



# St. Walter-St. Benedict

Two Campuses. One Community. A Legacy of Academic Excellence.

## Important School Information 2025-2026

### **Name & Address:**

#### **St. Walter-St. Benedict School**

**CHI** campus: 11741 S. Western Ave. Chg. 60643  
Grades PK through 4th

**BI** campus: 2324 New Street, Blue Island, 60406  
Grades PK and 5th through 8th

### **Principal:**

Mrs. Kimberly Leonard

[kleonard@stwestb.org](mailto:kleonard@stwestb.org)

### **Assistant Principal:**

Ms. Lisa Agner

[lagner@stwestb.org](mailto:lagner@stwestb.org)

### **Admin. Asst: CHI:**

Mrs. Elizabeth Cardenas

[ecardenas@stwestb.org](mailto:ecardenas@stwestb.org)

### **Admin. Asst: BI**

Ms. Julie Martinez

[jmartinez@stwestb.org](mailto:jmartinez@stwestb.org)

### **Communications Dir.**

Ms. Julie Martinez

[jmartinez@stwestb.org](mailto:jmartinez@stwestb.org)

### **Tuition Manager:**

Mrs. Alicia Salinas

[asalinas@stwestb.org](mailto:asalinas@stwestb.org)

### **Extended Day Billing:**

Mrs. Alicia Salinas

[asalinas@stwestb.org](mailto:asalinas@stwestb.org)

### **Website:**

[www.stwestb.org](http://www.stwestb.org)

### **General E-Mail:**

[info@stwestb.org](mailto:info@stwestb.org) (all emails first initial, last [name@stwestb.org](mailto:name@stwestb.org))

### **Phone Number:**

CHI: 773-445-8850 Option 4 BI: 708-385-2016 Option 5

### **Fax Number:**

CHI: 708-616-0639 BI: 708-332-0440

### **School Hours:**

#### **1<sup>st</sup> Bell Rings:**

CHI: 7:50 am / BI: 8:05 am

#### **Tardy Bell Rings:**

CHI: 8:00 am / BI: 8:15 am

#### **Dismissal:**

CHI: 3:00 pm / BI: 3:15 pm

#### **Half Day Dismissal:**

CHI 11:30 am / BI: 11:45 am

### **Early Dismissal:**

CHI: 1:30 pm / BI: 1:45 pm

### **Preschool Half Day:**

CHI Dismissal is at 11:00 am.

BI Dismissal is at 11:15 am

### **Extended Care:**

There is a yearly one-time registration fee for extended care. 1 student=\$50, 2 or more=\$100. Charges will be added to your FACTS Tuition account under incidentals.

### **Before Care:**

Begins at 7:00 am – 8:00 am or 8:15 am (\$6 flat rate)

### **After Care:**

Begins at dismissal – 6:00 pm (\$6 per hour)

Before and Aftercare costs are charged weekly. Billing occurs every Friday, with payment due on the following Monday.

Billing is added to your FACTS account. After 6 pm \$20 per every 15 minutes. Any drop-off within the hour equals the hourly rate.



# St. Walter-St. Benedict

Two Campuses. One Community. A Legacy of Academic Excellence.

**Absence Policy:** If your child will be absent **you must call** the School to report their absence by 8:30 am or your child will be marked unexcused. Phone calls will be generated for anyone who has not called to report an absence.

**Physical Education Days:** Students will have Phys. Ed on **Tuesdays and Thursdays**. Please wear gym uniform to school on these days. In cold weather, the gym sweatshirt and sweatpants may be worn over the gym uniform (t-shirt and shorts).

**Volunteering Policy:** All parents/guardians/relatives are required to complete a background check online at [Virtusonline.org](http://Virtusonline.org) if volunteering or to attend any field trips/classroom parties. To volunteer: set up an online account, complete a mandated reporter online training, sign a CANTS form, and sign a Code of Conduct. **Future communication will be sent home regarding volunteer hours.**

**School Communications:** Once a month the Paw Press Bulletin and a calendar will be sent via **email/text (67587)** with information for that month. No paper copies will be sent home. The website calendar is updated regularly and can be found at [www.stwstb.org](http://www.stwstb.org).