

SAINT GREGORY'S SCHOOL

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Headmaster

Mr. Francis X. Foley, Jr.

President

Board of Trustees

Mr. Thomas D. O'Connor, Jr.

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SAINT GREGORY'S SCHOOL

Mission Statement

The trustees, faculty and parents of Saint Gregory's School are solidly committed to a rigorous, dynamic education that will prepare our boys for demanding secondary school programs. The spiritual traditions of the School and the ethical development of its students are derived from Judeo-Christian roots, as well as a strong adherence to the tenets of Catholicism. From its inception, the School has endeavored to inspire academic excellence along with a sense of leadership that is guided by a strong social and moral conscience. The Saint Gregory's community is one that strives to produce individuals who are confident in themselves and who are willing to share their abilities in a spirit of Christianity.

THE HONOR CODE OF SAINT GREGORY'S SCHOOL

We, the members of the Saint Gregory's School Community, promise to strive for excellence.

We will be loyal to our school community and represent it with dignity, integrity and honesty.

We will have respect for the rights of others and will promote their well being.

We will take responsibility for our actions.

We will keep faith in God and work for peace. Through Him, we pray to find courage and wisdom, and to make the world a better place.

October, 2003

Common Courtesy: Rules to live by in and around school

- 1) Show respect for other students and their opinions.
- 2) Be courteous in word and action; refrain from hurtful remarks.
- 3) Be honest with yourself and your teachers.
- 4) Thank your parents and teachers for their help.
- 5) Use the words "please" and "thank you" in any request.
- 6) Yield in doorways and tight spaces to parents, teachers and small children.
- 7) Respond pleasantly to faculty greetings.
- 8) Shake hands firmly.
- 9) Apologize sincerely when necessary.
- 10) Address faculty properly (Miss, Ms., Mrs., Mr., Sir, or Ma'am).
- 11) Walk, do not run, inside the school building.
- 12) Speak audibly but do not shout.
- 13) It is not acceptable to say, "You can't play!"

PART I: ACADEMICS

ACADEMIC POLICY

The Headmaster and Faculty of Saint Gregory's School believe that they can best serve the overall interests of students by insuring optimal support for academic achievement. Academic effort and eventual mastery of a demanding curriculum should be paramount in the life of an able student.



Academic Performance - Faculty members will indicate their expectations and explain grading procedures to students at the beginning of each marking period and to parents at the beginning of each school year. Teachers will quantify effort in a manner consistent with their subject. Effort grades should indicate the quality and quantity of homework, responsiveness and class participation. Students receive written grades three times a year and a progress report at the mid point of the second trimester.

Parent-Teacher Conferences are scheduled for Lower and Upper School students at the midpoint of the first and third academic trimesters. Teacher or parent, if desired, may initiate additional conferences.

At the end of each trimester, report cards will be issued using the following grade scales:

Pre-Kindergarten, Kindergarten, Grades 1 and 2

P – Progressing
I – Inconsistent
N – Needs Improvement

Grades 3 through 8

Numeric grades will be given from 55 – 100. Seventy is the minimum passing grade at the School.

Students in the Upper School will receive a grade point value on a scale of 55 – 100 for each of the major academic courses (Math, History, Languages, English, and Science). Computer and Religion classes will receive half value, while Art, Music, and P.E. will

not receive a value. These grade points will be averaged to comprise a Grade Point Average at the end of each trimester. Students with a G.P.A. of 95.0 – 100 will be recognized as achieving High Honors for the trimester, while students with a G.P.A. of 90.0 – 94.9 will achieve Honors and students with a G.P.A. of 85.0 – 89.9 will achieve Merit.

In addition, students in the Upper School will receive grades in each class for their effort and conduct, based on a scale of 1 through 4. Grade Point Averages, Effort and Conduct grades will be used as an indicator of future performance and as a means of consideration for faculty awards or student privileges.

When Should Parents and Students Be Concerned about Academic Performance? -

Students, of course, should always strive for the best academic performance of which they are capable. When the academic performance of a student is seriously below expectations, however, (for Upper School, usually under 80), teachers should notify that student and his parents as soon as possible. During a conference with an individual student, a teacher will recommend strategies, resources, and time allocations to achieve improvement. To increase motivation students and their parents should be involved in making choices and in establishing methods regarding the nature of remediation.

Homework - Homework is assigned every night beginning in the first grade.

To complete satisfactorily and thoroughly their daily and long-term assignments, most students need a quiet room and well-defined hours of study on school nights and during weekends. The following are recommended minimums for reading, study, and written homework:

School Nights:	Grades 1-3, as assigned; grades 4-6, one-two hours Grades 7 & 8, two-three hours.
Weekend:	Grades 1-3, as assigned; grades 4-6, one-two hours Grades 7 & 8, two-three hours.

During the summers following 2nd, 3rd, 4th, 5th, 6th, and 7th grades, students are assigned a summer reading list and are responsible for book reports on a specified number of books.

Supplies/Textbooks - A list of supplies needed for each grade is provided before the beginning of each school year. Students are responsible for bringing the supplies requested. Textbook orders are placed through the students' public school districts.

Parents are asked by the Textbook Coordinator to sign textbook orders for their children in late spring.

Standardized Tests – The E.R.B. (Educational Record Bureau) standardized tests are offered in grades 3, 5, and 7. Grade 8 students may take the New York State Regents examinations in Integrated Algebra, Earth Science, French Proficiency or Spanish Proficiency, if they so desire.

ACADEMIC STANDARDS AND POLICIES

Instruction in the Upper School proceeds at a rigorous pace. As a result, most graduates enter high school prepared for Latin and French or Spanish 2, Biology and Integrated Geometry.

Departmentalization - The Upper School is departmentalized, with specialists in each area teaching the subjects in their fields. Since students have many different teachers throughout the course of the day, they must be prepared to take necessary responsibility for their schoolwork. In particular, the following points are worth mentioning:

1. Students must be sure to have all necessary materials - assignments, pens or pencils, paper, appropriate books and notebooks, etc. - upon arrival at class.
2. Students must keep track of assignments. Most students cannot remember everything, so noting assignments as they are given is a good idea. A small notebook that can fit into one's shirt pocket is ideal. In addition, each student is given a student planner.
3. If a student is having difficulty, he should speak to his teacher as soon as possible. Each teacher will be glad to help.
4. Students must be aware of each teacher's expectations and rules.

Assignments - Each night there will probably be both written and study homework. Students should be sure to do both assignments on time. Regular study every night is far better than studying only the night before a test.

In addition to nightly homework, there are long-term assignments in the Upper School. Students should work on them gradually over the time period available. A student should not wait until the night before a due date to accomplish a month's work.

Test, quiz, and long-term assignment calendars are posted on the Upper School bulletin board. Some teachers may distribute project assignment sheets and/or weekly class briefs.

Grading and Examinations - During the year, trimester grades are given - in November, March, and June. At the end of the year there is a final examination in most subjects. In addition, a teacher may choose to give a mid-year examination in January. The mid-year and final examination grades are not included in trimester grades; they are reported separately. A final grade for the course is calculated from the three trimester grades, the final examination, and the mid-year examination. Examinations may be given in parts

over the course of several class days. It is important that students organize materials, manage time effectively, and study consistently before and during examination periods, in order to ensure their best performance

Academic Honesty - In an academic setting, where the exchange of ideas is so important, students should act honestly. Cheating on tests, copying or receiving unfair help on homework or other assignments, and tampering with or damaging another student's work or materials are serious violations of the honor expected of students. Submitting someone else's writing or work as one's own is considered plagiarism and is a serious academic and disciplinary offense. The inappropriate or dishonest use of technology is also a serious offense. Students should expect their teachers to help them learn the boundaries and techniques of fair and honest academic practices, and they should be ready to enlist their teachers for help whenever these practices are unclear.

Academic Support and Sanctions - Helping each student maximize his academic performance is one of the highest priorities of the School. To that end, parents, teachers advisors and administrators must all work together to help each student do his best. If a student is not performing to the best of his ability, cooperating adults may decide on one or more solutions to improve that performance. This may mean scheduling one-on-one extra-help time before or after the school day, mandatory regular attendance at Homework Club, or provisions for outside tutorial support. Athletic and other extra-curricular commitments may need to be curtailed until the student returns to solid academic standing.

DISCIPLINE (From Latin DISCERE, 'To Learn')

A significant aspect of the learning process at Saint Gregory's School is the building of character. Teachers make frequent efforts to commend students for responsible conduct and to thank boys for helpful deeds. Because of their vital role as primary teachers, parents have enormous impact on the development of their children's integrity. In concert with an alert, caring faculty, parents can therefore enable their children to reach important milestones on the road to honorable conduct.

The purpose of all scholastic rules is to provide an atmosphere in which teachers and students may work, study, play, and pray together. As exemplars and early teachers, parents should discuss proper behavior with their sons. Teachers at Saint Gregory's recognize that all boys do not act or react alike; they are alert to individual differences and accept them. The faculty considers it both reasonable and proper, however, to strive for an atmosphere of cooperation, order and respect for others that will enable teachers to educate and students to learn happily and comfortably.

Disciplinary Consequences - Most disciplinary problems at Saint Gregory's are minor (incomplete homework assignments, minor dishonesty or disrespect, disrupting a class, etc.). Consequences for minor academic infractions may include recess or after school detentions, credit penalties, as well as making up missed work. Consequences for minor behavioral problems may also result in detentions, but may also include loss of privileges, exclusion from special activities, written apologies, service to the school community etc. More serious infractions (insolence, bullying, fighting, stealing, intentionally damaging School property etc.) may result in an in-School suspension or a more severe out-of -school suspension. These decisions will be made with the concurrence of the Headmaster and the Dean of Students.

Communication between administrators, parents and teachers is an essential part of the disciplinary process. With consistent and even-handed discipline, students will learn and live up to our expectations. However, it is obvious that different actions and circumstances require different consequences. The administration and faculty strive to balance the need for disciplinary consistency with an understanding of the individual circumstances in each incident. Please remember that simply because two infractions are similar, they may not automatically result in the same penalty. Discipline, as all parents and teachers learn, is an art.

Behavior on Buses - All parents should speak to their children about behavior on school buses. Students are expected to remain in their seats and conduct themselves properly. Public school districts have a right to suspend the bus privileges of children who behave inappropriately.

Behavior at Recess – All students must follow safety rules and expectations of polite behavior at recess. Failure to do so will result in recess detention or other consequences.

Citizenship Awards – Faculty awards at the end of each trimester recognize students who have been especially considerate, respectful, courteous, and conscientious throughout the trimester. Faculty awards may also be given to students who have shown substantial improvement or achievement in academics, athletics or service. At the discretion of the faculty and administration, those students who have had no disciplinary sanctions for a given trimester may be considered for these awards.

KNIGHTS' SOCIETY

The Knights' Society serves as the vehicle for community service and leadership education in the Upper School. All Upper School students will be expected to meet a basic level of participation in the Knights' Society, with higher levels of achievement available to those who wish to be more involved. Each student receives a handbook for the Knights' Society, containing necessary information, at the beginning of the year.

PHYSICAL EDUCATION PROGRAM

Lower School - The **Lower School** students meet for physical education four times per six-day rotation, with the exception of *kindergartners* who meet three times per rotation for one-half hour. (*Pre-kindergartners* do not have formal physical education classes.) Lower School students will be instructed in the following physical activities: spatial awareness, parachute activities, rope climbing, jump-roping, non-competitive relay games. They will also be taught the basic aspects of soccer, basketball, and individual activities of track and field, and gymnastics.

Upper School - The **Upper School** boys, who meet for physical education four times per six-day rotation, are instructed in the following physical activities: soccer, touch football, cross country running, basketball, volleyball, cross country skiing, floor hockey, gymnastics, lacrosse, team handball, baseball, and track and field. Children are expected to participate in all of the above-mentioned activities to the best of their abilities. There will also be a basic knowledge test on all activities taught at the end of each unit.

Physical Education Uniform - The uniform for physical education consists of a T-shirt with Saint Gregory's imprint - gray or maroon only or a sweatshirt with Saint Gregory's imprint - maroon only; and sweatpants or shorts - plain or with Saint Gregory's imprint – gray (sweatpants) or maroon (shorts). All boys in Grades 1 through 8 must have available and wear proper physical education uniforms, **white** socks and athletic shoes.

The physical education uniform may be ordered through Kelly Uniforms on order forms sent to families by this company.

Intramurals - Fourth, fifth and sixth graders may participate in intramural sports, held in the gym or on the playing fields after school. Soccer intramurals are in the fall. Basketball intramurals are in the winter and early spring.

Interscholastic Sports - The Upper School offers the opportunity to participate in interscholastic sports. Saint Gregory's encourages participation. Being on a team is one of the rewarding parts of school life. The interscholastic sports program consists of soccer in the fall, basketball in winter, and track in the spring.

If a student is unable to attend classes because of illness, he will not be allowed to practice with his team that afternoon or evening. If his illness dictates a necessary absence, he will not be permitted to participate in a game on the day of his absence.

PART II: GENERAL POLICIES

ABSENCES: DENTIST, DOCTOR, VACATIONS, ETC.

Because the academic program at Saint Gregory's is rigorous and challenging, absence from classes is detrimental to scholastic progress. Parents should therefore schedule visits to doctors and dentists after school hours, if possible. Because Christmas, winter and spring vacations correspond to most public school holidays, family travel should ordinarily be scheduled during these times. At their discretion teachers may provide advance assignments for students on unauthorized vacations, but they are not expected to provide tutoring. The faculty will be available, however, to instruct students who are absent because of illness or emergencies. For whatever reason a student may be absent, he should consult his teacher on the day of his return, establish a mutually agreeable test or homework schedule, adhere closely to the plan, and submit all assignments within a week of his return. Students who do not comply with this regimen are responsible for the academic consequences.

ARRIVAL AND DISMISSAL

Students are welcome at School as early as 8:00 A.M. Classes begin at 8:25 A.M. (except for Nursery and Pre-K, which is 8:30 A.M.). Students should arrive in time to prepare for classes. Early morning care is available from 7:30 until 8:00 A.M.

Buses arrive for dismissal at 3:25 P.M. Parents picking up children should arrive at the school between 3:30-3:45 P.M. and drive directly into the parking lot, not around the circular drive. They should walk to the lower gym where students will be waiting for private cars. ***Please DO NOT park in the circular drive directly in front of the School.*** This is a ***fire lane*** and is also designated for buses.

If students need to leave school early, they should come with a note informing their teacher of this. The note from their parents or guardians should also specify with whom they will be leaving. Parents/guardians must come into the School to sign their child out.

After Care is available from 3:45 until 6:00 P.M. for an additional fee.

When a student stays after school for any reason (disciplinary consequence, athletic participation, field trip, etc.), parents should arrive PROMPTLY at the time requested. It is unreasonable to expect faculty members to wait with students beyond the appropriate time.

FATHERS' ASSOCIATION

All fathers are encouraged to join the Saint Gregory's Fathers' Association. The Fathers' Association, through its dues, provides referees and officials for sports at Saint Gregory's and trophies at the Sports Award Dinner in the spring. The Fathers' Association begins the year with a football trip to West Point for fathers and sons in the fall, a family Ski Day in the winter, and the Sports Award Banquet in the spring. All of these activities need and deserve the support of as many fathers as possible.

FIRE DRILLS AND FIRE SAFETY

State law requires a number of fire drills each year. Students are given instructions about how to proceed. For parents' information, however, a description of procedures to be followed is given here. It may be wise for parents to review these instructions with students at home, as well.

During a fire drill students must walk at a moderate pace to the nearest exit. It is essential that there be no talking. (If there really is an emergency, teachers may need to give important instructions.)

Once outside the building, students must stay with their class unless directed otherwise.

If a student suspects that there may be a fire in the School, a teacher or staff person should be notified immediately. If no adult is near, the student should pull the nearest fire alarm, and leave the building immediately. Do not return unless directed to do so by a teacher.

FOOD

Snacks - Snacks are provided for Lower School students at morning recess. Snacks are given to the Pre-K students at mid-morning and mid-afternoon.

Lunch Program – Each student may bring a bag-lunch Monday through Friday. The School provides milk for all. The School also provides a subscription lunch plan. Hot lunches may be ordered on a monthly basis through the business office.

FUN DAYS AND FIELD DAYS

Fun Days and/or Field Days are held at least twice a year. Students may wear play clothes on these days. The Lower School schedules a Fun Day for grades K-4 in the fall. For the Winter Fun Day, students may bring sleds, Sno-Tubes, or the like. On Field Days team sports are played. The Mothers' Association provides lunch.

HEALTH AND SAFETY

When he or she starts school at Saint Gregory's for the first time, and at the beginning of Kindergarten, 1st, 3rd and 7th grades, each student must present a Family Physician's Physical Examination form signed by his/her doctor. Transcript health forms from other schools are not acceptable. Students must secure and turn in the required health forms with the proper immunization record in order to attend school.

Illness/When Should a Child Not Be Sent to School? - The following is a list of RECOMMENDATIONS FROM THE COMMITTEE ON CONTROL OF INFECTIOUS DISEASES OF THE AMERICAN ACADEMY OF PEDIATRICS, which should be used by parents to determine if a child is too ill to attend school. A child should not be brought to school when any of the following exist:

- FEVER - within the previous 24 hours (any temperature over 100).
- VOMITING OR DIARRHEA.
- COMMON COLD - from onset through one week or if there is:
 - a) RUNNY NOSE with yellow/green discharge which may represent infection, *or*
 - b) COUGH which may represent bronchitis or pneumonia.
- SORE THROAT.
- CROUP.
- ANY UNEXPLAINED RASH.
- Any symptom of CHILDHOOD DISEASE, i.e., scarlet fever, measles (red or German), mumps, chicken pox, or whooping cough.
- Any SKIN INFECTION.
- EYE INFECTION.

If students become sick at school, they will be isolated from the other children and the parents will be summoned. Whenever your child is sent home from the health office for any injury or for a condition that indicates a serious contagious illness, it is imperative that he/she does not return to School without clearance in writing from the pediatrician's office.

Medication - The School is not allowed to dispense drugs/medication of any kind. If a student requires prescription medication/non-prescription medication during the school day, parents must give written authorization along with written orders from a licensed health-care prescriber. Parents must bring the medication to the Health Office with completed authorization forms. If a student is to self-medicate and carry medication, proper authorization is to be completed by parents and licensed health-care prescriber and authorization is to be filed in the Health Office. If a student is required to take any medication while on a field trip, the parent must make arrangements in advance for the medication to be dispensed properly. Arrangements must be made through the Health Office.

Absences Due to Illness – Concern for the safety of our students dictates that we know their whereabouts on each school day. When a child will be late or absent, the child's parent should call the school office by 8:30 A.M. Otherwise, there is no way for the School to know whether the child left home. If parents will be collecting homework assignments and books by the end of the day, they should indicate this when they call in the morning. If a child is seriously ill, it is unreasonable to require him to do homework. *Except in the case of long-term illnesses where special arrangements must be made, however, the student will be expected to make up all missed work.* Extensions of time and adjustments of the requirements are at the discretion of the teacher.

If a student is a member of an interscholastic team and is unable to attend classes because of illness, he will not be allowed to practice with his team that afternoon or evening. If his illness dictates a necessary absence, he will not be permitted to participate in a game on the day of his absence.

Students who are absent must bring notes to their teacher upon return to School.

LIBRARY AND COMPUTER RESOURCE ROOM

The library at Saint Gregory's is designed to meet the needs of students for research and to promote a life-long love of reading. Each Lower School grade has time scheduled for browsing and selection of books. Library science and research techniques are incorporated into the language arts curriculum. Each year new titles are added to maintain a balanced collection.

The library has a Birthday Books program whereby parents may purchase a book to be donated to the library in honor of their child upon his or her birthday. Forms for this program are sent to parents around the time of their child's birthday. They may be completed and returned to the library, if the parents wish to participate in the program.

The Computer Resource Room contains 25 linked Gateway computers and is used for computer instruction in grades Kindergarten through 5. Students in grades 6, 7, and 8 use the Computer Resource Room according to time scheduled by their subject area teachers. The computers are equipped with Net Nanny software for student protection. Appropriate and careful behavior in the Computer Resource Room is essential at all times.

MOTHERS' ASSOCIATION

All mothers are encouraged to join Saint Gregory's Mothers' Association. Throughout the year the Mothers' Association raises funds for the School, assists the headmaster and teachers when they request assistance, and brings together the parents of the students in a community of friendship and cooperation.

Every student at Saint Gregory's benefits from the efforts of the Mothers' Association, which financially supports teacher education and the library, provides curriculum support, and provides assistance for field trips. Through curriculum support the Mothers' Association also makes possible the purchase of items for classrooms at the request of the teachers.

The Mothers' Association arranges for room mothers, provides hospitality in the form of Mass cards, donations made in memory of deceased members of Saint Gregory's extended family, and offers support to Saint Gregory's families in times of special needs. It also provides for events at the School such as Parents Orientation at the beginning of the School year, New Parents Welcome, Teachers Christmas Luncheon, June Faculty Luncheon, and a Grandparent/Special Persons Day, a once a year event to which students may invite grandparents or special persons to visit the School for the day.

RELIGION

Instructions in the tenets of Roman Catholicism, especially preparation for First Holy Eucharist and the Sacrament of Reconciliation, are provided for all Catholics. Students of other faiths eliminate attend the religion classes, in which they can learn about the relationship of God and man, explore the Old and New Testaments, the basic tenets of other world religions, and morality and ethics.

ROOM MOTHERS

Each class at Saint Gregory's has at least one room mother, appointed by the Mothers' Association. Room mothers or their designees attend all Mothers' Association meetings and act as liaisons between the Mothers' Association and the class. They call upon parents of class members during the year to assist in certain activities, such as parties, field trips, and special projects. Room mothers collect money from each family for a gift for teachers and staff during the holiday season and may collect money for a gift for the teacher at the end of the school year.

Parties - Parties usually occur at Halloween, Christmas, Valentine's Day, and St. Patrick's Day. The parties vary from grade to grade. Ideas are always welcome. Please do not hesitate to share them with your child's room mother.

SEVERE WEATHER

If severe weather conditions prevail, Saint Gregory's School may cancel classes for the day. Students and their parents will be notified by radio and television announcements. Decisions will be made before 6:00 A.M.

Saint Gregory's School will either open or close but never have a delayed opening. We do not require students from districts that delay their opening to arrive at School prior to that delay. Students may arrive by district bus at the time deemed safe by the district, and parents may decide when it is best to transport their child to school depending on the conditions in their area.

Parents should instruct students not to call home if severe weather occurs while school is in session. Only three telephone lines are available and they need to be reserved for incoming calls, especially from parents. We will always call parents if we are getting out early. If snow or sleet poses hazardous driving conditions, parents always have the option to withdraw their children from classes at any time.

TELEPHONE

Parents who call the School with **important** messages for their children are asked to do so prior to 2:00 P.M. Please do not call to ask about athletic practices and games. Please obtain game times from published and distributed schedules or from students before they leave home in the morning.

While we understand that there are many circumstances when parents may need to contact their children during the school day, **cell phone use by students is not allowed between 8:30 and 3:30**, as these devices can provide an unwanted distraction.

TRANSPORTATION

School Bus Transportation - Students in Kindergarten through Grade 8 who live within a public school district that is not more than fifteen miles from Saint Gregory's are entitled by state law to transportation provided by their public school district upon making written application. City school districts are exempted from this law, but the city of Troy does provide transportation to Saint Gregory's. Also, children who live beyond fifteen miles of the school are entitled to transportation if the school district is already providing service to the school for at least one child who lives within the fifteen-mile limit. Application for transportation must be made to the public school district of one's residence by **April 1**, unless a family moves into the district after that date.

Behavior on Buses - All parents should speak to their children about behavior on school buses. Students are expected to remain in their seats and conduct themselves properly. Public school districts have a right to suspend the bus privileges of children who behave inappropriately.

TUITION, FEES AND FINANCIAL AID

Tuition varies according to grade level and is determined by the Board of Trustees. The complete tuition schedule is included with the application form and/or mailed to parents each year. A general fee is also charged which covers sundry items such as books, milk, field trips, art and science supplies, athletic equipment, accident insurance, etc.

Limited financial aid is available for students in Grades 1-8. Any family that wants to apply for assistance may obtain a form from the Business Office. Parents must then mail the completed form to the School Scholarship Service (SSS) in Princeton, N.J. This organization will then compute the amount a family appears to have available for tuition. Financial aid awards are based wholly on information supplied to SSS and scholarship funds available to the School. No student will be denied financial aid because of race, color, national, or ethnic origin.

UNIFORMS

Daily

- | | |
|-----------------------------------|--|
| Kindergarten (Girls) | • Gray plaid skort, white blouse |
| Kindergarten (Boys)
<i>and</i> | • Blue oxford cloth button down shirt, long, or short sleeves, dark socks, brown or black belt |
| Grades 1-8 | • Gray trousers
• Maroon V-neck sweater
• Plain dark socks
• Belt (brown or black) |
| Grades 1-4 | • Zipper tie (regimental stripe) |
| Grades 5-8 | • Four-in-hand tie (regimental stripe)
• Gray flannel blazer |

During the school day only gray blazers or uniform sweaters may be worn to classes. Other outer clothing is not permissible. **There is no uniform for Nursery or Pre-Kindergarten students.**

All students except those in Nursery and Pre-Kindergarten classes should wear polishable shoes (during the spring and fall). In the winter students have the option of wearing black Merells or anything similar. These shoes may be purchased anywhere as long as the composition of the soles and heels does not mar the tile floors and do not have treads. ALL ARTICLES OF CLOTHING, INCLUDING FOOTWEAR, ARE TO BE CLEARLY MARKED WITH STUDENT'S NAME.

Students should be well groomed at all times. Shirt and tie should be neat, collar buttoned, etc. Hair also should be neat. A boy's hair should not reach below his collar. Students should not wear jewelry of any kind. Hats of any kind may not be worn in the building.

The official clothier for Saint Gregory's School is Kelly Uniforms, 385 Troy-Schenectady Road, Suite 2, Latham, NY. 12110. Ph: (518) 785-3796 / Fx: (518) 785-0334. Students are measured for uniforms at School in May. Uniforms may be ordered during the summer. Order forms are sent directly to parents. Orders are usually due by the middle of July. Any student not measured at School should go to Kelly Uniforms to be measured before ordering.

Physical Education Uniform - See PHYSICAL EDUCATION.

SAINT GREGORY'S SCHOOL

FACULTY AND STAFF 2007-2008

<u>NAME</u>	<u>POSITION</u>
Mrs. Marie C. Arrao	<i>Administrative Assistant</i>
Mr. James V. Barrett, Jr.	<i>Chief Maintenance Engineer</i>
Mrs. Theresa C. Braaten	<i>Library K-4 / Computer K-5</i>
Mrs. Kelly A. Carroll	<i>Public Relations</i>
Mrs. Elizabeth A. Clark	<i>Pre-K Assistant (a.m.)</i>
Mrs. Deborah Q. Connell	<i>Enrichment 1-4</i>
Mrs. Ann S. Crodelle	<i>Pre-Kindergarten</i>
Mr. Zane DeJoseph	<i>Assistant Physical Education</i>
Mrs. Lynn M. Dollard	<i>Grade 1</i>
Ms. Joanne M. Dott	<i>Business Manager</i>
Mrs. Denise M. Farrell	<i>Speech</i>
Mr. Francis X. Foley, Jr.	<i>Headmaster / Admissions</i>
Mr. Matthew F. Fryer	<i>Physical Education / Athletic Director</i>
Mrs. MaryAnn H. Gulyas	<i>Music Pre-K-4</i>
Mrs. Jody K. Kotlow	<i>Kindergarten</i>
Rev. Jeffrey M. L'Arche	<i>Chaplain</i>
Mrs. Susan J. Lapetina	<i>French K-8</i>
Mrs. Nancy A. Loftus	<i>Nursery</i>
Mr. Jeffrey P. Loomis	<i>Math 5-8 / Religion 5</i>
Mr. Peter J. Mackenzie	<i>English 5, 6, 8 / Latin 7 / Religion 6</i>
Mr. Gerald A. Marmillo	<i>Music 5-8</i>
Mrs. Ellen L. Marohn	<i>Nursery (a.m.) / Pre-Kindergarten (p.m.)</i>
Mrs. Karen A. Mastromarchi (therrien)	<i>Spanish K-8</i>
Mrs. Mary G. Murphy	<i>Grade 4</i>
Mr. Joseph A. Ouellette	<i>Kindergarten / Aftercare</i>
Mr. Roger G. Powers III	<i>Dean of Students / History 5-8</i>
Mr. George J. Repicky, Jr.	<i>Science 6&8 / Computer Science 6-8 / Religion 7</i>
Mrs. YungHee Risler	<i>Grade 2</i>
Mrs. Joan E. Shepard	<i>Art Pre-K-8</i>
Mr. John A. Shepard, Jr.	<i>Director of Institutional Advancement / English 7, Latin 8</i>
Mrs. Sharon A. Sliwinski	<i>Science 3-5&7 / Religion 8</i>
Miss Elizabeth M. Thayer	<i>Grade 3 / Religion 2</i>
Mrs. Vicary C. Thomas	<i>Pre-Kindergarten</i>
Miss Anna M. Trela	<i>Nurse</i>