

St. Bruno School Parent-Student Handbook and Policies Agreement Form

We, the pastor, administration, faculty, and staff of St. Bruno Catholic School, welcome you to our school community, which is firmly committed to providing a quality Catholic education for your child. The success of our school community demands the commitment and dedication of the administration, staff, and parents to the philosophy and goals of the school. Thus, we ask you to read the following Agreement and to sign it as an indication of your acceptance of your obligations to the school community.

1. We understand the school is a Catholic, parochial school under the jurisdiction of the Archdiocese of Los Angeles. We accept, therefore:
 - a. That the pastor of the parish is the ex-officio chief administrative officer of the school who carries out Archdiocesan policy and determines policies appropriate to the needs of the school, and that the school principal is responsible for the immediate direction and supervision of the school program.

2. We understand that certain responsibilities require our continuous support if the school is to achieve its goals. We agree, therefore,
 - a. To participate at Mass at least weekly and to regularly participate in the sacraments and parish activities so that our children may have a sense of the importance of their faith commitment and community in their lives.
 - b. To participate in the religion program, sacramental preparation program, and related activities in order to make the teaching of religion a reality in the lives of our children.
 - c. To encourage our children to learn by providing the environment, space, and time suitable for home study.
 - d. To abide by all school and Archdiocesan policies and regulations and to positively accept all disciplinary actions for non-compliance with these policies and regulations.
 - e. To communicate respectfully with all school personnel at all times and to communicate to our child/ren our positive support of school personnel and policies. When concerns arise, we will:
 - As the first step, request a meeting with our child's teacher. Meetings will be held in a classroom or suitable meeting room. (We will refrain from stopping teachers on the yard for spontaneous meetings. We will also refrain from trying to meet with teachers when they are posted in their classroom doorways during morning student arrival time.)
 - If we are not satisfied with the outcome of the meeting with the teacher, we will request an appointment with the principal to discuss our concerns. The principal will invite the teacher to attend the meeting.
 - If we are not satisfied with the outcome of the meeting with the principal and teacher, we will request a meeting with the pastor. The pastor will invite the principal and the teacher to join the meeting.
 - f. To promptly complete and return all forms and records necessary to comply with school, Archdiocesan, and state regulations.
 - g. To attend all General Parent Meetings/conference requests which occur during the school year.

3. We understand that tuition and fees cover only a part of the total costs of providing education at St. Bruno Catholic School. We agree, therefore,
 - a. To make regular and prompt payment of tuition and fees by the scheduled due dates and to assist the fundraising efforts of the school by assuming the following responsibilities:
 - Purchase SCRIP or E-SCRIP in an amount which generates \$500 profit per family for the school annually (completed by May 24th) or pay a \$550 buyout fee.
 - Participate in Bingo by working the required 4 nights for a minimum of twenty (20) hours or be billed \$100 per hour for each unserved hour, and providing a dessert on 2 Bingo nights.
 - Participate in the annual Fish Fry fundraiser by working a minimum of ten (10) service hours or be billed \$100 per hour for each unserved hour, purchasing at least eight (8) meals and providing desserts and water/soft drinks on 2 nights according to the classroom schedules.
 - Participate in the annual Parish Carnival by working a minimum of five (5) service hours or be billed \$100 per hour for each unserved hour.
 - Participate in the annual Tiger Olympics by donating at least \$50 for each of our children.
 - Participate in and support any additional fundraisers that are deemed necessary to support the program expenses and capital expenses of the school.

- c. To devote a minimum of 10 service hours to the school between September and January, and an additional 10 hours between January and June. Unfulfilled service hours will be billed at a rate of \$20 per hour.
- d. To abide by the decision of the pastor should our circumstances lead us to request exemption from all or part of our obligations.

Code of Christian Conduct for Students and Parents/Guardians in the Archdiocese of Los Angeles

It shall be an express condition of enrollment that the students and parents/guardians shall conform themselves to standards of conduct that are consistent with the Christian principles of the school, as determined by the school in its discretion. These principles include, but are not limited to, any policies or procedures set forth in any student/parent handbook of the school.

These Christian principles further include, but are not limited to, the following:

- Parents/guardians are expected to work courteously and cooperatively with the school to assist the student in meeting the academic, moral, and behavioral expectations of the school.
- Students and parents/guardians may respectfully express their concerns about the school operation and its personnel. However, they may not do so in a manner that is discourteous, scandalous, rumor driven, disruptive, threatening, hostile, or divisive.
- Posting inappropriate comments about the school, its personnel or its students on the Internet, via email, or any other public posting constitutes a violation of the Code of Christian Conduct, and the school reserves the right in such cases to ask parents to withdraw their children from the school.
- Any parent/guardian or other person whose conduct in a place where a school employee is required to be in the course of his/her duties materially disrupts class work or extracurricular activities or involves substantial disorder is guilty of a misdemeanor. This statement does not apply to any otherwise lawful employee concerted activity, including but not limited to, picketing and the distribution of handbills.
- Any parent/guardian, or other person who insults or abuses the principal or any teacher in the presence of other school personnel, students or parents and at a place which is on school premises or public sidewalks, streets, or other public ways adjacent to school premises or at some other place if the principal or teacher is required to be at such other place in connection with assigned school activities, or via Internet, risks the continuation of their child in the school.
- These expectations for students and parents/guardians include, but are not limited to; all school-sponsored programs and events (e.g., extended care, athletics, field trips, fundraisers, etc.).

The school reserves the right to determine, in its discretion, when conduct is of such a severe nature as to warrant immediate action without warning.

Acceptance of Parent-Student Handbook

Our family has read the current St. Bruno Catholic School Parent-Student Handbook. We are aware of, understand, and agree to follow the policies and procedures stated above and in the Handbook. We acknowledge that the school has the right to amend the Handbook during the school year as needed and we agree to follow the policies and procedures as may be added or amended. We understand that we may be asked to withdraw our child/ren from the school, or our child/ren may not be invited to return the following year, if we fail to fulfill our responsibilities under the Handbook with any additions and amendments that may be made.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Print student names and grades:

Student's First and Last Name _____ Grade _____

Student's First and Last Name _____ Grade _____

Student's First and Last Name _____ Grade _____

Student's First and Last Name _____ Grade _____

Please return this signed form promptly to the School Office.