator shall properly document all expulsion cases including grounds, evidence, record of conferences and final notice. Such documentation shall be maintained in a separate file and apart from the student's permanent record. The student's permanent record shall indicate that the reason for transfer was expulsion. Expulsion must be reported to the GRACE president and the school to which the student transfers. Expulsion from GRACE schools may be permanent, or the school administrator or the executive committee of the GRACE Board of Trustees may set conditions for re-admittance on a case-by-case basis.

### **BULLYING/HARASSMENT**

**See Diocesan Board of Education Policy #5160, #5090 and #5141**

GRACE schools are nurturing communities focused on building a foundation of faith and care for others. We are committed to making our schools safe and caring places for all. We will treat each other with respect, and we will refuse to tolerate bullying in any form at our schools. It is the responsibility of all parents and school staff to model kind actions and words toward and about others. The school strongly promotes a culture of virtue to help guide discipline practices. Each interaction, positive or negative, is viewed as an opportunity to learn and grow.

**Bullying** is deliberate or intentional behavior using words, actions, or electronic communication, intended to cause fear, intimidation or harm. Bullying may be repeated behavior and involves an imbalance of power. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic or family status.

**Cyber-bullying** is bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets as well as communication tools including social media sites, text messages, chat, and websites.

**Harassment** is systematic and/or continued unwanted and annoying actions of one party or a group, including threats and demands.

**Sexting** is the act of sending sexually explicit messages or photographs, primarily between mobile phones. It is a combination of the words sex and texting, where the latter is meant in the wide sense of sending a text possibly with images.

### **Reporting**

Anyone can and should report bullying or harassment. Reports should be made immediately to the adult in charge of supervising the location where the bullying or harassment occurs. Reports may also be made to the homeroom teacher. Reports may be made in person or in writing. Each school employee has the authority to deal with the said behavior. Staff is trained on when to report behavior to the administrator.

In most circumstances, when behavior is reported to the office the following procedures take place: investigation, documentation, and consequences. As each situation is unique, therefore each response is unique. Depending upon the severity of the circumstance, parents may or may not be contacted. Behaviors that are considered bullying or harassment will be documented in the office. Parents or students should not have any expectation of being made aware of the consequences of any student's behavior other than their own child.

## **X. UNIFORM CODE**

### **St John Paul II Classical School UNIFORM POLICY**

**Philosophy:** Our school patron, St. John Paul II left us with a beautiful work, titled *Theology of the Body*. In this he stated, “The body, in fact, and only the body, is capable of making visible what is invisible: the spiritual and the divine.” Thus, at St. John Paul II Classical School, we aim to reflect this ideal in our uniform policy.

Our purpose in establishing a uniform policy is threefold:

1. The school uniform helps distinguish our students.
2. The school uniform reflects our unity of purpose.
3. The school uniform reflects our equality before the Lord, reminding us that we work as members of the Body of Christ, rather than for our own glory.

Coincidentally, a uniform policy produces many advantages, both moral and spiritual:

- A uniform policy encourages modesty, neatness, and humility, not drawing attention to the individual (1 Timothy 2: 9-10).
- A uniform policy recognizes the distinct differences between male and female students (Deuteronomy 22: 5).
- A uniform policy cultivates an atmosphere of order. Thus, the classroom becomes peaceful, polite, and focused. One’s appearance is frequently an indicator of one’s attitude toward doing well.
- A uniform policy removes temptations to judge others based on external things, to become too focused on fashion trends, or to be covetous of the clothing of classmates. (Matthew 6: 25)
- A uniform policy is cost-efficient. Our uniforms are of excellent quality and reasonably priced, so many parents find uniforms to be more cost-effective than maintaining wardrobes of “street clothes” for their children.

We hope that our students will learn to wear their uniforms with joy, while cherishing what they represent to the student body, as well as, the community at large.

**Enforcement:** Our uniform policy is intended to remind students that they have come to school for work. Students should dress in a way to demonstrate their respect for the sacredness of school. Students should be neat, clean and modest. Teachers and staff have the authority to enforce the uniform policy throughout the school. **The Headmaster has the final say on questions regarding the uniform policy.**

## Uniform Vendors and Purchasing

SJPII has online accounts with the vendors below to help facilitate easy purchasing. Uniform tops and bottoms are also available from a variety of other vendors (Kohls, Old navy, etc), assuming that they match the approved SJPII colors and styles.

***LANDS' END*** (www.landsend.com)

To buy online, click the link below:

<https://www.landsend.com/pp/SchoolSearch.html?action=landing&selectedSchoolNum=900173568>

The Preferred School Number for St. John Paul II is **900173568**.

To order by phone, please call 1-800-469-2222 and reference the Preferred School Number 900173568, grade level and gender. The Lands' End team of consultants is available 24/7 for assistance.

***FRENCH TOAST*** (www.frenchtoast.com)

Unfortunately, our French Toast school store has been discontinued. We hope to reestablish our account in the future. Parents are still invited to purchase French Toast uniform items **that match the requirements** listed in our uniform policy via the main French Toast website; but the school logo embroidery is no longer available. Parents are welcome to make use of our logo patches (available through the school office for \$1 each) for French Toast items.

## Logo Patches

All uniform tops (**with the exception of preschool**) must include the SJPII logo. Lands' End offers logo embroidering on all orders. Those who prefer to sew logo patches on at home are welcome to purchase the patches from the SJPII office for \$1 each.



## **SJPII Montessori Preschool UNIFORM POLICY**

**Philosophy:** Though our philosophy (see SJPII School Uniform Philosophy for details) and purpose in establishing a uniform policy remains the same, we realize that it is important for the littlest members of our community to feel comfortable while they work in the Montessori Preschool. Thus, SJPII Montessori Preschool desires to strike a balance between comfort and neatness, freedom and orderliness, uniqueness and uniformity.

**Enforcement:** Our uniform policy is intended to remind students, even the youngest, that they have come to school for work. Students should be neat, clean and modest. The preschool teacher will be gently guiding students toward understanding and appreciating the concept of a uniform.

*Please note: Preschool students do not have a formal dress uniform.*

**MONTESSORI PRESCHOOL (ages 3-4)**  
**DAILY DRESS OPTIONS**

| GIRLS   | BOYS  |
|---|---|
| <p><b><i>Bottoms (logos optional on dresses and jumpers):</i></b></p> <ul style="list-style-type: none"> <li>• Polo dress (navy) <ul style="list-style-type: none"> <li>- Short- or long-sleeved</li> <li>- Biker shorts must be worn under dresses</li> </ul> </li> <li>• Jumper (classic navy plaid)</li> <li>• Pants (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets or sweatpants</li> <li>- Elastic-waist allowed</li> </ul> </li> <li>• Shorts (khaki/navy) <ul style="list-style-type: none"> <li>- Knee length, walking style, no cargo pockets</li> </ul> </li> </ul> <p><b><i>Tops (logos optional):</i></b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved polo (yellow/navy/white)</li> <li>• Short- or long-sleeved oxford or peter pan blouse (blue/white)</li> <li>• Zip-up fleece (navy) *<b>Optional</b></li> <li>• Pullover sweater (navy) *<b>Optional</b></li> <li>• Cardigan (navy/yellow) *<b>Optional</b></li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>• Athletic shoes <ul style="list-style-type: none"> <li>- No light-ups, wheelies</li> </ul> </li> <li>• Dress shoes *<b>Optional</b> <ul style="list-style-type: none"> <li>- Solid navy, black, or brown dress shoes</li> <li>- Closed toe/heel</li> <li>- Heel of 1.5 in or less</li> <li>- No fashion boots</li> </ul> </li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>• Solid navy, white, or black tights</li> <li>• Solid navy, white, or black knee high socks</li> <li>• Solid navy, white, or black “bobby” socks</li> <li>• Solid navy, white, or black leggings</li> </ul> <p><b><i>Hair:</i></b></p> <ul style="list-style-type: none"> <li>• Neat and clean styles</li> <li>• Natural hair color</li> <li>• Accessories must be black, white, navy, or classic navy plaid</li> </ul> | <p><b><i>Bottoms:</i></b></p> <ul style="list-style-type: none"> <li>• Pants (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets or sweatpants</li> <li>- Elastic-waist allowed</li> </ul> </li> <li>• Shorts (khaki/navy) <ul style="list-style-type: none"> <li>- Knee length, walking style, no cargo pockets</li> </ul> </li> </ul> <p><b><i>Tops (logos optional):</i></b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved polo (yellow/navy/white)</li> <li>• Short- or long-sleeved oxford (blue/white)</li> <li>• Zip-up fleece (navy) *<b>Optional</b></li> <li>• Pullover sweater (navy) *<b>Optional</b></li> <li>• Cardigan (navy) *<b>Optional</b></li> <li>• V-neck vest (yellow/navy) *<b>Optional</b></li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>• Athletic shoes <ul style="list-style-type: none"> <li>- No light-ups, wheelies</li> </ul> </li> <li>• Dress shoes *<b>Optional</b> <ul style="list-style-type: none"> <li>- Solid black or brown dress shoes</li> <li>- Closed toe/heel</li> </ul> </li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>• Solid white, navy, or black socks</li> </ul> <p><b><i>Hair:</i></b></p> <ul style="list-style-type: none"> <li>• Hair styles are to be neat, clean, off the shoulder, and above the eyebrows</li> <li>• Natural hair color</li> </ul> <p><b><i>Accessories:</i></b></p> <ul style="list-style-type: none"> <li>• Black or brown belt *<b>Optional</b></li> </ul> |

## LOWER GRAMMAR SCHOOL (K-3rd Grade) —DAILY DRESS OPTIONS

\*\*Please note that shorts, dresses and jumpers should be knee length.\*\*

| GIRLS   | BOYS  |
|---|---|
| <p><b><i>Bottoms: (dresses and jumpers include school logo)</i></b></p> <ul style="list-style-type: none"> <li>• Polo dress (navy, <b>kindergarten-3rd grade</b>) <ul style="list-style-type: none"> <li>- short- or long-sleeved</li> </ul> </li> <li>• Jumper (classic navy plaid)</li> <li>• Pants (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets</li> </ul> </li> <li>• Shorts (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets, knee length</li> </ul> </li> </ul> <p><b><i>Tops (ALL include school logo):</i></b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved polo (yellow/navy/white)</li> <li>• Short- or long-sleeved oxford or peter pan blouse (blue/white)</li> <li>• Cardigan (yellow/navy) <b>*Optional</b></li> <li>• Zip-up fleece (navy) <b>*Optional</b></li> <li>• Pullover sweater (navy) <b>*Optional</b></li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>• Athletic shoes <ul style="list-style-type: none"> <li>- No light-ups, wheelies.</li> </ul> </li> <li>• Dress shoes <ul style="list-style-type: none"> <li>- Solid navy, black, or brown, closed toe/heel, heel of 1.5 in or less. No fashion boots.</li> </ul> </li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>• Solid navy, white, or black tights</li> <li>• Solid navy, white, or black knee high socks</li> <li>• Solid navy, white, or black “bobby” socks</li> <li>• Solid navy, white, or black full-length leggings</li> </ul> <p><b><i>Hair:</i></b></p> <ul style="list-style-type: none"> <li>• Neat and clean styles with natural hair color</li> <li>• Accessories must be black, white, navy, or classic navy plaid</li> </ul> <p><b><i>Accessories:</i></b></p> <ul style="list-style-type: none"> <li>• Cross tie <b>*Optional</b></li> <li>• No smart watches, make-up</li> <li>• Earrings must be small studs/hoops</li> </ul> | <p><b><i>Bottoms:</i></b></p> <ul style="list-style-type: none"> <li>• Shorts (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets, knee length</li> </ul> </li> <li>• Pants (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets</li> </ul> </li> </ul> <p><b><i>Tops (ALL include school logo):</i></b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved polo (yellow/navy/white)</li> <li>• Short- or long-sleeved oxford (blue/white)</li> <li>• Zip-up fleece (navy) <b>*Optional</b></li> <li>• Cardigan (navy) <b>*Optional</b></li> <li>• Pullover sweater (navy) <b>*Optional</b></li> <li>• V-neck vest (yellow/navy) <b>*Optional</b></li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>• Athletic shoes <ul style="list-style-type: none"> <li>- No light-ups, wheelies.</li> </ul> </li> <li>• Dress shoes <ul style="list-style-type: none"> <li>- Solid black or brown dress shoes, closed toe/heel</li> </ul> </li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>• Solid navy, black, or white socks</li> </ul> <p><b><i>Hair:</i></b></p> <ul style="list-style-type: none"> <li>• Hair styles are to be neat, clean, off the shoulder, and above the eyebrows. Also have natural hair color.</li> </ul> <p><b><i>Accessories:</i></b></p> <ul style="list-style-type: none"> <li>• Tie (classic navy plaid/navy) <b>*Optional</b></li> <li>• Black or brown belt <b>*Optional</b></li> <li>• No smart watches</li> </ul> |

## LOWER GRAMMAR SCHOOL (K-3rd Grade) FORMAL DRESS UNIFORM

For special events, it is right that St. John Paul II students have a formal dress uniform in order to show their highest esteem for God, others, and themselves. Special events include Thursday all-school Mass, certain field trips, open houses, performances, and events with community members outside of the school. Students are required to have at least one set of the formal dress uniform to wear on all-school Mass days and other days designated by the school administration. Students may wear the formal dress uniform on regular school days if desired.

| GIRLS   | BOYS  |
|---|---|
| <p><b><i>Bottoms:</i></b></p> <ul style="list-style-type: none"> <li>• Jumper (classic navy plaid)<br/>- Logo included</li> </ul> <p><b><i>Tops (ALL include school logo):</i></b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved collared blouse or oxford (blue/white)</li> <li>• Cardigan (yellow/navy) <b>*Optional</b></li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>• Solid navy, black, or brown dress shoes (Please no athletic shoes.)<br/>- Closed toe/heel, heel of 1.5 in or less</li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>• Solid navy, black or white tights</li> <li>• Solid navy, white, or black knee high socks</li> <li>• Solid navy, white, or black “bobby” socks</li> <li>• Solid navy, white, or black full-length leggings</li> </ul> <p><b><i>Accessories:</i></b></p> <ul style="list-style-type: none"> <li>• Cross tie</li> </ul> <p><b><i>(Hair/accessory policy applies as per daily dress uniform code.)</i></b></p> | <p><b><i>Bottoms:</i></b></p> <ul style="list-style-type: none"> <li>• Pants (navy)<br/>- No cargo pockets</li> </ul> <p><b><i>Tops (ALL include school logo):</i></b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved oxford (blue/white)</li> <li>• Cardigan (navy) <b>*Optional</b></li> <li>• V-neck vest (yellow/navy) <b>*Optional</b></li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>• Solid black or brown dress shoes (Please no athletic shoes.)<br/>- Closed toe/heel</li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>• Solid navy or black socks</li> </ul> <p><b><i>Accessories:</i></b></p> <ul style="list-style-type: none"> <li>• Tie (classic navy plaid/navy)</li> <li>• Black or brown belt</li> </ul> <p><b><i>(Hair policy applies as per daily dress uniform code.)</i></b></p> |

**\*On Thursday all-school Mass days, students may change into athletic shoes after Mass if desired.**

**UPPER GRAMMAR SCHOOL (4th-6th Grade)**  
**DAILY DRESS OPTIONS**

\*\*Please note that shorts and skirts should be knee length.\*\*

| GIRLS  | BOYS   |
|--|--|
| <p><b>Bottoms:</b></p> <ul style="list-style-type: none"> <li>• Skirt, <b>A-line</b> (classic navy plaid/navy/khaki) <ul style="list-style-type: none"> <li>- Knee length</li> </ul> </li> <li>• Pants (khaki/navy)</li> <li>• Shorts (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets, knee length</li> </ul> </li> </ul> <p><b>Tops (ALL include school logo):</b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved polo (yellow/navy/white)</li> <li>• Short- or long-sleeved collared blouse or oxford (blue/white)</li> <li>• Zip-up fleece (navy)*<b>Optional</b></li> <li>• Cardigan (yellow/navy)*<b>Optional</b></li> <li>• Pullover sweater (navy)*<b>Optional</b></li> </ul> <p><b>Shoes:</b></p> <ul style="list-style-type: none"> <li>• Athletic shoes <ul style="list-style-type: none"> <li>- No light-ups, wheelies.</li> </ul> </li> <li>• Dress shoes <ul style="list-style-type: none"> <li>- Solid navy, black or brown, closed toe/heel, heel of 1.5 in or less. - No fashion boots.</li> </ul> </li> </ul> <p><b>Socks:</b></p> <ul style="list-style-type: none"> <li>• Solid navy, white, or black tights</li> <li>• Solid navy, white, or black knee high socks</li> <li>• Solid navy, white, or black “bobby” socks</li> <li>• Solid navy, white, or black full length leggings</li> </ul> <p><b>Hair:</b></p> <ul style="list-style-type: none"> <li>• Neat and clean styles with natural hair color</li> <li>• Accessories must be black, white, navy, or classic navy plaid</li> </ul> <p><b>Accessories:</b></p> <ul style="list-style-type: none"> <li>• Cross tie *<b>Optional</b></li> <li>• No smart watches, make-up</li> <li>• Earrings must be small studs/hoops</li> </ul> | <p><b>Bottoms:</b></p> <ul style="list-style-type: none"> <li>• Shorts (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets, knee length</li> </ul> </li> <li>• Pants (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets</li> </ul> </li> </ul> <p><b>Tops (ALL include school logo):</b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved polo (yellow/navy/white)</li> <li>• Short- or long-sleeved oxford (blue/white)</li> <li>• Zip-up fleece (navy)*<b>Optional</b></li> <li>• Cardigan (navy) *<b>Optional</b></li> <li>• V-neck vest (yellow/navy)*<b>Optional</b></li> <li>• Pullover sweater (navy)*<b>Optional</b></li> </ul> <p><b>Shoes:</b></p> <ul style="list-style-type: none"> <li>• Athletic shoes <ul style="list-style-type: none"> <li>- No light-ups, wheelies.</li> </ul> </li> <li>• Dress shoes <ul style="list-style-type: none"> <li>- Solid black or brown dress shoes, closed toe/heel</li> </ul> </li> </ul> <p><b>Socks:</b></p> <ul style="list-style-type: none"> <li>• Solid navy, black, or white socks</li> </ul> <p><b>Hair:</b></p> <ul style="list-style-type: none"> <li>• Hair styles are to be neat, clean, off the shoulder, and above the eyebrows. Also have natural hair color.</li> </ul> <p><b>Accessories:</b></p> <ul style="list-style-type: none"> <li>• Tie (classic navy plaid/navy) *<b>Optional</b></li> <li>• Black or brown belt *<b>Optional</b></li> <li>• No smart watches</li> </ul> |

## UPPER GRAMMAR SCHOOL (4th-6th Grade) FORMAL DRESS UNIFORM

For special events, it is right that St. John Paul II students have a formal dress uniform in order to show their highest esteem for God, others, and themselves. Special events include Thursday all-school Mass, certain field trips, open houses, performances, and events with community members outside of the school. Students are required to have at least one set of the formal dress uniform to wear on all-school Mass days and other days designated by the school administration. Students may wear the formal dress uniform on regular school days if desired.

| GIRLS  | BOYS   |
|--|--|
| <p><b><i>Bottoms:</i></b></p> <ul style="list-style-type: none"> <li>● Skirt, <b>A-line</b> (classic navy plaid)<br/>- Knee length</li> </ul> <p><b><i>Tops (ALL include school logo):</i></b></p> <ul style="list-style-type: none"> <li>● Short- or long-sleeved collared blouse or oxford (blue/white)</li> <li>● Cardigan (yellow/navy) <b>*Optional</b></li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>● Solid navy, black, or brown dress shoes (Please no athletic shoes.) <ul style="list-style-type: none"> <li>- Closed toe/heel</li> <li>- Heel of 1.5 in or less</li> </ul> </li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>● Solid navy, white, or black tights</li> <li>● Solid navy, white, or black knee high socks</li> <li>● Solid navy, white, or black “bobby” socks</li> <li>● Solid navy, white, or black full-length leggings</li> </ul> <p><b><i>Accessories:</i></b></p> <ul style="list-style-type: none"> <li>● Cross tie</li> </ul> <p><i>(Hair/accessory policy applies as per daily dress uniform code.)</i></p> | <p><b><i>Bottoms:</i></b></p> <ul style="list-style-type: none"> <li>● Pants (navy)<br/>- No cargo pockets</li> </ul> <p><b><i>Tops (ALL include school logo):</i></b></p> <ul style="list-style-type: none"> <li>● Short- or long-sleeved oxford (blue/white) <ul style="list-style-type: none"> <li>○ <b>Shirts must stay tucked in while in the building</b></li> </ul> </li> <li>● Cardigan (navy) <b>*Optional</b></li> <li>● V-neck vest (yellow/navy) <b>*Optional</b></li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>● Solid black or brown dress shoes (Please no athletic shoes.)<br/>- Closed toe/heel</li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>● Solid navy or black socks</li> </ul> <p><b><i>Accessories:</i></b></p> <ul style="list-style-type: none"> <li>● Tie (classic navy plaid/navy) <ul style="list-style-type: none"> <li>○ <b>Tie must always be on and worn properly when in the building</b></li> </ul> </li> <li>● Black or brown belt</li> </ul> <p><i>(Hair policy applies as per daily dress uniform code.)</i></p> |

**\*On Thursday all-school Mass days, students may change into athletic shoes after Mass if desired.**

## LOGIC SCHOOL (7th-8th Grade)—DAILY DRESS OPTIONS

\*\*Please note that shorts and skirts should be knee length.\*\*

| GIRLS  | BOYS  |
|--|---|
| <p><b>Bottoms:</b></p> <ul style="list-style-type: none"> <li>• Skirt, <b>A-line</b> (classic navy plaid/navy/khaki) <ul style="list-style-type: none"> <li>- Knee length</li> </ul> </li> <li>• Pants (khaki/navy)</li> <li>• Shorts (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets, knee length</li> </ul> </li> </ul> <p><b>Tops (ALL include school logo):</b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved polo (yellow/navy/white)</li> <li>• Short- or long-sleeved collared blouse or oxford (blue/white)</li> <li>• Blazer (navy) <b>*Optional</b></li> <li>• Zip-up fleece (navy) <b>*Optional</b></li> <li>• Cardigan (yellow/navy) <b>*Optional</b></li> <li>• Pullover sweater (navy) <b>*Optional</b></li> </ul> <p><b>Shoes:</b></p> <ul style="list-style-type: none"> <li>• Athletic shoes <ul style="list-style-type: none"> <li>- No light-ups, wheelies.</li> </ul> </li> <li>• Dress shoes <ul style="list-style-type: none"> <li>- Solid navy, black, or brown, closed toe/heel, heel of 1.5 in or less. No fashion boots.</li> </ul> </li> </ul> <p><b>Socks:</b></p> <ul style="list-style-type: none"> <li>• Solid navy, white, or black tights</li> <li>• Solid navy, white, or black knee high socks</li> <li>• Solid navy, white, or black “bobby” socks</li> <li>• Solid navy, white, or black full-length leggings</li> </ul> <p><b>Hair:</b></p> <ul style="list-style-type: none"> <li>• Neat and clean styles with natural hair color</li> <li>• Accessories must be black, white, navy, or classic navy plaid</li> </ul> <p><b>Nails:</b></p> <ul style="list-style-type: none"> <li>• Muted tones only, no bright or distracting colors.</li> </ul> <p><b>Accessories:</b></p> <ul style="list-style-type: none"> <li>• Cross tie <b>*Optional</b></li> <li>• No smart watches, make-up</li> <li>• Earrings must be small studs/hoops</li> </ul> | <p><b>Bottoms:</b></p> <ul style="list-style-type: none"> <li>• Shorts (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets</li> </ul> </li> <li>• Pants (khaki/navy) <ul style="list-style-type: none"> <li>- No cargo pockets</li> </ul> </li> </ul> <p><b>Tops (ALL include school logo):</b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved polo (yellow/navy/white)</li> <li>• Short- or long-sleeved oxford (blue/white)</li> <li>• Zip-up fleece (navy) <b>*Optional</b></li> <li>• Blazer (navy) <b>*Optional</b></li> <li>• Cardigan (navy) <b>*Optional</b></li> <li>• V-neck vest (yellow/navy) <b>*Optional</b></li> <li>• Pullover sweater (navy) <b>*Optional</b></li> </ul> <p><b>Shoes:</b></p> <ul style="list-style-type: none"> <li>• Athletic shoes <ul style="list-style-type: none"> <li>- No light-ups, wheelies.</li> </ul> </li> <li>• Dress shoes <ul style="list-style-type: none"> <li>- Solid black or brown dress shoes, closed toe/heel</li> </ul> </li> </ul> <p><b>Socks:</b></p> <ul style="list-style-type: none"> <li>• Solid navy, white, or black socks</li> </ul> <p><b>Hair:</b></p> <ul style="list-style-type: none"> <li>• Hair styles are to be neat, clean, off the shoulder, and above the eyebrows. Also have natural hair color.</li> </ul> <p><b>Accessories:</b></p> <ul style="list-style-type: none"> <li>• Tie (classic navy plaid/navy) <b>*Optional</b></li> <li>• Black or brown belt</li> <li>• No smart watches</li> </ul> |

## LOGIC SCHOOL (7th-8th Grade) FORMAL DRESS UNIFORM

For special events, it is right that St. John Paul II students have a formal dress uniform in order to show their highest esteem for God, others, and themselves. Special events include Thursday all-school Mass, certain field trips, open houses, performances, and events with community members outside of the school. Students are required to have at least one set of the formal dress uniform to wear on all-school Mass days and other days designated by the school administration. Students may wear the formal dress uniform on regular school days if desired.

| GIRLS  | BOYS   |
|--|--|
| <p><b>Bottoms:</b></p> <ul style="list-style-type: none"> <li>• Skirt, <b>A-line</b> (classic navy plaid)</li> </ul> <p><b>Tops (ALL include school logo):</b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved collared blouse or oxford (blue/white)</li> <li>• Cardigan (yellow/navy) <b>*Optional</b></li> <li>• Blazer (navy) <b>*Optional</b></li> </ul> <p><b>Shoes:</b></p> <ul style="list-style-type: none"> <li>• Solid navy, black, or brown dress shoes (Please no athletic shoes.)<br/>- Closed toe/heel, heel of 1.5 in or less</li> </ul> <p><b>Socks:</b></p> <ul style="list-style-type: none"> <li>• Solid navy, white, or black tights</li> <li>• Solid navy, white, or black knee high socks</li> <li>• Solid navy, white, or black “bobby” socks</li> <li>• Solid navy, white, or black full-length leggings</li> </ul> <p><b>Accessories:</b></p> <ul style="list-style-type: none"> <li>• Cross tie</li> </ul> <p><b>Nails:</b></p> <ul style="list-style-type: none"> <li>• Muted tones only, no bright or distracting colors.</li> </ul> <p><i>(Hair/accessory policy applies as per daily dress uniform code.)</i></p> | <p><b>Bottoms:</b></p> <ul style="list-style-type: none"> <li>• Pants (navy)<br/>- No cargo pockets</li> </ul> <p><b>Tops (ALL include school logo):</b></p> <ul style="list-style-type: none"> <li>• Short- or long-sleeved oxford (blue/white) <ul style="list-style-type: none"> <li>◦ <b>Shirt must stay tucked in while in the building</b></li> </ul> </li> <li>• Cardigan (navy) <b>*Optional</b></li> <li>• V-neck vest (yellow/navy) <b>*Optional</b></li> <li>• Blazer (navy) <b>*Optional</b></li> </ul> <p><b>Shoes:</b></p> <ul style="list-style-type: none"> <li>• Solid black or brown dress shoes (Please no athletic shoes.)<br/>- Closed toe/heel</li> </ul> <p><b>Socks:</b></p> <ul style="list-style-type: none"> <li>• Solid navy or black socks</li> </ul> <p><b>Accessories:</b></p> <ul style="list-style-type: none"> <li>• Tie (classic navy plaid/navy) <ul style="list-style-type: none"> <li>◦ <b>Tie must always be on and worn properly when in the building</b></li> </ul> </li> <li>• Black or brown belt</li> </ul> <p><i>(Hair policy applies as per daily dress uniform code.)</i></p> |

**\*On Thursday all-school Mass days, students may change into athletic shoes after Mass if desired.**



## PHYSICAL EDUCATION UNIFORM

### 5th-8th Grade

To further distinguish SJPII students and to ease the burden on parents, a uniform for physical education classes is required. **Note that extra, clean P.E. clothes will be provided to students who do not have them. Younger students (preK-4th) may wear their regular daily uniforms for P.E. classes.**

#### BOYS AND GIRLS

##### ***Bottoms:***

- Black athletic shorts, capris, or long pants
  - No yoga pants
  - Shorts must fit modestly (bermuda length/basketball shorts)

##### ***Tops:***

- Any plain gray, black, white, or blue T-shirt

##### ***Shoes:***

- Standard athletic shoes
  - **Purchasing an extra pair of athletic shoes is unnecessary. Daily athletic shoes are acceptable for phy-ed.**

##### ***Socks:***

- Navy, white, or black socks

##### ***Accessories:***

- Phy-ed clothes must be stored in a small tote/bag (a style that can be hung on a hook).

##### ***Hair (Girls):***

- Hair must be worn away from face
- Only “soft” headbands and elastic bands

## SPIRIT WEAR

The school administration may designate special days on which spirit wear may be worn by SJPII students.

| GIRLS  | BOYS  |
|--|---|
| <p><b><i>Bottoms:</i></b></p> <ul style="list-style-type: none"> <li>• Jeans (For outdoor events)</li> <li>- No rips, modest fit (no skinny jeans)</li> </ul> <p><b><i>Tops:</i></b></p> <ul style="list-style-type: none"> <li>• Any SJPII tops (such as school spirit store items, Walk for Virtue T-shirt, sweatshirt, etc)</li> <li>• Any Christian wear (T-shirt, sweatshirt, etc.)</li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>• Casual footwear</li> <li>- No light-ups, wheelies</li> <li>- Closed toe/heel</li> <li>- No fashion boots or sandals</li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>• Navy, white or black socks</li> </ul> <p><b><i>(Hair/accessory policy applies as per daily dress uniform code.)</i></b></p> | <p><b><i>Bottoms:</i></b></p> <ul style="list-style-type: none"> <li>• Jeans (For outdoor events)</li> <li>- No rips, cargo pockets</li> </ul> <p><b><i>Tops:</i></b></p> <ul style="list-style-type: none"> <li>• Any SJPII tops (such as school spirit store items, Walk for Virtue T-shirt, sweatshirt, etc)</li> <li>• Any Christian wear (T-shirt, sweatshirt, etc.)</li> </ul> <p><b><i>Shoes:</i></b></p> <ul style="list-style-type: none"> <li>• Casual footwear</li> <li>- No light-ups, wheelies</li> <li>- Closed toe/heel</li> </ul> <p><b><i>Socks:</i></b></p> <ul style="list-style-type: none"> <li>• Navy, white, or black socks</li> </ul> <p><b><i>(Hair policy applies as per daily dress uniform code.)</i></b></p> |