

PROVIDENCE CATHOLIC HIGH SCHOOL

1800 W. Lincoln Highway • New Lenox, Illinois 60451 • (815) 485-2136 • www.providencecatholic.org

Dr. John R. Harper, Principal jharper@providencecatholic.org

July 6, 2016

Dear Celtic Parents,

I am honored to welcome you to the 2016-2017 school year. This school year marks the 98th year since the Diocese of Joliet first asked the Sisters of Providence to lead and to manage the school. Providence Catholic High School is rich in history, proud in our long traditions of excellence, and forever united in our Catholic faith and our commitment to the Augustinian core values of *Truth*, *Unity*, & *Love*.

This particular mailing provides our families with a wealth of information intended to help you and your student prepare for a successful start to a new school year. We have reformatted this year's information to be more concise and user-friendly. If you ever have a question do not hesitate to contact us.

I suspect most parents will soon start entering the dates and times of the many school activities detailed in this newsletter into their family calendars. While doing this, please also take the time to deliberately mark times on your calendar for YOU to visit and spend time with your student on the campus of Providence Catholic High School. The important role of parental involvement in a child's education has been closely examined in a myriad of different studies, and the findings are consistent: parental involvement improves student academic performance and classroom behavior. There is a tendency for parental involvement to decline as children get older. The research, however, insists parents remain very influential in the lives of their high-school aged students. I look forward to seeing you around our campus and partnering with you on your child's education.

Sincerely,

Dr. John R. Harper

Principal

JRH:mm

Enc.

PROVIDENCE Catholic High School

FAMILY NEWSLETTER

JULY 2016



WELCOME TO THE 2016-2017 SCHOOL YEAR!

STUDENT CLASS SCHEDULES

Student class schedules are released by **family**. Once the following information is received by the Main Office for **all** students in your family, schedules will be mailed home and will contain your family's Book Sale Admission Number:

- □ 1st month tuition is paid in full for all students (including any outstanding tuition)
- ☐ Family Contact and Emergency Form (completed online; see enclosed instructions)
- □ Incoming Freshman State of IL School Physical (not the IHSA Sports Physical)

 * If you have a Sophomore, Junior or Senior student, their class schedule will not be released until the above physical is received for your Freshman student. The IHSA Sports Physical does not release your student's class schedule.

Please note that pursuant to Illinois State Law, a physical form must be on file for all incoming freshman. Failure to comply with this requirement will result in exclusion of your student from classes in mid-October.

ONLINE FAMILY INFORMATION FORM



Providence Catholic no longer utilizes a paper Family Contact Information Sheet, and requires all families to update their information online. Please refer to our recent email and update your information as soon as possible. Enclosed is a orange sheet with guidelines on how to update your family information. <u>Updating this information online is one requirement needed to release your student's schedule.</u>

TUITION STATEMENT

Enclosed is your August tuition statement, as well as the 2016-2017 Tuition Policies. Providence Catholic offers a \$250 tuition discount to families who pay full tuition by August 1, 2016. If you have any questions concerning tuition, please contact our Tuition Officer, Michele Szewczyk at (815) 717-3176.

STUDENT ORIENTATION

Information regarding Freshmen Welcome, Transfer and International Student Orientations is included in the following pages.

Please note: PCHS will no longer have a separate Senior, Junior and Sophomore Orientation Day. School pictures will be taken during the first couple days of school during lunches.

Enclosed is a sheet from Burns Photography detailing yearbook picture pricing for freshmen-juniors. Picture packets will be included with your student schedule.

MARK YOUR CALENDAR

CLASS SCHEDULE CHANGES: MONDAY, AUGUST 8, 2016

BLANCHETTE LEARNING COMMONS

Seniors & Juniors: 8:00 a.m. - 9:30 a.m.; Sophomores & Freshman: 9:30 a.m. - 11:00 a.m.

- A list of closed courses and schedule change policies will be available August 1st on the home page of the Providence Catholic website at www.providencecatholic.org.
- Student initiated requests for a schedule change on the date above must be in writing presented by the parent along with the \$75 class change fee. School initiated schedule changes do not incur a fee.

BOOK SALE: TUESDAY, AUGUST 9, 2016

IMMACULATE HEART OF MARY GYM (SMALL GYM) 10:00 A.M. – 1:00 P.M.

Please see the enclosed yellow color page for all of the information you need for the upcoming Book Sale.

<u>International Student Orientation: Thursday, August 11, 2016</u>

3:00 P.M.

BLANCHETTE LEARNING COMMONS

More information will be provided as this date approaches.

FRESHMAN WELCOME: FRIDAY, AUGUST 12, 2016

Sacred Heart Gym (Big Gym)

7:55 A.M. – 2:35 P.M.

Welcome to our newest Celtics! We have a special day set aside just for you to become acquainted with your new school, celebrate mass, run through your classes and more! Below are a few reminders about this day. More information to come.

- o Dress code is required. ID Pictures will be taken. Buses do not run.
- A complimentary lunch is provided.
- o Please bring your class schedule.
- o Books are not needed on this day, but parents will have an opportunity to purchase books if needed from 7:30 a.m. 9:00 a.m. in the Providence Bookstore.
- Please keep all devices at home.

Transfer Student Orientation: Friday, August 12, 2016

Sacred Heart Gym (Big Gym)

7:55 A.M. – 2:35 P.M.

- o Dress code is required and buses do not run.
- A complimentary lunch is provided.
- o Please bring your class schedule.
- o Books are not needed on this day, but parents will have an opportunity to purchase books if needed from 7:30 a.m. 9:00 a.m. in the Providence Bookstore.

FIRST FULL DAY OF CLASSES: MONDAY, AUGUST 15, 2016

7:55 A.M. – 2:35 P.M.

- o Dress code is required and bus routes will begin.
- o Cafeteria is open for students to purchase breakfast and lunch. Weekly menus are posted on the Main Page of our website.

DRESS CODE

The 2016-2017 Dress Code Policy is available on the Main Page of our website under Student Life by clicking on "Dress Code." **Please pay special attention to the section concerning shoes.** All uniform polos and fleeces must be ordered online. If you have not already done so, order your uniform polos as soon as possible. The link to shop online is also available on the same page as our dress code policy.

LOCKERS & LOCKS

The Deans' Office will assign locker numbers which will be listed on your student's class schedule.

- o Only locks purchased at Providence Catholic may be used on all lockers (hallway, PE, Athletic).
- Sophomores, Juniors & Seniors: You may use the lock which you were issued during your freshman year. If you
 do not have a lock, you can purchase one at the Book Sale or in the Deans' Office for \$12.00 starting on the first
 day of school.
- Freshman, Transfer and International Students: You will be issued a lock for your hallway locker at the Book Sale on Tuesday, August 9, 2016. If you do not receive a lock at the Book Sale, you will receive it during you orientation and welcome days.
- PE & Athletic Locks: Locks for PE and Athletic lockers must be purchased through the Bookstore.

PARKING TAGS

- Juniors & Seniors who purchased a parking tag in Spring 2016 can pick up that tag from the Deans on Book Sale Day. You must present a photo ID, along with vehicle information and license plate number.
- Gougar Lot Parking Tags will be sold at the Book Sale. The cost is \$125.00. Make checks payable to Providence Catholic. A driver's license and parent signature are required for this purchase.
- o Replacement tags are sold at an increased cost.

BOOKSTORE VOLUNTEERS

Bookstore "angels" are parents and grandparents of our students who volunteer in the Bookstore for a specific shift each week either before school (7:15 a.m.-8:15 a.m.) or after school (2:15 p.m.-3:15 p.m.) to help in daily routine of selling books and clothing to students. If you have time available and can volunteer on a "once a week" basis, please call the Bookstore at ext. 3155.

FALL SPORT TRYOUTS AND PHYSICALS

Please refer to the enclosed inserts pertaining to fall sport tryouts and sport physicals. Information about all of our Athletic Programs, schedules and news, can be found under the Athletic tab of our website.

FROM THE TRANSPORTATION OFFICE

- Bus Routes will be mailed in late July/early August.
- The first day of bus service will be on Monday, August 15, 2016.
- We are not able to give rebates, reductions or refunds on the annual bus fee. The bus fee is posted on your tuition bill.
- Transportation personnel will be available for questions in the Transportation Office on Student Orientation Days, or you are welcome to call at (815) 485-0638 and leave a message.

Providence Transportation is hiring! The Providence Catholic Transportation Department is currently looking for substitute and athletic event drivers. Training is provided, and a CDL is required. Please contact Erica Anstead, Director of Transportation, with all questions or to set up an appointment to complete an application. Erica can be reached via phone at (815) 485-0638 or via email at pchsbusing@aol.com.

HARVEST DRIVE 2016



Harvest Drive 2016 kicks off on Monday, August 22. Important information and changes to this mandatory fundraiser will be posted on the PCHS website by Monday, August 8. Please see Fr. McGrath's enclosed tuition letter pertaining to the Harvest Drive policies and obligations.

HOST FAMILIES FOR INTERNATIONAL STUDENTS

Providence Catholic is pleased to partner with Educatius International to provide opportunities for teens from around the globe to grow in faith, knowledge, and character as part of our Providence Catholic family. Educatius International is currently looking for potential families who will consider hosting students. **Hosting an international student comes with many rewards.** Host families are provided with a stipend to offset some of the additional expenses of an extra teenager living in the home. But the real reward of hosting comes from the meaningful lifelong relationships created. Please see the enclosed letter to learn more about hosting.

CONNECT WITH THE OFFICIAL PROVIDENCE CATHOLIC PAGES ON SOCIAL MEDIA!



Twitter Account:

https://twitter.com/PCHS Celtics

LIKE us on Facebook by searching for: Providence Catholic High School (Official Site) Find us on: facebook_®

FRIEND "Charlie Celtic" on Facebook

2016-2017 CALENDAR

A school calendar will be mailed to you with your student schedule, and is also included in your student's handbook which will be distributed on the first day of classes. You can always stay up-to-date with happenings at Providence Catholic by visiting our online calendar at www.providencecatholic.org.

Below are some dates we often receive phone calls about and want to make sure you are aware of:

First Semester Exams: December 19, 20 and 21, 2016

Christmas Vacation: December 22, 2016 - January 3, 2017

Classes resume Wednesday, January 4, 2017

Easter Vacation: April 14 – April 23, 2017 Classes resume Monday, April 24, 2017

Second Semester Exams: May 19, 22 and 23, 2017

Graduation: Tuesday, May 23, 2017

MAIN OFFICE HOURS

Summer Hours

Monday-Friday 8:30 a.m. – 11:30 a.m.

Academic Year Hours

(Beginning August 8, 2016) Monday-Friday 7:00 a.m. – 3:00 p.m.

(815) 485-2136





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Fr. Richard J. McGrath, OSA, Ph.D., President rmcgrath@providencecatholic.org

July 8, 2016

Dear Parents & Students:

This letter and the enclosed tuition policies are provided to explain the payment process for Providence Catholic High School tuition. Please read the letter carefully, particularly if you are new to Providence Catholic. Please feel free to call Mrs. Michele Szewczyk, the tuition officer, at 815.717.3176, if you have any questions. Enclosed with this letter is a separate tuition statement for each student in your family. Each statement must be paid in full every month. The tuition statement will list not only your tuition cost, but the combination of fees which apply to each student attending Providence Catholic.

<u>STATEMENT FORMAT</u> - The amount we ask you to pay each month is listed as AMOUNT DUE and is clearly shown on your statement. Providence Catholic bills by the month for ten months. The statement shows the amount paid in the previous month and should indicate any balance which is past due. Please pay the amount due listed on the statement each month. For information regarding your account balance, please call the tuition office.

TUITION PAYMENTS - Providence Catholic uses Digital Deposit to process all tuition payments made by check. This is a scanned image of your check, which transfers funds electronically. Payments are processed the same day received, and due the 1st of each month August thru May. Postdated checks are not accepted without prior permission from the tuition office. As a reminder, if you pay tuition for 2016-2017 in full by August 1st, 2016 you will receive a \$250 discount! This discount applies to the full tuition amount only and is not available to anyone who is receiving need-based financial aid from the school or the Diocese. Please return the top stub of your bill with your check payment. This will assure accurate and prompt accounting and will help avoid mistakes. You may charge your tuition monthly on Visa, MasterCard, or Discover. However, a 3% convenience fee of the total amount charged will be assessed for each transaction because this fee is charged to Providence Catholic. You may contact the Tuition Office for a Credit Card Authorization Form which will allow us to automatically charge your tuition monthly

<u>ADVANCE DEPOSITS</u> – The \$100 or \$300 deposit you made last winter is credited to you over the ten month billing period as a \$10 or \$30 credit each month, which reduces your monthly payment.

<u>AUTO DEBIT PAYMENTS</u> - Beginning with the first payment (in August) for the 2016-2017 school year, parents may choose to have monthly tuition payments automatically debited from their bank account. Parents will still receive a monthly statement showing charges and payments. To register for this program, please download and print the enrollment form found on the Providence Catholic website at www.providencecatholic.org and choose "Parents", click on the

forms link and choose Auto Debit, or contact the Tuition Office to have a form mailed to you. Applications must be received by the 20th of the month in order for your payment to be debited on the 1st of the following month.

GRANTS & AID – If you have qualified or been awarded a Need Based Grant, or Joliet Diocese Grant, or any type of scholarship, the total amount of the award credited to you is spread out over the ten month period you are billed. The grant is credited at the rate of 10% per month which will reduce your monthly payment. Catholic elementary school discounts will be posted in November. If there is an error in your statement because grants are not credited, please call Mrs. Szewczyk.

<u>FEES</u> – Each family pays an ACTIVITY/TECHNOLOGY FEE for student accident insurance, admission to home games, yearbook, drama productions, school newspapers and network access and licensing. A monthly BUS FEE is charged to those families who have requested daily transportation to and from Providence Catholic. Seniors are assessed a GRADUATION and a KAIROS FEE to cover the cost of graduation and the required retreat.

<u>CLASS FEES</u> – A CLASS FEE covers the expenses for those classes which have additional costs above and beyond normal class costs (for example, science labs and art class). Class fees will be applied to your student's bill in October for the first semester classes and in February for the second semester classes. Class fees are not spread across the ten-month payment plan; full payment is due during the month in which they are charged.

<u>LATE FEE</u> – If we do not receive your payment by the **FIFTH** of the month, a **LATE FEE** of \$15 will automatically be added to your student's account. I suggest that you mail your payments to school or drop them off in person since students have a tendency to forget to hand in the payment when they bring it with them to school. To avoid late fees, call the tuition office and make an arrangement for payment.

<u>EXCLUSIONS FROM CLASS</u> – Because we must meet our financial obligations, if your tuition account is two or more months past due AND we have not heard from you, we will exclude your student from school. If you are unable to keep your account current in the short term, please call the tuition office to avoid an exclusion letter.

<u>NSF FEE</u> – Checks returned by the bank marked "Non-Sufficient Funds" will be assessed a \$25 fee per check. If the bank returns a second NSF check, no further checks will be accepted from your family. You may then pay by cash, cashier's check, money order, Visa, MasterCard or Discover only.

CATHOLIC ELEMENTARY DISCOUNT – The Administration and School Board of Providence Catholic High School wish to support Providence parents who work in Catholic elementary schools. Since Catholic elementary schools are part of the Catholic school system, Providence Catholic offers a \$1,200 discount for the first child and a \$1,080 discount for the second child of parents who work in Catholic elementary schools as full-time teachers or as full-time active staff members (40 hours minimum). Providence extends this benefit in recognition of the fact that Catholic elementary school teachers and staff members earn a lesser salary in Catholic education which is based on honesty and integrity. Only those who are full-time teachers and staff members

in a Catholic elementary school should complete this form and return it to Providence Catholic. The Tuition Officer will personally confirm employment with the Catholic elementary school principal. Regretfully, those working in rectories, religious education, or in other Church related or non-for-profit agencies or organizations are not eligible for this benefit.

Please contact the Main Office in order to receive a Catholic Elementary Discount Verification Form which must be completed by September 15th, 2016. After verification of your employment for the 2016-2017 school year, your tuition account will be credited.

HARVEST DRIVE FUND RAISING OBLIGATION - The HARVEST DRIVE is the only mandatory student fundraiser and kicks off on Monday, August 22nd. Every Providence Catholic family has a fundraising obligation of \$350 per student or \$500 per family with two or more children at PCHS. Students who exceed their obligation by a minimum of \$100 will earn tuition credit or gift card prizes. Top-selling students and families will also earn up to \$5,000 in tuition credit. Students who do not raise their fundraising obligation will have the difference between their required quota and the amount they raised added to their tuition statement in November. This difference must be paid immediately, and cannot be spread out over the remaining tuition payments. Details for Harvest Drive 2016 will be posted on the PCHS website by Monday, August 8th.

TUITION PAYMENT PROBLEMS - Sometimes during the school year making the tuition payment on time may be a problem for some families. If you have a temporary problem making your tuition payment on time, you may call Mrs. Szewczyk at Providence Catholic (815.717.3176) for an arrangement. This call will keep communication open between us, and saves you a late fee. If you do not contact Mrs. Szewczyk, the late fee will be charged and you will risk your child's exclusion from school as mentioned above. Special arrangements made for tuition payment last year do not carry over automatically for the coming school year. If particular consideration needs to be given for your tuition payment schedule, please call Mrs. Szewczyk and make an arrangement which will be in effect for the current school year.

 ${\underline{{\text{CLASS SCHEDULES}}}}$ - Class schedules are only released to the students of families who are current in their tuition and have no outstanding balance from the previous year. If there is a problem with a previous balance or the timely payment of tuition, please call Mrs. Szewczyk.

Thank you very much for your attention to the details enclosed in this letter. Please follow it carefully. May God bless us with a successful and happy school year.

Fr. Richard J. McGrath, OSA

RJM:kb Enclosure



PROVIDENCE CATHOLIC HIGH SCHOOL

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Tuition Policies For The 2016-2017 School Year

- 1. Tuition is billed monthly, with payments due the first of each month from August through May. Statements are sent to each family by the 15th of every month for the month following.
- 2. Payments may be made by check, cash, money order, cashier's check, Visa, MasterCard or Discover. All payments made by credit card will be assessed a 3% service fee for the total amount charged per month. You may also have your tuition debited each month from your checking or savings account. The auto debit enrollment form can be found at www.providencecatholic.org. Providence Catholic will gladly accept advance payments over the summer if this will help families with budgeting.
- 3. All tuition payments are due on or before the FIRST of every month. If payment is not received by the <u>FIFTH</u> of the month, <u>a \$15 Late Fee will be charged.</u> If your tuition account is two or more months past due, you will receive a letter excluding your student from classes until payment is received.
- 4. If you are having a problem making your tuition payment on time, please call Mrs. Michele Szewczyk in the Tuition Office at 815-717-3176 to make a cordial tuition arrangement with her. Any reasonable temporary arrangement will be honored.
- 5. When accounts are more than two months past due <u>and we have not heard from you.</u> Providence Catholic reserves the right to exclude your student from class if you have not called to make an arrangement. These exclusions are done by the President personally.
- 6. If tuition payment arrangements are not kept by parents, your delinquent amount will be forwarded to the school's attorney for debt collection.
- 7. Family accounts which have an unpaid balance on <u>May 10th</u> will receive an additional notification explaining that students will not receive report cards or have Student/Parent Plus access until the tuition has been paid in full. Seniors do not receive caps and gowns for Baccalaureate or Graduation or receive diplomas until all obligations have been met or a satisfactory arrangement has been made.
- 8. Checks returned by the bank marked "Non-Sufficient Funds" will be assessed a \$25 fee per check. If the bank returns a second NSF check, no further checks will be accepted from your family. You may then pay by cash, cashier's check, money order, Visa or MasterCard only.
- 9. No student will receive a schedule in August if there is an outstanding balance from the previous school year. Old balances must be paid in full.
- 10. We ask you to understand that if legal action is forced on us because of non-payment of tuition following the terms of the enrollment contract, action will be submitted only to the jurisdiction of the Circuit Court of Will County Illinois. You waive the right to a jury trial and you further agree to pay any of the cost of collection including, but not limited to attorney's fees and expenses in enforcing the enrollment contract. It is our long standing policy that Providence Catholic will hold all official and unofficial transcripts of credit for the time the student is in attendance at Providence Catholic until the outstanding tuition and fees have been paid in full or an agreement satisfactory to Providence Catholic is concluded with you. Parents and students must understand that even though a debt may be discharged by filing bankruptcy, that at the time this agreement is signed, Providence Catholic will not release official transcripts unless the debt has been paid in full, even after it has been discharged in bankruptcy court.

PLEASE NOTE: Monthly Credit Card Authorization Forms may be requested by calling Mrs. Szewczyk, the tuition officer, at 815-717-3176.

Guidelines for Updating your Family Information Form Online

Completion of this form is one of the requirements needed to release student schedules

Please note, if you have more than one student at PCHS, you will receive a separate email for each student containing a unique hyperlink to update his/her information. Be sure to complete information online for each student.

General Directions:

- Click on the link which was sent to you by email. This takes you directly to your student's individual information.
- You must visit each page of the form and verify the information within it. If there is a change, simply click in that
 field and enter the new information. Fields designated with a red asterisk * are required.
- Once each page is complete, that tab will be designated as such with a green checkmark ✓.
- After completing all 4 pages, click on the Submit button at the bottom of the page.

Page 1: Student Info

This section is self-explanatory. New this year is a field for student cell phone number.

Page 2: Parent Info

Line 11: Primary Contact

PCHS sends "action-required" emails which contain directions to complete information online. Action-required emails can only be sent to <u>one</u> parent/guardian per household. This individual will be required to complete all online forms and provide information related to the student. As a general rule, the parent who has traditionally filled out school forms is the one who should be the primary contact. Designate <u>one parent</u> as the primary contact by choosing "Y" from the drop down list.

PCHS regularly emails newsletters and other information to <u>all</u> parents/guardians.

Line 12: Automated Messages

Attendance - If your student is absent and we have not received a phone call from a parent/guardian, we will send an automated call asking you to phone the Deans' Office. As a general rule, only one parent receives attendance messages.

Line 13: School Correspondence for Separate Households

If parents reside at the same address, please leave this question blank.

If parents reside at separate addresses, and you would like us to send correspondence to this parent, answer "Y".

Page 3: Emergency Contacts

In case of emergency, we will contact parents first. If parents cannot be reached, we will call the emergency contact. Please be sure to provide the phone number at which the contact can be reached <u>during school hours</u>.

Page 4: Agreements & Permissions

To indicate agreement and understanding of PCHS policies and procedures, a parent must enter his/her full name for each of the lines provided.

Line 1: Permission to Ride School Bus

This permission refers only to school-sponsored events for athletic teams and clubs. It does not pertain to field trips for academic classes and is unrelated to signed contracts from our Transportation Department.

Lines 3 & 4: Handbook, School Policies & Procedures

Refer to the electronic copy of the 2016-17 Parent/Student Handbook on the PCHS website to read the policies and procedures mentioned here.



PCHS BOOK SALE INFORMATION

PCHS Book Sale: Tuesday, August 9, 2016

10:00 a.m. – 1:00 p.m.

How do I gain admission to the Book Sale?

Entrance to the Book Sale is given based on a number system. The Book Sale Admission Number is issued to the oldest student in your family, and will be on the IVORY colored schedule sent home by the Main Office. **This schedule, with the Book Sale Admission Number, is required to purchase books.**

How am I assigned my Book Sale Admission Number?

Numbers are issued based on the completion of required forms and payments. The following needs to be complete before a schedule is sent out with the Book Sale Admission Number:

- o Family Information Sheet (Link sent via email)
- First month's tuition payment for the 16-17 school year. All accounts must also be paid in full from the previous school year.
- o **FRESHMEN ONLY: State of Illinois Physical Form.** This is NOT the IHSA sports physical needed to participate in athletics. If you have a freshman and a student in another class year, this form must be received for your freshman before any schedules are mailed out.

Where do I park? Where do I enter?

Due to gym renovations, information about where to enter the Book Sale will be emailed out in early August.

What time can I enter the Book Sale? How long is the process?

Below is an approximate schedule of when blocks of numbers are admitted into the Book Sale. While we cannot approximate how long wait times may be, or how long the process will be once in the sale, for your planning purposes, plan on at least 90-minutes to possibly 2-hours of time.

APPROXIMATE ENTRANCE TIMES

Numbers 1-300 10:00 a.m. – 11:00 a.m. Numbers 301-600 11:00 a.m. – 12:00 p.m. Numbers 601-900 12:00 p.m. – 1:00 p.m.



Follow the official Providence Catholic Twitter page @PCHS_Celtics



We will utilizing Twitter and the Remind text system for real time admission updates.

What books will be available for purchase?

Both new and used books will be available for purchase. The Bookstore does not carry paperback novels or calculators. Once students purchase their books, they will be allowed to place their books in their lockers. Please bring your PCHS lock. Replacement locks will be on sale for \$12. Freshmen and transfer students will receive their lock at the Book Sale.

Where can I find the PCHS booklist?

The booklist can be found on the main page of our website, <u>www.providencecatholic.org</u>, by clicking on "Academics" and "Textbook List." Books for BOTH semesters of classes will need to be purchased before the first day of classes. Books will only be sold for classes listed on schedules presented at the sale.

STATE TEXTBOOKS: Please note that some textbooks will be identified as a "STATE" textbook, meaning this book will be provided to your student by PCHS through the State of Illinois. These books will be distributed on the first day of classes by the classroom teacher.

Can I purchase books online?

The PCHS booklist includes the ISBN (International Standard Book Number) for textbooks and paperbacks. You may purchase the textbook through Amazon.com, eBay, or any other online source. Please be aware that the student must have the correct textbook for classes at Providence Catholic. Providence Catholic assumes no liability or responsibility for mistakes in the purchase of textbooks which are not purchased at Providence Catholic.

Please read the book list carefully when purchasing online. Similar course titles like Chemistry and General Chemistry, and Algebra 1 and Algebra 1 Honors, require different textbooks.

Can I return or exchange books after my purchase?

At the sale, you will be given an itemized receipt. **PLEASE KEEP THIS RECEIPT** as it is necessary for any refunds or exchanges. Please note that exchanges will only be issued to students whose schedule has been changed, and thus requires different textbooks. No cash refunds will be given. Student workers, PCHS faculty members and Bookstore Volunteers will assist customers in purchasing the correct books, but it is advisable to double-check the books with the booklist before proceeding to the checkout at the sale.

The last day for a book exchange is Thursday, August 18.

Please note: Some students who are not cooperating with the PCHS Book Sale may attempt to sell books, thus circumventing the sale. Providence Catholic will not permit students to sell books outside of the book sale and will provide no guarantee to anyone who purchases books in this fashion that the books will be the same as those used in class. There will be no refund for any book not purchased through the PCHS Book Sale if it is purchased by mistake.

What else is available at the Book Sale?

- Gougar Lot Parking Tags (CHECK ONLY; \$125 check made payable to PCHS)
- o Replacement locker locks (CHECK ONLY; \$12 check made payable to PCHS)
- Limited bookstore apparel
- Women's Club Used Polo Sale (New this year!)

If you are paying by check, a SEPARATE CHECK will be needed for each purchase (books, apparel, parking tag, etc.)

What payment is accepted?

Payment can be made by cash, check (made payable to PCHS), Visa, MasterCard and Discover. Please note, for accounting purposes, separate checks must be written for books, apparel, parking tags, etc.

What if I cannot make the Book Sale?

If you are unable to attend the Book Sale on August 9, we encourage you to ask a friend or family member to attend in your place. They must have your student's class schedule with the Book Sale Admission Number. We will be offering additional, limited times for book purchases out of the Providence Catholic Bookstore before the first day of classes. Please note, lines will be long.

Thursday, August 11 Friday, August 12

3:00 p.m. – 4:00 p.m. (Providence Catholic Bookstore)

7:30 a.m. – 9:00 a.m. (Providence Catholic Bookstore)

I am selling books at the sale. When and how will I receive my proceeds?

Money generated from any used textbooks sold during the book sale will be shown as a credit on your tuition account which will be visible on the tuition statement in either October or November of 2016. The amount earned is determined by the number of books sold and the condition of those books which were submitted at the used book collection in June 2016. The credit will equal 85% of the total amount of all books sold with 15% held by the school. For graduated seniors, a check will be sent by mail. This check is written to the parents/guardians of the student who submitted the textbooks and not to students.

If you have additional questions, please contact Ms. Moira Olivetti at molivetti@providencecatholic.org.



2555 E. Lincoln Highway New Lenox, IL 60451 (815) 485-4802 studio@burnsphoto.net www.BurnsPhoto.net

UNDERCLASS PACKAGES





Package C \$31.00 1-8x10 2-5x7 2-4x5 8-Gift Wallets

Package D \$28.00 1-8x10 2-4x5

2 - 4x5 4 - Gift Wallets 8 - Wallet Exchanges

Package E \$25.00 2-5x7 2-4x5 4-Gift Wallets 8-Wallet Exchanges

Package F \$22.00 1 - 5x7 2 - 4x5 4 - Gift Wallets 8 - Wallet Exchanges





	Add C	On Options	
Option	Print Size	Add-on Price	Sold Separate
J	1-8x10	\$10	\$15
K	2 - 5x7	\$10	\$15
L	4-4x5	\$10	\$15
M	8 - Gift Wallets (2 ¹ / ₂ x 3 ¹ / ₂)	\$10	\$15
N	16 - Wallet Exchanges (1 ³ /4 x 2 ¹ /2)	\$10	\$15



Providence Catholic Underclass Photo Days:

Freshmen: August 12th
Sophomores & Juniors: August 15th & 16th

Student Information

Circle One: Junior	Sophomore Freshmen	Online Ordering!
Student's Name: Street Address:		PRE-PAY ONLINE at burnsphoto.net/prepay This pricing is available from now until 48 hours following
City:		picture day.
State:	Zip:	LATE orders placed more than 48 hours following picture day must be
Phone: ()		placed at burnsphoto.net/proofing Late pricing and shipping fees will apply.
Email:		NO EXCEPTIONS.
School Name:		
Payment by check is	Payment is due on photo your express authorization that any retui an IRD along with a seperate EFT or dema check fee as allowed by state law. Sta	thecks payable to Burns Photography. It day, Sales tax is included. Inded check may be re-presented to your account electronically and draft for the maximum returned/dishonored attended for the amounts are available att or by calling 800-460-0124.
ıc201516		

Pkg	Price	Qty	Amount
Α	\$44.00		\$
В	\$38.00		\$
C	\$31.00		\$
D	\$28,00		\$
Е	\$25.00		\$
F	\$22,00		\$
G	\$18.00		\$
Н	\$12,00		\$
Pkg	Add-On	Oty	Amount
J	1 - 8x10		\$
K	2 - 5x7		\$
L	4 - 4x5		\$
М	8 - Gift Wallets		\$
N	16 - Exchange Wallets		\$
R	Retouching		\$
		Total Due:	\$
	Studio L	Jse Only	



Hello Wonderful Educators and Families,

As many of you know, there are several international students coming to Providence Catholic, through Educatius International.

This exciting initiative, is part of the school's efforts, to expand its global education program. We will have students coming to attend Providence Catholic, for the upcoming 2016-2017 school year.

To make this program a success, we need to find great host families for the students.

Educatius International is a leader in the industry, bringing to the US approximately 6,000 students per year, from over 30 countries. Here is some basic information on Educatius International, which ensures our program success:

- 1- Easy online application and background check process for host families
- 2- Host Family provides three meals a day and a supportive home environment
- 3- A yearly stipend for host families, to help offset the cost of hosting international students; families can host up to 2students.
- 4- A referral bonus of \$100 to any individual that refers a family to host a student
- 5- An orientation program to all international students, host families and the school
- 6- Support as needed from Educatius International Staff, along with 24/7 emergency line
- 7- Students come fully insured and with their own spending money
- 8- Students must maintain a C grade average and follow program, family and school rules

If you are interested in providing a culturally enriching experience for your family, your community and our international students, please contact me at any time. We would love to have you as one of our host families.

You may also find more information at: www.educatius.org and on Facebook, Educatius International. Thank you!

Kind Regards,

Courtney DePinto courtney.depinto@educatius.org

PROVIDENCE CATHOLIC HIGH SCHOOL ATHLETIC DEPARTMENT 1800 W. Lincoln Highway, New Lenox, IL 60451



Doug Ternik, Athletic Director Mark Smith, Assistant Athletic Director Sandy Arthurs, Athletic Administrative Assistant 815-717-3169 815-717-3168 815-717-3170 815-485-8256 Fax

2016 TRYOUTS/PRACTICES FOR FALL SPORTS

MUST HAVE ATHLETIC PHYSICAL- see the enclosed flyer for details on receiving an exam the Evening of the 8th If you choose to have an exam on the 8th, you can still attend practice earlier that day.

After the 8th you will not be allowed to practice without a physical turned in to your Coach or Athletic office.

(If the athletic physical is or was turned into the Main Office, it will be given to the Athletic Office.)

FOOTBALL ALL LEVELS

Monday, August 8^{th} – Friday August 12^{th} – 3:00 P.M Saturday, August 13^{th} – 8:00 a.m. T-Shirts, Shorts, Helmet and Football shoes.

Tuesday, August 9th – 1:00- 2:00 P.M. Bookstore will be open for incidentals.

NOTE -- Monday, August 15th - Regular Practice for all Levels start. Time: 3:00 p.m.

CROSS-COUNTRY ALL LEVELS BOYS - August 10th - 3:00 - 5:00 P.M.

GIRLS - August $10^{th} - 3:30 - 5:30$ P.M.

Practice on campus (Bring stopwatch, proper running shoes and attire for weather).

GIRLS TENNIS

August 10th Varsity - 9 A.M. JV - 11 A.M. Come dressed and ready to play

GIRLS

FROSH August 10th

8:00 A.M. – 12 Noon

VOLLEYBALL

SOPHS August 10th VARSITY August 10th 9:00 A M. – 11:00 A.M. 11:00 A.M. – 12 Noon

Team practices begin August 11th.

GOLF - BOYS: ALL LEVELS August 10th & 11th - 6:30 A.M. Meet at Mistwood Golf Course

(1700 W. Renwick Rd. Romeoville, IL)

GOLF - GIRLS

August 10th 1:30 P.M. – Meet at Broken Arrow Golf Course (Farrell Rd, Lockport)

August 11th – 1:30 P.M. –Also at Broken Arrow Golf Course

BOYS SOCCER
ALL LEVELS

August 10th -12th 3:00-6:00 P.M. (Must show up all three tryout days) (All players must bring shin guards, cleats and either indoor or running shoes. Tryouts may be extended due to inclement weather or the coach's discretion.)

Practice will start on Sat. August 13th 8:00 - 11:00 A.M.

Starting the week of August 15th practices will be 3:00 – 6:00 P.M.



SPORTS PHYSICALS

2016/2017 SCHOOL YEAR

MONDAY, AUGUST 8, 2016 5:30 P.M. – 7:00 P.M. AT PROVIDENCE CATHOLIC HIGH SCHOOL-Sacred Heart Gym by the Training Room

PHYSICALS WILL BE DONE ON A

<u>FIRST COME FIRST SERVE BASIS</u>

"NO EXCEPTIONS"

Attached is the physical form. If a parent/guardian will not be attending with the student, you <u>MUST SIGN</u> the front, back and the Acknowledgement & Consent Form

COST: \$25.00

CASH OR CHECKS PAYABLE TO PROVIDENCE CATHOLIC H.S.

PHYSICALS WILL BE PERFORMED BY LOCAL ORTHOPEDIC SURGEONS, FAMILY PRACTICE PHYSICIANS AND THE TEAM ATHLETIC TRAINER FROM ATHLETICO PHYSICAL THERAPY AND SPORTS MEDICINE

PLEASE WEAR COMFORTABLE CLOTHING (NO JEANS) AND ATHLETIC SHOES (NO SANDALS OR FLIP-FLOPS)

PARENTAL PERMISSION IS REQUIRED FOR ALL HIGH SCHOOL ATHLETES

I give permission for my son/daughter to be screened by the local orthopedic surgeons, family practice physicians and the staff of Athletico Physical Therapy and Sports Medicine. I understand that this is an athletic pre-participation physical and further care may be recommended. I further understand that this is not intended to replace physician visits or any necessary emergency care.

Parents Signature:	Date:	_
Athletes Name (Please Print):	Age:	





Tol	pe completed by athlete or parent prior to examination.						
Nar					School Year		
	Last First			iiddle			
					City/State		
Pho	ne No Birthdate		_	Age Class	Student ID No		
Par	ent's Name				Phone No		
Ado	lress				City/State		
HIS	TORY FORM						
Med	ficines and Allergles: Please list all of the prescription and over-th	ie-count	er med	licines and supplemen	is (herbal and nutritional) that you are currently taking		
Doy	ou have any allergies?	se ideni	lfy spe	cific allergy below.			_
	Medicines				☐ Food ☐ Stinging Insects		
	ain "Yes" answers below. Circle questions you don't know the a NERAL QUESTIONS	Yes	No.	MEDICAL C	UESTIONS	Yes	No
	Has a doctor ever denied or restricted your participation in sports for any reason?	100	110		cough, wheeze, or have difficulty breathing during or after	16	NO
2.	Do you have any ongoing medical conditions? If so, please identify			27. Have y	ou ever used an inhaler or taken asthma medicine?		
	below: ☐ Asthma ☐ Anemia ☐ Diabetes ☐ Infections Other:				e anyone in your family who has asthma? You born without or are you missing a kidney, an eye, a	_	-
	Have you ever spent the night in the hospital?			testicle	(males), your spleen, or any other organ?		L.
_	Have you ever had surgery? ART HEALTH QUESTIONS ABOUT YOU	Yes	No	30. Do you area?	have groin pain or a painful bulge or hernia in the groin		
_	Have you ever passed out or nearly passed out DURING or AFTER exercise?		110		ou had infectious mononucleosis (mono) within the last		
6.	Have you ever had discomfort, pain, tightness, or pressure in your				have any rashes, pressure sores, or other skin problems?		-
7	chest during exercise? Does your heart ever race or skip beats (irregular beats) during			33. Have y	ou had a herpes or MRSA skin Infection?		
٧.	exercise?				ou ever had a head injury or concussion? ou ever had a hit or blow to the head that caused	_	-
8.	Has a doctor ever told you that you have any heart problems? If			confus	ion, prolonged headache, or memory problems?		
	so, check all that apply: High blood pressure A heart murmur High cholesterol A heart infection Kawasaki disease				have a history of seizure disorder? have headaches with exercise?		
	Other:				ou ever had numbness, tingling, or weakness in your arms		_
9.	Has a doctor ever ordered a test for your heart? (For example, ECG/EKG, echocardiogram)			or legs	after being hit or falling?		_
10.	Do you get lightheaded or feel more short of breath than			39. Have y	ou ever been unable to move your arms or legs after being alling?		
11	expected during exercise? Have you ever had an unexplained seizure?		_	40. Have y	ou ever become ill while exercising in the heat?		
	Do you get more tired or short of breath more quickly than your		-		get frequent muscle cramps when exercising? or someone in your family have sickle cell trait or disease?		-
	friends during exercise?			Description of the later of the	ou had any problems with your eyes or vision?		-
	ART HEALTH QUESTIONS ABOUT YOUR FAMILY Has any family member or relative died of heart problems or had	Yes	No		ou had any eye injuries?		
	an unexpected or unexplained sudden death before age 50				wear glasses or contact lenses? wear protective eyewear, such as goggles or a face shield?		-
	(including drowning, unexplained car accident, or sudden infant death syndrome)?				worry about your weight?		
14.	Does anyone in your family have hypertrophic cardiomyopathy,				u trying to or has anyone recommended that you gain or		
	Marfan syndrome, arrhythmogenic right ventricular			49. Are yo	on a special diet or do you avoid certain types of foods?		
	cardiomyopathy, long QT syndrome, short QT syndrome, Brugada Syndrome, or catecholaminergic polymorphic ventricular		}	50. Have y	ou ever had an eating disorder?		
	tachycardia?			51. Have y cancer	ou or any family member or relative been diagnosed with		
15.	Does anyone in your family have a heart problem, pacemaker, or implanted defibrillator?			52. Do you	have any concerns that you would like to discuss with a		
16.	Has anyone in your family had unexplained fainting, unexplained			doctor FEMALES O		Yes	No
ВО	seizures, or near drowning? NE AND JOINT QUESTIONS	Yes	No	53. Have y	ou ever had a menstrual period?		
17.	Have you ever had an injury to a bone, muscle, ligament, or				d were you when you had your first menstrual period? any periods have you had in the last 12 months?		
18.	tendon that caused you to miss a practice or a game? Have you ever had any broken or fractured bones or dislocated		-				_
	joints?			explain yes	" answers here		
19.	Have you ever had an injury that required x-rays, MRI, CT scan, injections, therapy, a brace, a cast, or crutches?						
20.	Have you ever had a stress fracture?						7
21.	Have you ever been told that you have or have you had an x-ray				-10.	-	_
	for neck instability or atlantoaxial instability? (Down syndrome or dwarfism)					_	_
	Do you regularly use a brace, orthotics, or other assistive device?						_
	Do you have a bone, muscle, or joint injury that bothers you? Do any of your joints become painful, swollen, feel warm, or look						
	red?						
£3.	Do you have any history of juvenile arthritis or connective tissue disease?						

I hereby state that, to the best of my knowledge, my answers to the above questions are complete and correct.



Advanced Nurse Practitioner's Signature*

Pre-participation Examination



EXAMINATION Male Female	PHYSICAL EXAN	IOITANIN	V FORM				Name_				
Little Medical Medic	EVAMINATION								First		Middle
IBP / (/ Pulse Vision R20/ L20/ Corrected DY DN MEDICAL Appearance Marfan stigmata (kyphoscollosis, high-arched palate, pectus excavatum, arachnodactyly, arm span > height, hyperlaxity, myopla, MVP, aortic insufficiency) Eyes/sears/nose/throat Pupils equal Hearing Lymph nodes Hearing Lymph nodes Lugar Murrurs (auscultation standing, supine, +/- Valsalva) Lucation of point of maximal impulse (PMI) Pulses Simultaneous femoral and radial pulses Lungs Abdomen Genitourinary (males only) ³⁶ Skin HSV, lesions suggestive of MRSA, tinea corporis Neurologic MUSCULOSKELETAL Neck Back B	The second secon										TO SOUTH
MEDICAL Appearance Normal Appe		7			PANIE WES	The state of the s					
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Marian stigmata (kyphoscollosis, high-arched palate, pectus excavatum, arachnodactyly, am span height, hyperiaxity, myopia, MVP, aortic insufficiency) Pupils equal Hearing								NORMAL	ABNORMAL FINDINGS		
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ANP's Name *effective January 2003, the IHSA Board of Directors approved a recommendation, consistent with the Illinois School Code, that allows Physician's Assistants or Advanced Nurse Practitioners to sign off on physicals.



IHSA Sports Medicine Acknowledgement & Consent Form

Acknowledgement and Consent

Student/Parent Consent and Acknowledgements

By signing this form, we acknowledge we have been provided information regarding concussions and the IHSA Performance-Enhancing Testing Policy. We also acknowledge that we are providing consent to be tested in accordance with the procedures outlined in the IHSA Performance-Enhancing Testing Policy.

STUDENT

Student Name (Print):	Grade (9-12)
Student Signature:	
PARENT or LEGAL GUARDIAN	
Name (Print):	
Signature:	Date:
Relationship to student:	

Consent to Self Administer Asthma Medication

Illinois Public Act 098-0795 provides new directions for schools concerning the self-carry and self-administration of asthma medication by students. In order for students to carry and self-administer asthma medication, parents or guardians must provide schools with the following:

- Written authorization from a student's parents or guardians to allow the student to self-carry and self-administer the medication.
- The prescription label, which must contain the name of the asthma medication, the prescribed dosage, and the time at which or circumstances under which the asthma medication is to be administered.

A full copy of the law can be found at http://www.ilga.gov/legislation/publicacts/98/PDF/098-0795.pdf.



PROVIDENCE CATHOLIC HOCKEY 2016 GOLF OUTING Friday, July 29, 2016

BROKEN ARROW GOLF CLUB

Lockport, Illinois



12:00 noon Lunch

1:00 PM Shotgun Start

5:00 PM BBQ Dinner & Raffle

\$130.00 18 Golf and Dinner*

\$ 80.00 PCHS Hockey Player Golf and Dinner

\$ 40.00 Dinner Only

9 Hole Golf and Dinner Ladies Option available

Sponsorships Available

"Hat Trick" Sponsorship \$1,000.00 Includes a golf foursome and dinner, signage on the course and recognition in the program;

"Beer Cart" Sponsorships \$500.00 Includes two golfers and dinner, signage on the course and recognition in the

program;

"Beat the Coach Hole" \$250.00 Includes signage at the specific hole and recognition in the program;

"Closest to the Pin Hole" \$250.00 Includes signage at the specific hole and recognition in the program;

"Longest Drive Hole" \$200.00 Includes signage at the specific hole and recognition in the program;

"Hole" Sponsorships \$150.00 Includes signage on a hole and recognition in the program.

Golf Registration and Sponsorship Form

Please register no later than Friday, July 8, 2016

-	
Golfers' Names:	1
	2.
	3
	4
Sponsorship Info	rmation the hole sponsor sign. Please forward your company logo to koliver@providencecatholic.org
Type of Sponsorship	
Contact Name:	
Company Name:	
Address:	
City:	State Zip
Phone:	
Email Address:	website
If you have chosen a s	ponsorship that includes golfers, please supply the names of the golfers attending:
1)	
77	
4)	
Please apply my spons	sorship (check one): ey program 50% of the qualifying amount* to
	Name of player
**Please mak	e checks payable to: Providence Catholic High School and mail form and check to:
	Coach Oliver c/o Providence Catholic High School 1800 W. Lincoln Highway
	New Lenox, IL 60451

*the amount after golfer fees are deducted

If you have any questions, please contact

Golfer Registration Information:

Coach Oliver - 708-557-1465 (cell) or koliver@providencecatholic.org