

**THIS FORM IS ON THE FRONT PAGE OF OUR WEBSITE WITH ALL THE LINKS**

Information and documents posted on the St. Francis website, [www.stfrancishs.org](http://www.stfrancishs.org):

- [Student-Parent Handbook 2016-2017](#)
- [Online School Calendar 2016-2017](#)
- Daily Schedules: Click on the specific schedule on each day of the [Daily Schedules](#)
- [Parent Service Information and Requirements](#)
- [Parent Service Opportunities](#)
- [Online Bookstore](#)
- [Schedule Change Request Form](#). If schedule changes are needed, the form must be postmarked or brought to the front office by July 15.
- [Chromebook Program Information](#)
- [Cafeteria Information](#)
- Details about Freshman Orientation on August 12 and the Freshman Family Mass and Overnight Retreat, August 12-13, will be mailed.
- [Parking Permit Online Application](#)
- [Troubie Store Order Form](#)
- [Summer Reading Information](#)
- [Transportation Options](#)
- [Revelry - SFHS's Annual Fundraiser](#)
- [Retreat Information and Schedule](#): Freshmen attend a mandatory one-day retreat with their theology classes. Other students may submit the application and permission form at any time for the retreats.
- [Academic Teams Information](#)
- [Fall Sports Tryout Information](#)
- [Fall Musical Information](#)
- [Theatre Information](#)



**Access All Information on the [SF Website!](#)**

St. Francis High School uses digital media as the primary method of communicating with parents. *Please see the school website for important details about the following action items:*

**Back-to-School Check List**



**Online Mandatory Forms and Information Update Due July 29**

In mid-July a link to the Online Mandatory Forms and Information Update will be emailed to the primary household email address. In cases of students with two households, the second household will also receive the email so they will have access to fill the forms out electronically. Parents are asked to complete the online forms by July 29. The online process includes the following:

- Personal Information Update
- Emergency/Medical Update
- Student-Parent Handbook Agreement
- Freshmen Overnight Retreat (ONLY Freshmen)

**Required Forms for ALL SFHS Volunteers**

The following are the forms required for volunteering with St. Francis Catholic High School.

- Finger Printing Requirement: [Live Scan Request form](#) (good permanently)
- [Shield the Vulnerable](#) (good for three years from completion date)
- If Driving: [Drivers form](#), copy of drivers license and copy of insurance certificate (must renew annually)

If you have been fingerprinted or completed Shield the Vulnerable at another Sacramento Diocesan school, please fill out and return the following form to the Dean's office:

- [Transfer Finger Prints and/or Shield the Vulnerable Records](#) (only persons fingerprinted at a Sacramento Diocesan school are eligible)

**Purchase Textbooks for Summer Reading and the Fall Semester**

Students are responsible for securing their textbooks prior to the first day of school. Booklists and a link to our bookstore can be found on the St. Francis website under [Academics](#). The enclosed student schedule includes each course name and course ID to use on the St. Francis Catholic High School EdTech Online Bookstore. While students are not required to purchase books through EdTech, the ISBN listed must match exactly. Unfortunately, due to publisher restrictions, some books/ebooks may only be purchased through EdTech. EdTech is offering free shipping July 11-July 17. **All digital books must be purchased using the student's school issued email address.**

**Parent Signature Verification Card (New Parents Only) Due July 29**

The Parent Signature Verification Card will be maintained on file in the office to confirm absence, tardy, and early dismissal notes. Please return to the school office by July 29.

**Purchase Uniform Items for the First Day of School**

While the Troubie Store is closed for most of the summer, orders may be sent/faxed (916-452-6046) to the school and picked up during (summer) school office hours, 8 am to 4 pm. **The Troubie Store will be open: July 8 from 10:00 am to 1:00 pm and August 11 from 5:00 pm to 7:30 pm.** [Dress Code](#)

## Chromebook Pickup

All students must pick up their Chromebooks the week of August 1-August 5. Students do not need to sign up for a time in advance. Morning pick-up times are 9 a.m.-12 p.m. each day. Afternoon pick-up times are 2-4 p.m. on August 1, 3, and 5, and 4-6 p.m. on August 2 and 4. For students who cannot make it during one of those days, there will be a make-up distribution window on August 10 from 9 a.m.-12 p.m.

If you are not able make these dates, please contact Technology at 916-737-5030.

## Calendar Highlights

### St. Francis Student Planners

Students can purchase the 2016-2017 St. Francis Student Planner in the Troubie Store. Cost: \$10.00. Quantities are limited and planners are available for student purchase until August 30th. After that date, planners are available for parent purchases. Please view the [online calendar](#) for details on daily schedules and events.

### Friday, August 12:

**Freshmen Student Orientation:** Begins at 2:00 pm and will lead directly into Freshmen Overnight. Uniform skirt and red polo shirt are required for ID pictures.



**Transfer Student Orientation:** 9:00 am - 12:00 pm  
**Freshman Parent Arrival at SFHS Theatre:** 5:00 pm  
**Freshman Family Mass in SFHS Gym:** 5:30 pm  
**Freshman Overnight Retreat after Mass**

### Troubie Store Summer Hours

Friday, July 8 from 10:00 am to 1:00 pm  
Thursday, August 11 from 5:00 pm to 7:30 pm  
Beginning August 16 - Every Tuesday from 10:00 am to 1:00 pm.

### Monday, August 15:

First day of classes for all students. Uniforms and books (hard copy and digital) are required.

### Wednesday, August 24:

Welcome Mass, 10:00 am. Parents are welcome. Please sign in at front desk.

### Back to School Night, August 25:

Parents – Please join us this evening for Back to School Night which includes a formal welcome, reception and class visits. Meet your daughter's teachers and get an overview of each of her classes. Visit program representatives in Serra Court during the reception time or on your daughter's free block.

### School Year Theme



Catholic Social Teachings:

- Life and Dignity of the Human Person
- Call to Family, Community, and Participation

“A person's a person, no matter how small.”  
~ Dr. Seuss ~

## SFHS Communications

### Keeping Contact Information Current

It is essential that St. Francis has at least one email address per household that is valid and checked regularly. Please notify the school if your email address changes or if you are not receiving St. Francis messages - by sending updates to [www.stfrancishs.org/infoupdate](http://www.stfrancishs.org/infoupdate).

### Web-based Programs for Academic Information and College Planning

The parent login portals for Haiku, NetClassroom and Naviance can be found on the "Parents" section of the St. Francis website under [Stay Connected](#).

### Haiku

Haiku Learning Management System (LMS) is use by teachers to post classroom information and grades. Parent logins for Haiku are set up with the username being the parent's last name followed by the first three letters of the parent's first name. Example: Mary Smith = SmithMar (case sensitive). The original password is the 7-digit home number or cell number, including hyphen. Example: 737-1234. Login questions should be directed to [registrar@stfrancishs.org](mailto:registrar@stfrancishs.org).

### NetClassroom

NetClassroom is used to view quarter/semester report cards, attendance, and conduct. The original login name is the same as Haiku. Login questions should be directed to [registrar@stfrancishs.org](mailto:registrar@stfrancishs.org).

### Naviance

Naviance Family Connection is a Guidance Department resource to help students and parents in the college selection and application process, select colleges, seek scholarship information and research careers. Student course requests are also entered in Naviance each spring. Parents use their daughter's login, then create their own accounts. Questions about Naviance should be directed to Sunny Rivera, Assistant to the Guidance Department, at [srivera@stfrancishs.org](mailto:srivera@stfrancishs.org) or 737-5091.

### Cafeteria PINs

PINs are based on student ID numbers. PINs are printed on the enclosed schedule and also available on Netclassroom and Naviance accounts. The Cafeteria PIN is the five digit number created by the last two digits of a student's class year and the last three digits of her ID, e.g. if the student ID is 2018-876, her cafeteria PIN is 18876.

Student cafeteria PINs are used during transactions to debit student cafeteria accounts. Parents are encouraged to pay online using [mySchoolBucks®](#). Parents may also pay by check, and checks can be placed in the Cafeteria mailbox in the main office. Checks are to include student name and PIN and made payable to SFHS.

Serra Court Cafe will **NOT** accept cash for any food or beverage purchases starting in the Fall Semester. All students will have to utilize their pin account. No exceptions. By moving to a cash free process we hope to shorten wait time in the lunch line.

### Parent Volunteer Opportunity - July 30 - 8am-12pm

**Campus Clean Up** - Gardeners, please bring gloves, hats, and gardening tools for planting flowers, trimming trees, raking planting beds, weeding, etc. Two people will be assigned to power washing and should bring rubber boots. Five people will be assigned blowers or power vacuums (hearing and eye protection will be provided). Sign up [HERE!](#)