



*Forming Saints and Scholars*

# BACK TO SCHOOL GUIDE

St. Augustine School  
2022-2023 Academic Year

August 25, 2022



JMJ

Dear St. Augustine School Families,

I am delighted to welcome you and your family back to St. Augustine School for the 2022-2023 school year!

As I have previously shared, the quiet summer months provide our school with a critical opportunity to carefully reflect on areas of growth and to take bold, innovative, and strategic action in light of those reflections. This summer, our school embarked on a number of key initiatives, including but not limited to:

- revising our school mission statement
- strengthening our commitment to sharing our faith with students
- forming new leadership teams among our faculty
- establishing specific instructional goals for the school year
- developing a new teacher mentoring program
- updating the entirety of our Parent-Student Handbook
- and improving our school safety and security

We are confident that this important work will enable our school to become even more spiritually grounded, academically excellent, and operationally sound in the year ahead. Below you will find more information about several of the above initiatives, along with other key pieces of back-to-school information.

I also want to take this opportunity to once again welcome Mrs. Erin Doherty to her new role as Assistant Principal. Mrs. Doherty officially assumed her position on July 1st, and she has been working diligently since then to bring each of our summer objectives to fruition. I know that Mrs. Doherty looks forward to meeting our entire school community in the months ahead.

We are eager to welcome your children back to school on September 6th as we continue forming the next generation of saints and scholars here at St. Augustine School. We will see you soon!

In Christ,

Mark Daley  
Principal



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# I. School Mission

## A. Updated Mission Statement

This past spring, a Mission Committee composed of administrators, faculty members, and School Board members assembled to reflect on our school mission and to compose a new statement that would truly capture our school's unique identity and purpose. After much prayer and deliberation, we are delighted to share that St. Augustine School has formally adopted the following mission statement:



*The mission of St. Augustine School is to form the next generation of saints and scholars in the Catholic tradition. Inspired by our patron, Saint Augustine, we are committed to the core values of truth (veritas), unity (unitas), and love (caritas) in our pursuit of academic and moral excellence.*

The first sentence of our mission outlines the two chief objectives of our school: to form saints and to form scholars. This two-fold mission articulates what we believe an authentic Catholic education always seeks to accomplish, namely, the formation of the whole child. In other words, we seek to form students not only in intellectual virtue but also in moral virtue, because for us, education is always a matter of “both-and” – cultivating both reason and faith, teaching both minds and hearts, and forming both scholars and saints.

The second sentence of our mission calls attention to our Augustinian heritage and identity. The life and teachings of our patron, Saint Augustine, provide inspiration to everything that we seek to accomplish in our school. Throughout his life, Saint Augustine was steadfastly committed to teaching the truth (veritas), preserving the unity (unitas) of the Church, and sharing the love (caritas) of Christ to all. These three values - truth, unity, and love - constitute the core values of the Augustinian Order and our St. Augustine School community.



## B. Forming Saints and Scholars in the Year Ahead

Guided by our mission, we are excited to implement a number of new initiatives in an effort to continue forming the next generation of saints and scholars.

Beginning this year, our student body will gather for Mass each week at St. Augustine Church. These Masses will take place every Wednesday at 1:45pm - all are invited to join us! In Religion class, we are looking forward to incorporating our new Theology of the Body curriculum. We are eager to witness the many ways in which this supplemental curriculum will empower students to uncover the depth of God's love and the plan that He has for their lives. And lastly, we are also pleased to share that Mr. Smith, our Middle School Religion teacher, will be launching our school's first-ever Campus Ministry program! All students in Grades 6-8 are invited to deepen their faith and their relationships with one another by joining Campus Ministry.

Our school has also launched several new initiatives to further our mission of forming great scholars. This year, our school has established an Instructional Leadership Team composed of experienced faculty members from different grade levels. The Instructional Leadership Team has been tasked with setting and maintaining instructional priorities for the entire school, strengthening teacher support through peer collaboration, and planning opportunities for continued professional development. In addition, our school also made a concerted effort this summer to revamp our Mentorship Program for all novice teachers and teachers who are new to St. Augustine School. We believe that this renewed emphasis on faculty support, collaboration, and professional development will empower our school to offer an even more robust academic program for all students.



## II. Updated Parent-Student Handbook

This summer, our school also formed a Handbook Committee composed of administrators, faculty members, and School Board members, which updated the entirety of the Parent-Student Handbook. The committee worked diligently to update all school policies and procedures and to reorganize the document for ease-of-reading. We are confident that our updated Parent-Student Handbook will enable our school to remain operationally sound in the years ahead.

The updated Parent-Student Handbook can be found on our school website. All school parents are required to sign off on the Parent-Student form at the beginning of each school year.



# III. School Year Logistics

## A. Student Uniform

Beginning this fall, our school will be placing a renewed emphasis on ensuring that all students attend school in proper uniform. The intent of the uniform policy is to foster a school environment in which students come to appreciate the discipline of academic study and the respect with which they should treat their classmates and teachers. At St. Augustine School, we firmly believe that promoting adherence to the uniform policy teaches students the importance of abiding by all school rules.

Families may visit our school website to consult the Uniform Guide, which is now updated to include pictures of students in proper uniform. Please note that St. Augustine School has not made any changes to the school uniform itself - the uniform remains the same from years past.

As many school families are already aware, Donnelly's Clothing is experiencing delays in shipping uniforms. Please note that our Parent Guild will be holding a Uniform Swap on Wednesday, August 31st for all school parents to pick up gently used uniforms for free.

## B. Drop-Off

Parents may begin dropping their children off at 8:30am on Central Street. Please note that parents must wait with their children if they arrive at school before 8:30am. Due to the construction taking place on the back facade of the school building, students will be directed to walk down the driveway on the Chestnut Street side of the school and proceed to the basketball courts, where Morning Prayer will be held until the construction is complete. Please note that for safety reasons, it is not permissible for parents to drop off students on School Street.

All students should arrive for Morning Prayer no later than 8:45am. Students who arrive to Morning Prayer past 8:45am will be marked as tardy. In the case of inclement weather, students will be directed to the cafeteria where Morning Prayer will be held.

## C. Pick-Up

Given the lifting of various COVID-19 restrictions, it is no longer necessary for the school to continue the dismissal procedure of the past two years. Students will be dismissed from school as follows:

### **NURSERY AND PRE-K:**

Students will leave school at 2:50pm to School Street.

### **K-8 BUS STUDENTS:**

Students will leave school at 2:50pm.

### **ALL REMAINING K-8 STUDENTS:**

Students will be dismissed at 3:00pm to either Central Street or School Street.

- Students who live in **Andover or Tewksbury** will be dismissed to Central Street
- Students who live in **any other town** will be dismissed to School Street.

## D. Lunch Ordering

This school year, St. Augustine School will be partnering with a new lunch service provider, Campus Cuisine, a company that works with local food establishments to create a unique lunch menu for schools. Each day of the week, St. Augustine School students will have the opportunity to enjoy a fresh, healthy, and delicious meal from a local restaurant. Families will pre-order online via the Campus Cuisine website. Please look out for an email with instructions, along with the weekly lunch menu.

Please note that due to the fact that local restaurants will be preparing and delivering meals to our school, the cost of lunch this year will be higher than in previous years. We are, however, hopeful that students will enjoy the increased variety and quality of their lunch options!



## IV. Building Updates

### A. Construction

Construction has begun on the back facade of St. Augustine School which was the area of our school in need of the most urgent attention. In this first phase of the multi-year project, we are replacing all four window bays, repairing all damaged masonry on the back wall of the original school building, and replacing the gutter and downspouts. Once completed, the school will begin planning the next phase of work for the summer of 2023.

The construction is scheduled to be completed during the first few weeks of school. We are sure many students will enjoy observing from afar! All precautions will be taken to ensure the safety of our students.



### B. School Security

The safety of our students, faculty, and staff is of the utmost importance. In collaboration with the Andover Police Department, St. Augustine School took the following steps this summer to enhance our school safety and security:

- Replaced all door handles and locks on every classroom door to ensure that each classroom door locks smoothly and securely
- Established a walkie-talkie system for select personnel
- Installed three emergency buttons in administrative offices
- Installed two additional security monitoring stations in the Principal and Assistant Principal's Offices
- Updated active shooter/intruder protocols (to be reviewed with faculty prior to school year)
- Scheduled ALICE training with Andover Police Department for all faculty on August 31

St. Augustine School will continue to partner closely with the Andover Police Department to ensure that our school remains a safe place for students to learn and become the saints and scholars that God is calling them to be.

## V. Upcoming Dates

EVENT	DATE	TIME
Uniform Swap	<i>Wednesday, August 31</i>	<i>11:00-1:00pm</i>
New Family Orientation for Nursery and Pre-K	<i>Wednesday, August 31</i>	<i>6:30pm</i>
New Family Orientation for Grades K-8	<i>Thursday, September 1</i>	<i>4:00pm</i>
First Day of School & Opening Day Coffee for Parents	<i>Tuesday, September 6th</i>	<i>8:45am</i>
Parent Information Session - K-5	<i>Wednesday, September 21st</i>	<i>6:30pm</i>
Parent Information Session - 6-8	<i>Thursday, September 22nd</i>	<i>6:30pm</i>

