



# ST. JOSEPH SCHOOL

## FREQUENTLY ASKED QUESTIONS

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*Updated: 2023-August*



# SOCIAL MEDIA



**Q:** What is the school website to find information about St. Joseph?

**A:** [stjosephschooltrenton.com](http://stjosephschooltrenton.com)



**Q:** Does St. Joseph School have a Facebook Page?

**A:** Yes. It can be searched under “St. Joseph Catholic School”



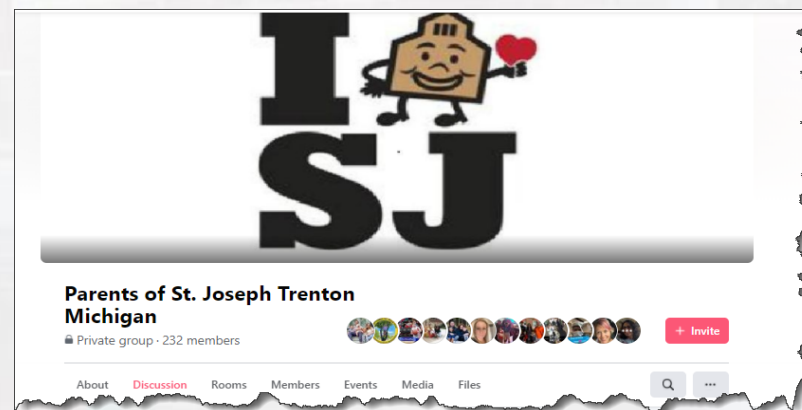
**Q:** Is there a general parents Facebook Page to ask questions, obtain important information, etc.

**A:** Yes. It can be searched under “Parents of St. Joseph Trenton Michigan”. Before being accepted, you are required to verify child registration at St. Joseph.



**Q:** Does each individual class have their own Facebook page?

**A:** Many do but it depends on the Grade. Please contact your Lead Homeroom Parent(s) for further information – direction. Before being accepted, you are required to verify child registration at St. Joseph.





# SCHOOL HOURS / DROP OFF / PICK UP



**Q:** What time does a full day begin and end?

**A:** School begins at 8:00AM sharp and ends at 3:00PM sharp.



**Q:** What time does a half day begin and end?

**A:** There are no half days currently scheduled for the 2023 – 2024 School Year.

**Q:** Can I drop off my child early?

**A:** Children can begin being dropped off at 7:35AM. School doors will open promptly at 7:45AM. There will be no supervision prior to 7:35AM.

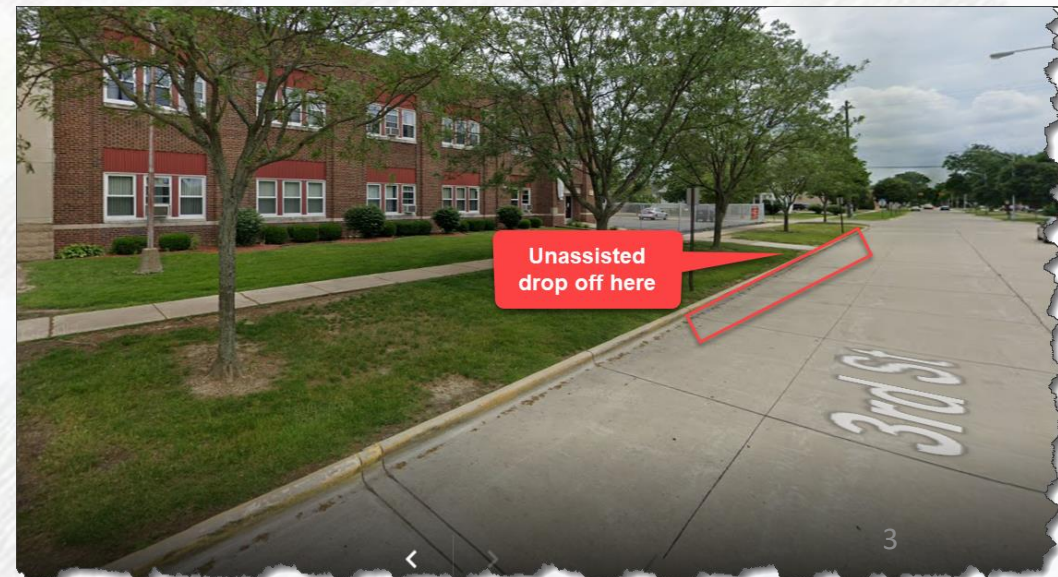
**Q:** How does morning drop off work?

**A:** For the 2023 – 2024 school year, cars must pull up and drop off their child.

If your child needs assistance getting out of the vehicle, you must pull up to the Activity Center (gym) doors and exit your vehicle.

If your child can exit the vehicle on their own, you may pull up to the main school doors (under the statue) and allow your child to exit at the walkway.

Children should **never** exit the vehicle into the street. Children **must** exit on the side of the school.

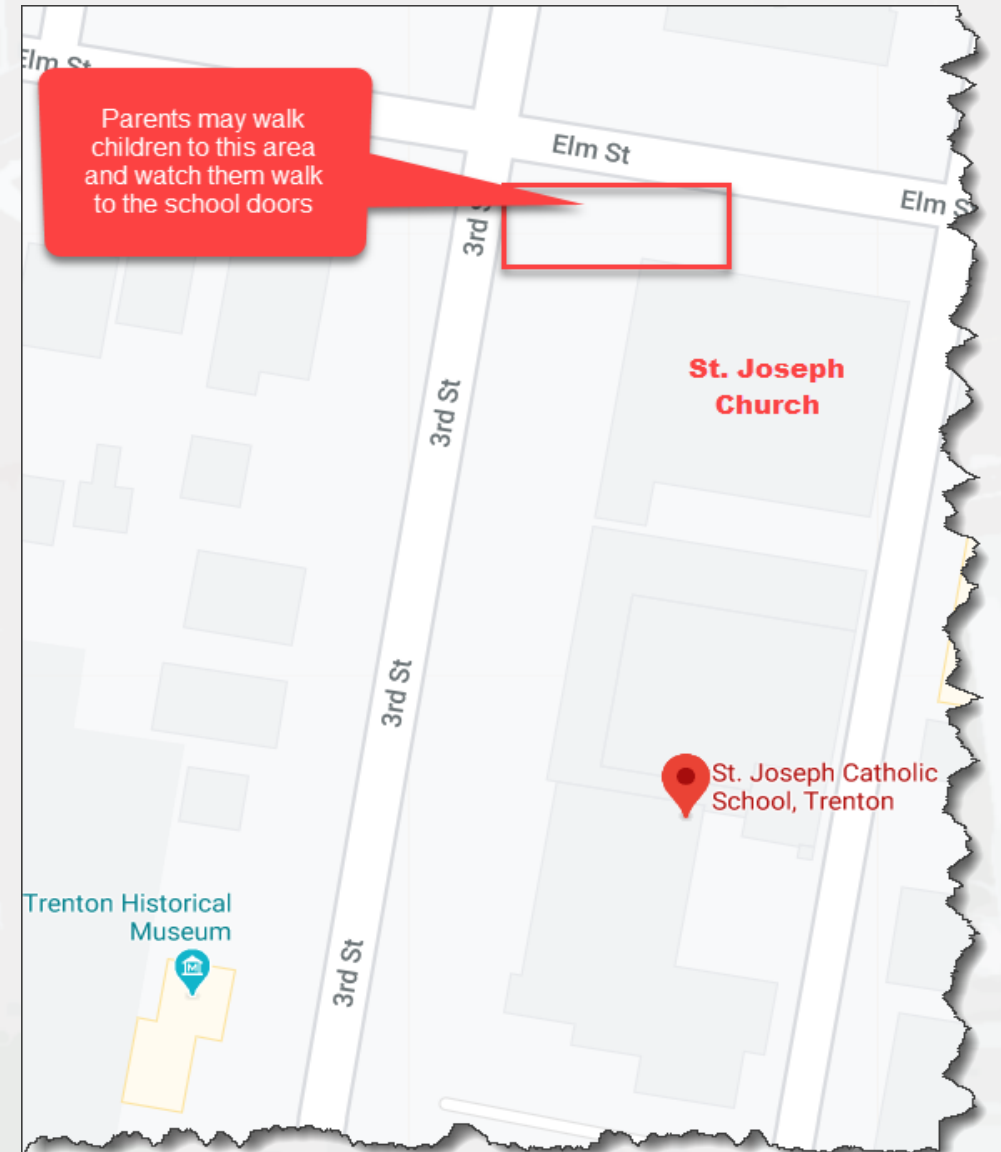
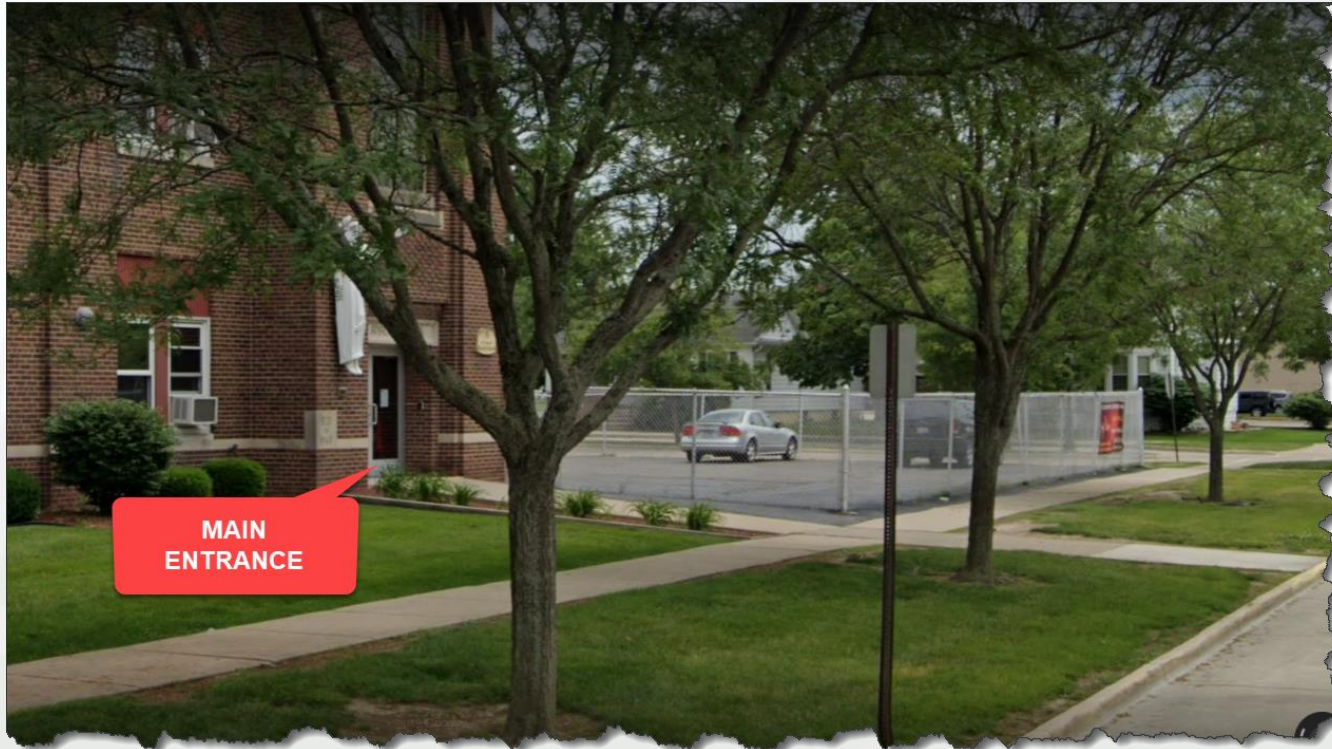




# SCHOOL HOURS / DROP OFF / PICK UP

**Q:** Can I park and walk my child to the School doors?

**A:** You may park in the City of Trenton public parking lot and walk with your child to the main entrance





# SCHOOL UNIFORMS

**Q:** Is there a dress code?

**A:** Yes. The uniform policy / dress code can be found in the Student / Parent handbook located on the St. Joseph School website (also available at the to the right). [St. Joseph Student / Parent Handbook](#)

**Q:** What are the School Uniform Colors?

**A:** Effective in the 2023 – 2024 School year, the School uniform colors are designated as red, black, and white.

**Q:** Can my child wear School colors from previous years?

**A:** “Old” uniform colors / styles were retired in the 2021 – 2022 school year. After the 2021 – 2022 school year, all “new” uniforms are required

**Q:** What grades are allowed to wear Jumpers?

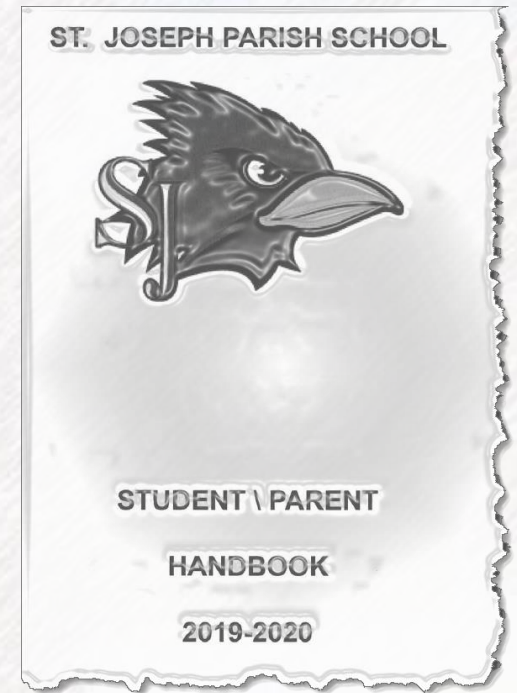
**A:** Students in Grades K-4 are able to wear Jumpers. Children in grades 5-8 are not able to wear Jumpers. Grades K-8 can wear skirts and/or skorts.

**Q:** Can my student wear the St. Joe’s Logo Sweatshirt from Schoolbelle’s all day? And can it be worn on days there are no gym?

**A:** Yes. This St. Joe’s sweatshirt with the logo from Schoolbelle’s is considered part of the uniform and can be worn all day, every day. It does not have to be a gym day for children to wear this sweatshirt. Sweatshirts and fleeces from Schoolbelle’s can be worn anytime.

**Q:** Are there any options to purchase used uniforms?

**A:** The “Uniform Swap” took place in June 2023.



the uniform swap





# SCHOOL UNIFORMS



**Q:** When is the uniform swap?

**A:** The uniform swap usually takes place 2-3 times per school year. While these dates are not set in stone, the uniform swap is normally available 1-2 weeks before school starts and will last for the first 2 weeks of school.

**Q:** How does the uniform swap work?

**A:** If you have gently used uniforms to donate, you may bring them to the uniform swap and exchange them for sizes / styles you currently need. If you have a new child entering St. Joe's and do not have any previously worn uniforms to donate, we ask that a monetary donation be made.

**Q:** Where can uniforms be purchased?

**A:** One option to purchase uniforms is through Schoolbelles. You can purchase uniforms in store or online. The St. Joseph school code is s0606. [SCHOOLBELLES WEBSITE](#)



**Q:** Are there any parts of the uniform that **do not** have to be purchased at Schoolbelles?

**A:** The only uniforms that are mandatory to be purchased at Schoolbelles are the gym uniforms and the new red/black style plaid jumpers and skirts.

**Q:** Where else do parents purchase uniforms from?

**A:** POLO shirts (red, black and white) along with pants (black), skirts (black), and shorts (black) can be purchased from other retailers. Recommended retailers are Land's End, French Toast, The Children's Place, Target, and Old Navy.

**Q:** What kind of socks do the children wear?

**A:** Children are allowed to "get creative" with their sock choices. Children may wear any design sock as long as they are of an appropriate nature.

Children may also wear the standard color socks (solid white, solid black, solid blue, etc.)

Children **may not** wear "no-show" socks.

**Q:** What kind of tennis shoes is my child allowed to wear?

**A:** Accompanied with their uniform, children may wear any tennis shoes with a white sole.

**Q:** Does my child wear their gym uniform all day on their designated gym days?

**A:** Children in grades K-4 should come to school dressed for gym and stay in these clothes all day. Grades 5-8 must bring their gym clothes to school and will change into them before gym class.

THE CHILDREN'S PLACE

LANDS' END





# PARENT INVOLVEMENT



**Q:** What is the best way for me to find ways to get involved at St. Joe's.

**A:** St. Joe's offers many ways for all parents to be involved from supporting lunch / recess duty to joining a PTO committee. To find out how you can get involved, we highly recommend you attend a monthly PTO meeting.

**Q:** Can parents volunteer inside the classroom?

**A:** Yes! Classroom holiday parties will be coordinated through Lead Homeroom Parents where volunteers will be solicited. You may contact your child's Teacher for assistance that can be supported from home.

**Q:** Am I required to volunteer each year?

**A:** Yes. Yearly service hours are required for each family at St. Joseph School.

**Q:** How many service hours am I required to have each year?

**A:** The number of service hours a family must complete is determined by the oldest child's grade.

K-8: 20 service hours completed

Pre4: 12 service hours completed

Pre3: 8 service hours completed.

Five hours (3 hours for Pre4 and 2 hours for Pre3) are mandatory through one of the big three events: either the Fish Fry, Silent Auction, or Golf Outing Fundraisers. These hours MUST be logged on our website by parents by May 31

**Q:** What if I cannot volunteer? Is there an option to buy out my service hours?

**A:** Yes. If a family does not complete the required service hours each year, the following charges will be incurred:

K-8: \$50/service hour not completed

Pre4: \$30/service hour not completed

Pre3: \$20/service hour not completed

These charges will also be based on the oldest child's grade.

**Q:** How does volunteering for field trips work?

**A:** Teachers will send home field trip forms with each child. The forms will request chaperones well in advance of the field trip date. Chaperones are often limited per field trip so if an abundance of parent volunteers, the Teacher will draw names and notify the parties selected.

**Q:** Are there any requirements needed before I can chaperone a field trip?

**A:** Yes there are a couple of requirements.

1. All chaperones must have taken a Protecting God's Children class and have the certificate on file with the School.
2. All chaperones must have a passed background check on file with the School.
3. Any chaperone that drives a child to a school function must have a driver information sheet completed with Insurance Liability coverage of \$250,000 / \$500,000. A copy of the insurance information (and Driver's License) must also be on record with the School.





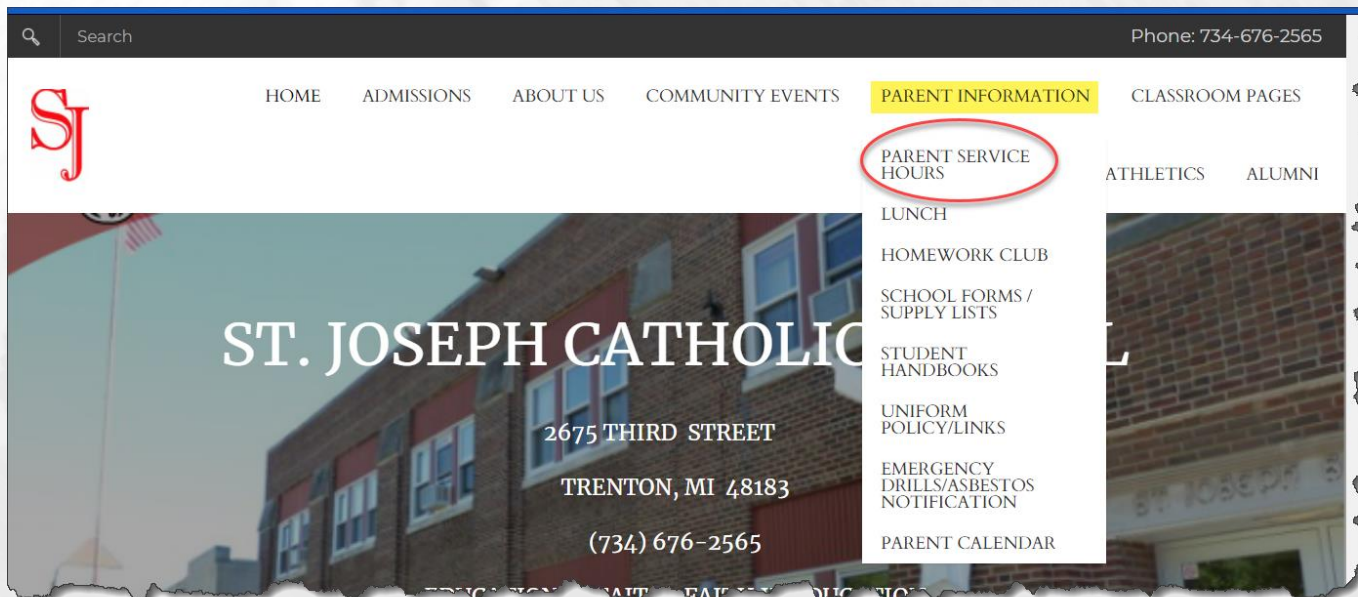
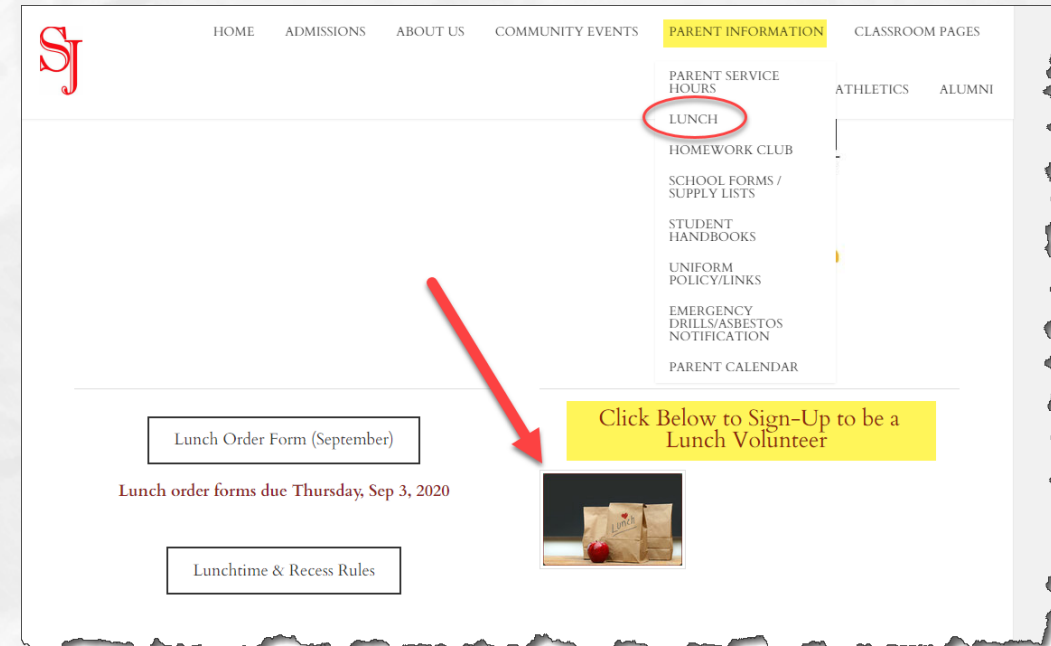
# PARENT INVOLVEMENT

**Q:** How does the school keep track of my service hours?

**A:** Families are required to submit their service hours to the school via a Google Doc sheet located on the school website. [St. Joseph School Service Hours](#)

**Q:** How can I sign up to volunteer for lunch or recess?

**A:** Lunch and recess volunteers can sign up through Sign Up Genius. The link can be found at the St. Joseph School Website. The volunteer sign up genius link is also regularly posted to the Parents of St. Joseph School Facebook Page.







# PARENT INVOLVEMENT



**Q:** When are the PTO meetings?

**A:** PTO meetings are held bi-monthly. All PTO meetings begin at 6:00PM and typically last for one hour.

**Q:** Who can attend PTO meetings?

**A:** PTO meetings can be attended by Parents, Teachers, Students, Grandparents, Community/Parish Members.

**Q:** Where do the PTO meetings take place?

**A:** PTO meetings for the 2023 – 2024 school year will be held both virtually and in person depending on the month the meeting is being held. The Zoom meeting link will be provided by Ms. Thomas in an email the week prior to the meeting.

**Q:** What is discussed during PTO meetings?

**A:** Each PTO meeting has a pre-planned agenda to cover a variety of topics; however, there is also an open forum at the end to address and/or discuss any topics not covered on the agenda. If there are topics / concerns you'd like added to the PTO meeting agenda, you can email your topic to PTO President Carrie Clinton @carrie.Clinton@lpps.info

**Q:** Does attending PTO meetings count towards my required service hours?

**A:** Yes. Each PTO meeting attended counts towards your family's yearly service hours.



**MEETING DATES**

- September 17<sup>th</sup>, 2020
- October 15<sup>th</sup>, 2020
- November 19<sup>th</sup>, 2020
- January 21<sup>st</sup>, 2020
- February 18<sup>th</sup>, 2020
- March 18<sup>th</sup>, 2020
- April 15<sup>th</sup>, 2020
- May 20<sup>th</sup>, 2020

All meetings begin at 6:00PM

**Who can attend PTO meetings?**

- ★ Teachers
- ★ Grandparents
- ★ Parents (Pre - 8<sup>th</sup>)
- ★ Community Members

**What do we do?**

- Special Persons Day
- Classroom Parties
- Santa Shop
- Bake Sale
- School Picnic
- Special Events Committee (Fundraising)
- Lego Club
- Giving Thanks Lunch
- Teacher Appreciation
- Halloween Family Fun Night
- Adopt-A-Family

.....And more!

**VOLUNTEER**

**ST. JOSEPH 2020 - 2021 PTO**



# LUNCH



**Q:** Does the school offer hot lunch?

**A:** Yes. St. Joseph offers hot lunch that is prepared and provided by Round House BBQ

**Q:** Where can I see the lunch calendar?

**A:** The monthly lunch calendar can be printed off at the FACTS website. Hot lunches can only be ordered and payment through FACTS online ordering

**Q:** How much is hot lunch and how do I pay for hot lunch?

**A:** Each hot lunch meal is \$5.50. Hot lunch payments must be made in advance. Payments are to be made through the FACTS website.

**Q:** What if my child is absent on a date he/she order hot lunch?

**A:** Unfortunately, refunds are not provided if your child misses school on the date he/she orders hot lunch.

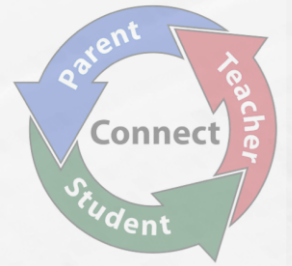
**Q:** How will my child receive their hot lunch?

**A:** Lunches will be provided in the lunch room with the child's name and individually packaged

The screenshot shows the FACTS Family Portal Login page. At the top right is the FACTS logo, which includes a colorful graduation cap icon and the text "FACTS A netnet COMPANY". Below the logo is the heading "Family Portal Login". There are three input fields: "District Code:" with a text box, "User Name:" with a text box, and "Password (case-sensitive):" with a text box. Below the password field is a blue link that says "Forgot User Name/Password?". At the bottom of the login section are three buttons: "Parent", "Student", and "Staff". Below these is a "Login" button. At the very bottom of the page is a blue link that says "Create New Family Portal Account".



# COMMUNICATION



**Q:** How does the school update parents with information?

**A:** Weekly reminders / updates are provided by the Teachers in one of several different ways: notes home with children, emailed to parents, and/or posted on Google Classroom. Updates are also sent through via email from the St. Joe's Principal, Teri Thomas.

**Q:** Is there any information I can find on the School Website about my child's classroom?

**A:** Yes. Under the "Classroom Pages" tab, there is a link for each classroom (Pre3 – 8th Grade). In there you can find Teacher information (email, bio, etc.) classroom pictures, videos, updates, etc.

**Q:** Can I email my child's teacher?

**A:** Yes. Under the "Classroom Pages" tab, there is a link for each classroom that contains the teacher's email address. For convenience, it has also been posted here:

- Preschool 3: Mrs. Vassar @ preschool2@stjosephschooltrenton.com
- Preschool 4: Mrs. Breish @ preschool1@stjosephschooltrenton.com
- Kindergarten: Mrs. Kowalczyk @ kindergarten@stjosephschooltrenton.com
- 1st Grade: Mrs. Mullins @ grade1@stjosephschooltrenton.com
- 2nd Grade: Mrs. Castle @ grade2@stjosephschooltrenton.com
- 3rd Grade: Mrs. Brettschneider @ grade3@stjosephschooltrenton.com
- 4th Grade: Mrs. Kelley @ grade4@stjosephschooltrenton.com
- 5th Grade: Mrs. Searls @ grade5@stjosephschooltrenton.com
- 6th Grade: Mrs. Sawicki @ Grade6@StJosephSchoolTrenton.com
- 7th Grade: Mrs. Darin @ grade7@stjosephschooltrenton.com
- 8th Grade: Mrs. Crotty @ grade8@stjosephschooltrenton.com
- Principal: Ms. Thomas @ principal@stjosephschooltrenton.com
- Secretary: Ms. Charron @ secretary@stjosephschooltrenton.com
- Administrative Assistant: Lori Waling @ development@stjosephschool.com
- Art: Mrs. Candace Parker @ art@stjosephschooltrenton.com
- Gym: Mrs. Chelsie Gore @ cgore@stjosephschooltrenton.com
- Computers: Mrs. Chelsie Gore @ cgore@stjosephschooltrenton.com
- Music: Mrs. Candace Park @ music@stjosephschooltreonton.com
- Spanish: Mrs. Maria Kahn @ spanish@stjosephschooltrenton.com



Google Classroom

The screenshot shows the website navigation menu for St. Joseph Catholic School. The 'CLASSROOM PAGES' link is circled in red. Below the navigation menu, the school's name and address are displayed: 'ST. JOSEPH CATHOLIC SCHOOL', '2675 THIRD STREET', 'TRENTON, MI 48183', and the phone number '(734) 676-2565'. The school's motto 'EDUCATION IN FAITH...FAITH IN EDUCATION' is also visible. A list of grade levels is shown on the right side of the menu: PRE-SCHOOL 3, PRE-SCHOOL 4, KINDERGARTEN, FIRST GRADE, SECOND GRADE, THIRD GRADE, FOURTH GRADE, FIFTH GRADE, SIXTH GRADE, SEVENTH GRADE, and EIGHTH GRADE.

