

First Day of School  
Tuesday, August 9, 2022



**St. Monica  
Back to School  
Guide  
2022-2023**

4140 Walnut Hill Lane  
Dallas, TX 75229  
214.351.5688



# Welcome

Dear St. Monica Families,

St. Monica Catholic School Mission: "To develop a life-long passion for learning through the teachings of the Catholic Church, fostering in each child their fullest spiritual, intellectual, physical, and social growth."

We are excited to welcome our new Bearcat families this year and welcome back our dedicated families. Together we are **UNITED IN FAITH, HOPE AND LOVE**. Together we work to develop programs and activities that move St. Monica Catholic School forward. Together we succeed and thrive for the direct benefit of our students, your children.

We present to you this Back to School Guide to help you begin to plan for opening day, August 9, 2022. This is the beginning of our varying back-to-school communication; it is a detailed guide and one you can use throughout the school year. As you read through this guide, all efforts have been made to bring back schedules, activities, and policies that were very successful and traditional to St. Monica Pre-COVID. The guide also has some new policies that aid us in our goal of **Siempre Adelante...Always Forward**.

St. Monica Catholic School is blessed with the presence and gift of each student, family, and staff member. Gratitude abounds at your commitment to our school.

God is good...all the time...all the time...God is good,

Mrs. Angeline Trudell,  
President



**ST. MONICA**  
**CATHOLIC SCHOOL**  
UNITED IN FAITH, HOPE, AND LOVE...  
SIEMPRE ADELANTE-ALWAYS FORWARD  
LEARN BELIEVE SERVE ACHIEVE

# Dates to Remember

**Mon., Aug. 8th**

New Family Orientation

PK : 9-10 AM - Family Center

K-8 : 10-11 AM - Family Center

Meet the Teacher\*\*\*

12-2 PM: Classrooms

\*Parents and students attend

\*\*Chromebook pick up

**Tues., Aug. 9th**

8AM Welcome Back Mass

After Mass Coffee - Family Center

**Sat., Aug. 13th**

Back to School Picnic

6-9 PM - Dave Gross Field

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**First All School Mass**

**Mon., Aug. 15th**

**Weekly Mass Begins**

**Mon., Aug. 22nd**

Grades K-2nd

8 AM

**Tues., Aug. 23rd**

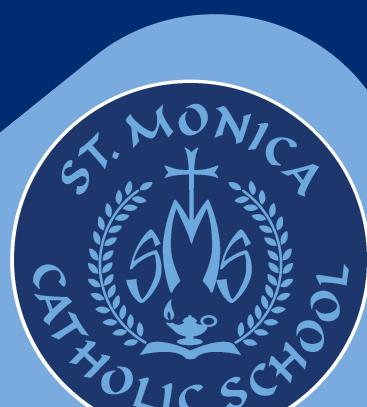
Grades 3rd-5th

8 AM

**Fri., Aug. 26th**

Grades 6th-8th

8 AM



## Back to School Nights

Mark your calendars for our Back to School Nights and learn more about the upcoming school year.

These nights are for parents only.

**Mon., Aug. 15th**

Preschool PK3 - DK

6:30 PM-8 PM

**Tues., Aug. 16th**

Kinder - 2nd Grade

6:30 PM-8 PM

**Wed., Aug. 17th**

3rd - 5th Grade

6:30 PM-8 PM

**Thurs., Aug. 18th**

6th - 8th Grade

6:30 PM-9 PM

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**Fall School Pictures\***

**Wed., Aug. 24th**

5th - 8th Grade

**Thurs., Aug. 25th**

K - 4th Grade

**Tues., Sept. 6th**

Preschool

# General Information

## School Hours

### Preschool

8:00 am – 3:00 PM

### Kindergarten-4th

7:55 am – 3:15 PM

### 5th-8th

7:55 am – 3:30 PM

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## Early Dismissal

### Preschool

12:00 PM

### Lower School\* (K-4th)

12:15 PM

### Upper School\* (5th-8th)

12:30 PM

\*No lunch is served for K-8th grade students

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## Lunch Program K-8

Students have the option to bring their lunch or purchase lunch from our food service vendor, Guess Who's Coming to Dinner. Please [click here](#) to get more information about our lunch program.

## Late Arrival

### Procedures

Tardies will be marked for students that arrive after 7:55 AM. Gates will close at 7:50 AM. For K-8 if you arrive after 7:50 AM, your student will need to enter through McManus. For PK if you arrive after 7:55 AM, you will need to walk your child to the north door of the Family Center and we will walk your child to class.

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## Early Release

### Procedures

All early release notes should be emailed to [earlydismissalnotes@stmonicaschool.org](mailto:earlydismissalnotes@stmonicaschool.org) and the student's homeroom teacher. K-8 students must be picked up before 2:30 PM in McManus. PK students must be picked up before 2 PM at the north door of the Family Center.

## Absence Notification

Regular attendance is an important component to the success of your child's school learning experience. Absences must be reported by email to [absences@stmonicaschool.org](mailto:absences@stmonicaschool.org) on or before 8:45 AM.

# School Clinic Info

Patricia Rodriguez R.N., - [prodriuez@stmonicaschool.org](mailto:prodriuez@stmonicaschool.org)  
The clinic is located in C-wing near the playground.  
Services provided by the clinic include first aid, managing medical emergencies, administration of prescribed medication, and monitoring ill students until a parent arrives to pick them up.

All forms can be found under the "Parents" tab and downloaded from the school website.

- Asthma Action Plan or Allergy Action Plan: If your child has Asthma or a severe Allergy (food, insects, etc.) an Asthma or Allergy Action Plan must be completed by your physician and submitted to the clinic along with the prescribed medication and the Medication Request Form.
- The Diocese of Dallas Health History
- Immunization Requirements for the current school year. The immunization record provided by your physician is an acceptable substitute. As required by the Texas Department of Health, immunizations must be current for your child to attend class.
- Documenting History of Illness: Varicella (Chickenpox) this form should be submitted only if your child had Chickenpox disease.
- Medication Permit Form - This form is to be submitted if your child will be taking a prescription medication at school. This form requires both parent and physician signatures.

We can administer Over the Counter (OTC) Medications (Advil, Tylenol, etc.). The permission form is not available online. Contact the Nurse if you need a copy of the form. OTC medication must be in the original container. Please send the smallest bottle available, storage space in the clinic is limited.

Please see handbook for additional information.

# General Information

## After School Program

St. Monica offers optional after school programs on days when school is in session except for the last day of school. After School programs are offered at an additional cost to students who are registered in St. Monica After School Program for Preschool through 8th grade. Drop-in care is not available and families must register each student that will be using the program and pay a \$25 registration fee per student. The program directors are on-site and available to staff, children and parents.

[Click Here to Learn More](#)

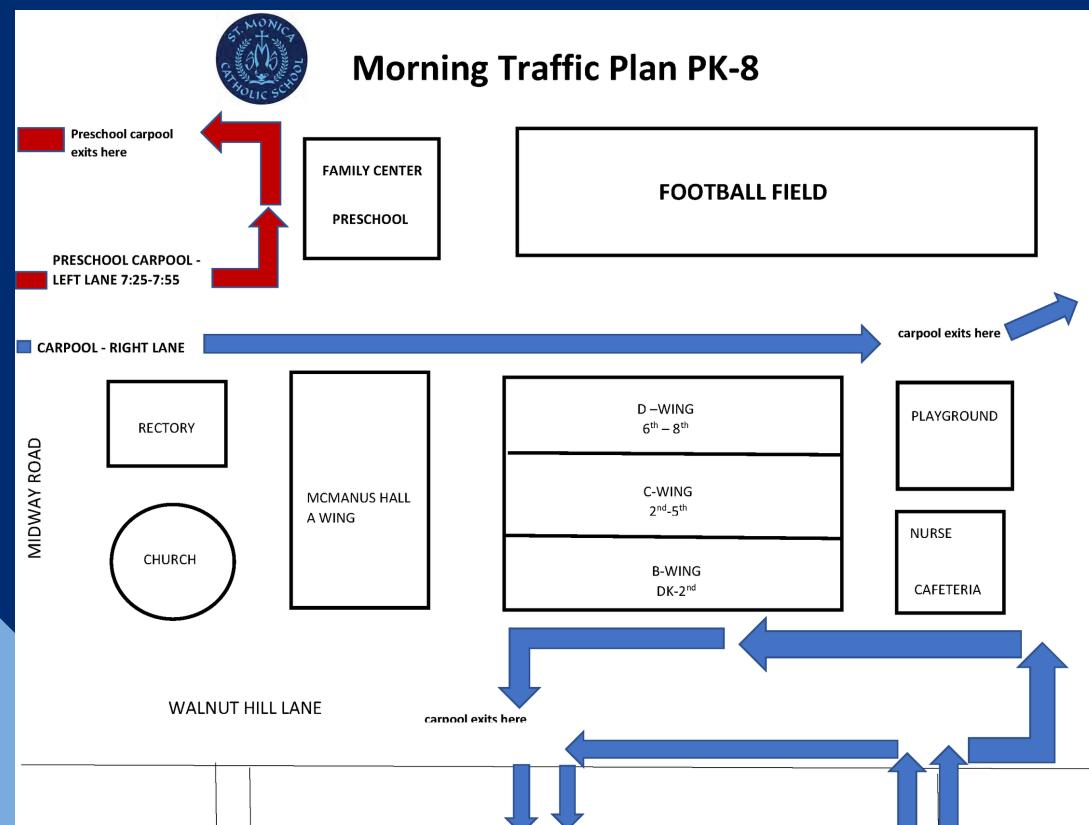
Questions? Lesley Jordan, Director of After School Program  
[ljordan@stmonicaschool.org](mailto:ljordan@stmonicaschool.org)

## Safe Environment

In compliance with our Diocese, St. Monica has a comprehensive Safe Environment Plan in place for our volunteers. In order to volunteer, you are required to be Safe Environment cleared. More information about our Safe Environment Program can be found [here](#). If you are a new family to St. Monica, please make sure to visit the Parents tab on the school website. The process for new families takes a little longer and should be started before school begins. Safe Environment badges must be worn on school premises at all times. Please know that for the safety of our students this policy is strictly enforced. All Safe Environment badges from the previous school year expire in August. Please contact Misty Gilmore [mglimore@stmonicachurch.org](mailto:mglimore@stmonicachurch.org) with any questions.



# Carpool



## Early Arrival Times\*:

**PK: 7:00-7:30 AM**

**K-8: 7:00-7:30 AM**

\*PK must be walked into the Family Center

\*K-8 will wait in the cafeteria until they are dismissed to classrooms

## Morning Carpool:

Arrival Times:  
**Grades K- 8th use the Walnut Hill Lane or Midway Entrance**  
**K-8: 7:30-7:50 AM**  
**PK: 7:35-7:55 AM**  
**Preschool use the Midway Road Entrance.**

Form One Line (*stay to the left*). Pull up to Double Doors (*facing Midway*)

## Afternoon Carpool:

**Grades K- 8th:**

**Last Name A-L (use the Midway entrance, form 2 lines, & line closest to the school)**

**Last Name M-Z (use the Midway entrance, form 2 lines, & line closest to the field)**

**\*Siblings will dismiss at the specified time for their oldest sibling.**

**Preschool follows morning carpool pattern for afternoon dismissal.**

## Early Dismissal Times:

**PK: 11:45 AM**

**K-4: 12:15 PM\***

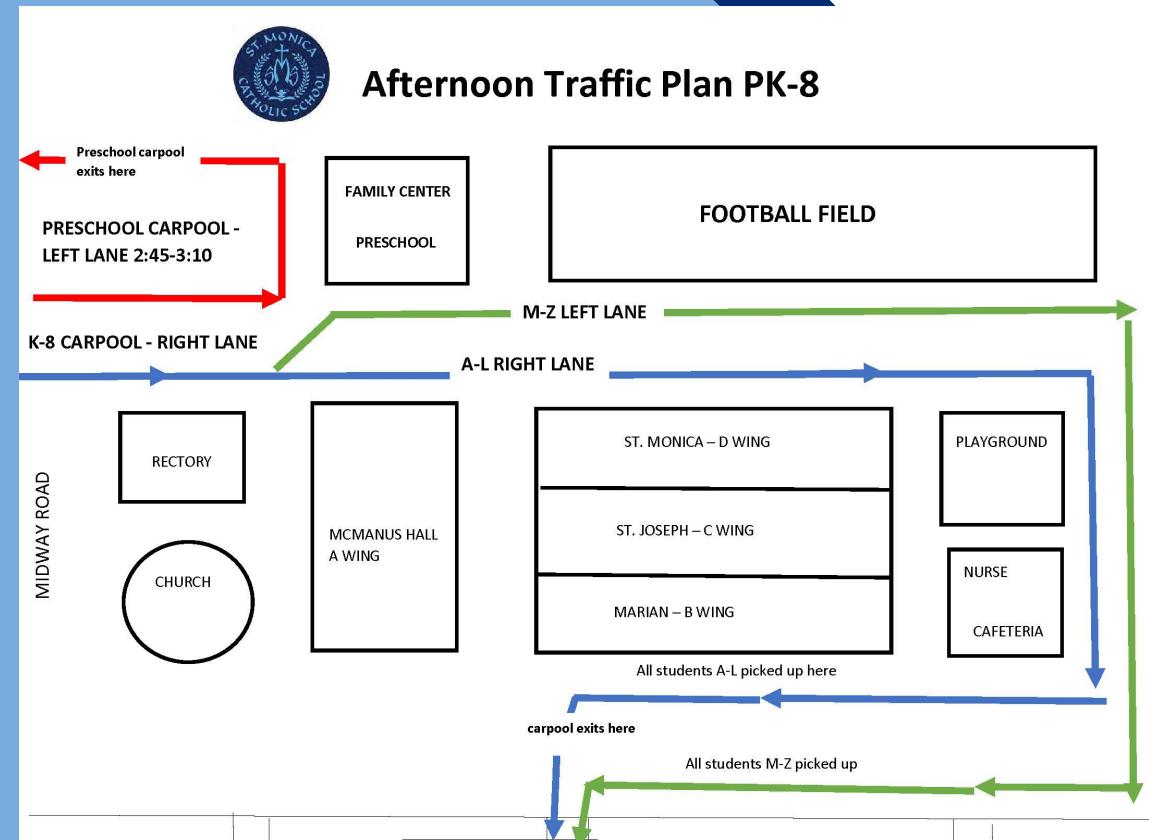
**5-8: 12:30 PM\***

## Regular Dismissal Times:

**PK: 2:45 PM**

**K-4: 3:15 PM\***

**5-8: 3:30 PM\***



**Walker Forms will be available by mid-August .**

# Communications

## Be In The Know...

### FACTS

St. Monica utilizes FACTS/Family Portal to communicate to you about your student. In FACTS/Family Portal you can:

- Access and update the school-wide directory
- See your school tuition/fee account information
- Check your student's grades

### Bearcat Byte & President's Corner

On Fridays, you will receive the school's weekly e-newsletter called "Bearcat Byte" and the President's Corner will be sent out on Tuesdays. These are your primary sources of information for the upcoming week. Archived Bearcat Bytes and President's Corners can be found under "Quicklinks" on our website.

### Emails

You may receive email reminders from your teachers & homeroom parents for volunteer opportunities, upcoming events, or changes in already scheduled events. Please check your email regularly & keep your contact information in FACTS/Family Portal up to date.

### Parent Alert

Our Parent Alert system sends text messages directly to your phone.

Parent Alert is for emergency purposes, including severe weather alerts, changes in carpool, or any urgent communications.

### We're Social – Follow Us



[@stmonicacatholicschool](https://www.facebook.com/stmonicacatholicschool)



[@stmonicaschooldallas](https://www.instagram.com/stmonicaschooldallas)



[@stmonicabearcat](https://twitter.com/stmonicabearcat)

### Need More Information??

Catherine Hull  
Director of Communications  
[chull@stmonicaschool.org](mailto:chull@stmonicaschool.org)  
214-351-5688 Ext. 5174

Sally Wengierski  
Manager of Tuition & Budget  
[swengierski@stmonicaschool.org](mailto:swengierski@stmonicaschool.org)  
214-351-5688 Ext. 5178

Kelly Lynch  
Office Manager  
[klynch@stmonicaschool.org](mailto:klynch@stmonicaschool.org)  
214-351-5688 Ext. 5688

# Calendars

## Perpetual Calendar

[Click here for Perpetual Calendar](#)

2022-2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>August 2022</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>September 2022</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>October 2022</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>November 2022</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
<b>December 2022</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>January 2023</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>February 2023</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
<b>March 2023</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
<b>April 2023</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>May 2023</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>June 2023</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
<b>July 2023</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## Mass Times\*\*

### for Students

**Mondays @ 8 AM\***

**Kinder-2nd grade**

**Tuesdays @ 8 AM**

**3rd-5th grade**

**Fridays @ 8AM**

**6th-8th grade**

**All School Masses  
will be listed on the  
School Calendar**

**\*Preschool will attend on  
Mondays later in the year.**

**\*\*Any changes to the Mass  
schedule will be noted on the  
school calendar.**

## Events Calendar

Our Google Calendar can be found on the home page of  
[stmonicaschool.org](http://stmonicaschool.org)

[Click here for the link to subscribe to our calendar.](#)

The screenshot shows a Google Calendar for August 2022. The events listed are:

- 6pm Summer Used Uniform Sale (31)
- Meet the Teacher (8)
- First Day of School (9)
  - 8am Back to School Coffee
  - 7pm Dads' Club General Meeting
- Preschool Back to School Night (15)
- K-2nd Grade Back to School Night (16)
- 3rd-5th Grade Back to School Night (17)
- 6th-8th Grade Back to School Night (18)
- School Pictures: 5th-8th Grade (24)
- School Pictures: K-4th Grade (25)
- All School Mass (26)
- Sep 1 (31)
- 7:30pm PTO General Meeting (31)

# Bearcat Athletics

Daniel Neves, Athletic Director-dneves@stmonicaschool.org

St. Monica competes in the Dallas Parochial League (DPL)

with 29 other Catholic Middle Schools in DFW and  
participates in athletics throughout the calendar school year  
for those students in 5th-8th Grades.

**Students who would like  
to participate in athletics  
at SMS need to do the  
following:**

- 1. Register for your sport and  
pay the fee on the [SMS  
Athletics page](#).**
- 2. Complete the [Athletic  
Physical Form](#).**
- 3. Pass all classes in order to  
participate in athletics per  
SMS and DPL policies.**

## St. Monica Sports

**Baseball**

**Basketball**

**Cheerleading**

**Cross Country**

**Football**

**Futsal**

**Golf**

**Soccer**

**Softball**

**Track & Field**

**Volleyball**

## VOLUNTEERS??

**Just a reminder volunteers are needed for  
every home game. This includes basketball, football, futsal,  
and volleyball. Want to help out?**

[dneves@stmonicschool.org](mailto:dneves@stmonicschool.org)



## Want to Coach??

**It is mandatory for coaches to  
attend the DPL sponsored [“Play Like  
a Champion”](#) workshop before they are  
permitted to coach. To sign-up for the  
coaching workshop you must email  
Daniel Neves, SMS Athletic Director.  
August 31, 6pm - SMS Upper Lounge  
September 11 8am - St. Thomas**

# Parent Involvement

## Community

St. Monica is blessed to have a very active parent community. We have two organizations for parents and all you have to do is show up and participate. For families new to our community, volunteering with these organizations will really give you a sense of what St. Monica is all about.

## Parent Teacher Organization

The PTO is committed to providing programs carefully coordinated in a close partnership with the school and our over 400 parent and community volunteers. To learn more go to the [PTO Website](#). All parents & staff at St. Monica Catholic School, are members. Meetings are usually on the 1st Thursday of every month (Sept.-May) in the Family Center Upper Lounge.

## Dads' Club

Each year St. Monica Dads' Club leads the charge for fundraising, sweat equity, and many other events that support the community and school. To learn more go to the [Dads' Club Website](#). If you're a dad, you're in the club. Meetings are usually held on the 2nd Thursday of every month (Aug.-May) at Sparkman Clubhouse.

## Want to Volunteer?

The PTO and Dads' Club are always looking for moms and dads to serve as committee chairs or help out with committees.



Katie Ackels  
PTO President

[Katie.n.maxwell@gmail.com](mailto:Katie.n.maxwell@gmail.com)



Aaron Peterson  
Dads' Club  
President

[ap11indians@gmail.com](mailto:ap11indians@gmail.com)

## Dates to Remember

Thurs., Aug. 11th  
1st Dads' Club Meeting

Sat., Aug. 13th  
Back to School Picnic

Thurs., Sept. 1st  
1st PTO Meeting

Sun., Sept. 25th  
Spaghetti Dinner

Sat., Oct. 15th  
Autunmfest

Thurs., Dec. 1st  
Christmas Market

Spring 2023  
Dads' Club Gala