



ST. PAUL CATHOLIC SCHOOL
STUDENT HANDBOOK
2016-2017

MISSION STATEMENT

St. Paul Parish School is a Catholic community dedicated to teach as Jesus taught under the guidance of the Holy Spirit.

VISION STATEMENT

As an exemplary Catholic School, St. Paul will be a place where:

- students, staff and families work together for the ultimate goal of —knowing, loving and serving God in this world, to live with Him forever in the next
- parents actively participate in the education of their child, especially religious education
- families provide model home life by praying, attending Sunday Mass together, and participating in the sacramental life of the Church
- students and families of all faiths are welcome to share the blessings of a Catholic school
- teachers witness our Faith by words and deeds, through prayer and example to promote ongoing formation and spiritual growth of students
- students experience a challenging curriculum, receive tools needed for academic success and grow in the love of learning, prepared for a life of service in society
- instruction in music, foreign language, technology and physical education provides a well-rounded educational experience

CORE VALUES

Faith

We believe the Holy Spirit inspires all we do.

We embrace the Gospel of Jesus Christ and encourage a personal relationship with God the Father.

Our patron saint, St. Paul, serves as a model of faith in action.

Responsibility

We promote responsibility through accountability and setting good examples

We work to acquire sensitivity to the consequences of one's life and conduct toward others.

Respect

We respect ourselves as children of God.

We respect the dignity and individuality of other people.

We promote an atmosphere of respect for rules and authority.

Learning

We strive to nurture the moral, intellectual, artistic, and physical development of our students.
We believe in studies and activities which develop, encourage and challenge individual abilities.
We commit to fostering a safe learning environment, nourished by prayer, respect, and discipline.
We believe parental support and involvement are essential to the learning process.

Service

We pledge to help students be active in society as a committed Catholic and responsible citizen.

We inspire students to be people of service.

We gratefully share God's gifts for the common good of all creation

School Prayer

Lord, we come together today as a school family
to praise you for the day you have given to us.

Send your Holy Spirit upon us so that
as we study, work, and play we may give honor to You.

Bless our school and all those who use their time and talents
to make it a place for us to learn.

We pray for one another
in Your name.
Amen.

St. Paul Parents and Students,

Our entire staff is honored to be your partner in the education of your child. You have accepted the invitation of Jesus Christ to see that your children are taught in His ways. Your lessons at home are just as important to your child's success as are books, desks, pen, pencils and homework. Working together, we can help your child discover the unique gifts given to them by God.

Once again this year, we are blessed to have the spiritual guidance of Fr. Don. His patient leadership brings us together as a faith community and his example of hard work and sacrifice is one we can all look to for inspiration. Our vibrant Religious Education Program and tireless Parish office staff contribute to the success of the school and your children in ways that make us all a family.

Thank you for joining in this journey. The school year ahead will be filled with memory making moments, new and renewed friendships and the immense joy of watching your child blossom.

Prayers and blessings,

Tim J. Havican

Principal

We Have Panther Pride

Contact Information

St. Paul Catholic School
school@stpaulmosinee.org
603 4th Street
Mosinee, WI 54455
Phone:715-693-2675
Office Hours: 7:30 - 3:30

www.stpaulmosinee.org
www.facebook.com/stpaulmosinee

School Faculty & Staff

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Marie Swita	Secretary	school@stpaulmosinee.org
Valerie Bradfish	Pre-School	vbradfish@stpaulmosinee.org
Mary Kay Holzem	Grade 1 & 2	mholzem@stpaulmosinee.org
Donna Conley	Grade 3 & 4	dconley@stpaulmosinee.org
Ben Knoedler	Music	bknnoedler@stpaulmosinee.org
Hermine Jaeger	Instructional Aide	715.693.2675
Marie Andersen	Lunch Coordinator	715.693.2675
John Koskey	Custodian	janitor@stpaulmosinee.org
David Dunaj	Part-time Custodian	

Parish Staff

Fr. Don Przybylski	Pastor	parish@stpaulmosinee.org
Lois Gates	Secretary	faithformation@stpaulmosinee.org
JoAnn Sondelski	Religious Education	bulletin@stpaulmosinee.org
Jeanette Cherek	Assistant Secretary	

ADMISSIONS

Students must be of proper age by September 1 of school year. Students attending another school must submit all records from that school. Students are welcome to join St. Paul Catholic School at any time.

ATTENDANCE

Wisconsin Statute 118.6 states, it is **responsibility of the parents** to ensure regular attendance of the student. Truancy is an unexcused absence from school. In order for an absence to be excused the School Office must be **notified in writing** by the parent or legal guardian. Examples of excused absences are: illness, medical appointments or family emergencies.

A parent/guardian **must** call the school by 8:30am if a child is to be absent. If no call is received, the secretary will attempt to call home for verification. **When the child returns to school, he/she must have a written note advising the school about the absence.**

Students who are tardy must check in at the office before going to class. **Students arriving late due to a medical appointment, must have documentation from a health care provider.**

In case of known **extended absence**, the Office must receive a note one week prior to absence. School work must be completed as required by the school and teacher.

BOOK ORDERS/BOOK FAIR

Students can order books through classroom book clubs. No student is required to buy books. Teachers handle collection of money and process orders. There is also an annual book fair.

BULLYING

Bullying is unacceptable at St. Paul School. All students in the Catholic schools of the Diocese of La Crosse have the legal, moral and spiritual right to learn in an atmosphere free of harassment.

- Harassment is defined as any unwelcome physical, verbal, written or visual act.
- The harassment policy extends to the prohibition of bullying and cyber bullying.
- Any student engaging in harassing or bullying behavior will be disciplined immediately and could include contact with home and in-school suspension.
- Any student who believes they are being harassed should report the incident to the nearest teacher and to the principal. All incidents will be fully investigated.

BUSING

Lamers Bus Service of Mosinee provides normal school bus transportation. Riding the bus is a privilege. Review the bus safety rules, provided by Lamer's, with your child/children. If a student does not follow the rules, Lamer's may disallow that student from riding the bus in the future.

A transportation form is sent home in August listing the addresses, where a student is to be picked up and dropped off. Lamer's determines the exact location and timing of the bus stops.

Students ride the shuttle to the High School at the end of the day. For any change to the normal transportation of a student, a permission slip must be written by the parent/guardian to the school office. Children to be transported to a sitter, other than the pick-up location, must fill out the sitter form obtained in our office or at Lamers Transit.

CALENDAR

In general, St. Paul Catholic School follows the Mosinee Public School District calendar. St. Paul School will publish its own program calendar of events and distribute it at the beginning of the school year. Updated versions are posted on the school's website at www.stpaulmosinee.org.

CHANGE OF ADDRESS, TELEPHONE NUMBER, OR GUARDIANSHIP

Parents/guardians must notify the school immediately when there is a change of address, phone number or change in parent or guardianship. **The policies of the Diocese of La Crosse regarding guardianship of children state: In any situation where there is a custody agreement, the school needs to obtain that portion of the agreement that stipulates custody and any other pertinent information for the school. DSP 5302**

COMMUNICABLE DISEASES

In accordance with the Rules and Regulations for the Control of Communicable Diseases:

- Notify the school immediately when your child has a communicable disease, (i.e., whooping cough/pertussis, head lice, scabies, ringworm, chicken pox, measles, mumps, pink eye, mononucleosis, or strep).
- All communicable and contagious skin diseases require a written release from a physician before a student may return to school.
- If your child has discharge from the nose, skin rash, eruptions, eye infections, vomiting or elevated temperature of 100 F., he/she should stay at home.

CONCERTS-- Christmas, Spring, Class Events

Attendance at concerts or musicals is mandatory, excusable only by illness or family emergency. Performance is part of music/class curriculum and considered in grading.

CONFERENCES Diocesan Policy 5205

As a personal means of informing parents about the development of their children, schools schedule conferences on a regular basis.

DAILY SCHEDULE

- 7:30 Doors open, students report to homerooms
- 7:45 Students are quiet in homeroom, ready for school day, prayer is led. Students not in the classroom at this time are tardy.
- 7:50 Class begins.

3:00 Dismissal bell - Grades 4K- 4

- No one may be dismissed until the bell rings
- Grades 4K – 4 leave classrooms when the bell rings at 3:00 p.m.
- All students will be escorted to bus by their teacher
- There will be supervision of buses at all times
- Students and teachers walk to the shuttle bus using the sidewalks

Non-bus students MUST use crosswalks to reach parents' vehicle and be picked up by 3:00. Any student not picked up by 3:05 will wait inside building.

DISCIPLINE

St. Paul uses a progressive discipline system based on positive behavior management promoting prayer, academics and character.

Students receive classroom rules from their teacher and school rules from the principal and are encouraged to develop self-discipline and social responsibility. Breaking of classroom and/or school rules may require the following consequences depending on severity of the infraction; meeting with the teacher, meeting with the principal, note home, phone call home or parent conference with the teacher and/or principal.

It is the right of the administration and faculty to check or inspect items in desks and lockers.

EXPULSION: Diocesan Policy 5115

Expulsion of a student is a very serious matter and invoked only in extreme cases. All expulsions are to be approved by the Diocesan Director of the Office of Catholic Schools.

DRESS CODE

Our Dress Code seeks to promote modesty and the Catholic philosophy that a student is serious about studying and learning. Following items are NOT allowed under the St. Paul Dress Code:

- Over-sized or tight fitting pants, hip-huggers, sweatpants, leisure wear, pajama bottoms, mesh, tear-away, combat-style, military, or camouflage; ragged and torn pants/slacks/jeans are not allowed.
- Shorts, skorts, skirts, and dresses are deemed appropriate length if they are no more than 3 inches above the kneecap. Shorts may be worn to school during the months of September and May/June.
- St. Paul, Mosinee District spirit wear, and special dress-up days are exceptions.
- Blouses and tops should cover the shoulders and midriff.
- Outdoor wear should be removed upon entrance of buildings.

- Appropriate shoes need to be worn at all times so students can run and play safely. Beach footwear (flip-flops, thongs, water shoes etc.) and roller shoes are not allowed. Shoes that have laces need to be tied.
- Boots and snow pants need to be worn in the winter. Staff can deny students outdoor privileges if not dressed properly.
- Hairstyles must be clean, cut to reasonable length, and reasonable natural color.
- Accessories that draws undo attention are not permitted including long looping chains and unreasonable body jewelry. Tattoos are not to be publicly visible.
- Mass attire should be one of respect.

Administration and teachers have the right to correct students not dressed properly. A note will be sent home to inform you of any inconsistencies with the dress code.

DRUGS AND ALCOHOL

The presence and abuse of drugs and alcohol is a clear and present danger to the health, safety, and welfare of all those in our school. They are prohibited from being in school.

Prohibition Diocesan Policy 5508:

No student may possess, distribute, offer, be under the influence of, or knowingly remain in the presence of and/or conduct transactions leading to the use, possession, distribution or exchange of drugs or alcohol on school property, within 1000 feet of school property, at or in route to school-sponsored or approved activities, functions, or events, and/or school buses, rental vehicles or school-sanctioned vehicles. Violation of this prohibition will result in dismissal or immediate expulsion. **Complete reading of the Diocesan Policy is in the Policy and Regulation Handbook for Schools in the school office.**

EMERGENCY DRILLS

Drills are held throughout the school year. Students must walk quickly and silently to the designated areas and remain there until the signal to return is given. Fire drill and tornado drill maps are posted in all classrooms.

EXTRA-CURRICULAR ACTIVITIES

Students are encouraged to participate in extra-curricular activities and must maintain a C average in all classes. A student who drops below a C will be suspended from play until the grade is brought up to C average. A student may be removed from extra-curricular activities for consistently poor school work or serious misconduct. Teachers are to keep coaches informed of a student's progress if participation is in question.

FIELD TRIPS

Field trips are offered throughout the year. Students must return a permission slip signed by parent/guardian before going. A child may be asked to pay for certain fees. Parents can contact the school office if cost is an issue and arrangements will be made for payment. No child will be

prevented from accompanying his/her class due to inability to pay. **Written permission is the only acceptable form of consent – No permission over telephone.**

FREE & REDUCED LUNCH

St. Paul School participates in the Free & Reduced School Lunch Program. Applications for Free or Reduced lunches are available in the office and can be turned in at any time.

GRADE SCHOOL DANCES AND PARTIES Diocesan Policy 5790

Schools are not to sponsor mixed parties and dances for grade school students when they promote premature dating, exclusive and particular boy-girl associations and pairing off of couples. School activities which are well supervised and which are instructive in the social graces and productive of mature and wholesome relationships are encouraged.

GRADING SCALE

Grading will be as follows:

99-100	A+
95-98	A
93-94	A-
91-92	B+
87-90	B
85-86	B-
83-84	C+
79-82	C
75-78	C-
73-74	D+
69-72	D
65-68	D-
0-64	U

Grievance Procedure and Resolution of Differences

Any parent or student having a conflict with a staff person at School is asked to follow this procedure.

- First, discuss the problem with the staff member.
- If needed ask the principal to intervene.
- If not resolved, bring to the attention of the Pastor.
- If still unresolved, contact the Office of Catholic Schools for the Diocese.

GYM RULES

Only gym shoes are to be worn in the gym. Students who have practice after school need to wait in their homerooms until the coach or assistant coach arrives. The basement is off limits to all but the players.

Use of the gym by established organizations in the school and parish supersedes the use of the gym by other non-parishioner groups. Other groups wanting to use the gym need to contact the parish office. Participants must sign a waiver. Damages will be charged to scheduling individual.

HONOR ROLL

Students receive recognition awards for being on A and B Honor Roll. Subjects to be considered are Religion, Spelling, English, Math, Science, Social Studies, Reading, Music, Art and P.E., Spanish, Health and Computer, if applicable, band. Percentages used according to Grading Scale.

HOMEWORK

Amount and type of homework will be determined by the teacher. Students are given daily study time to do some assignments in school. Students are required to keep a homework notebook and may be required to have this book signed by parents at the teacher's discretion.

HOT LUNCH

Hot lunch is served daily with the cost determined by the contract with our food service provider. The price is published in the summer. Students who bring their lunch to eat may purchase milk. St. Paul School participates in the Federal Hot Lunch Program and eligible children are provided with free/reduced lunches. Information for this program can be obtained from the school office. All classes have morning milk included with their morning snack which is charged to the monthly hot lunch statement. Those who qualify for free/reduced lunch still have to pay for snack milk and any extra milk with the noon meal. **Lunch accounts are to be paid in advance.** Deductions will be made each time your child takes hot lunch. A statement will be mailed out at the beginning of each month stating your current balance. Families with an account that falls below a negative \$50.00 balance will be notified that your account is negative. Payment to that account will be expected. Failure to do so will result in denial of hot lunch until payment is made. A Medical Statement is requested for any student with food allergies.

IMMUNIZATIONS

An immunization record, according to Wisconsin State Statute, must be on file at the school within 30 days of first day of school, subject to review by Marathon County Health Department.

LIBRARY AND AUDIO-VISUAL MATERIAL

A book may be checked out for a period of two weeks and may be renewed once. Magazines may be checked out for a period of one week. There will be a fine of two cents per day for an overdue book--including holidays and weekends. If a book is lost or damaged, the parent must pay replacement costs for the book. All fines must be paid by the last day of school or the final report card will not be issued.

LOST AND FOUND

Articles found in and around school will be put in the Lost and Found box. Items left at the end of the year will be donated to charity.

LUNCHROOM

Students are to walk to the lunchroom and stand quietly until served. Students are to observe the posted lunchroom rules:

1. Walk, don't run
2. Sit at assigned table, speak softly and use proper table manners
3. Do not throw food
4. Respect adults, students and lunchroom objects
5. Raise hand and ask permission of student needs to leave cafeteria

MASS ATTENDANCE

Students attend Mass once a week on Tuesday at 8:00 a.m. Parents are welcome and encouraged to join us. **Students must dress appropriately for Mass.** Students attend Mass on all Holy Days of Obligation and Ash Wednesday. When this occurs, this is the only school Mass for that week.

MEDICATION

If a student needs to take any form of medicine, prescription or over-the-counter, a signed medication permission form from parent and doctor must be presented to the office along with the medication. **ALL MEDICATIONS MUST BE KEPT IN THE OFFICE. Only medicine in its original container will be dispensed.** Office personnel will dispense medication and the student will receive a "Medication Alert" slip indicating medication taken, date, time, and who administered the medication.

MEDICATION ADMINISTRATION Diocesan Policy 5505

State legislature provides for administration of medication to students at school. A private school employee, volunteer authorized in writing by school administration, may administer certain drugs to students. No employee, except a health care professional, may be required to administer a drug to a pupil under this law by any means other than ingestion.

Any over the counter medication, without a prescription, may be administered in compliance with written instructions and consent of the student's parent or guardian.

Those authorized to administer medications and school administration are immune from civil liability for acts or omissions unless there is a high degree of negligence. "High degree of negligence" is defined as "conduct which demonstrates ordinary negligence to a high degree, consisting of an act which the person should realize creates a situation of unreasonable risk and high probability of death or great bodily harm to another." (This immunity does not apply to health care professionals.)

Governing body of private school, whose employees or volunteers may be authorized to administer medications under this law, must adopt a written policy governing the administration. The policy shall include procedures for obtaining the filing or written instructions and consent forms. Procedures for periodic review of the instructions, storing medications, record keeping, and appropriate instruction of persons authorized to administer medications. (Schools may require medication be kept in a locked cabinet.) (ss118.29) **(Copies of the state law can be found in the WANS LEGAL HANDBOOK)**

MONEY/VALUABLES

Money or valuables brought from home and lost or misplaced are the responsibility of the **student**. When sending money to school, put it in an envelope with your child's name, grade and purpose. If a student brings valuables to school, they should be checked in at the office.

NONDISCRIMINATION Diocesan Policy 5101

St. Paul School admits students of any religious affiliation, sex, race, color, national or ethnic origin. The school does not discriminate against any applicant or employee on the basis of sex, race, color, national or ethnic origin, in the administration of any of its educational policies, scholarship programs, athletic and other school administered programs. Catholic schools in the La Crosse Diocese respect the dignity of each individual and will not discriminate on the basis of race, nationality, religion, or sex in regard to enrollment.

NON-CATHOLIC STUDENT PARTICIPATION Diocesan Policy 6225

Non-Catholic students enrolled in a Catholic school are required to participate to the same extent in all school activities (both curricular and extra-curricular) and courses of study as Catholic students, provided such activity is permitted by Catholic Church law.

PARKING IN THE ALLEY

Parking is not allowed in the alley from High Street to the end of the grassy area by the rectory during school hours. Parking for deliveries and emergencies is allowed for a limited time period.

PLAYGROUND AND OUTDOOR RULES

Students have recess on the playground unless there is inclement weather. Students are required to abide by the following rules:

1. Restroom is to be used prior to going outside.
2. No kicking of playground balls or other equipment into the street.
3. No one is allowed to go on the road.
4. No spitting or swearing.
5. Play safely on the playground equipment.
6. Remain away from the bike racks.
7. Students are to stop play and line up as soon as the bell rings.
8. Tackling games are not allowed.
9. Snow, ice, rocks, wood chips, etc. may not be thrown or put on the slide.

10. Playing on the ramps is not permitted.
11. Use jump ropes properly.
12. No food or drink outside at the noon recess.
13. Proper winter attire (hats, mittens, snow pants and boots) must be worn to play on the snow. Everyone else must stay on the blacktop.
14. All equipment should be brought in and put in its proper place.

During inclement weather, recess will be held in the classrooms, gym or cafeteria.

RELIGION PROGRAM

The religion program of St. Paul School includes instruction in the Catholic faith, participation in liturgical worship and prayer, reading and studying the Bible, taking part in Christian service, and sharing of faith life with Christian values integrated throughout the curriculum. Purpose of our religious education program is to enhance and support the mission and activities of our Church.

School Masses are generally scheduled for Tuesday mornings at 8am, but may change due to Holy Days or other needs. We encourage parents to be present for our weekly masses.

Students receive a grade in religion on their report cards and it is a reflection of the religious knowledge a student has not how religious a student is, nor does it measure his/her Christianity.

Students are prepared in First Reconciliation and First Eucharist at the second grade level.

REPORT CARDS/REPORTING STUDENT PROGRESS

Report cards and student progress reports are issued four times a year. Reports are used to evaluate the child's work and communicate information to parents. Report cards and progress reports provide an opportunity for parents, teachers, and students to work together in the best interest of the child. Conferences/report cards are shared only with a student's legal guardians.

Report cards are a form of communication and parents should be aware of their child's progress. Progress reports are sent home midway through each quarter.

RETENTION AND ACCELERATION Diocesan Policy 5210

The school is responsible to recommend retention or acceleration of a student. The decision to retain or to accelerate a student should be made only after serious reflections and evaluations and consultation with the teacher and parents.

SCHOOL CLOSING

St. Paul School follows the Mosinee School District in closing school due to inclement weather. Notification will be sent to local radio stations:

WSPT-FM 98

WSPO-AM 1010

WIZD-FM 99.9

WXCO-AM 1230

School closing announcements will also be sent via our Remind text alert system to those who have registered. If you would like to register for text alerts, please contact the office.

SCHOOL RULES

Rules are valuable as a teaching tool to help students understand expectations, know their boundaries and learn greater self-control.

1. Respect each other; no running or rough play in the building
2. Use kind and positive words; no hurtful words and no yelling or loud talking
3. Say "hi" and speak clearly; respect students and adults and no chewing of gum or candy
4. "ABC", always be safe; no loitering in bathrooms, corridors or entrances
5. Stay safe; do not leave the school without permission
6. Be proud of your own work; no cheating or copying other student's work
7. Keep your hands and feet to yourself; no pushing or fighting
8. Always dress nice; be clean and follow the Dress Code
9. Keep all safe; no knives, guns, lighters, alcohol, drugs or dangerous items at school
10. Be kind to all; no stealing or destroying of school or other's property

SEXUAL HARASSMENT Diocesan Policy 5512

Students in Catholic schools of the Diocese of La Crosse are entitled to learn in an atmosphere free from sexual harassment.

Provisions:

1. Sexual harassment is defined as any unwelcome sexual advance, physical contact of a sexual nature, or verbal or physical conduct of a sexual nature. Unwelcome verbal or physical contact of a sexual nature includes, but is not limited to; deliberate, repeated making of unsolicited gestures or comments, or deliberate, repeated display of offensive, sexually graphic materials not necessary for school purposes.
2. No Catholic school student shall be subject to sexual harassment
3. Any student or employee engaging in sexual harassment shall be subject to severe disciplinary measures
4. Any student who believes he or she is being sexually harassed shall immediately report such information to the school principal. Information is treated confidentially. Claims of sexual harassment are thoroughly investigated by the school principal with consultation of the Diocesan Director of Schools
5. No retaliation or disciplinary action will take place for reports of sexual harassment made in good faith.

TELEPHONE

Telephone use is limited to emergency calls.

TESTING

Achievement Tests is administered to students once a year and usually in November. Test results are shared with parents during conference times.

TEXTBOOKS AND SCHOOL PROPERTY

Students are encouraged to use covers for textbooks supplied by the school. A book bag or backpack should also be used to protect books taken home. Lost or damaged books or other school property must be paid for by the parent or guardian.

TUITION

Every St. Paul School family must enroll in the FACTS tuition payment program or pay tuition in full in August. If a hardship occurs, **St. Paul Parish and the Diocese of La Crosse are committed to providing a Catholic education to all children through tuition assistance.** Receipt of assistance is contingent upon the following:

1. Request a tuition assistance form from the school office and fill it out completely and accurately. This must be on file before any grant is given.
2. Writing a letter to Bishop William Callahan requesting aid from the Diocese. (Requests are acted upon in June for the previous school year so this letter must be received by the Bishop prior to that time.)
3. Maintaining a **regular** monthly personal payment on the tuition account. (The amount will be determined based on ability pay after consultation with the pastor and principal.)
4. Communicate with pastor or school administrator about changes in financial situation

Any family with a significant outstanding tuition balance will be required to meet with the pastor and principal before future enrollment is permitted.

VISITORS

Visitors must report to the school office. Parents or guardians wishing to see their child must check in with the school office.

VOLUNTEERS

Volunteers are always welcome. Interested persons should call the school office at 693-2675. All required paperwork must be on file in the office before a volunteer can start.

ANY RULES NOT COVERED IN THIS HANDBOOK ARE TO BE DETERMINED AT THE DISCRETION OF THE PRINCIPAL/HEADTEACHER.

Rev. 040717

ST. PAUL SCHOOL
MOSINEE, WI
STATEMENT OF COMPLIANCE
2016-2017

I HEREBY ACKNOWLEDGE THAT I HAVE RECEIVED AND READ THE CONTENTS OF THE PARENT/STUDENT HANDBOOK FOR ST. PAUL SCHOOL AND I AGREE TO ABIDE BY THE CONTENTS.

PARENT SIGNATURE

DATE

STUDENT SIGNATURE

DATE

STUDENT SIGNATURE

DATE

STUDENT SIGNATURE

DATE

STUDENT SIGNATURE

DATE

Statement of Compliance to be signed and returned by **September 9, 2016**

