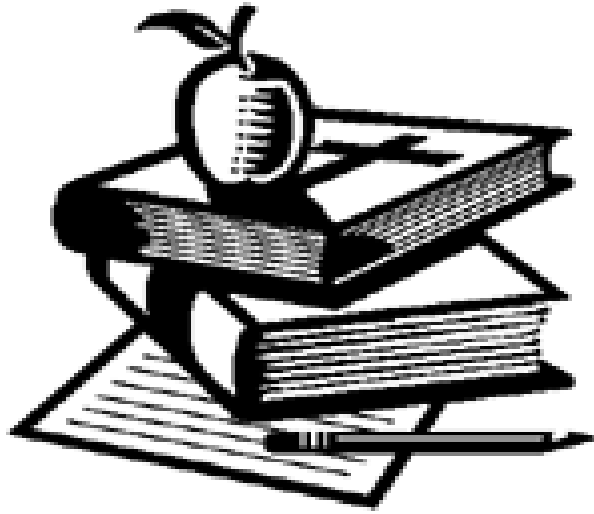


Blessed be God!

St. Mary's School

700 S. Waterman Ave., El Centro, California
Phone (760) 352-7285



2019-2020



VERITAS

FROM THE PRINCIPAL

Saint Mary's is a Catholic School with a long tradition. Christ is the supreme teacher in any Catholic School. He offers us an invitation to join his school when he says: 'Learn from me'. In the first chapter of his Gospel St. John tells us that Jesus was beside the sea of Galilee with two of his disciples. On seeing Jesus, John said to them: 'Behold the Lamb of God.' This prompted John's two companions to begin their journey of discipleship. Following Jesus hesitantly at first they asked him: 'Teacher where you dwell?' Jesus answered: 'Come and you will see.'

The desire to learn is the mark of a disciple. The Lord's students learn on the way. Hearing and loving characterize this process. In order to love we must first hear, then we must love what we hear, this in turn brings us to act rightly in imitation of Christ our Teacher. Our understanding is partial to begin with, but grows over time as our minds and hearts are opened and our imaginations broadened.

We grow in knowledge in three ways: by way of discovery, by way of revelation and by way of instruction. We encourage our students to explore so that they learn from the things we investigate. Our students learn from the natural world created by God and develop that knowledge through science and experiment. Revelation brings us to learn from God as we come face to face with it through the Mass, through prayer and through the study of our faith, finally we learn by instruction. Through trusting our teachers to tell us the truth we develop our minds. Our intelligence is the way we resemble the creator most closely. Jesus taught by 'word and example'. In our school we follow the same pathway. We endeavor to believe what we teach, teach what we believe and practice what we teach. Saint Mary's is a family, we care for each other we support each other, and we lead each other in the way of all truth.

When the disciples heard John the Baptist say: 'Behold the Lamb of God.' They left him and followed Jesus. The role of the teacher is similar to that of John the Baptist, the last of the prophets. Teachers in a Catholic school wish their students to follow Jesus. They are signposts on the way and not the end of the journey themselves. Every good teacher wants their students to surpass them some

day. All human wisdom is founded in the supreme Wisdom that is Jesus himself. At the end of that first day in John's Gospel Andrew found Nathaniel and said to him: 'we have found the Messiah.' This is the purpose of Catholic education and of Saint Mary's School. We welcome you to our Family of Faith whose code of conduct is laid out in this handbook.

As you enroll your children at St. Mary's, we would like to remind you that you are committing them to a Catholic education as defined within this handbook. This commitment involves a certain disciplines and behavior in both parents and students.

*The Revd. Dr. Allan White O.P.
Principal of Saint Mary's School.*

SCHOOL PHILOSOPHY, SPIRITUALITY AND MISSION

Now this is eternal life, that they may know You, the only true God, and Jesus Christ, whom You have sent. (Jn.17.3). Catholic schools are not simply agents of instruction designed to equip students with the knowledge that will enable them to resist the assaults of the world, they are places of encounter. Schools are where we learn the discipline of academic life and the mastery of the human sciences. Catholic schools are not only concerned with the communication of human wisdom but with learning that 'sits by God's throne' (Wisd.9:4). Catholic schools function at two levels both of which influence and interpenetrate the other. Academic integrity is prized, since it is in our intelligence that we resemble most closely our Creator, but the Wisdom that Christ teaches is to bring us to our final destiny where we shall know, we shall love, and we shall rest. Catholic schools are focused on the mystery of God. In coming to glimpse that mystery the mystery of our own existence is disclosed to us. The process of education leads us from what we know, by what we know to what we know not. Catholic schools are to provide the context in which the confines of our human existence can be expanded and stretched to reach its fullest expression: conformity with Christ who shows us what it is to be truly human. In the Catholic theological tradition the word 'science' in an educational context is not only understood in a conventionally academic sense but as describing a

direct, experiential type of knowledge, which is gained through contact and touch. The ‘science’ Catholic schools endeavor to communicate is passed on in a living, believing, sacramental community, which provides the atmosphere and means by which the new life of grace may take root and flourish. Ultimately, every Catholic school is a school of charity in which Christ may be learned (Eph. 4:20).

ADMINISTRATION

Saint Mary’s School is a parochial school owned by Saint Mary’s Parish, El Centro. The Board of Administration consists of the Pastor of Saint Mary’s Parish, the Principal, the Business Manager and the Office Manager. The Board meets weekly to consider and regulate the life of the school.

FACULTY

St. Mary’s faculty of teachers shares in the richness of our Catholic life and are motivated by the love of God and dedicated to serving truth, wisdom and integrity of mind and heart, in themselves and their students.

ST. MARY’S SCHOOL HISTORY

St. Mary’s Parish was officially established in El Centro, California in 1907, although Monsignor H. Eummelin, had been serving parishioners since 1902. Fifty years later, in 1957, St. Mary’s School was built across town on a 12 acre site at Heil and Waterman Avenue under the guidance of the pastor of St. Mary’s Parish, Father Di Cristina. Together with parishioners Fr di Cristina worked tirelessly to build a school to provide the parish children with a Catholic education. The school and convent were built thanks to the collaborative efforts and energetic support of many parishioners. They not only gave of their time, but also of their financial resources. Many farmers and local businessmen supplied their workers for painting, landscaping, plumbing projects, and construction. Local farmers donated their produce to Father Di Cristina, who then sold the produce using the money raised to defray the cost of construction of the school and convent. Many of the farmers were not Catholic, yet they were willing to help their fellow farmers realize their dream of providing their children with a Catholic

school. During this time the agricultural industry was the main source of employment and income in the Imperial Valley. The student population reflected the ethnicity of the parish. The dominance of agriculture as the main industry, together with a certain ‘segregation’ mentality of the culture, was expressed in the majority of the students being ‘Anglo’. Later on, children from other areas of the Imperial Valley enrolled in St. Mary’s School after the unfortunate closure of St. Joseph’s School in Holtville.

The first Religious Sisters to live and teach at St. Mary’s School were the Sisters of the Providence of the Immaculate Conception from 1957 to 1962. Initially grades were combined due to the lack of classrooms. The classes consisted of two grades. The combined groups were first and second, third and fourth, fifth and sixth, and seventh and eighth grade. From 1962 to 1969 the community of Sisters of the Reparation of the Sacred Wounds of Jesus served the school and parish. This congregation eventually withdrew from Saint Mary’s due to difficulties of the desert climate. By this time, the school enrollment had grown to approximately two hundred students. The pastor and advisory board were concerned that the departure of the Sisters would force the school to close. A member of the advisory board, Mr. Stan Mitosinka, and the then pastor, Father O’Callaghan, went to Guadalajara, Mexico, where they spoke with the General Superior of the Sister Servants of the Blessed Sacrament (SJS). Members of this community were already serving in a Catholic school in Calexico, California 12 miles south of El Centro. The General Superior sent four Sisters to El Centro to administer and teach at St. Mary’s School. The SJS Sisters also hired lay teachers to complete the faculty.

The school has been blessed with extraordinary pastors with excellent administrative skills and vision. Fr. Di Cristina saw the need for Catholic education and laid the foundation for the future. Fr. O’Callaghan was instrumental in bringing the Sister Servants of the Blessed Sacrament to the school and parish community. The Sisters withdrew from the school in 2019.

Monsignor Thomas J. Vidra, after thirty-three years of dedicated service, left behind a tremendous legacy. He was instrumental in the building of a

new church on the original twelve acres purchased by the visionary, Fr. Di Cristina. Monsignor Vidra also added to the campus site a new computer lab, library, and an administration office. His final contribution was the construction of a parish center, which includes a state of the art science lab, a gymnasium, locker rooms, conference rooms, a music room, a senior citizens' room, storage, and a kitchen facility. St. Mary's School is privileged to use the parish center as needed.

St. Mary's School is a testimony to Our Lord in thanksgiving for all the blessings received from Him. This legacy is a reflection of the dedication and loving diligence of the parish community.

WCEA / WASC ACCREDITATION

St. Mary's School is accredited by the Western Catholic Educational Association (W.C.E.A.) and the Western Association of Schools and Colleges (W.A.S.C.). Every six years, the school community evaluates and revises the work done. This evaluation is called a "self-study". After this self-study, an outside team of teachers and experts arrive at the school to review the self-study. They visit the classrooms and interview students, parents and teachers. They look at evidence to see that the school is performing as stated. Before they leave they submit their evaluation of the school including recommendations for improvement.

The Western Association of Schools and Colleges (WASC) awarded St. Mary's School a six-year term of accreditation in the summer of 2019 with a one day mid-term visit; to be accredited again in 2025. St. Mary's School is also an active member of the Western Catholic Educational Association (WCEA).

PERSONNEL

ADMINISTRATION

Chief Administrator	Fr. Mark Edney
Rector	
Principal	Fr. Allan White, O.P.

FACULTY

Preschool	Ms. Jennifer Ramirez
Preschool	Mrs. Nydia Garcia
Preschool Aide	Mrs. Mariana Fletes
Kindergarten	Ms. Adrienne Newman
First Grade	Miss Lisa Arevalo
Second Grade	Mrs. Alicia Calles
Third Grade	Mr. Fernando Caloca

Fourth Grade	Mr. Kevin Rodriquez
Fifth Grade	Mr. Gonzalo Estrada
Sixth Grade Homeroom	Mrs. Marcia Valenzuela
Seventh Grade Homeroom	Mr. Marcos Pacheco
Eighth Grade Homeroom	Mrs. Cecilia Teran
Music (1st- 3rd)	Mr. Francisco Cabrera
Music (4th-8th)	Mr. Richard Colunga
Computers	
Physical Ed. (Kn -8th)	Andres Ramirez
Athletic Coordinator	Omar Vega
Learning Center	

STAFF

Business Manager	Miss Sylvia Marroquin
Office Manager	Mrs. Magda Ayuso
Receptionist	Mrs. Gemma Bulli
Maintenance Crew	JJL Harvesting

Business Office Administration

President	Fr. Mark Edney
Members	Fr. Allan White, O.P. Silvia Marroquin Magda Ayuso

Rector's Council

Fr. Allan White, O.P.
Gustavo Beltran
Anne Irigoyen
Jaime Honold
Rodolfo Nelson
Roberto Postlethwaite
Nena Robles
Veronica Luque
Michelle Wolfinger
Karen Brundy

STUDENT COUNCIL

Commissioner General	Alexander Mills
Comm. Vice-General	Mia Gutierrez
Secretary	
Commissioner of Finance	Isabel Cabral
Comm. of Religious Affairs	Renata Lopez
Comm. Of Assembly	Ivanna Sanchez
Altar Server Coordinator	Natalia Monroy
Comm. of Publicity	Therese Seibert
Comm. Of Music	
Comm. Athletics	Constanza Davalos
Comm. School Spirit	Isabella Gerardo & Victoria Noriega
Comm. Safety and Ecology	Sara Vega

ADMISSIONS

Non-Discrimination Policy

In the matters of employment and admission, St. Mary's School does not discriminate on the basis of race, sex, color, or ethnic origin.

Admission Procedures

All incoming students are academically tested and, upon satisfactory performance, will be admitted as follows.

No other person shall be admitted as a student in St. Mary's School unless the person and his/her parents subscribe to the school's philosophy and agree to abide by the educational policies and regulations of the school.

Admissions

In accordance with St. Mary's School, the applicant student must be five years of age by **September 1** of the academic year for kindergarten. Likewise, students entering 1st grade must be six years old by September 1st.

Registration

1. For students currently enrolled in Pre-Kinder - Eighth grade, registration for the new school year takes place in February and March, by appointment only. We have year round registration available for new students if space is available.

By the end of **April** parents must notify the office if the child will be staying for the next school year; if not, the child/ren will automatically be dropped. Registration fee must be paid at the time of registration. Registration fee is non-refundable.

Transfer students must submit report cards, immunization card, a letter of recommendation from principal and teacher.

TUITION FINANCES

Tuition / Agreement

Every parent or guardian who enrolls a student in St. Mary's School will meet with the business manager to review and sign a written agreement to pay specified tuition as well as to comply with all the school policies and regulations, including those governing tuition and delinquency.

Tuition is to be paid according to the **FACTS Tuition Management Program** adopted by the school. The first payment will be due September 5, 2019 and the last payment will be on June 5, 2020. Payments can be made to FACTS through automatic debit via credit cards or checking accounts. The annual enrollment fee charged by FACTS is \$45.00. This fee will be deducted upon receipt of the FACTS Tuition Payment Agreement. You may obtain all the pertinent information at the school office.

Academic services may be withheld from a student should tuition be delinquent for three or more months. Students that have pending balances during **mid-terms** and **final exams** will not be allowed to **take their exams until the balance has been paid in full.**

Registration Fees

Registration fees are non-refundable fees and must be paid at the time of registration.

Tuition Rates

Preschool	\$ 5,040.00
One student	\$ 5,940.00
Two students	\$10,105.00
Three students	\$13,095.00
Four students	\$14,212.00



PARENT COMMUNITY INVOLVEMENT

Parents, teachers, and students are all members of this community. With the aid of parent participants in school functions, all members will benefit. All families are expected to comply with the contract signed during registration. Parents are the primary educators of their children who maintain a Catholic atmosphere at home by:

- Encouraging regular family prayer and a wholesome home environment.
- Attending Sunday Mass and showing community involvement.

Parents are responsible for:

- Reading this handbook and understanding the school's policies, rules and philosophy.
- Signing all pertinent documents
- Attending four P.T.G. meetings during the year.
- Attending Orientation at the beginning of the school year.
- Attending Parent-Teacher Conferences
- Attending the Halloween Festival
- Attending Reconciliation / Eucharistic meetings
- Attending 8th grade graduation meetings

We need your support in order to make these events successful. We receive the financial support from the surrounding community during our fundraisers.

P.T.G. Board

The Parent Teacher Board exists to:

- Promote an appreciate Catholic Education.
- Make use of resources at home and school to provide the best education possible.
- Advise the school's administrative personnel.
- Provide a forum of communication for parents and teachers.
- Provide a solid organization to improve the school's fund-raising efforts.
- Integrate families into the life of St. Mary's School.



Room Mother's

a) Room Parent Coordinator -Job Description

The main duty of the Room Parent Coordinator is to facilitate communication and create partnership between school and room parents.

Some responsibilities are:

- 1) To organize meetings between room parents and the coordinators.
- 2) Oversee the responsibilities of the each classroom's room parents making sure that all parents have been assigned two (2) hours of work time during the Halloween Festival.
- 3) Liaison between school administration and the room parents of each class.

The job of a Room Parent is to facilitate and create partnership between parents, the school and the students in their grades.

Some responsibilities are:

- 1) Organize classroom parties under the approval of the principal and the homeroom teacher.
- 2) Keep close communication with homeroom teacher to assist him/her in

- 3) any school sponsored event.
Collect classroom party fees and reimburse parents expenses made towards classroom parties.

Expenses made for a classroom party will only be reimbursed if the receipts are submitted to the head room parent for reimbursement.

Volunteers

These aides may directly assist teachers in their work with the students or assist in extra-curricular activities such as carpooling for fieldtrips.

All volunteers MUST be create a CMG Connect profile. This includes all parents who are interested in volunteering for classroom activities as well as chaperoning or carpooling for fieldtrips. Parents who will be carpooling need to contact the school office early in the school year to make arrangements.

The Principal will screen and select all volunteers carefully. Each volunteer is to be under the direct supervision of a specified member of the school staff.

Every volunteer who serves as an aide will be required initially to present verification of a negative tuberculosis test. Every day volunteers **must** report to the school office.

Volunteers must create a profile on the following website: Cmgconnect.org and complete all necessary trainings required on this website for the specific role they are participating in as volunteers.

Yard Duty

St. Mary's School provides supervision at lunch time through a team of adult monitors. Volunteers interested in helping yard duty must submit a request to the principal.

OFFICE PROCEDURES

The school office is open Monday-Friday from 7:30 a.m. to 3:30 p.m. The office phone number is (760) 352-7285.

School E-Mail

Our e-mail address is: receptionist@elcentrostmarys.org
Please add this address to your e-mail list so that your server will recognize the school e-mails and not send us directly to your spam file.

Information that is sent to you via e-mail will be in the form of adobe attachments. You will need to have adobe software in order to open the attachments. You may download adobe for free on-line.

Our school website is: www.elcentrostmarys.com. Parents will have access to the school calendar, parent handbook newsletters, memos and so forth on the website. If you need a hard copy of these documents please request them in the school office.

Messages

Phone calls for students from parents/guardians should only be for emergencies. Students and/or teachers are not called from class to answer telephone calls. A message will be taken and the student/teacher will return your call. If you need to leave a message during non-office hours, you may dial (760) 352-7285 plus the desired voice-mail extension.

Students cannot make personal calls from school at any time during the day. Students may use the phone in the school office for **emergencies only**.

Confidentiality Policy

St. Mary's School faculty, staff, office personnel, and administration respects the confidentiality of all parents and students.

Under no circumstances will the addresses or phone numbers of students be released from the school office. It is up to the individual to share their phone number with others if it is so desired.

Teacher conferences regarding student performance can only be discussed with parents or legal guardians. If you should need help with translation, the school will try to provide you with one.

Non-Custodial Parents/Guardians

Non-custodial parents/guardians will not have access to student information or records. All conferences with teachers and/or the principal must be with the custodial parent or legal guardian.

Child Abuse Laws

St. Mary's School abides by the Child Abuse Prevention, Adoption, and Family Services Act. This law mandates that all cases of suspected abuse and/or neglect be reported to Child Protective Services.

Photo / Video Release

Photos and/or videos on campus cannot be taken without obtaining permission from the school administration.

Title IX

St. Mary's School adheres to the tenets of Title IX: No person in the United States shall, on the basis of sex, be excluded from participating in, be denied the benefits of, or

be subjected to discrimination under any education program or activity receiving federal financial assistance.

Emergency Card

Each student must have an emergency card in the school office. It is important that all families have at least one contact person in the United States for emergency/ disaster related situations. **It is imperative that you notify the office when there is a change of address, phone number, or contact person in case of emergency.**

Visitors

All persons, including parents, entering the school must first go to the school office to sign in and obtain a visitor's sticker. Visitor stickers are part of the safety procedures at our school. Any visitor's without a visitor's sticker must leave the premises between 7:45 am and 2:15 pm..

You must request a visitor's sticker from the office if you are helping in a classroom or having lunch with your children. Your classroom teacher and your child's classmates may recognize you, but other children and adults may not.

Valuables, Money in Classroom

Students should not bring valuables to school. If money is to be collected (such as for fieldtrips), it must be brought to the school office or business manager by the student or parent making the payment.

Student Birthdays

If you plan to have a party at your home, we are asking that you invite all the students in the class. Invitations **cannot** be passed out at school unless they are passed out to the entire class. **Please do not bring gifts to school (including balloons).**

Parents can only bring cupcakes or juice for the class on the day of their child's birthday only during recess. Parents must receive permission from their child's teacher. The teacher will then notify the school office. On the day of the event, the parent **must** sign in at the school office.

MEDICAL REQUIREMENTS



Oral Health Assessment

St. Mary's School supports California State Law (code section 49452.8). Effective January 1, 2007 requires children entering school for the first time in either kindergarten or first grade to present proof by May 31 of the school year of having obtained an oral health assessment. That assessment may be completed during the

first year of school or any time in the 12 months prior to school enrollment.

St. Mary's School requires all new incoming students regardless of grade to submit an Oral Health Assessment as well as all current and new students entering Kindergarten or first grade.

Health Examination Report

California State law (code section 124085) requires a health examination of each child within 90 days after entrance into the first grade, or within 18 months prior.

St. Mary's School requires all new incoming students regardless of grade to submit a Health Examination Report as well as all current and new students entering first grade.

Immunizations

California State law (health and safety code 120325-120380; CA. code of regulation 6000-6075) requires all students entering elementary and secondary schools to have immunizations as outlined below:

(18 months – 5 years):

Polio	3 doses
DTP	4 doses
MMR	1 dose
Hib	1 dose
Hepatitis B	3 doses
Varicella	1 dose

(4 – 6 years):

Polio	4 doses
DTP	5 doses
MMR	2 doses
Hepatitis B	3 doses
Varicella	1 dose

(Students entering 7th or 8th grade)

Tdap	(Whooping cough booster before the first day of school.)
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Medical Status

It is the responsibility of parents to inform the school office in writing concerning allergies, hypersensitivity to drugs, antibiotics, bee stings, foods, etc., physical limitations (hearing, vision, etc.) or chronic illness. Any other health factors should also be recorded and kept on file in the school office. The principal or designee will communicate this information to the appropriate teachers.

Communicable Disease

Parents should notify the school office when their student has a communicable disease such as chicken pox, measles, mumps, streptococcal infections, "pink eye", sore throat, pediculosis (head lice), scarlet fever or whooping cough. The school must notify parents of other students exposed to

the disease. This alert usually goes home to the parents of children in the same homeroom/grade. If necessary, a school-wide notification will be sent home to parents.

Medication

California State law (code section 49423) does not permit any school personnel to dispense any medication (prescription or non-prescription) at any time for any reason without **doctor and parent** permission. Medication will not be given to any student unless the doctor and parent fill out a Medication Request Form provided in the school office. **Only medication prescribed by a physician licensed in the State of California and filled by a pharmacist licensed in the United States may be taken during school hours.** All medication must be kept in the school office. Students may not have any medication with them with the exception of students with Medical permission to use an inhaler for asthma.

Medical Emergency

In case of an emergency, parents or guardians will be notified immediately.

- When there is a serious illness or accident, the ambulance will be called.
- Authorized personnel will accompany the child to the hospital.

LUNCH / SNACK PROGRAMS

Lunch Program

St. Mary's school does not have a lunch program. Parents bringing lunch to school must leave it at the office. Classes are not to be interrupted for this reason.

All students should eat lunch at their designated area during lunch. **Students are responsible for bringing their own lunch.** Students are to remain seated until they clean their assigned lunch area and are dismissed by the lunch supervisor.



COMMUNICATION

School Newsletter

An important factor in the home-school relationship is adequate communication. For this reason, a monthly school newsletter is available on the first day of every month by email. Any changes from the school calendar will be noted in the newsletter as well as additional details about school events.

School Calendar / Parent Handbook

Our school calendar and parent handbook are available on our school website. The calendar will provide families with all vacation dates, Mass and Adoration schedules, parent involvement meetings, and the dates of special activities. Occasionally, special circumstances will create a change in calendar events. When this occurs, memos will be sent via e-mail.

Back to School Orientation

The first week of school is known as "Orientation Week" for students and parents alike. All parents are invited to attend Orientation to meet their child's teacher. Teachers will review their syllabus and discuss the classroom rules.

Parent Orientation

We will have one during the first week of school for Parent Orientation. This meeting will give you an opportunity to meet our school principal. The principal will share our goals and objectives for the new school year.

Parent-Teacher Conferences

A conference with parents will be formally scheduled by the school once a year. Parents will be notified ahead of time. During this conference, parents and teachers will talk about student's academic progress and of ways in which both can help the student grow and improve. Parents will also receive their child's report card. Parents are always welcome to talk to the teacher, but it is important for parents to set an appointment by contacting the teacher via e-mail.

Principal/Teacher availability to Parents/Students

A teacher is available by appointment **only**. Appointments are made by contacting the teacher via e-mail. All appointments are for after school only. A teacher is **NOT** available for conferences while conducting a class or during playground supervision.

The Principal is also available by appointment only. Please secure an appointment first if you desire a personal conference.

Do not call the faculty or staff at home unless they have given you prior consent to do so.

If your child is having a problem with another student in the classroom/school, please speak to your child's teacher or the principal so that they can resolve the problem. It is against the law for a parent to confront or harass a student about any problem you may be having with them. (i.e. grabbing the student by the arm and asking them why he/she is being mean to your child.) It is intimidating and frightening for the child and is considered harassment. You can be sued for this behavior.

Concerns Regarding a Student

Follow the steps in order, one at a time, until resolved:

1. Discuss concern with your child.
2. Discuss with the teacher.
3. Discuss with the rector, principal and dean of discipline.
4. Write a letter and discuss with Pastor.
5. Write a letter/discuss with Diocesan Director of Schools.

REPORTING METHODS

St. Mary's School uses many methods to keep parents informed of academic progress: such as Gradelink access, report cards, parent-teacher conference, STAR Assessments (Grades Kn-8), ACRE test (Grades 5th and 8th), Language Assessment Test results, classroom tests, and class work. Teachers might require students to take class work, homework or tests to be signed by parents. Students must show these papers to parents and promptly do as requested by the teacher.



Report Cards via Gradelink

Parents will be assigned a password to access Gradelink to view their child's academic progress as well as their report cards. This system is available 24 hours a day, 7 days a week. Parents will be locked out during the end of each quarter while report cards are being processed. Once we conclude this process, parents will again have access to their students' accounts.

Parents will be notified if students are trying and not succeeding or if students are experiencing difficulty.

Standardized Testing

Every year students in KN- 8th grade take the STAR test to measure academic growth from one year to another. This test helps identify strengths and weaknesses in the areas of language arts and math. The results of this test are recorded on student's permanent record.

GRADING SYSTEM

KN:	1 st /2 nd	3 rd -4 th	5 th -8 th
O	O	A	(93-100)
VG	VG	A-	(90-92.9)
G+	G+	B+	(87-89.9)
G	G	B	(83-86.9)
G-	G-	B-	(80-82.9)
S+	S+	C+	(77-79.9)
S	S	C	(73-76.9)
S-	S-	C-	(70-72.9)
NI	NI	D+	(67-69.9)
NI	NI	D	(63-66.9)
NI	NI	D-	(60-62.9)
U	U	F	(00-59.9)

Grade Point Average

A = 4.0	B = 3.0	C = 2.0	D = 1.0
A- = 3.7	B- = 2.7	C- = 1.7	F = 0
B+ = 3.5	C+ = 2.5	D+ = 1.5	

INSTRUCTIONAL PROGRAM

Curriculum

It includes all subjects: student's physical, spiritual, intellectual and emotional growth. St. Mary's School wants to help you form the right understandings, attitudes and habits not only in connection with subject matter, but also in each and every school experience.

St. Mary's strives to offer a well-rounded academic program. We incorporate the areas of:

- * Religion and Family Life
- * Language Arts (Reading, Grammar, Spelling, Speech, Composition, and Accelerated Reader)
- * Math
- * Social Studies
- * Science
- * Art
- * Music
- * Physical Education
- * Computer Literacy (Kⁿ-8th)
- * Library
- * Spanish (6th-8th)

Homework

The purpose of homework is to reinforce material already taught and to foster habits of independent study. Homework should be planned to meet the needs of students as an essential part in the educational program.

Accelerated Reader

Letters are sent home with each child at the beginning of each school year to inform parents of log in instructions as well as the password.

Reinforce Language Speaking Skills

Students are strongly encouraged to speak English at all times throughout the campus during class time and play time. By this we are trying to develop their English speaking abilities.

Students will receive a Language Notice every time they are heard speaking in a language other than English on our school site. If your child is issued a notice this must be returned to school the following day signed by a parent. After an accumulation of 3 language notices, students will have to attend English Lab. This lab will be held every Monday from 3:15 pm to 4:00 pm. Students will be notified in advance the week prior to having them stay.

SCHOOLWIDE LEARNING EXPECTATIONS

St. Mary's School Kinder through eighth grade students are:

A. ACTIVE CHRISTIANS WHO: PRAISE

1. Pray
2. Rejoice
3. Adore
4. Include
5. Share
6. Embody Christ

B. LIFE-LONG LEARNERS WHO ARE: EAGER

1. Enthusiastic
2. Articulate
3. Genuine
4. Educated
5. Resilient

C. ACTIVE COMMUNITY MEMBERS WHO: SERVE

1. Support
2. Encourage
3. Respect
4. Value
5. Embrace

D. INTEGRATED INDIVIDUALS WHO ARE: MORAL

1. Multicultural
2. Organized
3. Responsible
4. Accountable
5. Leaders

PROMOTION REQUIREMENTS

Promotion

Only those students who have successfully completed the work and received a passing grade will be promoted to the next grade level. Students will not pass just because they come to school. Students must do all the work, homework and pass the tests and evaluations given to them by their teachers. In other words, students need to study if they want to be promoted.

Retention

In cases of slow progress, each student will be considered individually. Each teacher will make the decision of retaining a student after careful consideration of all the factors that relate to this matter.

The following are the procedures for retention:

- * **Parents and teacher conference quarterly**
- * Parents are informed of the slow progress of the student so that they may find ways together with

the teachers to help the student succeed.

- * Students must show failure to achieve minimum standards in Math and Language Arts.
- * Two years retained, and the student will automatically be dismissed from school.
- * Students retained in the eighth grade level may not return to St. Mary's School.

Summer Program

Summer school is required for students in grades 1st – 7th who did not meet the 75% requirement in Math and Language Arts. Students must complete a summer school program. El Centro residents may qualify for the summer school program in the El Centro School District, when offered.

Students in grades 1st – 7th who are retained for the next school year will also be required to attend summer school. Attendance in summer school will not reverse the decision of retention.

Student must attend summer school in a tutoring program and successfully pass a subject test in the area of deficiency given by St. Mary's School prior to the beginning of next school year in order to be promoted. Students will be required to take a test prior to the first day of school. If the student does not pass the test with a 75% or higher then they will be placed on a probation period during the first quarter of the following academic year.



GRADUATION PROGRAM

Eighth Grade Graduation Requirements

- a) Every student will be required to complete a minimum of forty (40) hours of quality Christian service. All hours must be achieved through volunteer work at St. Mary's or any other approved community institution. All service work must be documented, verified, and returned to the homeroom teacher upon request. Students may begin during the summer break before entering 8th grade. All hours are to be completed by the end of the 3rd quarter.
- b) The final average grade must be at an acceptable level in all subjects. *Special exceptions will be made to those students with doctor documented learning disabilities and prior approval from the principal.*
- c) The following subject area grades must average higher than 75%: Religion, Mathematics, Language Arts, Social Studies, Science and SLE Portfolio or the student will not be allowed to participate in the end of the year activities.

Valedictorian Award

Class Valedictorian will be awarded to a student under the following guidelines.

- 1) Achieve the highest average grade in all academic areas including behavior.
- 2) Follow morals.

Salutatorian Award

Class Salutatorian will be awarded to a student under the following guidelines:

- 1) Achieve the second highest average grade in all academic areas including behavior.
- 2) Follow morals.

Great Sense of Responsibility

Class Great Sense of Responsibility will be awarded to a student under the following guidelines:

- 1) Achieve the third highest average grade in all academic areas including behavior.
- 2) Follow morals.

Christian Citizenship

Class Christian Citizenship will be awarded to a student under the following guidelines:

- 1) Achieve the fourth highest average grade in all academic areas including behavior.
- 2) Follow morals.

Fidelity Award

All students who have attended Catholic schools from Preschool or Kindergarten through 8th grade will receive special recognition at the end of the year.

Eighth Grade Graduation

- 1) The conferring of diplomas will take place at the conclusion of the Eucharistic celebration at church.
- 2) 7th grade boys and girls are the honor guard during the Mass.
- 3) This event is required for all 7th grade students.

Graduation Dress Code:

- a) Graduation gowns will be worn during the Eucharistic celebration (white for girls, blue for boys).

SCHOOL PROGRAMS AND ACTIVITIES

Religious Activities

To live its commitment to Christ and His Church, St. Mary's School:

- Attending May Crowning is mandatory for 3rd and 8th grade students.
- Celebrates the Eucharist weekly and on Holy Days of Obligation. These liturgies are prepared by the students with faculty guidance.

- Strongly encourages prayer corners for personal prayer and activities in the classrooms.
- Gives students monthly opportunities to adore the Blessed Sacrament.
- Has daily prayer involving the student body. Encourages students to use traditional, spontaneous, and meditative forms of prayer.
- Strives to deepen the sacramental life of its families through weekly celebration of the Eucharist, and parental participation in school sacramental programs for reception of First Communion and First Reception of Penance, as structured into the school curriculum in the third grade.
- Selects one faculty member as school Faith Facilitator Coordinator to foster and schedule the moral/spiritual, and liturgical activities of the school.

Church Rules

1. Students are expected to act reverently in church.
2. Students are expected to fully participate in the liturgies and prayers.
3. Students are to enter and exit the church quietly so that those praying will not be disturbed.
4. Students are expected to give their full attention to the pastor or speaker.
5. Students must wear the appropriate uniform as stated in the uniform rules.
6. Students are to BE ON TIME FOR MASS or be marked tardy!

Altar Server and Choir

Both are considered of much importance to instill in the students the values of belonging and participating in a community of Worship and Prayer as a source of moral and spiritual growth. Students who would like to participate as an Altar Server must be available to attend meetings and participate at weekend Masses as well as school Masses at St. Mary’s Church. Likewise, students interested in joining the school choir are expected to attend weekly practice and participate in weekend Masses as well as school Masses. In order to be eligible to serve as altar servers and choir members, students must maintain an average grade of 90% or above in conduct/responsible behavior.

Mission Program

Our school raises student awareness to the needs of others and encourages them to develop their sense of mission and brotherly love by sharing their moral/spiritual and material wealth. For this reason, there are voluntary collections throughout the year. Items collected are given to Catholic Charities. St. Mary’s School also provides support to the Holy Childhood Association through monetary donations.

First Holy Communion Program

Students in the 3rd Grade will be prepared for the First Holy

Communion. New students in grades 4th – 8th who have not received their First Holy Communion and would like to, need to contact the school office so that special arrangements can be made in their preparation.

Requirements of the program:

- A copy of the Baptismal Certificate must be in the office prior to the beginning of the program.
- Parents must attend two meetings regarding First Reconciliation and First Eucharist.
- Must meet other criteria, ex: prayers, assignments, etc.

Study Fieldtrips

Study trips are curriculum related, planned by the teachers with the approval of the principal and are financially supported by class funds or parents.

Students may be denied the privilege of participating in a study fieldtrip due to chronic inappropriate behavior. All students **MUST** pay the fieldtrip transportation fee regardless of riding on the bus or attending.

Beginning January 1, 2012, children under age 8 must be properly buckled into a car seat or booster seat in the back seat. In addition, children age eight or older who are not tall enough for the seat belt to fit properly must ride in a booster or car seat.

No child is allowed to go on a school-sponsored field trip unless the Field Trip Permission slip is returned **and signed on time by a parent or guardian with the required fee**. If not received, child will not participate in fieldtrip (no exceptions). Permission cannot be granted via telephone calls and/or faxes for participation in off campus activities.

Proof of **CALIFORNIA** car insurance and a copy of the driver’s license must be provided by parents using their car in school functions. The driver must show a minimum of \$100,000 (per person) and \$300,000 (per accident) personal injury coverage on their insurance policy and be at least 21 years of age. The maximum number of persons taken must not exceed the car approved limit, and seat belts must be provided and worn. Students in PK and Kinder are required to provide their own carseat or booster seat. All volunteer carpool drivers must have complete their CMG connect profile prior to their participation. Please create an account on CMGCONNECT.ORG

Student Council Program (ASB)

Our school fosters a student council program. Its main purpose is to develop leadership, responsibility and service among the students. This is accomplished by sharing with them the responsibilities for the well being and smooth

functioning of the school community, while training them to exercise leadership according to their abilities.

Eligibility: All subjects including conduct and effort are required to average a “B” or above by anyone serving on the council. All students must be registered for the next school year in order to run for office.

Flag Monitors

The school flag monitors under the direction of their moderator. They must report at 7:45 a.m. and 2:20 p.m. to assume their duties. They also take full responsibility in raising and lowering our American and State of California flags before and after school.

Physical Education Program

St. Mary's school has developed a balanced physical education program. It is set up to meet the needs, interest and abilities of all students and not simply the interest of those engaged in interscholastic sports. The physical education program not only focuses on physical exercise and activities but also incorporates a nutrition program and anti-drug awareness program.

Athletic Program

Our extra curriculum athletic program does not interfere with the regular academic program of the school and does encourage good sportsmanship.

Participation Guidelines:

- Pay a participation fee of \$35.00 per sport.
- Students must maintain grades of 75% or higher in all subjects and 85% or higher in conduct.
- Permission slips **must** be filled out in order to have a student participate in any away games.
- **Students are still required to complete all schoolwork and homework that they miss. They will need to talk to their teacher(s) to make arrangements.**
- Students not participating in after school programs (including Christian service hours) cannot remain at school to wait for siblings, friends or fellow carpool students.

Health and Nutrition Program

This program is part of our physical education, science and family life program. As a general practice, we request that NO low-nutritional foods be available to the students during the regular school hours.

"Low-nutritional foods" include the following:

- Carbonated drinks (Coke, 7-Up, Pepsi, etc.)
- Candy
- Gum
- High in fat potato chips

No **GLASS** containers are to be brought on campus.

Art, Music and Drama

Our school includes art, music and drama to help students develop knowledge and appreciation for the fine arts.

Library

The library contains Accelerated Reader books in all levels to help students increase their reading skills and comprehension, while gaining a love of reading.



DAILY SCHEDULE

All students arriving before 7:45 a.m. must go directly to their classroom. No students may be in any off-limit or unsupervised area at any time. Students cannot arrive earlier than 7:30 a.m. or remain at school after 2:30 p.m. (unless involved in extra-curricular school activity). Parents and carpools who do not pick up their children within the first 15 minutes of being released will be sent to “afterschool daycare” and be charged a \$5.00 fee per student. Parents must go to the assigned classroom to pick up these students and sign them out.

The school's hours of instruction for Kinder – 4th grade:

8:00 a.m.	Class begins
9:30 – 9:45 am.	Recess
11:15 – 12:00 p.m.	Lunch
2:30 p.m.	Dismissal

The school's hours of instruction for 5th – 8th grade:

8:00	Class begins
9:30-9:45 am.	Recess
12:00– 12:35 p.m.	Lunch
2:30 p.m.	Dismissal

Early Dismissal Schedule

The school's hours of instruction for Kinder – 4th grade:

8:00 a.m.	Class begins
9:30 – 9:45 am.	Recess
11:15 – 11:45 a.m.	Lunch
1:00 p.m.	Dismissal

The school's hours of instruction for 5th – 8th grade:

8:00	Class begins
9:30-9:45 am.	Recess
12:00– 12:35 p.m.	Lunch
1:00 p.m.	Dismissal



Our school gives public recognition to students who excel in a particular area as well as the ones who set forth a considerable effort and determination to grow.

MONTHLY AWARDS

Student of the Month

A student will be selected each month who best exemplifies school SLE's of Christian behavior, academic performance, self-improvement, leadership, sportsmanship, and service to school and community. The student will receive a certificate in recognition of their accomplishment.

Christian in Action

A student will be selected each month who best exemplifies Christian behavior and virtues according to the theme of the year.

QUARTERLY AWARDS

Honor Roll assemblies are held at the end of each quarter. Parents are encouraged to attend.

"A" Honor Roll

"A" Honor Roll is an award given to students in grades 3rd through 8th who have excelled in all subjects areas. Student must receive A's in all subjects, including behavior.

"B" Honor Roll

"B" Honor Roll is an award given to students in grades 3rd through 8th who have "B" or better in all subject areas. Student must receive A's and/or B's (no C's) in all subjects, including behavior.

"Effort" Honor Roll

"Effort" Honor Roll is an award given to students in grades 3rd-8th who have "B" or better and only one "C" in all subjects.

Perfect Attendance

Students will be recognized at the end of each quarter for maintaining perfect attendance. Those who maintain perfect attendance during all four quarters will receive special recognition at the end of the school year.

Perfect attendance will include those students with up to two excused tardies or one excused half day during the quarter.

Complete Uniform

Students will be recognized each quarter for completely following the dress code guidelines as outlined in this handbook.

END OF THE YEAR AWARDS

The purpose of this recognition is to underline values of Christian Citizenship, Great Sense of Responsibility, Academic Excellence, Personal Determination, Honor Roll, Physical Fitness, Perfect Attendance, Complete Uniform, Service Award. Throughout the year, students will be recognized who participate in extra curricular activities such as the Greater San Diego Science Fair, Academic Decathlon, and Vocational Essay.

Only students who maintain an "A" or "B" average in conduct can receive awards at the end of the school year and any weekly, monthly, or quarterly teacher/principal directed rewards. Effort in improvement will be readily recognized.

Christian Citizenship Award

One per class.

A student gives evidence of whole hearted cooperation in school and class activities, good observance of school regulations, punctuality and Christian behavior. This includes both effort in the classroom and outside class, and hence is much more than the general conduct grades found in the report card. This award is designed to go to the student who clearly and consistently does much more than the basic requirements of proper conduct and has the 3rd highest grade average for the school year.

Great Sense of Responsibility Award

One per class.

- Has the second highest grade average in all subjects for the current school year.
- 100% home and class assignments well done and turned in on time.
- Make-up work is requested, completed neatly and turned in on time without being reminded.
- Consistently turns in permission slips and absence slips.
- Wears complete uniform at all times, including physical education uniform.
- Keeps books well covered and does not loose them.
- Maintains personal belongings in good condition.
- Regular, active participation in school extra curricular activities.
- Has not been absent for reason other than illness.

Academic Excellence Award

One per class only.

- Student must have the highest average in all subject areas.
- Quarterly conduct grade no lower than a "B".

Physical Education Award

One boy/one girl per class.

- Wears complete and correct uniform for scheduled physical education classes.
- Is always punctual.
- Participates fully in all units.
- Maintains a high standard of physical fitness.
- Develops individual skills for physical activities.
- Exhibits leadership and control during class and is a model for good sportsmanship.
- Is able to accept skills taught as a tool for self-improvement.
- Works well with classmates and teachers.

Personal Determination Award

For Kinder and 8th grade only.

This award may be earned by more than one (1) student who:

- Demonstrates a quality of persistence and hard work in achieving personal goals.
- Recognizes personal areas of needed improvement and works diligently to overcome limitations.

Perfect Attendance

Any student from any grade who has not been absent from school throughout the entire school year.

Complete Uniform

Any student from any grade who has not received an out of uniform slip throughout the entire school year.

Athletic Program Awards

Students participating in the Athletic Program will be recognized for their good sportsmanship and participation, one athlete will be selected for the Most Valuable Player and Saint Sebastian Awards in the following sports:

- ~ Girls Volleyball
- ~ Boys Soccer
- ~ Girls and Boys Softball
- ~ Girls and Boys Basketball
- ~ Girls and Boys Track & Field

One 8th grade boy and girl will be chosen for the Coach's Choice Award if they have the following:

- ~ Participates in every sport within the school year.
- ~ Portraits respect towards coaches, teammates and officials at all times.
- ~ Demonstrates good sportsmanship.

Ineligibility of any Award

- One suspension in more than one quarter.
- Behavior grade lower than a B.
- Absent with insufficient reasons (teacher's judgment with principal's approval).

SERVICE AWARDS

Out of Christian concern and commitment to the Catholic Faith, students of St. Mary's School are encouraged to utilize their God-given talents by participating in the school's service groups.

Altar Server

Because altar servers are vital assistants to the priest in the celebration of the Church's liturgical life, it is essential that certain criteria must be met in order to assure proper and dedicated liturgical service.

Eligibility:

- Has comprehension of what it means to be an altar server.
- Shows great reverence while serving at Mass.
- Maintains 95% attendance at assigned Masses and altar server meetings.
- Participates in monthly Penance.

Choir

Because the school choir is considered an important and vital part of the school's extra curricular program, it is essential that certain criteria be met in order to maintain the ongoing continuity of the choir.

Eligibility:

- Demonstrates a quality of persistence by punctual and continuous conscientious performance of choir duties.
- Maintain at least a 95% attendance at assigned Sunday Mass and weekly practice meetings.

Student Council (ASB)

Students who have been elected and have demonstrated active participation and a positive behavior of St. Mary's Student Council will be recognized at the end of the school year.

ATTENDANCE POLICY

All students are required to attend school daily in accordance with California Law. The only exceptions are illness, school competitions or attendance at a funeral service. Any other reason for non-attendance, such as family outings or vacation, will be considered an unexcused absence.

Students who are absent/tardy are responsible for any work they miss. Excessive absences or tardiness lowers grades and may result in probation and could result in grade retention or dismissal from school.

Absence

Each time a student is absent, a written note must be sent to the school office when the student returns explaining the absence. Medical verification will be required for doctor/dentist appointments. All absentee notes must specify the illness and include symptoms such as fever, cough, etc. All absentee notes must include the date of the absence and the signature of a parent or guardian. Such excuses are kept on file by both the office and each teacher until the end of the year. **Without a written note within 24 hours from the parents, or doctor if applicable, the absence will automatically be considered unexcused.** Students are still required to complete all schoolwork and homework that they missed. They will need to talk to their teacher(s) to make arrangements after their absence.

If a student misses more than one hour in a school day, it is considered a half-day absence. If a student is in school less than three hours in a school day, they will be considered absent. A student who has fifteen (15) days of unexcused absences in one school year may not proceed to the next grade unless the following procedures are fulfilled.

- a) A consultation between teacher and principal is made as soon as the fifteenth absence has occurred.
- b) A conference is held with the parents to discuss possible remedial action or retention.
- c) Follow-up conference with the parents will be held to evaluate the action taken. The same procedure is to be followed in the case of serious long-term illness.

Note: Three (3) unexcused tardies equals one (1) unexcused absence. Likewise, two (2) unexcused early dismissals equals one (1) unexcused absence.

Vacation

Principal/teachers will not give permission to any student to be excused from school for any length of time for vacation. The decision to leave school is the parents' responsibility. Parents are to notify the school and teacher in writing indicating the dates a student will be away. Students are responsible for any missing work and tests when they return. The work will be issued at the convenience of the teacher. **Teachers are not required, nor should they be expected to write lesson plans for students on vacation.**

Tardiness

Tardiness is always detrimental to your child and his/her classmates education because it interrupts and interferes with their learning. Habitual tardiness is not accepted. A student will be considered tardy when the bell rings. Please refer to the school schedule.

Students are tardy at 8:01 a.m. (Mon. – Fri.).

Tardiness / Border Crossing

St. Mary's School understands the challenges faced by our students who need to cross the U.S./Mexican border each day to attend our school. Although we appreciate these families strong dedication and determination to bring their children to our school each day for several years, it is still imperative to arrive on time. Late arrival due to long lines is unexcused. However, if 15% of border crossing students are tardy for this reason, it will be excused. The 15% student count will be determined at the beginning of each school year.

Student Release

For safety reasons, parents **cannot** call the school to give verbal instructions to have someone pick up their child after school who are not listed on the emergency or carpool cards. Adults that are listed in the **After-school pick up form** may only pick up your child after school. They cannot take them out early nor in case of an emergency if they are not included in the **Emergency Card**. Please make sure to include plenty of people on your Emergency Card who will be able to help you in the event that you are not able to pick up your child.

Changes and/or additions on your child's emergency card can be made by visiting the school office. A new emergency or after school pick up form must be submitted at the beginning of each school year. Changes cannot be done at the last minute. Faxes and emails will not be allowed.

Student Release / Early Dismissal

Early dismissal for medical or dental appointment may be granted when a written request is made by the parent/guardian. A written doctor's verification must be presented when the child returns to school in order to be excused. Parents must come to the office and student will be called to join parent in office after slip has been signed.

Appointments: Please attempt to make medical / dental appointments after school hours. If a student must be absent for any part of the day, parents are asked to notify the school office and classroom teacher in writing at least a day in advance of the appointment. According to the Education Code, an excused absence is granted for medical / dental appointments only. Parents must meet students at the school office, NOT IN THE CLASSROOM.

Students cannot be dismissed early from school by anyone other than the parents. In an emergency situation, only those listed on the emergency card may release a student early from school. Parents should list all friends and/or family members who are willing and able to be called upon when there is an emergency (such as sickness or injury) and neither of the parents can be reached.

Student Release / Carpool

All carpool families MUST submit their carpool schedule along with names of the students who will be in their carpool to the school office. The office must be notified of any and all changes. **Students are not allowed to change carpools without a written change of notice from their parents.** If the student's carpool is leaving early, then written permission is required from the parent in order for the student to leave school early with them. A new carpool card must be submitted at the beginning of each school year.

DRESS AND GROOMING POLICY

All students are to come to enter and leave school in dress code. Exceptions need expressed permission from the administration. Modesty is the prevailing principle (along with common sense and neatness) in the matter of dress and standards. Good grooming and clean appearance enhance a student's entire learning process, help build self esteem, and present a good testimony.

Each student and staff member shares the responsibility of developing and exhibiting a school spirit that honors our Lord Jesus Christ and upholds the standards of the school. Should a student arrive at school in violation of the dress code, he or she will report to the school office and remain there until proper attire is secured. If necessary, parents will be called to bring in appropriate clothing so the student may return to class. All class periods missed for this reason are considered unexcused. Repeated disregard for the dress standard is cause for further disciplinary action.

All questions and decisions as to appropriateness will be determined by the administration. Unless an exception is noted, guidelines apply to students of all ages.

No Uniform Dress Guidelines

On special occasions, the principal will give permission to the students to have "free dress." On this day, students do not wear their school uniform but instead their usual clothes from home. Students are expected to dress conservative and modestly at all times. At no time may students wear jean pants/shorts (including skinny jeans), sleeveless tops, or shorts/skirts that are above the knee. Girls may not reveal their belly or wear other revealing

clothes. Girls may wear leggings provided they wear covering garments. Caps are not allowed. For safety reasons, students must wear proper shoes, meaning no heels or open toe shoes/sandals.

If any student violates this dress guideline they will receive an Out of Uniform Slip and will have to borrow clothes from the school to make their dress attire appropriate for school.

General Guidelines

The general dress code guidelines of the school are that:

- The uniform must be clean, ironed, neat, and free from damage. **They must fit correctly, not too small/tight/short – allow room for growth.** White shirts need to be bleached regularly (the emblems will not damage in bleach) Emblems must be in good condition and on shirts, blouses, sweaters, and jumpers.
- No make-up, nail polish, lip gloss, or colored chapstick is allowed. Colored cosmetic contacts cannot be worn – only clear prescription contacts are allowed.
- **Boys Hair** is to be clean, neat and masculine in appearance. It is to be kept trimmed off the ears, eyebrows and collar and not be too "bushy." Short "buzz" cuts must leave enough hair so that it is clearly visible. Unnatural hair colors or faddish, flamboyant hairstyles are not permitted. All young men must be clean-shaven. Sideburns are not to extend mid ear. Students will not be given excused absences from school to get haircuts.
- **Girls Hair** is to be clean, neat and must be pulled back at all times (exception only when hair is too short to be put in a ponytail). Girls are allowed to wear pony tails, or pig tails. Bangs are allowed only if hair is maintained at the eye-brow level or above. Hair may not be on the face at any time. Hair must not cover or obstruct eyes in any way. If bangs are longer than eyebrow length, hair must be pinned back completely. Unnatural hair colors or faddish, flamboyant hairstyles are not permitted.
- **Boys and Girls: Hats, baseball caps, bandanas, visors, and sunglasses** may not be worn in school. Jackets, sweaters, and other outdoor wear may only be worn outdoors. Body piercing and tattoos of any kind are not allowed.
- Students must shower and use deodorant on a daily basis.

- Girls may wear small stud earrings; boys may not wear earrings. For safety reasons, religious necklaces must be kept inside their shirt and not hanging outside of clothing. All other jewelry is not permitted (such as chokers and bracelets). No fads allowed such as but not limited to body piercing.
- **Please make sure that your child has uniforms that fit.** It is not acceptable to wear the same uniform for several years because though the uniform is in good condition, your child has grown and the uniform no longer fits appropriately. Definition for skirt length: The skirt must touch the ground when student kneels.
- Undershirt must be tucked in. Undershirts must be all white. No color or logo. PE shirts cannot be used as undershirts.
- All accessories worn with uniform such as scarves must be navy blue or white. Hair ribbons must be navy blue, royal blue, white, gray and plaid as the uniform skirt. If a turtleneck is worn, it must be white.
- The logo of the school is copyright.

Uniform

a) The uniform is to be worn daily from the first day of school to the last, except on non uniform dress days or field trips as granted by the principal. Uniforms, including jackets, and sweaters must be purchased through Dennis Uniforms in order to match and have the school emblem. Uniforms are available through Dennis Uniforms, 217 Ponderosa Ave., Ste D, San Diego, CA. 92123 (858-573-1804). Their website is www.dennisuniform.com and our school code is "D28".

The Principal reserves the right to insist that the school uniform and P.E. attire be worn in conformity to these regulations. Students wearing the uniform represent their school and must wear it without variations throughout the academic year.

At no time can the uniform or part of it be used to collect autographs. **Do not scribble or write on any part of the uniform.**

A written excuse from the Principal is required for justifying short-term suspension of uniform requirements.

It is the responsibility of the parents to enforce this uniform code before the student(s) leave home in the morning.

- a) Undershirts must be worn at all times.

Uniform Guidelines

GIRLS: Grades PK-5th

- ~ blue plaid knee-length jumper (with emblem)
- ~ white short-sleeve blouse with rounded collar or white polo shirt with emblem under jumper
- ~ **folded** white crew socks, no ankle socks or white tights in cold weather
- ~ black and white Oxford shoes
- ~ navy blue pull-over sweater (with emblem) or navy blue fleece jacket (with emblem)
- ~ Navy blue shorts may be worn under the uniform.

GIRLS: Grades 6th-8th:

- ~ blue plaid knee-length skirt
- ~ white polo shirt with emblem
- ~ black and white Oxford shoes
- ~ folded white crew socks (no ankle socks), or white tights in colder weather
- ~ navy blue pull-over sweater (with emblem) or navy blue fleece jacket (with emblem)
- ~ No P.E hoodies allowed on Fridays or Mass days.

BOYS: All Grades

- ~ gray pants (no cords) or navy blue walk shorts
- ~ black leather belts
- ~ white polo short sleeved shirt with emblem (shirt **MUST** always be tucked in)
- ~ plain white undershirt must be worn
- ~ navy blue or black socks when wearing pants.
- ~ black dress shoes when wearing pants.
- ~ navy blue fleece jacket with emblem
- ~ white sneakers and folded white crew socks (no ankle socks) when wearing walk shorts.

Uniform Guidelines for Mass and Special Occasions

GIRLS: Grades PK-5th :

- ~ blue plaid knee-length jumper (with emblem)
- ~ white short-sleeve blouse with rounded collar
- ~ folded white crew socks (no ankle socks), or white tights in colder weather
- ~ black and white Oxford shoes
- ~ navy blue pull-over sweater (with emblem) or navy blue fleece jacket (with emblem)
- ~ Navy blue shorts may be worn under the uniform.
- ~ Navy blue cross-over tie
- ~ No P.E hoodies allowed on Fridays or Mass days.

GIRLS: Grades 6th-8th :

- ~ blue plaid knee-length skirt

- ~ white short-sleeve blouse with rounded collar with emblem
- ~ black and white Oxford shoes
- ~ white crew socks folded down (no ankle socks) or white tights in colder weather
- ~ navy blue pull-over sweater (with emblem) or navy blue fleece jacket (with emblem)
- ~ Navy blue cross-over tie
- ~ No P.E hoodies allowed on Fridays or Mass days.

BOYS: All Grades:

- ~ gray pants (no cords).
- ~ black leather belts
- ~ white short sleeved shirt with emblem (shirt **MUST** always be tucked in)
- ~ plain white undershirt must be worn
- ~ navy blue or black crew socks folded down no ankle socks.
- ~ black dress shoes.
- ~ navy blue fleece jacket with emblem
- ~ Navy blue tie.
- ~ Navy blue pull-over sweater with emblem

Note: Middle school students should come dressed ready for school every day. On Fridays, they must come wearing their ties.

Physical Education Uniform Guidelines

GIRLS: All Grades: Warm Weather:

- ~ Navy blue skorts with emblem.
- ~ White polo (with emblem)
- ~ white crew socks folded down (No ankle socks)
- ~ all-white athletic shoes

GIRLS: All Grades: Cold Weather:

- ~ Regulation navy blue sweatpants and sweatshirt or polo shirt with emblem.
- ~ White polo shirt (with emblem)
- ~ white crew socks folded down (No ankle socks)
- ~ all-white athletic shoes

BOYS: All Grades: Warm Weather:

- ~ Navy blue gym shorts (with emblem)
- ~ White polo shirt (with emblem)
- ~ white crew folded down socks (No ankle)
- ~ all-white athletic shoes

BOYS: All Grades: Cold Weather:

- ~ Regulation navy blue sweatpants and sweatshirt
- ~ White polo shirt (with emblem)
- ~ white crew socks folded down (No ankle socks)
- ~ all-white athletic shoes

Note: On P.E. days, students may wear the PE uniform during the entire day.

“Rent-a-tie” and “Rent-a-skirt” Program

The school will purchase extra ties for boys and girls as well as skirts for the girls. If a student does not have a tie for Mass, then they will be required to “rent-a-tie”. If their skirt is too short, then they will be required to “rent-a-skirt”. They will still receive an out of uniform discipline slip, which will provide their rental fee due the following day. Rentals are \$5.00 a day per item.

TECHNOLOGY AND INTERNET POLICY

Usage and Policies

Students are responsible for accessing only appropriate web sites and reporting any accidental “hits” of inappropriate sites.

Unacceptable behaviors:

- Use of personal e-mail
- Sending, displaying, or downloading offensive messages or pictures (Cyber-bullying)
- Using obscene language
- Harassing, insulting, or threatening others
- Damaging of computer systems or computer networks
- Violating copyright laws
- Submitting documents from the Internet as a student’s personal work
- Using another person’s log-in and/or password
- Trespassing in someone else’s folder, work, or files
- Intentionally wasting limited resources
- Using the network for commercial purposes

Students that do not comply with usage rules should forfeit their usage privileges and are subject to disciplinary measures at the principal’s discretion.

Use of Information / Pictures

St. Mary’s School reserves the right to use student pictures in school publications and website. Any parent who does not wish his or her child’s picture used must notify the principal in writing prior to the beginning of the school year.

Electronics at School

Students are not allowed to use electronic devices such as including cell phones while on school campus. Students

may use a Kindle or Ipad under special circumstances but require Principal authorization previous to their usage at school. Items will be confiscated and will be returned at the discretion of the principal with disciplinary actions.

DISCIPLINE POLICY

Our school-wide discipline program is meant to provide a consistent, firm, positive environment. Discipline provides moral guidance within the framework of the teachings of the Catholic Church and growth in self-discipline based upon Christian values. Reverence for others and respect for property are important student attributes. The common good of the school requires conduct conducive to the fulfillment of spiritual, academic, and social goals, as well as the preservation of good order. Discipline is not considered to be merely a form of punishment, but rather to provide guidelines for daily routines. It is the aim of the disciplinary process to help the students understand that their decisions have consequences and to further the development of personal responsibilities. At all times, the students' first obligation in a Catholic School is to respect the dignity of all members of the school community.

St. Mary's teachers and students have the right to work in a distraction-free environment. No student has the right to distract or disrupt the learning environment of any student.

In order to create an atmosphere of love and respect for all members of St. Mary's School, self-direction and self-discipline are vital parts of our school program.

Each member of the school community is expected to assume full responsibility for his or her own actions.

Courtesy

Respect and courtesy should be shown always to all adults and students. When attending Mass, school or social functions, students are expected to conduct themselves in a most courteous and Christian manner. This should always be reflected in their day-to-day living.

Citizenship/General Behavior

It is each student's responsibility to display qualities of good citizenship. Good conduct is expected at all times while wearing the school uniform representing St. Mary's School in the community. Teachers will place special emphasis on Christian attitudes of honesty, morality and courtesy, obedience to law, respect for our country's flag, appreciation of the Constitution, respect for parents and home, and recognition of the dignity and necessity of honest work.

Student Misbehavior

The following are some examples of student behavior that

violate school policies. Students may be disciplined, suspended, or expelled for any of these violations, and may result as an "F" in behavior:

- * Continued deliberate disobedience.
- * Chewing gum and/or eating candy
- * Continued unexcused tardiness to school and scheduled classes.
- * Continuously failing to complete class/homework assignments.
- * Playing or running before or after school.
- * Bringing electronic communication devices, balls, or personal toys (except for show-n-tell).
- * Sales of goods on school grounds without principal's permission
- * Zero tolerance policy for any form of threat to do harm to another.
- * Zero tolerance for bullying.
- * Fighting, roughhousing, or hazing
- * Any disrespect, defiance or intimidation by any student toward any school personnel.
- * Truancy
- * Forgery of parents'/guardian signature on the part of the student on any school form.
- * Hiding, stealing, or damaging other's property.
- * Graffiti on school property, personal property and/or school materials.
- * Students found cheating, copying or plagiarizing (students are subject to grade reduction or failure in that class).
- * Using foul or improper language.

The approved disciplinary measures are (in any particular order):

Teacher directed:

- conference with student
- conference with parents
- assignment of special task
- denial of privileges
- detention
- Language Lab

Administration directed:

- probation
- suspension
- expulsion

These procedures will be used in accordance with school policies.

Discipline Policy for Athletic Program

Eligibility and Participation:

Any student who is in good standing, who meets the requirements of St. Mary's School, and whose conduct conforms to several school policies may participate in athletic competitive activities.

Realizing that academics are the prime reason for education, the following eligibility requirements are set:

- a) Student must have an average grade of 75% or higher in all academic subjects.
- b) On the 6th discipline notice, student will be placed on probation and will not be allowed in a sport for that entire quarter.
- c) After the 9th discipline notice, student will be suspended. Student must do school work and turn in upon their return.

DISCIPLINE POLICY FOR KINDER-8TH

The following Discipline Policies are suggested and left to the teacher's discretion.

Discipline Policy for Grade Kinder – 4th

The lower grades use a color system:

- ~ Green = Excellent
- ~ Yellow = Warning
- ~ Orange = No Recess
- ~ Red = 10 min. after school (to be held in corresponding room).

- a) After 3 red cards:
 - ~ One hour detention after school.
 - ~ Teacher / Parent Conference
- b) After 3 detentions:
 - ~ 1 day suspension
 - ~ Teacher / Principal / Parent Conference

*Depending on the severity of the deed.

Discipline Policy for Grades 5th – 8th (At discretion of Principal)

Each semester will begin a new accumulation.

- a) After 3 discipline notices:
 - ~ 1st Conduct Referral
 - ~ 10% lowered on conduct grade
 - ~ Detention
 - ~ Teacher / Parent Conference
- b) After 6 discipline notices:
 - ~ Conduct Referral
 - ~ Additional 10% lowered on conduct grade
 - ~ Both Parents / Teacher Conference
 - ~ Detention
 - ~ After the 2nd Conduct Referral student will be out of the sports program.
- c) After 9 discipline notices:
 - ~ Conduct Referral

- ~ Teacher / Parent Conference
- ~ Additional 10 % lowered on conduct grade
- ~ School Suspension (must complete all school work assigned)
- ~ Eligibility assessment of enrollment

- d) Every 3 thereafter:
 - ~ Conduct Referral
 - ~ Additional 10 points lowered on conduct grade
 - ~ Suspension at the Principal's discretion

Additional consequences:

- ~ After 3rd conduct referral, student is suspended.
- After 2nd suspension, no eligibility for academic awards.

Unexcused Tardy Discipline Policy (all grades)

Each new quarter will begin a new accumulation.

Tardy is considered after 8:01 a.m.

- a) After 3 unexcused tardies:
 - ~ Tardy Discipline Warning Slip
 - ~ Student Detention
- b) After 6 unexcused tardies:
 - ~ Tardy Discipline Warning Slip
 - ~ Detention
- c) After 9 unexcused tardies:
 - ~ Tardy Discipline Warning Slip
 - ~ Suspension
- d) Every 3 thereafter:
 - ~ Tardy Discipline Warning Slip
 - ~ Suspension

Out-of-Uniform Discipline Policy (all grades)

Each new quarter will begin a new accumulation.

- a) After 3 out-of-uniforms:
 - ~ Uniform Discipline Warning Slip
 - ~ Detention
- b) After 6 out-of-uniforms:
 - ~ Uniform Discipline Warning Slip
 - ~ Detention
- c) After 9 out-of-uniforms:
 - ~ Uniform Discipline Warning Slip
 - ~ Suspension
- d) Every 3 thereafter:
 - ~ Uniform Discipline Warning Slip
 - ~ Suspension

Detention

Students may be kept after school for detention when parents are notified in writing (24 hour notice). Formal detentions will be held every Thursday from 2:30 pm – 3:30 pm. for grades Kinder-8th. A special “detention curriculum” will be applied at all held detentions. All assigned work must be completed.

Note: Students cannot be late to detention. If they arrive late then they will serve that day and another day. In case students are absent on their scheduled detention, they will have to make up the following Thursday with the presence of one parent.

Conduct Referral

Conduct Referral is a form given to a student for a serious offense of disciplinary misconduct. The consequences of the action are noted on the same slip. Parents are urged to give this notice immediate attention. Said notice must be signed and returned the next day. ***The student will not be allowed to enter the classroom without turning in the signed slip.***

The Conduct Referral will result in one hour detention and will lower the student’s conduct grade 10%.

Suspension

Suspension is the physical separation of a student from his/her classmates in school in school or at home (out-of-school suspension).

Suspension and Expulsion Procedures

- * Student will be disciplined by principal or vice-principal.
- * Conference with teacher(s) and parent(s).
- * Conference with teacher(s), parent(s) and principal
- * Suspension or expulsion

In School Suspension

This is when a student is not allowed in his/her classroom for the entire day but must complete assignments given by his/her teachers for that day.

HARASSMENT

In accord with respect for the dignity of each individual, the school maintains a strict policy prohibiting harassment in any form, including sexual harassment. Harassment is any kind of conduct which is not welcome, is personally offensive, or undermines the integrity of employment and professional relationships.

SUPERVISION

The school provides supervision from 7:30 a.m. to 3:00 p.m. There is no supervision before or after school hours. **THE SCHOOL WILL NOT ASSUME ANY RESPONSIBILITY** for students arriving on school grounds or surroundings before 7:30 a.m.

Students not participating in after school programs (including Christian service hours) cannot remain at school to wait for siblings, friends or fellow carpool students.

School is dismissed at 2:30 p.m. each day for Kindergarten through 8th grade. On early dismissal days, school is dismissed at 1:00 p.m. Parents and carpools who do not pick up their children within 30 minutes of being released will be sent to extended after school care and the appropriate fees will be assessed. Carpool drivers will be held responsible for their entire carpool.

SAFETY REGULATIONS

Emergency Procedures

In case of a natural disaster such as a fire, earthquake, or if the border is closed, the faculty and staff are prepared to care for the students until the parents **personally** arrive to claim their children.

Fire Drills

Fire drills are scheduled periodically according to St. Mary’s School and city directives. In the case of a fire emergency:

- a) The signal to evacuate will be a continuous sounding emergency alarm.
- b) Students will need to remain quiet so that instructions can be heard.
- c) Evacuate.
- d) The teacher will lead students to a designated area and begin roll call. Teachers will carry with them their emergency first aid bag.

Earthquake

When we conduct a drill for earthquakes or fires, students must take the practice seriously or they will be sanctioned formally.

In case of an earthquake:

- a) The teacher will give the command "drop" and immediately everyone will go under the desk to protect their head from falling objects.
- b) Students must cover the back of their head and neck area.
- c) It is very important to remain quiet so that instructions can be heard.

d) When the ground has stopped moving, teachers will at their discretion, proceed with the evacuation procedure.

e) The teacher will lead the students to designated area and begin roll call. Teachers will carry their emergency first aid bag.

- In case of an earthquake, a two-hour waiting period is advised to allow the city time to clear the roads of electrical wire and check for broken gas lines.
- Listen to the local radio station for information and directions.
- All parents or authorized individuals must sign them out at the temporary student release station. Someone will be assigned to direct you to that station.
- Our school will communicate with local emergency services and will care for your children in times of critical situations. If you are not able to reach school, we will care for your child here or at a designated emergency shelter.
- Please do not call the school. Lines must be kept open for emergency calls and communication with local emergency preparedness teams.
- Students will not be dismissed from school **unless released to a parent, guardian, or authorized individual (by way of the emergency card).** **There will be no exceptions!**
- Each student must have an authorized individual who resides in the U.S. should the border close.

PLEASE KEEP YOUR CHILD'S EMERGENCY CARD UP TO DATE by informing the school whenever there is a change in address, phone number or designated caretaker.

Lockdown Procedures

In the event that a crisis causes serious concern for the safety of students and staff, the principal will be notified and all relevant information passed on. The principal will determine if and when to initiate a lockdown.

Border Closure

Since the border can close without much warning, it is highly advisable for families who reside in Mexicali to have at least one person listed on your child's emergency card who resides in the United States. This can be a family member, a friend or a classmate. Even in the event of an unforeseen emergency, your child cannot go home with anyone not authorized by you on the emergency card. Please be prepared at all times.

SCHOOL GROUND REGULATIONS

Playground rules are meant to be a guide and are to be

enforced whenever students' interests conflict, or lead them to concentrate in a single area, also for safety precautions.

Yard Duty Personnel

- a) Students must treat the noon duty supervisors, yard duty personnel, and parent volunteers with respect.
- b) Students must follow all instructions of the noon supervisors and yard duty personnel without disagreement.
- c) Yard duty personnel have the right to issue warning slips for misbehavior during lunch.

Playground Rules

- 1) Students are expected to play safely.
- 2) Proper use of all sports equipment is mandatory.
- 3) Throwing of food and other objects is not allowed with the exception of sports equipment in context of its PROPER use.
- 4) No balls, jump ropes, toys or equipment may be brought from home to school.
- 5) Students are not allowed to play football except during P.E. class with teacher supervision.
- 6) Students are expected to leave their own eating area clean and to clear their own area of trash after they have finished eating. All trash is to be deposited in the trashcans. As is all recyclables into recycling bins.
- 7) Rough housing, "play" fighting, and fighting is forbidden.
- 8) Students are expected to follow all safety rules when using playground equipment.
- 9) Students are to wait in an orderly line without pushing or shoving while waiting in the cafeteria line.
- 10) Teasing, bullying, intimidating, or harassing others is not allowed.
- 11) Students must remain at lunch tables for 15 minutes before dismissal to the play area during lunch.
- 12) Students are not allowed to be on the North side (parking lot) of the building. Likewise, students are not allowed to go into unsupervised classrooms.
- 13) Students are expected to take care of all sports equipment. Students will be held responsible for any lost or damaged equipment.
- 14) Students are expected to respect our neighbors and their property.

When the bell rings, children **MUST STOP PLAYING AND LINE UP** quietly. Teachers must walk the students back to their classroom.

TRANSPORTATION

St. Mary's School does not offer bus service. All carpool

arrangements are made between parents. The school office does not organize carpools and cannot release phone numbers of students.

Car Traffic

- a) The entrance is through La Brucherie Ave. and exit of vehicles will be in single file only through Waterman Ave. .
- b) Students are to leave their vehicles from the right side at the unloading zone.
- c) Vehicles are to unload at the same time in this zone only.
- d) Do not pass vehicles who are still unloading. Please wait until they are finished and exit single file.
- e) **DO NOT** park your car in the parking lot and walk your child through the parking lot.
- f) Drive through the Church parking to enter the carpool line at the school .
- g) If your children are not ready, please do not block the line by waiting. Exit and re-enter.
- h) Absolutely no parking allowed at any time on the access road between the church and school.
- i) Please be kind to the teachers who must enforce these rules. They are there to protect your children.

Walking

For safety reasons, students who walk to school must have written permission from their parents to do so. All students can only be released to individuals listed on the emergency and carpool cards. Students who have written permission to walk to and from school must enter and exit the school through the Waterman Avenue walk-in gate and always use the marked crosswalks. Once on school premises, all students must **walk** directly to the assigned supervised areas. **Students must always walk NOT RUN in the breeze ways.** The playground is the only running area.

You must always cross the street only at the marked crosswalks. Students and adults must respect city laws.

PERSONAL AND SCHOOL PROPERTY

Books

Textbooks and library books are the property of the school. Each child is expected to take care of the books and materials provided for his/her use during the year. Any books that are lost or damaged must be replaced by the student. All books **MUST** be covered with durable covers at all times. If a student does not have their book covered after the first week of school, their teacher will follow discipline guidelines until the student covers the book properly. Books are numbered and assigned to each student. Book bags and backpacks are to be used every day

by all students. School desks and other property and equipment are also to be handled with great care.

Students' Personal Property

Unless students have permission from their teacher (such as Kindergarten and First Grade Show-N-Tell), they **MAY NOT at any time bring any toys or personal property to school except what is needed in the classroom as learning materials.** Any personal property brought to school will be taken away and returned to them on the last day of school.

Students MAY NOT at any time sell anything including candy and/or personal property.

School Property

The buildings, grounds, and equipment are to be treated with the greatest care and respect. You are expected to take care of all school property. If through carelessness or willful destruction any material is damaged, you are expected to replace or repair the item.

Library books must be returned to the library by their due date. Students will be assessed a fee of \$.20 per day every day past their due date.

Because of the problem posed on floors, furniture, sidewalks, etc., you may not eat or drink inside the classroom and/or the breezeway except clear water. **Gum and candy are NOT allowed on school premises at any time. Discipline rules will follow.**

Lost and Found

All personal items must be permanently labeled with full name, grade and class. Clothing, school bags, books, notebooks, purses and wallets should be clearly identified. **School personnel is not responsible for lost items.**

Lost clothing will be placed in the lost and found box .

Please do not send your child to school with excessive money. The students buy their snack tickets in the morning. We ask that parents of students in grades Kinder through 2nd buy the ticket for their child.

Individual, family, child behavior therapy
(760) 352-1502

Christopher Carstens, Ph.D.
Children & family counseling
(858) 455-5252

Services available in Mexicali:

Centro de Desarrollo Humano Quiero Ser
274-2404

Psic. Kenya Velazquez 686-584-8015

Psic. Eva Navarro 686-543-1951

**LIST OF SERVICES AVAILABLE
THROUGH PRIVATE SECTOR OR
IMPERIAL VALLEY COUNTY
OFFICE OF EDUCATION:**

At County for all residents of Imperial County:

Special Ed. Program Specialist
(760) 352-5712

Carmen Parker
Speech Therapist, El Centro School District
(760) 357-7354
Dr. Donald Barniske
Optometrist specializing in dyslexia
(760) 351-2020

Imperial Valley Counseling Associates
(760) 352-4773

Deborah Mishek MD
Developmental/ Behavioral Pediatrician
858-581-5053

Peter Di Manno, L.C.S.W.
(760) 352-4773

John Grass, M.F.C.C. & Associates
Alcohol, drug, and co-dependency programs
(760) 353-6302

Jackie Moss, M.F.C.C.
Individual & Family Therapy
(760) 353-0500

Nancy Moreno-Derks, M.F.C.C.

