

NOTRE DAME ELEMENTARY AND MIDDLE SCHOOL



2024-2025 Back-to-School Guide

Preschool - Grade 8

Complete handbook is available at
www.ndes.org



Justice • Respect • Integrity • Community • Excellence

13000 Auburn Road Chardon, Ohio 44024
440.279.1127 | www.ndes.org

OUR MISSION

Celebrating God's goodness and provident care,
Notre Dame Elementary and Middle School educates children
by nurturing dreams, excellence and success
for transforming their lives and our world.

OUR VISION

Notre Dame Schools will engage students from preschool through high school
in an exceptional Catholic education.

We will focus on loving, respecting, and educating all
to discover and develop their God-given talents.

We will challenge our students to respond faithfully to Jesus' call to
transform the world by consciously doing good and bringing hope to the hearts of all.

OUR CORE VALUES

Justice

Inspiring all to work toward a more just and peaceful world, especially through service
to those on the margins of society and by caring for all God's creation

Respect

Cherishing and honoring the God-given dignity of each person

Integrity

Challenging and supporting students to live
authentic, virtuous lives

Community

Welcoming and connecting persons so that all may live in love with one heart and soul

Excellence

Continuing and ever-renewing the highly esteemed tradition
of Notre Dame education

Dear Notre Dame Elementary and Middle School Parents,

Welcome to the 2024-2025 school year. Our theme for this school year is “Radiating His Love”. Hebrews 1:3 says, “The Son is the radiant glory of God, and the visible expression of his true character.” This Bible passage reminds us how God upholds all things by His Word. He is radiant. He is the reflection of the Glory of God. This year, our entire Notre Dame community will strive to be shining reflections of God by radiating His love daily and by always being shining examples of our core values of justice, respect, integrity, community, and excellence.

This school year brings with it new leadership. I am excited about our new leaders who I know will work hard to ensure our culture remains strong and will also be committed to the strong faith formation of our students and maintaining academic excellence in our classrooms. I hope you plan to join us on August 5th at our Meet and Greet event which will include remarks from our new leadership team.

Our enrollment continues to grow and of this writing we are welcoming 95 new students to our school. We have added an additional PreK class, kindergarten class, and fifth grade class to ensure our class sizes remain between 20 and 24 students.

Our middle school renovation project has begun, and we anticipate opening five new classrooms, a science lab, and impressive collaborative learning spaces for our middle school students in January 2025.

I hope you take some time to read the following Back to School Guide carefully since it has valuable information to make sure we have a strong partnership between school and home. While most of the information is like last year, please review the dress guidelines and code of conduct guidelines carefully. Please note the detailed information defining extreme haircuts, as well as a change in the dress uniform guidelines for boys in grades four and five. Also, when purchasing your daughter’s skirt, please remember she will grow a few inches during the school year. The complete NDES/MS Handbook is located on Final Forms for your reference and acceptance.

As always, we appreciate your support and look forward to a year radiating God’s love.



Dr. Jacqueline Hoynes

President of Notre Dame Schools

Faculty & Staff 2024-2025

Elementary School Principal: Mrs. Friedrike Wintersteller

Middle School Principal: Mrs. Joelle Coates

Kindergarten: Mrs. Katherine Biro
Mrs. Jacqueline Skotzke
Miss Rachel Clark

Grade 1: Mrs. Allison Love
Ms. Alexandra Agostino

Grade 2: Mrs. Lindsay Montague
Miss Delaney Reardon

Grade 3: Mrs. Trisha Prince
Miss Paige Miller

Grade 4: Mrs. Nancy Tartamella
Mrs. Sara Lukacs
Mrs. Emily Godenschwager

Grade 5: Mrs. Cara Niksa
Mrs. Lisa Petryszyn
Mrs. Carrie Koenig

Grade 6: Mrs. Susan Ball
Mrs. Susan Sabol
Mrs. Kathleen Stefancin

Grade 7: Mrs. Michelle Schermer
Mrs. Kelly Stefanek

Grade 8: Mrs. Wendi O'Brien
Miss Victoria Thompson

Physical Education: Mrs. Maureen Nedved

Athletic Director: Mr. Kevin Coates

Athletic Co-Director: Mr. Steve Cavolo

Instructional Technology/
STEM: Mrs. Halle Davis

STEM K-6/Gifted: Mrs. Sheryl Bacher

Art: Mrs. Mary Gilbert
Miss Elizabeth Rodriguez
Mr. George Yaniga

Vocal, Band, & Music: Mr. Marque Davis
Mr. Adam Pysell

Religion: Mr. Steve Cavolo

Spanish: Señora Gastelum-Navez
Señora Khula

Pre-Kindergarten

Teacher: Mrs. Heather Reese
Miss Erin Fitzgerald

P3 Teacher: Mrs. Jennifer Fedor

P4 Teacher: Miss Alaura Depaul

Director of Admissions: Mrs. Barbara Williams

Administrative Staff: Ms. Sue Luck
Ms. Jennifer Maras

Faith Formation

Coordinators: Sr. Ellen Beebe, SND
Mrs. Lisa Dobe

Speech: Mrs. Amy Caldwell

Psychologist: Mr. David Bellini

Intervention Specialist: Mrs. Destiny O'Brien

Librarian: Ms. Judy Szabo

Reading Specialist: Mrs. Brandy Ratka

Nurse: Mrs. Elizabeth Bacnik

After Care: Mrs. Beth Harb

Welcome to Notre Dame Schools

Mrs. Friederike Wintersteller as the Principal of NDES

Mrs. Joelle Coates as the Principal of NDMS

Miss Alaura DePaul as our P-4 Teacher

Miss Rachel Clark as our Kindergarten Teacher

Miss Paige Miller as our Grade 3 Teacher

Mrs. Emily Godenschwager as our Grade 4 Teacher

Mrs. Carrie Koenig as our Grade 5 Teacher

Mr. Kevin Coates as our Athletic Director

Mass Schedule 2024-2025

Sisters of Notre Dame Chapel
Dress uniforms are required on these days

NDES/NDMS: August 15	1:15pm	NDES: January 28	1:15pm
NDES: September 17	1:15pm	NDMS: January 30	1:00pm
NDMS: September 19	1:00pm	NDES: February 18	1:15pm
NDES: October 15	1:15pm	NDMS: February 20	1:00pm
NDMS: October 17	1:00pm	NDES & NDMS Ash Wednesday: March 5	1:15pm
NDES & NDMS: November 1	1:15pm	NDES: April 8	1:15pm
NDES: December 10	1:15pm	NDMS: April 10	1:00pm
NDMS: December 12	1:00pm	NDES: May 13	1:15pm
		NDMS: May 15	10:00am – Mass for Graduates

Faith Formation

Notre Dame Elementary and Middle School provides students with an experience of living in a community of faith that supports their development of a deep, personal relationship with Jesus, leads them to a meaningful participation in the sacramental life of the Church and assists students in developing attitudes of service. All students participate in religious instruction.

Liturgical and Sacramental Participation and Preparation

To support students in the growth of their faith, they are provided frequent opportunities to plan and participate in the celebration of Eucharist and prayer services according to the liturgical year. While students receive the sacraments of Reconciliation, First Communion, and Confirmation in their home parishes, the 2nd and 8th grade curriculum support the preparation for the sacraments. It is the responsibility of the parent to contact their parish in September to have their children included in the parish programs for sacramental preparation.

Service Requirement

All 8th Grade students are required to complete 20 service hours before they graduate. All other students are encouraged to develop the habit of giving themselves in service at home, to their neighbors, or to those who are in need.



Parent Communications

As a partner in your child's education, Notre Dame provides a connection between home and school as a key to guaranteeing success. Listed below are methods to strengthen communication connections.

Friday Focus

The *Friday Focus* is a newsletter intended to be distributed through text and email every Friday afternoon, so that parents can remain connected with the week's most important updates. Past Friday Focus editions are available at www.ndes.org.

Website

Check our website at www.ndes.org for new information and updates. We will continually use the website as a resource for quick posts and other timely information for parents and students to view.

Student Progress System - PlusPortal

Information regarding your child's progress can be accessed through the PlusPortal system app or desktop application.

The PlusPortal system provides information such as homework assignments, grades, school forms and links to school website information, school calendar, school family and faculty/staff directory, homeroom lists and so much more.

Account credentials for each parent will be emailed prior to the start of the school year. Students in grades 5-8 will also receive login credentials.

Handbook Updates

The Handbook is located at www.ndes.org and Final Forms. The Handbook serves as the "written agreement" between the family and school in terms of the expectations we have for the relationship between the school, parents, and their children.

Parents and students are responsible for understanding and following the information in this handbook. During a school year, a policy may be amended, revised, or deleted. If this occurs, the school will attempt to give notice. It remains the prerogative of the school administration to implement and interpret the provisions of the handbook.

Parents are requested to indicate their acceptance of all Handbook policies by electronically signing the Parent-Student Handbook form in Final Forms.

Parent Teacher Conferences PS – 8: October 22 & 24

Teacher conferences are held once a year for grades PS-8 on October 22 & 24. Registration for conferences will be online. At any time, teachers can be contacted by email or phone. A complete directory of email addresses is located on our website.

Contacting Teachers

Teachers can always be contacted via phone, voicemail, or email. Expect a response within 24 hours. The home phone or mobile numbers of any school personnel or students will not be released by Notre Dame Elementary and Middle School.

Parent Involvement

Parents, as the primary educators of their children, partner with the school by:

- Promoting the faith formation of their children
- Making church attendance an integral part of family life
- Supporting the school and staff in every way possible
- Providing an atmosphere at home that promotes good study habits
- Developing and encouraging the gifts and talents of their children
- Meeting all financial responsibilities promptly and in accord to the financial policies in the handbook
- Supporting and participating in special events sponsored by the school
- Attending, if possible, school programs and events highlighting the children

Start Dates and Times

Students should arrive no earlier than 7:25am to school

PS school day is from 7:55AM–2:30PM

Grades K–8 school day is from 7:55AM–2:40PM

August 13 is Orientation Day from 8-10AM

First full day of classes for grades 1–8 in school uniform is August 14

PK & Kindergarten all day with last names A–I is August 14

PK & Kindergarten all day with last names J–Z is August 15

PK & Kindergarten first full day A–Z is August 16

P3 & P4 (MWF students) (A–M) Half day, 7:55–11 AM is August 19

P3 & P4 (TR students) (A–M) Half day, 7:55–11 AM is August 20

P3 & P4 (MWF students) (N–Z) Half day, 7:55–11 AM is August 21

P3 & P4 (TR students) (N–Z) Half day, 7:55–11 AM is August 22

P3 & P4 (MWF students) all day, all students is August 23

Back to School Night is August 22 from 6–8 PM

Attendance

Your child's safety is always our top priority. It is essential that the main office, administrators and teachers have accurate information at all times. Please assist us by reporting absences and transportation changes as indicated below.

Report Absences, Tardies & Early Dismissals

If your child is absent, tardy or will be leaving school early, please do the following before **8:00AM**:

- **Complete the on-line Attendance/Early Dismissal form**

Upon form completion, all information is sent to the grade level teacher(s) and front office

OR

- **Call the Attendance/Early Dismissal message system 440.279.1127**

Report Daily Changes in Transportation

If your child requires a change in their usual transportation home, please do the following before 2:00PM:

- **Call the Change in Transportation message system 440.279.1127**

Please refer to the Handbook for consequences regarding excessive absences and/or tardies.

Code of Conduct

Students of Notre Dame Elementary and Middle School are expected to act in a manner that reflects their dignity as children of God and transforms their lives. They are expected to be young men and women who demonstrate our core values of integrity, who work for justice, treat others with respect, value community, and strive for excellence.

Notre Dame Elementary and Middle School Code of Conduct flows from its mission, vision, and core values and intends to develop the art of self-discipline in each student and promote an atmosphere conducive to building a Christian community and effective learning in all classrooms.

Personal Electronic Devices

Technology is used extensively for educational purposes and is provided by the school. Students K-5 are not permitted to have any personal electronic devices, including cell phones, at school or on the bus. Electronic devices also include iPads, Apple/electronic watches and gaming devices. Middle School students will be allowed to have phones in school and will be collected and stored in their homerooms. Electronic watches are not permitted.

School Nurse

The school nurse provides immediate care for students who become ill or injured at school during school hours and administers medication in accordance with school policy. Students seen by the nurse will be sent home if any of the following are evident: temperature over 100 degrees, vomiting, diarrhea, an undiagnosed skin rash, or pediculosis (head lice).

Students are required to remain at home if they are ill, have a fever, and until they are free of all symptoms for 24 hours without the use of fever reducing medication.

When a child is in school, the expectation is that they can participate in all activities. The obvious exception would include children with severe asthma or broken bones.

Contact the clinic to discuss any accommodations required following surgery or an injury. The school nurse can be contacted at 440.279.1130.

7 POLICIES & PROCEDURES

Administration of Medication

Any student who is required to take prescription or non-prescription medication during school hours must have on file the medication permission form with physician and parent signatures or provide a written note from the prescribing physician which details the name of the drug, dosage, route and time of administration, possible side effects, reason for use, and expiration date of order with physician and parent signatures. This also includes cough suppressants, throat lozenges, aspirin, and antacids which are over-the-counter non-prescription medications.

Upon arriving at school, bring the medication or OTC medication in the original container directly to the school nurse in the clinic. Parents of students who use an inhaler or an epi-pen must submit the necessary forms for a child to carry this medication. Before the end of the school year, a parent or guardian must pick up unused medication or the nurse will dispose of it.

Immunizations and Physicals

Ohio State Law requires that any child who does not meet the Ohio minimum requirements for shots cannot be admitted to school. Parents will be notified if a student is not in compliance. After 15 days, the student will be excluded from school if they are still non-compliant.

After Care

After Care operates when school is in session. Online registration and payments will be processed by credit card autopay only.

Operation Hours - Location

After Care Hours:
2:40PM until 6:00PM

Pickup Location:
NDES Dining Room Back Door

Registration Fees and Rates:

Registration Fee: \$55 per student
First Half-hour: \$4.50, includes snack
Each ¼ Hour: \$1.50
Billing rate begins at 2:45PM

CYO Sports

Notre Dame Elementary and Middle School participates in the CYO Athletic Program. The program runs year round. Contact Mr. Kevin Coates at athleticdirector@ndes.org.

Fall Sports Registration - May – June

Practices begin in late July

Cross Country (boys & girls grades 1-8), Football (boys grades 1-8), Cheerleading (girls grades 1-8), Soccer (boys & girls grades 3-8) and Volleyball (grades 2-8)

Winter Sports Registration - October

Practices begin in November

Basketball (boys & girls grades 1-8) and Wrestling (boys K-8)

Spring Sports Registration - February

Practices begin in March

Baseball (boys grades 1-8), Softball (girls grades 1-8), Track (boys & girls grades K-8), and Lacrosse (boys & girls grades 1-8)

ND Parent Association

The Notre Dame Parent Association is an organization comprised of parents/guardians. Their purpose is to promote the spirit of Christian community through spiritual and social activities for our families.

Please contact NDPA Co-Chairs, Mrs. Karen Dulzer and Mrs. Renee deWint: ndpapresident@ndes.org

Transportation

Local school districts provide transportation to Notre Dame. Contact your school district regarding transportation eligibility, pick-up and drop-off times, bus routes and bus transfers. Students are permitted to ride the bus in their district only.

Berkshire:	440.834.3380
Cardinal:	440.632.0261
Chardon:	440.285.4069
Chagrin Falls:	440.893.4055
Crestwood:	330.357.8206
Grand Valley:	440.805.4545
Kenston:	440.543.9567
Kirtland:	440.256.3311
Mayfield:	440.995.7891
Mentor:	440.974.5260
Riverside:	440.357.5571
S. Euclid Lyndhurst:	216.691.2030
Twinsburg:	330.486.2348
West Geauga:	440.729.0026
Willoughby/Eastlake:	440.975.3736

Uniform Information

Uniform:

888.637.3037 or www.schoolbelles.com

School Code: s0198

Gym Uniform/Spirit Wear:

Sports & Sports: 440-998-4664, ndes.org

Regular Uniform

Girls in grades K-3 wear NDES plaid jumper, navy blue or NDES plaid slacks, or NDES plaid or navy shorts from Schoolbelles.

Girls in grades 4-5 wear NDES plaid skirt, skort, kilt or kick-pleated skirt no shorter than 3 inches above the knee, navy blue slacks, NDES plaid or navy shorts from Schoolbelles.

Girls in grades 6-8 wear NDMS kilted skirt no shorter than 3 inches above the knee, khaki slacks, or shorts from Schoolbelles.

Girls Shirts grades K-5 solid white, navy, or pastel blue turtleneck or polo shirt, regular or banded bottom are worn. The NDES logo is the only logo permitted.

Girls Shirts grades 6-8 solid white, navy, pastel blue, or gray turtleneck or polo shirt, regular or banded bottom are worn. The NDMS logo is the only logo permitted.

Boys in grades K-5 Navy blue dress pants or navy blue shorts purchased from Schoolbelles. Solid white, navy, or pastel blue polo shirts, dress shirts, or turtlenecks are worn. The NDES logo is the only logo permitted.

Boys in grades 6-8 Khaki pants are to be traditional in style. Solid white, navy, pastel blue, or gray polo shirts, dress shirts, or turtlenecks are worn. The NDMS logo is the only logo permitted.

Boys and Girls K-8 may wear a navy or white, cardigan or pullover sweater. Crewneck sweatshirts, warm-up jackets, or hoodies with the NDES or NDMS logo are acceptable. The sweatshirts must be a solid color of navy blue, black, gray, or white. Pink, tie dye, and ombre type sweatshirts are not permitted, except on spirit days.

Dress Uniform

All students are required to wear dress uniforms on Mass days or other special days that may be announced throughout the year.

Girls in grades K-3 dress uniform consists of wearing the NDES plaid jumper and blouse or oxford shirt.

Girls in grades 4-8 dress uniform consists of either wearing the NDES plaid skirt or NDMS kilted skirt no shorter than 3 inches above the knee and blouse or oxford shirt and a navy Schoolbelles vest.

Boys in grades K-3 dress uniform consists of wearing navy school pants with a short or long-sleeved solid polo shirt or dress shirt. Boys may not wear uniform shorts on dress uniform days.

NEW Dress Uniform for Boys in grades 4-8 are required to wear a dress shirt and tie in uniform colors and navy Schoolbelles vest with **khaki pants (grades 6-8) or navy pants (grades 4 & 5)**. Boys may not wear shorts on dress uniform days.

Belts

Solid brown or black belts are required with belt-looped pants and shorts in grades 4 – 8.

Socks

Socks must be solid colored navy blue, black, or white and above the ankle in length. Simple logos are acceptable. Girls may wear solid-colored tights or leggings in the colors of navy, black, or gray. Girls in grades 4-8 are required to wear leggings or tights with their skirts.

Uniform Shorts

Schoolbelles uniform shorts may be worn from August through September and the month of May, when it is not a dress uniform day.

Shoes

Any low top, closed heel and toe, laced, Velcro or slip-on shoes or tennis shoes may be worn in any combination of the following colors: navy blue, brown, black, gray and white. Light-up tennis shoes are not permitted. Middle school students are permitted to wear high top tennis shoes.

Nail Polish & Make-Up

Only clear and light pink nail polish is permitted for grades K-5. Middle School students are permitted to wear colored nail polish and light make-up only.

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DRESS CODE & UNIFORM POLICY

Jewelry

Traditional wristwatches, religious pins and a simple gold or silver chain may be worn. Girls may wear simple post stud earrings. Electronic (ex. Apple) watches/devices are not permitted.

NEW Hair Policy

Extreme hairstyles are not permitted including hairstyles that cover any part of the eyes. Only natural hair colors are permitted. Simple, appropriate hair accessories are acceptable.

Physical Education Uniform Policy

Grades K – 8

The physical education uniform consists of a gold ND t-shirt (Grades K-5) or navy ND t-shirt (Grades 6-8) and solid navy shorts with the ND logo.

Grade K-4 students will be required to wear their Physical Education uniforms throughout the day on their scheduled PE day.

Grade 5-8 students will change into their Physical Education uniforms at school on their scheduled PE days.

Physical Education Uniform Shoe Policy

Any low-top tennis shoe is acceptable. Students are not required to change into a different pair of tennis shoes for PE class.

Spiritwear Days

Clothing for Spiritwear Days consists of any appropriate NDES/NDMS Spiritwear t-shirt or sweatshirt with jeans, sweatpants, or shorts. Shorts are to be at least fingertip length. Running shorts and/or pajama pants are not permitted. Leggings may be worn with a shirt that is at least fingertip length for Grades K-3. No leggings are permitted for Grades 4-8.

Dress Down Days

Clothing for a dress down day is to be appropriate for the NDES/NDMS school environment. Suggestive or offensive language and/or pictures are unacceptable. Tanks, spaghetti straps, bare midriff, and ripped jeans are not permitted. Shorts must be at least fingertip length. Running shorts and/or pajama pants are not permitted. Leggings may be worn with a shirt that is at least fingertip length for Grades K-3. No leggings are permitted for Grades 4-8.



Lunch & Recess

The Elementary Dining Room and the Middle School Top of the Town Café will be used for lunch.

AVI is providing three lunch options, as well as a gluten-free option. Lunch boxes are permitted.

Food Allergies and Dietary Restrictions

For your convenience, AVI will identify most common dietary allergens (wheat, dairy, eggs, fish, shellfish, tree nuts, peanuts and soy) and special dietary needs (vegetarian, vegan or gluten-sensitive).

Snacks, Treats, and Parties

Some of our students may have food allergies and/or dietary restrictions. The safety and health of all students is extremely important. All classrooms are nut free.

Two convenient options for birthday celebrations: ordering an allergy-free treat from AVI or sharing a non-edible item. An online form with allergy-friendly options is available.

NEW Point-of-Sale System (POS)

AVI offers a computerized point-of-sale (POS) debit card system for the convenience of students and parents. Cash will also be accepted. AVI's online service allows you to monitor your child's lunchtime purchases, track what your child has been eating for the past 30 days, make deposits directly into their meal accounts, transfer funds between students and have an email reminder sent to you when an account balance gets low. Student debit account deposits can be made through ACH payments or by credit card. Each child's account will be updated nightly so that account balance information and payments will be current as of the following day.

- Funds may be deposited into this account by check (payable to AVI Foodsystems mailed to NDES), by credit card via the <https://ndcl.familyportal.cloud> (new in 2024) website, or by cash payment in the school office or dining room.
- **Any existing balances from last year's accounts will roll over to your AVI account.**
- The swipe card functions as a debit card, *not a credit card*. AVI recommends a minimum balance of \$10. If your account balance reaches zero, AVI will allow up to negative \$20.00 before refusal.

To Enroll in the POS system:

- Go to <https://ndcl.familyportal.cloud>
- Watch the two short instructional videos
- Select MY ACCOUNT, then "I need to register as a Family Portal user" and enter your email address on file with the school
- Read and accept Terms and Privacy Policy
- Go to your email and click on the Activation/Verification email
- Establish your account pass phrase
- Enter your student(s) using the school ID numbers and full names
- Using the site's customization features, you can add multiple parent managers of the account. You can also deposit one amount and split it among several students (keeping the fee to only \$2).

All families received a mailed reminder of their student(s) ID number and instructions. Please set up your account before the opening of school.

If you have questions...

Please call Mr. Jay Cabatingan, AVI's Resident Director, at (440) 279-1058 or lunchaccounts@ndcl.org.

P-3

- 2 boxes of 24 fat crayons
- 1 box of Kleenex
- 2 containers of baby wipes
- 1 spiral notebook
- 4 jumbo size glue sticks - 77 oz
- 2 Ticonderoga beginners (fat) pencils HB 2
- 2 8 count washable watercolor paints
- 1 pair Fiskars blunt scissors
- Playdough-8 pack-any color-mini play dough not scented
- 2 rolls of paper towel
- 3 Lysol brand wipes
- 1 pack of 12 classic colored markers-any brand

Pre-K/P4

- 2 boxes 24 thin crayons-Crayola preferred
- 1 box Kleenex
- 4 containers of baby wipes
- 1 spiral notebook
- 4 jumbo size glue sticks-77 oz
- 4 Ticonderoga pencils
- 2 8 count washable watercolor paints
- 1 pair Fiskars blunt scissors
- Playdough-8 pack-any color-mini play dough not scented
- 2 large rolls paper towel
- 2 Lysol wipes
- 1 pack of 12 markers-Classic Crayola

Kindergarten

- 1 pair of headphones
- NDES pencil pouch*
- 5 laddie pencils with erasers
- 2 pink erasers
- 2 thin highlighters
- 2 boxes of 24 count crayons
- 1 box of colored pencils
- 6 large glue sticks
- 1 pair of scissors
- 2 3-prong solid color plastic folders
- 2 dry erase black markers
- 1 dry erase eraser
- 1 box of classic-colored thin markers
- 1 box of classic-colored thick markers
- 1 canister Clorox wipes

First Grade

- 1 pair of headphones
- NDES pencil pouch*
- 10 sharpened #2 pencils with erasers
- 2 red pens
- 6 expo dry erase markers and eraser
- 2 pink erasers
- 2 boxes of crayons (each 24 count only)
- 2 boxes of colored pencils (12)
- 2 boxes of classic-colored markers
- 4 large glue sticks
- 1 pair of scissors
- 1 solid color plastic folder
- 2 2-pocket folders
- 2 highlighters
- 1 container of Play-doh
- 1 container of Clorox wipes

Please put student's name on all items

Second Grade

- 1 pair of headphones
- NDES pencil pouch*
- 24 #2 Ticonderoga brand pencils
- 3 pink erasers
- 3 boxes of Crayola crayons (each 24 count only)
- 1 box of colored pencils (12 count only)
- 4 small Elmer's glue sticks
- 1 bottle Elmer's glue 4 oz.
- 1 pair of small scissors
- 1 box thin Crayola markers (10 count)
- 1 box thick Crayola markers (10 count)
- 2 composition notebooks, wide-ruled (no wire)
- 4 2-pocket plastic folders (no prongs)
- 6 EXPO dry-erase markers (thin, black only)
- 3 highlighters
- 2 canisters of Clorox wipes

Please put student's name on all items



Third Grade

1 pair of headphones or earbuds
 NDES pencil pouch*
 24 pack of #2 *Ticonderoga brand* pencils **not mechanical**
 2 red pens **non retractable**
 1 box of pencil cap erasers
 1 box of colored pencils (24)
 1 box of thin markers
 1 box of thick markers
 6 large glue sticks
 1 pair of scissors
 1 metric/US ruler 12 inches *not bendable*
 1 single subject notebook
 4 2-pocket folders
 1 solid color plastic folder
 2 thin dry erase markers *blue or black*
 1 dry eraser
 2 packs of post-it notes
 1 thin black Sharpie marker
 1 thick black Sharpie marker
 5 highlighters yellow, green, blue, pink, & orange
Third Grade Angels by Jerry Spinelli

Fourth Grade

1 pair of headphones & 1 pair of earbuds
 NDES pencil pouch*
 1 additional soft pencil pouch
 10 #2 pencils
 2 red pens - **non retractable**
 2 pink erasers
 3 yellow highlighters
 2 large glue sticks
 1 pair of scissors
 1 hard ruler (*metric and U.S. - 12 in.*)
 3 – 1 subject notebooks
 1 black Sharpie marker
 3 thin dry erase markers
 1 dry erase eraser
 6 2-pocket folders: red, blue, yellow, green, purple,
 1 box of colored pencils and other
 1 box of crayons (24)
 1 pkg. of thin markers
 1 hand held pencil sharpener with shaving catcher
 1 canister of Clorox wipes
Fourth Grade Rats by Jerry Spinelli
Please label all items

Fifth Grade

1 pair of earbuds
 NDES pencil pouch*
 1 soft pencil pouch
 20 #2 pencils
 4 red pens **not spring-loaded**
 2 pink erasers
 2 highlighters
 1 black fine tip Sharpie (Art)
 1 black extra fine tip Sharpie (Art)
 1 black Sharpie
 4 large glue sticks
 1 pair of scissors
 1 12" ruler (*metric and US*)
 5 single subject spiral notebooks
 1 3-subject notebook
 1 stenographer notebook
 1 1" binder
 1 8-pocket divider set for binder
 1 package of loose-leaf paper (*wide rule*)
 7 2-pocket folders
 1 set of colored pencils (24, *soft*)
 6 post-it note pads
 1 pack of 3x5 index cards
Wish by Barbara O'Connor

Sixth Grade

1 pair of headphones
 NDMS pencil pouch*
 12 #2 pencils
 2 red pens (NO other pens needed)
 1 basic calculator
 2 highlighters
 2 Sharpie markers
 2 dry erase markers
 2 large glue sticks
 1 pair of scissors
 12 inch ruler
 5 single subject notebooks
 3 packs loose leaf paper – wide ruled
 4 packs 3-hole punched ¼" graph paper
 4 2-pocket folders
 1 box of colored pencils (24)
 1 box of thin markers
 2 packs 3x5 lined white note cards
 1 – 2" binder with 8 dividers

Grade 6 On-Track ELA only: ***Wonder* by R.J. Palacio**

Grade 6 Honors ELA only: ***Fish in a Tree* by Lynda Mullaly Hunt**

13 NOTRE DAME MIDDLE SCHOOL

Seventh & Eighth Grade

1 pair of earbuds (Not Bluetooth)
NDMS pencil pouch*
pens and pencils
1 12" metric ruler
2 pkg. of math graph paper—loose, not notepad style (place in math binder and place in science binder)
highlighters
glue sticks
scissors
3 1-subject spiral notebooks Religion, Science Fair, and Spanish
1 1" binder for Math
3 1½" binders for ELA, Science, Social Studies
5 pks of 5 tab dividers *with* pockets
loose leaf paper – for each binder
6 2-pocket folders with 3 prongs (*for electives*)
colored pencils
1 sharpie
3x5 index cards
1 scientific calculator
Prayer Journal or Additional Spiral Notebook

7th grade On-Track ELA only: ***Basher Five-Two* by Captain Scott O'Grady with Michael French** — Students received summer work packet

7th grade Honors ELA only: ***Esperanza Rising* by Pam Muñoz Ryan** — Students received summer work packet

8th grade On-Track ELA only: ***The Outsiders* by S. E. Hinton** — Students received summer work packet

8th grade Honors ELA only: ***Tuesdays with Morrie* by Mitch Albom** — Students received summer work packet

*Homework planners Gr 3-8 and Pencil Pouch are included in the activity fee and will be distributed in homeroom.

NDMS

As our Elementary School, Notre Dame Middle School (NDMS) will offer the same personalized academic education to meet the needs of each individual student. NDMS will continue to offer on-track ELA and math instruction but will also offer honors ELA and math instruction for students who need that extra challenge. Students in the middle school will have the opportunity to earn high school credits in Algebra and Spanish I.

NDCL teachers partner with NDMS teachers to offer our middle school students expanded opportunities in art and music. Our eighth-grade students travel to NDCL Fine Arts Building to take art classes every day for ten weeks. In addition, our middle school students can take year-long band classes. Our fifth and sixth-grade students must take band or choir classes.

All our middle school students are on a block schedule with blue and gold days. Grade 6 has ELA, math, science, and social studies for a full block (90 minutes) every other day. In addition, they will have a trimester of STEM, technology, and Spanish. Grade 6 students are also required to take a semester of PE and art, and a semester of band or choir. Religion, health, and writing round out their middle school schedules. Grades 7 & 8 will have ELA, math, Religion, science, and social studies for a full block (90 minutes) every other day. In addition, PE/Health are required courses and will be taught for one quarter (ten weeks) every day. Technology and Spanish will complete their final full block.

Grades 7 & 8 had the opportunity to choose four academic and/or special electives (one quarter in length) to complete their schedules. Parents and students have received course descriptions of these elective courses.



Notre Dame Elementary and Middle School



Grades PS-8 2024-2025 Calendar



AUGUST

- 9,12 Teacher Inservice
- 13 Orientation Day (PS-8) 8-10am
- 14 First Full Day of Classes (1-8)
- 14 PK & K (A-I Full Day)
- 15 PK & K (J-Z Full Day)
- 15 Opening Liturgy (Grades 3-8)
- 16 PK & K (All Full Day)
- 19-23 P3 & P4 Start Week
- 22 PK-8 Back-to-School Night 6-8pm
- 30 No Classes: Geauga Fair Day

August

S	M	T	W	H	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January

S	M	T	W	H	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY

- 1-3 No Classes: Christmas Holidays
- 6 No Classes: Teacher In-service
- 7 Classes Resume
- 20 No Classes: MLK Jr. Day
- 28 Elementary School Liturgy
- 30 Middle School Liturgy

September

S	M	T	W	H	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

February

S	M	T	W	H	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

FEBRUARY

- 14 No Classes: Teacher In-service
- 17 No Classes: President's Day
- 18 Elementary School Liturgy
- 20 Middle School Liturgy

OCTOBER

- 15 End of 1st Quarter
- 15 Elementary School Liturgy
- 17 Middle School Liturgy
- 22, 24 Parent Teacher Conferences
- 25 No Classes

October

S	M	T	W	H	F	S
		1	2	3	4	5
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

March

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23	24	25	26	27	28	29
30	31					

MARCH

- 5 Ash Wednesday Liturgy (Grades 3-8)
- 11 End of 3rd Quarter
- 14 No Classes: Teacher In-service
- 17 No Classes

NOVEMBER

- 1 Liturgy (Grades 3-8)
- 27-29 No Classes: Thanksgiving Holidays

November

S	M	T	W	H	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

April

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

APRIL

- 8 Elementary School Liturgy
- 10 Middle School Liturgy
- 17 No Classes: Holy Thursday
- 18 No Classes: Good Friday
- 21-25 No Classes: Easter Holidays
- 28 Classes Resume

DECEMBER

- 10 Elementary School Liturgy
- 12 Middle School Liturgy
- 19 End of 2nd Quarter
- 20-31 No Classes: Christmas Holidays

December

S	M	T	W	H	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

MAY

- 13 Closing Elementary School Liturgy
- 15 Closing Middle School Liturgy
- 15 8th Grade Graduation/Awards
- 21 End of 4th Quarter
- 21 Last Day of Classes K-7/Awards
- 22 Teacher Record Day



- Teacher In-Service Days - No Classes
- Orientation Day
- First Day / Last Day of School
- Vacation Days / Holidays - No Classes
- Liturgy
- End of Quarters



Notre Dame Middle School

Blue / Gold Grades 6-8

2024-2025 Calendar



AUGUST

- 9,12 Teacher Inservice
- 13 Orientation Day (PS-8) 8-10am
- 14 First Full Day of Classes (1-8)
- 22 PK-8 Back-to-School Night 6:00-8:00pm
- 30 No Classes: Geauga Fair Day

August

S	M	T	W	H	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January

S	M	T	W	H	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY

- 1-3 No Classes: Christmas Holidays
- 6 No Classes: Teacher In-service
- 7 Classes Resume
- 20 No Classes: MLK Jr. Day

SEPTEMBER

- 2 No Classes: Labor Day
- 6 Picture Day
- 27 No Classes: Teacher In-service

September

S	M	T	W	H	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

February

S	M	T	W	H	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

FEBRUARY

- 14 No Classes: Teacher In-service
- 17 No Classes: President's Day

OCTOBER

- 15 End of 1st Quarter
- 22, 24 Parent Teacher Conferences
- 25 No Classes

October

S	M	T	W	H	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

March

S	M	T	W	H	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MARCH

- 11 End of 3rd Quarter
- 14 No Classes: Teacher In-service
- 17 No Classes

NOVEMBER

- 27-29 No Classes: Thanksgiving Holidays

November

S	M	T	W	H	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

April

S	M	T	W	H	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

APRIL

- 17 No Classes: Holy Thursday
- 18 No Classes: Good Friday
- 21-25 No Classes: Easter Holidays
- 28 Classes Resume

DECEMBER

- 19 End of 2nd Quarter
- 20-31 No Classes: Christmas Holidays

December

S	M	T	W	H	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May

S	M	T	W	H	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MAY

- 15 8th Grade Graduation/Awards
- 21 End of 4th Quarter
- 21 Last Day of Classes K-7/Awards
- 22 Teacher Record Day



Teacher In-Service Days - No Classes
Vacation Days / Holidays - No Classes

SISTERS OF NOTRE DAME 62nd ANNUAL BBQ AND BOUTIQUE

One Sunday only! September 29th
from 12:00 – 5:00 PM

Yes! I would like to volunteer to help.



Please Note: This form is to be used by ADULT volunteers only.

Assignment Options: Indicate 1 st , 2 nd , and 3 rd choice. Within the choice, circle the specific duty		
<p style="text-align: center;">SERVICES</p> <p>Choice # _____</p> <p>Early Bird Pies (9:30 am)</p> <p>Cutting Pies</p> <p>Running Pies</p>	<p style="text-align: center;">SERVING FOOD</p> <p>Choice # _____</p> <p>McGarry Gym - Serving for 1 of 2 stations</p>	<p style="text-align: center;">SELLING/ASSISTING</p> <p>Choice # _____</p> <p>Boutique tables</p> <p>\$ Draw Raffle (Chinese Auction)</p>
<p style="text-align: center;">FOOD</p> <p>Choice # _____</p> <p>Beverage Distribution</p> <p>Food/Supplies Transportation</p> <p>Serving Ice Cream</p>	<p style="text-align: center;">HOST/HOSTESSES</p> <p>Choice # _____</p> <p>McGarry Gym or Baker Gym</p>	<p style="text-align: center;">COUNTRY KITCHEN</p> <p>Choice # _____</p> <p>Selling Pies</p> <p>Jelly/Jam & Misc</p>
<p style="text-align: center;">TRAFFIC CONTROL</p> <p>Choice # _____</p> <p>Indoor Traffic</p> <p>Outdoor Traffic</p>	<p style="text-align: center;">MISSION SALES/SUPPORT</p> <p>Choice # _____</p>	<p style="text-align: center;">OTHER</p> <p>Choice # _____</p> <p>Assist wherever needed</p>

PLEASE CHECK YOUR PREFERENCE:

☐ Shift 1 from 11:30 am – 2:30 pm

☐ Shift 2 from 2:30 pm – 5:30 pm

NDMS/NDMS ADULT VOLUNTEER FORM - PLEASE PRINT CLEARLY

First Name: _____ Last Name: _____

Street Address: _____

City: _____ Zip Code: _____

Home Phone: _____ Cell phone: _____

E-mail address: _____

PLEASE RETURN THE FORM BY AUGUST 15, 2024

Mail to the SND Advancement Office @ 13000 Auburn Rd., Chardon, OH 44024
Your assignment will be confirmed by postcard no later than one week prior to the BBQ

Thank you in advance for your support. In gratitude, the Sisters pray for you daily!

Questions? Please contact Paula Aveni at paveni@ndec.org

RADIATING HIS LOVE

