

St. Francis – St. Stephen School

Dear Parents/Guardians/Friends,

We are looking forward to a new year in the fall of 2018. We wanted to take this opportunity to introduce ourselves to you and your family.

St. Francis de Sales - St. Stephen School, located in Geneva, is happily alive and flourishing after over 100 years of service to our community. While the Catholic school system has seen many challenges, St. Francis-St. Stephen School remains strong spiritually, academically and financially. We rely on our area parishes for yearly subsidies and parent tuition to support us. We hope, therefore, to be around for another 100 years if the Lord continues to provide as He has in the past.

We welcome children and families of all religious and ethnic backgrounds. Please take the time to look through the attached information regarding St. Francis - St. Stephen School and the programs that we offer. You are cordially invited to tour our school and/or meet with the principal who will be happy to answer any of your questions.

In addition, you should know that busing is available from Seneca Falls, Waterloo, Lyons, Newark, Romulus, and Phelps-Clifton Springs. While the distance to St. Francis-St. Stephen may be of concern, please know that we have discovered that some of our outside district bus students ride less time than those right here in Geneva.

We would love to have you come for a visit. All it takes is a phone call to the office (789-1828) and an appointment can be set up at your convenience. We think you will like what you see – happy children in Kindergarten through Grade 8, who are committed to faith-filled prayer opportunities, academic excellence, community service, and fun-filled activity days throughout the year.

Please consider visiting us. We truly believe, "Our Spirit will move you!"

Sincerely,

Mrs. Mary C. Mantelli
Principal

17 Elmwood Avenue

Geneva, New York 14456

315-789-1828

St. Francis – St. Stephen School

Mission Statement

St. Francis-St. Stephen School serves as an integral part of the Geneva Catholic community's educational ministry. As an educational, faith community, St. Francis-St. Stephen School is dedicated to:

- ✪ Cultivating a sense of appreciation and respect for all life and the world around us as creations of our God.
- ✪ Providing educational and study skills that will continue throughout a lifetime learning process.
- ✪ Providing a firm foundation in all subjects - with greater emphasis on reading, mathematics and language arts.
- ✪ Teaching an acceptance of and respect for the diversity of cultures within our community and our world.

St. Francis-St. Stephen School strives to develop a faith community, which will make our students' faith more "living, conscious and active."

Equal Opportunity Statement

Children of every faith are welcome at all Catholic Schools. There is no discrimination on the basis of race, color, creed, or national origin.

Teacher Qualifications

All Catholic school teachers are certified by the Diocesan Department of General Education, which requires NYS certification. Our Catholic school teachers are men and women who possess high moral and ethical standards, and professional competence; dedication, honesty, concern, and caring are essential to their teaching.

St. Francis – St. Stephen School

School Profile

17 Elmwood Avenue
Geneva, New York 14456
315-789-1828

St. Francis de Sales School, founded in the late 1800's and **St. Stephen School**, in the early 1900's, consolidated in 1982. A stable and dedicated teaching staff with 218 years of service.

Services

Speech Therapist
Psychologist
School Nurse
Occupational Therapy
Physical Therapy
Academic Intervention
Special Education Services
Resource Room

Faculty

10 Full Time Teachers
5 Part Time Teachers
1 Teachers Aide

Areas of Study

Religion
Science
Mathematics
Language Arts
Social Studies
Spanish (6-8)
Art
Music
Physical Education
Health
Computer Technology

Student Enrollment

120 students in PreK-8
Minority enrollment is 5% of that
35% Hispanic
29% African American
35% Asian American
Non-Catholic Enrollment is 10%
Student-Teacher Ratio is 15 to 1

Accreditation

St. Francis-St. Stephen School is accredited by the New York State Education Department, the Roman Catholic Diocese of Rochester, and the Middle States Association of Colleges and Schools

Special Traditions and Events

School Liturgies
Daily Prayer
Ice Cream Social and Open House
Community Service Projects
Catholic Schools' Week Activities
May Crowning
Book Fairs
D.A.R.E. Program

Parent Teacher Organization

Our PTO hosts many wonderful events for our students and families each year.

Expanded Programs

One to One Chromebook Program
Spanish Competency Exam
Piano Instruction
Band Lessons
Bell Choir
Library
Regents Algebra 1 and Living Environment

Athletics and Extracurricular Activities

Basketball
Soccer
Cheerleading
Baseball and Softball
Student Council
Yearbook
Field Trips
7th & 8th grade Class Trip

St. Francis – St. Stephen School

Admissions Guidelines Grades One through Eighth

Applications for enrollment in Grades Kindergarten through Eight in St. Francis-St. Stephen School will be accepted beginning March 13th. Application packets are available at the school office, 17 Elmwood Avenue, Geneva, from 7:30 a.m. until 3:00 p.m. You may also call the school at 315-789-1828 to request that an application be mailed to you.

Submit a completed application for each applicant. Your application will be processed once all the paperwork is complete and copies of requested information and fees have been provided.

Transfer Students:

For each child entering St. Francis-St. Stephen School for the first time, a completed application packet must be submitted along with a copy of the most recent report card and/or standardized test scores. Copies of IEPs or 504 plans must also be submitted.

Probation

It is noted that students whose records indicate special resource room assistance, who have been classified as LD, and/or who have poor behavioral or academic histories will be accepted on probationary status. If the student is unable to adjust to the school, fails to make acceptable progress in terms of his/her ability, or causes serious disruptions of school life, the principal may require the parents to withdraw the student from the school.

The School Day: Begins at 8:20 a.m. and dismisses at 2:35 p.m.

The School Year: Is divided into 2 semesters consisting of 20 weeks each.
4 report cards are issued yearly
1 parent conference is scheduled in the fall for all parents (Gr. K-8) and as necessary throughout the year.
Interim reports are issued between report cards.

St. Francis – St. Stephen School

Admissions Guidelines Kindergarten

Applications for enrollment in St. Francis-St. Stephen School Kindergarten will be accepted beginning February 1st.

Application packets are available at the school office, 17 Elmwood Avenue, Geneva, from 7:30 a.m. until 3:00 p.m. You may also call the school at 315-789-1828 to request that an application be mailed to you.

Submit a completed application for each applicant. Your application will be processed once all the paperwork is complete and copies of requested information and fees have been provided.

Kindergarten students must be five years old by December 1st of the year in which they are entering. The following documentation is required:

- ☞ Birth Certificate
- ☞ Immunization Record

The Diocese of Rochester accepts only health exemptions regarding immunizations.

St. Francis – St. Stephen School

Preschool Information

Four Year Class: Students must be four years old on or before September 1st of entering year.

Three Day Programs:

- **Morning Program** – Meets three mornings a week on Tuesday, Thursday and Friday from 8:20 – 11:05 a.m., September – June.
- **Full-Day Program** - Meets three full days a week on Tuesday, Thursday and Friday from 8:20 – 2:35 p.m., September – June.

Five Day Programs:

- **Morning Program** – Meets five mornings each week from 8:20 – 11:05 a.m., September – June.
- **Full-Day Program** - Meets five full days a week from 8:20 – 2:35 p.m., September – June.

A mixture of individual, small and large group activities comprise the four-year-old preschool program. Classroom routines and free play are combined with social and language development, creative expression in music and art, and math and reading readiness. Contact school for current tuition information.

Students will be accepted in the following order:

1. Siblings of current St. Francis-St. Stephen students and children of present faculty members.
2. Parishioners without siblings in St. Francis-St. Stephen School in order of application.
3. Non-parishioners in order of application.

Applications will be accepted beginning in mid-March.

A birth certificate and immunization records are required.

Parents are expected to provide transportation to and from Preschool Programs.

Preschool Programs follow the St. Francis – St. Stephen School calendar.

Availability of programs will be based on the numbers of children registered for each.

Tuition May Be Paid

Annually (payment is due by July 1st)

Semi-annually, Quarterly and Monthly Payments are processed through
FACTS Tuition Services

St. Francis – St. Stephen School

Tuition and Fees 2018 – 2019 Kindergarten – Eighth Grade

Parishioner Rates

1 child	\$3,700
2 children	\$5,495
3 children	\$6,545
4 + children	\$7,595

Non-Parishioner Rates

1 child	\$5,600
2 children	\$7,575
3 children	\$8,625
4 + children	\$9,675

A \$30 per child (maximum \$90 per family) non-refundable registration fee is due and payable at the time of registration.

Tuition May Be Paid:

- Annually (payment is due July 1st and may be made directly to the office.)
- Semi-Annually and monthly tuition is paid through the FACTS tuition program. More information is available through the office.

Tuition Assistance

- Tuition assistance is available through the Roman Catholic Diocese of Rochester and our local tuition assistance fund.
- A tuition subsidy application may be obtained at the school office.
- All requests are confidential and based upon submitted financial documentation.

St. Francis – St. Stephen School

Tuition and Fees 2018-2019 PreK Program

Half – Day Programs (8:20 .a.m. to 11:15 a.m.)

Three Days	Tuesday, Thursday, and Friday	\$1,900
Five Days	Monday through Friday	\$2,390

Full – Day Programs (8:20 a.m. to 2:35 p.m.)

Five Days	Monday through Friday	\$3700.
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