



Welcome to Marquette Academy!



Elementary Campus: 1110 LaSalle Street, Ottawa, IL 61350 | 815-433-1199
High School Campus: 1000 Paul Street, Ottawa, IL 61350 | 815-433-0125
www.marquetteacademy.net



Welcome!

Thank you for choosing Marquette Academy. We strive every day to make your child's experience one of the best decisions your family makes for their future. We encourage everyone to get involved in as many activities as possible and get to know the Marquette family!

Please visit our school website often for the most current information and updates at www.marquetteacademy.net. You will find everything you need to know on our site. Please take the time to browse around and learn more about our school. Also remember to check your emails for recent updates and upcoming events. If you have questions please contact the Elementary Campus at 815-433-1199 or the High School Campus at 815-433-0125.

Marquette Academy Mission Statement

Marquette Academy exists to cooperate with parents in educating and forming joyful disciples of Christ. **Traditions are embraced. Dedication is the norm. Excellence is the expectation.**

Common Questions and Answers

How does Marquette Academy operate financially?

As a private religious based school, we do not receive funding through federal/state/local government. MA relies on family tuition, parish assessments, generous donors and alumni, and fundraising. In order to keep tuition affordable and offer financial aid, fundraisers and events are held annually. These events provide an opportunity for families to become involved as volunteers. Each family is expected to participate and donate 10-15 hours of their time to school events each year.

Events vary year to year, but our main annual fundraisers are:

Homecoming Tailgate - Alumni and families are welcome to participate in Homecoming festivities and the pregame tailgate (Homecoming weekend - check school calendar for date).

Rip's Trip - Parents enjoy a day of fun at the Rip's Chicken dinner party, last Sunday in October.

Merry Everything - Calendar raffle with a festive event held in mid November.

May Merriment - a formal dinner/auction, with a big cash raffle drawing, the first Saturday in May.

How does MA make tuition affordable?

The Financial Aid Process is a six step process and results in financial assistance applied to your tuition. All families may apply annually during the enrollment process. The steps are listed step by step on our website on the **Tuition Assistance Page** under the **Admissions Tab**.



Who can help with this process?

For questions, contact Mary Mann at the Elementary Campus at 815-433-1199 or mmann@marquetteacademy.net. Or contact Mindy McConnaughay at the High School Campus at 815-433-0125 or mindy@marquetteacademy.net.

You can further reduce your tuition costs by using the **SCRIP** gift card program. Call Diane Whalen in the Advancement Office for more details - 815-433-0125 ext 1018.

Where do I buy dress code items/uniforms?

Marquette Academy dress code items can be purchased at many retail stores. Elementary students must wear a white, gray, or navy polo with navy or khaki pants/shorts. High school students must order polos through the Advancement Office that have the MA logo in a variety of colors. Pants/shorts can be purchased at retail stores and may also be of any color. Cargo shorts are now allowed at both campuses. All this information is listed on our website: www.marquetteacademy.net and is described in detail in the school Handbook, listed under the Admissions Tab.

What do I do if my student is ill?

Please call your child's campus to report any absence as early as possible in the day. 815-433-1199 GS, 815-433-0125 HS.

How does lunch operate?

The elementary lunch menu is listed on the school calendar and cost is included in tuition. The high school students can purchase \$30 punch cards in the main office or use cash to pay for their items. Students are welcome to bring their lunch daily as well.



Am I required to volunteer? Blue/Gold Hours

Each MA family is required to work a minimum of 5 Blue/Gold hours of service to the school. These hours are **mandatory** for each family. Please note, Financial Aid hours are over and above the required 5 Blue/Gold hours. The first five completed will be logged as your Blue/Gold Hours. Each family that receives financial aid is required to work 1 hour per every \$100 received. There are plenty of opportunities to fulfill these requirements throughout the year. Contact either campus 815-433-199, 815-433-0125, or Mrs. Mary Roberson for volunteer opportunities. Email: mroberson@marquetteacademy.net.

Does MA provide After Care?

We offer **Before** and **Aftercare Programs** at the elementary campus. Children can be dropped off at school at 7am until school starts and go to after care until 5:00 p.m., Monday - Friday, and the cost is \$5 per hour per child. Please contact Mary Mann with questions at 815-433-1199. The Aftercare phone number is 815-481-2227 if the office is closed.



What is the best way to communicate with my child's teacher?

Teacher Ease/Common Goal is our on-line grade book for every grade level. This will come in handy when tracking your student's progress throughout the year. Teachers will also communicate by sending emails through Teacher Ease if they need to contact you. You can send emails to staff/faculty through the system also. You will receive your login information via email. If you need this information, call your child's campus.

Religion

High School classes will attend a weekly mass in the chapel at the HS campus. Elementary mass is held every Friday at St. Columba parish. All-school mass will also be held at St. Columba and will be marked on the school calendar, parents are welcome to attend masses. Our teachers are not only educators; they are spiritual guides to the children in their classrooms. Our focus on faith is evident in every part of the school, from the classroom to the playground to the cafeteria. Marquette Academy accepts students of every race, ethnicity and religion. In fact, 1/3 of our students are non-Catholic and come from a variety of religious denominations. Marquette Academy focuses on the teachings of the Catholic Church while emphasizing Christian morals and values that you teach at home.

Athletics

Participation in athletics offers unique lessons and experiences that prepare students for life in the community, workplace and family. A variety of athletics are offered to students grades 5-12. The elementary **Booster Club** and the high school **Go Club** are parent run groups that help coordinate and financially support all the expenses that go along with competitive sports so there is no extra charge for parents. Please consider joining these clubs, volunteering and participating in their fundraising events to help keep our athletic programs strong and competitive.

Bussing

If you live in the city of Ottawa and want your child to ride the bus, please contact mmann@marquetteacademy.net or mindy@marquetteacademy.net via email by the start of the school year to get them signed up for bus service.

School Spirit

Marquette Academy offers a variety of Spirit Wear at the Advancement Office at the High School and at the Elementary Campus Office. Please stop in and check out our selection of t-shirts, sweatshirts, embroidered MA spirit wear, yard signs and stadium seats. We also have information about special order items. Keep checking your emails for special online orders, and sports related online spirit wear sales that coincide with seasonal athletics.



High School – Freshmen and New Student FAQ's



1. What is Orientation?

Freshman and New Student Orientation is a half day set up for our new students to get acclimated to MAHS. All new students arrive at 9:00 with a parent. We will begin in the Chapel with a welcome mass and then parents and students will be introduced to faculty and staff and have a brief "Getting to know Marquette" Q & A session with Mrs. Rick. Parents will then leave and our new students will do team building and ice breakers before lunch. After Lunch students will run a mock schedule so they will be prepared to come to school with all students the next day. This event will end at 1:30 pm.

2. When will I get my schedule and Locker?

All new students will receive their class schedule and locker at Orientation.

3. What do I bring to orientation and is there a dress code?

You just bring yourself and a parent to orientation. Students will be in dress code for New Student Orientation. Our dress code policies can be found on our website www.marquetteacademy.net. If you have any questions please call the office.

4. Is there a school supply list for High school?

Each Teacher will advise students on the materials needed for their classes at Orientation.

5. Do I get my Chrome book at Orientation?

If you ordered a chrome book at Registration you will be issued your chrome book at Orientation.

6. How do I pay for Lunch?

Lunch can be paid in cash or students can purchase a lunch card. Each card is \$30 and money is taken off as the child purchases meals. These cards can be purchased in the main office or at lunch.

7. I need more Polos how do I order them?

Polo shirts can be ordered through the year through the Development Office. Orders are placed on Thursdays and take about 2 weeks to come in. All Checks for Polo Shirts can be made to Identities.

8. Can I wear Sweatshirts over my Polos?

YES! Students can wear any sweatshirt over their polos this includes hooded, zip up, ¼ zip, or Crew Neck. The sweatshirt must say Marquette on it.

9. Do I have a google log in and school email address?

Yes! Each student will receive both of these at Orientation.

10. What if my Google password needs to be reset?

If your google password needs to be reset please come to the Grade School office. Mr. Glade will reset this for you.

11. How will I know about events or bus leave times for Sport?

Weekly emails are sent to both parents and students regarding upcoming events. Also daily announcements are made during homeroom and at the end of the day about games, bus times, and changes made to practice schedules. We encourage students to listen to these announcements.

Elementary School – New Family FAQ's



1. What time does the building open?

Our Elementary building opens at 7:30 am. Students can enter the building at 7:30 am or after by coming in the middle lobby door and head to the gymnasium or cafeteria (depending on grade).

2. What time does the bell ring?

Our first bell rings at 8:05 am and the late bell rings at 8:10 am.

3. How do I communicate with the teachers?

You can email all teachers through Teacher Ease or regular email. All of our emails at Marquette are our first initial with last name @marquetteacademy.net. For example, one might be jdoe@marquetteacademy.net. You can also find email addresses on our website, www.marquetteacademy.net under staff/faculty.

4. Where is the lunch menu?

The lunch menu is on our website. Just click on "Our School" and then click on "Elementary" and then click on "lunch menu". Or use the Quick link box for Lunch Menu below the main home page slides.

5. How do I know what is going on at school?

You can check our calendar on our website. We update it monthly but everything is on there. The codes are HS = high school, GS = grade school and PS = preschool. If there is no code listed then it applies to Academy Wide which means all three groups. Also, a large amount of emails come through Teacher Ease/Common Goal. Please set up your account as soon as you get the email and you will receive all important information.

6. How am I billed for before and aftercare?

You will receive an email every week or two from the financial ladies. You can send a check in with your student - please write aftercare in the memo.

7. What time does aftercare close?

Students have to be picked up by 5 pm--the closing time of aftercare.

8. Where do I buy spirit wear?

You can purchase items from the school offices. We also do online sales several times a year and it will come through Teacher Ease emails.

9. Can students wear sweatshirts when they are cold?

Yes, they can. They just have to be Marquette sweatshirts and they have to be worn over their school uniform polo shirts.

10. What are the office hours at the grade school?

The office opens at 7:30 am and closes 30 minutes after the dismissal bell.