

2024

Returning Boarding Student Information





IMPORTANT CONTACTS

HEADMASTER'S OFFICE | Main 802-751-2033 | Fax 802-748-4703



Dr. Sharon L. Howell
HEADMASTER
802-751-2033
sharon.howell@stjacademy.org



John Lenzini
ASSOCIATE HEADMASTER
802-751-2121
john.lenzini@stjacademy.org



Elizabeth Legendre
EXECUTIVE ASSISTANT TO
THE HEADMASTER
802-751-2033
betsy.legendre@stjacademy.org

RESIDENT LIFE OFFICE | Fax 802-751-2034



James Ryan
DIRECTOR OF RESIDENT LIFE
802-751-2007
jamie.ryan@stjacademy.org



John Robillard
DEAN OF RESIDENT STUDENTS
802-751-2357
john.robillard@stjacademy.org



Hannah Swainbank-Fenoff
RESIDENT LIFE ASSISTANT
TRAVEL COORDINATOR
802-751-2434
hannah.fenoff@stjacademy.org



Kendra Brazeau
DEAN OF INTERNATIONAL
STUDENTS
ESL DEPARTMENT CHAIR
802-751-2129
kendra.brazeau@stjacademy.org



John Lovett
RESIDENT LIFE ASSISTANT
802-751-2344
john.lovett@stjacademy.org

MAIN OFFICE
802-748-8171

Mailing Addresses:

General Mail

St. Johnsbury Academy
P.O. Box 906
St. Johnsbury, VT 05819

Packages

St. Johnsbury Academy
1000 Main Street
St. Johnsbury, VT 05819

IMPORTANT CONTACTS

ADMISSIONS OFFICE

Main 802-751-2130 | Fax 802-748-5463



Tammi Cady
ASSISTANT HEAD FOR
ADVANCEMENT
802-751-2010
tammi.cady@stjacademy.org



Nicole Biggie
DIRECTOR OF ADMISSION
802-751-2440
nicole.biggie@stjacademy.org



Brendan Hughes
ASSOCIATE DIRECTOR OF
ADMISSION
802-751-2129
brendan.hughes@stjacademy.org



David Baker
ASSOCIATE DIRECTOR OF
ADMISSION
802-751-7673
david.baker@stjacademy.org



**Phoebe Cavanaugh
Cobb**
DIRECTOR OF PUBLIC
RELATIONS
802-751-7673
phoebe.cobb@stjacademy.org



Melissa Murphy
ASSOCIATE DIRECTOR OF
ADMISSION
802-751-2327
melissa.murphy@stjacademy.org



Ann Bissonnette
ADMINISTRATIVE ASSISTANT
IMMIGRATION COORDINATOR
802-751-2411
ann.bissonnette@stjacademy.org



Robin Legendre
ADMINISTRATIVE ASSISTANT
802-751-2364
robin.legendre@stjacademy.org

ACADEMIC AND STUDENT LIFE OFFICE



Binaca Hanson
ASSISTANT HEADMASTER FOR
ACADEMIC AND STUDENT LIFE
binaca.hanson@stjacademy.org



Hank Eaton
DEAN OF ACADEMICS
802-751-2050
hank.eaton@stjacademy.org



Dale Urie
DEAN OF STUDENTS
802-751-2472
dale.urie@stjacademy.org



Christopher Dussault
CLASS DEAN
802-751-2025
chris.dussault@stjacademy.org



Matthew O'Brien
CLASS DEAN
802-751-2404
matthew.obrien@stjacademy.org



Katy Smith
CLASS DEAN
802-751-2337
katy.smith@stjacademy.org



Buffie Hegarty
ASSISTANT TO ACADEMIC
AFFAIRS
802-748-7737
buffie.hegarty@stjacademy.org



Shane LaCroix
STUDENT LIFE PROGRAM
COORDINATOR
802-751-2307
shane.lacroix@stjacademy.org



Laurie Lang
STUDENT LIFE EXECUTIVE
ASSISTANT
802-751-2307
laurie.lang@stjacademy.org

IMPORTANT CONTACTS

HEALTH SERVICES

Fax 802-748-7798



Sarah Garey, RN, NCSN, CADC
DIRECTOR OF HEALTH SERVICES
802-748-7718
sarah.garey@stjacademy.org



Allison Cote Willard
ASSISTANT SCHOOL NURSE
802-751-2306
allison.willard@stjacademy.org



Katie Weikel, MS
SCHOOL COUNSELOR
802-751-2025
katie.weikel@stjacademy.org



Aimee LaCroix, MSW
SCHOOL COUNSELOR
802-751-2466
aimee.lacroix@stjacademy.org



Nathan Railla, MA
SCHOOL COUNSELOR
802-751-2025
nathan.railla@stjacademy.org



Simona Ponoran
EVENING NURSE
802-748-7718
simona.ponoran@stjacademy.org



Jill Cahoon
ADMINISTRATIVE ASSISTANT
802-748-7717
jill.cahoon@stjacademy.org



Simone Cote
MENTAL HEALTH COUNSELOR
802-751-2450
simone.cote@stjacademy.org

GUIDANCE AND COLLEGE COUNSELING



Sean Murphy
DIRECTOR OF GUIDANCE
802-751-2402
sean.murphy@stjacademy.org



Jennifer Anson
COLLEGE COUNSELOR
802-751-2405
jenn.anson@stjacademy.org



Matthew O'Brien
COLLEGE COUNSELOR
802-751-2404
matthew.obrien@stjacademy.org



Michelle McCaffrey
COLLEGE COUNSELOR
802-751-2406
mimi.mccaffrey@stjacademy.org



Allison Reed
COLLEGE COUNSELOR
802-751-2403
allison.reed@stjacademy.org



Emma Carr
ADMINISTRATIVE ASSISTANT
802-751-2400
emma.carr@stjacademy.org

ATHLETICS OFFICE



Troy Engle
ATHLETIC DIRECTOR
802-751-2121
troy.engle@stjacademy.org

BUSINESS OFFICE

Fax 802-751-2127



Carol Lyon
ASSISTANT HEAD FOR BUSINESS SERVICES
802-748-7703
carol.lyon@stjacademy.org



Jennifer Greenwood
CONTROLLER
802-748-7707
jennifergreenwood@stjacademy.org



Stacie Ruggles
EXECUTIVE ASSISTANT
802-748-7708
stacie.ruggles@stjacademy.org



Chris Valley
STAFF ACCOUNTANT
802-748-7701
chris.valley@stjacademy.org

BOARDING STUDENT IMPORTANT DATES 2024-2025

FALL SEMESTER

SUNDAY, AUGUST 11

American Football Arrival Date for Boarding Students

MONDAY, AUGUST 12

Practices begin for American football

WEDNESDAY, AUGUST 14

Fall Sports Arrival Date for Boarding Students

THURSDAY, AUGUST 15

Practices begin for Cheerleading, Cross Country, Field Hockey, Golf, Soccer, Girls' Volleyball

MONDAY, AUGUST 19

Dorm Council members and Admissions Ambassadors arrive.

THURSDAY, AUGUST 22

Arrival date for new boarding students not playing a fall sport.

FRIDAY, AUGUST 23 - SATURDAY, AUGUST 24

New Boarding Student Welcome and Orientation

SATURDAY, AUGUST 24 - SUNDAY, AUGUST 25

Returning Boarding Students Arrive

MONDAY, AUGUST 26

New Student and Grade 9 Orientation

TUESDAY, AUGUST 27

All Student Orientation

WEDNESDAY, AUGUST 28

First Day of Classes

MONDAY, SEPTEMBER 2

Labor Day — No School; Dorms Open

FRIDAY, OCTOBER 11 AND MONDAY, OCTOBER 14

Faculty In-Service — No School; Dorms Open

FRIDAY, OCTOBER 18

DEADLINE for Thanksgiving Break Travel Plans — email sjaboardingtravel@stjacademy.org

FRIDAY, NOVEMBER 1

DEADLINE for Holiday Break Travel Plans — email sjaboardingtravel@stjacademy.org

WEDNESDAY, NOVEMBER 27 - SUNDAY, DECEMBER 1

Thanksgiving Break — Dorms Closed

Boarding students should depart after school on Tuesday, November 26 or during the morning of Wednesday, November 27. Dorms close at noon on November 27. Dorms reopen on Sunday, December 1.

FRIDAY, DECEMBER 6

Senior Capstone Day

FRIDAY, DECEMBER 20 / SATURDAY, DECEMBER 21

Boarding Athletes Depart

SATURDAY, DECEMBER 21 - MONDAY, JANUARY 13

Holiday Break — Dorms Closed

Boarding Students should depart after school on Friday, December 20 or during the morning of Saturday, December 21. Dorms close at noon on December 21. Dorms reopen on Sunday, January 12. Students may also return on Monday, January 13.

SPRING SEMESTER

TUESDAY, JANUARY 7

DEADLINE for Winter Break Travel Plans — email sjaboardingtravel@stjacademy.org

FRIDAY, JANUARY 5

Winter Boarding Athletes Return

SUNDAY, JANUARY 12

Spring Semester New Boarding Students Arrive; Dorms Reopen

MONDAY, JANUARY 13

Orientation for New Boarding Students

TUESDAY, JANUARY 14

First Day of Classes for All Students

MONDAY, JANUARY 20

MLK Day — No Classes

THURSDAY, FEBRUARY 6 - FRIDAY, FEBRUARY 7

Winter Carnival

SATURDAY, FEBRUARY 22 - TUESDAY, MARCH 4

Winter Break — Dorms Closed
Winter Boarding Athletes Remain to Compete

Boarding Students should depart after school on Friday, February 21 or during the morning of Saturday, February 22. Dorms close at noon on February 22. Dorms reopen on Tuesday, March 4

FRIDAY, MARCH 14

Faculty In-Service — No School; Dorms Open

FRIDAY, MARCH 21

DEADLINE for Spring Break Travel Plans — email sjaboardingtravel@stjacademy.org

SATURDAY, APRIL 19 - SUNDAY, APRIL 27

Spring Break — Dorms Closed
Spring Boarding Athletes Remain to Compete

Boarding Students should depart after school on Friday, April 18 or during the morning of Saturday, April 19. Dorms close at noon on April 19. Dorms reopen on Sunday, April 27.

FRIDAY, APRIL 25

DEADLINE for End of Year Travel Plans — email sjaboardingtravel@stjacademy.org

FRIDAY, MAY 2

Senior Capstone Day

MONDAY, MAY 26

Memorial Day — No School; Dorms Open

WEDNESDAY, MAY 28

Last Chapel
Departing Faculty Tea
Last Day of School

THURSDAY, MAY 29

Senior Prom

THURSDAY, MAY 29 - SATURDAY, MAY 31

Boarding students in grade 9-11 who do not play a spring sport depart. Spring athletes please see note below.

FRIDAY, MAY 30

Senior Tea
Celebration of the Arts

SUNDAY, JUNE 1

Class Day (Seniors)
Senior Concert

MONDAY, JUNE 2

Class of 2025 Commencement (Seniors)

TUESDAY, JUNE 3

Boarding seniors depart.

PLEASE NOTE: Athletes competing in spring sports are expected to remain at school until their seasons have ended. This can be as late as June 15. Please contact Jamie Ryan or John Robillard before making travel reservations if you are playing a spring sport.

***Please see vacation planning details on page 11.**

VACATION PLANNING

We have changed some of our travel policies. Please read the information below carefully, make sure to schedule all travel by the deadlines indicated, and send screenshots of ticket confirmations to sjaboardingtravel@stjacademy.org.

ALL DORMITORIES ARE CLOSED DURING VACATIONS.

Students are expected to travel home, stay with relatives or friends during vacation, or participate in a school-sponsored trip. We will help students with other accommodations during vacations on a case-by-case basis if necessary. Students must plan to leave for vacations and return from vacation on the designated dates. Students are required to be in class until the close of school prior to each vacation.

DORMITORIES WILL BE CLOSED DURING THE FOLLOWING VACATION PERIODS:

No early departures will be permitted.

THANKSGIVING

- Noon 11/27/24 – Noon 12/1/24
- Travel plans due 10/18/24

HOLIDAY BREAK

- Noon 12/21/24 – Noon 1/12/25
- Travel plans due 11/1/24

WINTER BREAK

- Noon 2/22/25 – Noon 3/4/25
- Travel plans due 1/7/25

SPRING BREAK

- Noon 4/19/25 – Noon 4/27/25
- Travel Plans Due 3/21/25

VACATION DEPARTURES AND ARRIVALS

For each vacation, dormitories will close at noon the day after the Academy finishes for break and will be open at noon the day before classes resume. We have created our school calendar to provide appropriate vacation time for your sons and daughters. As a result, we respectfully ask that you do not request early departure times or additional vacation days. Students who miss final exams or other assignments as a result of an unexcused absence will receive a grade of “0” on those assignments.

Seniors are required to remain on campus and participate in all commencement events through graduation.

Students planning to attend Resident Life trips should have sufficient funds available for payment prior to departure.

Please note: travel outside of designated travel days or times (flights arriving after 7:00 p.m. in Boston) may result in additional fees.

TRAVEL/VACATION INFORMATION FOR ATHLETES

St. Johnsbury Academy’s athletic experience includes interscholastic competition against other schools. There are times, particularly during the winter and spring sports

seasons, that our athletes are expected to stay on campus during vacation and after graduation to play on our teams. The Resident Life Office will arrange housing for athletes at these times.

Pre-Season Fall and Holiday Break

American football practices begin August 12; students should arrive on August 11.

Other fall sports begin August 15; students should arrive August 14.

For Holiday break, winter athletes return on January 5.

Athletes playing spring sports are expected to remain at school during spring break.

Spring athletes competing in spring sports are expected to remain at school until their seasons have ended. This is often later than commencement.

VACATION TRAVEL INFORMATION

Our Travel Coordinator can assist you in making plans for travel during school vacation.

For those students who do not live in the United States, early planning is essential to ensure that the best flight reservations and ticket prices are available. Consult the school calendar for appropriate departure and arrival times.

Students are not permitted to go on unsupervised trips during school vacations.

All student vacation travel plans must include an adult chaperone.

- Please schedule your flights to and from the following airports: Manchester Airport (MHT) in Manchester, New Hampshire; Burlington International Airport (BTV) in Burlington, Vermont; or Boston Logan Airport (BOS) in Boston, Massachusetts arriving before 7 p.m.
- International flights should fly directly into Boston. If a connection within the US is needed, please fly into Burlington. We are not able to pick students up from late connecting flights into Boston.
- We recommend non-stop flights whenever possible. They help eliminate the possibility of students becoming stranded due to weather and missed connections.
- Submit your travel plans to sjaboardingtravel@stjacademy.org.
- During vacation travel periods only a representative from St. Johnsbury Academy will meet you at the airport and bring you to your bus to school or coordinate transportation to and from Boston on Dartmouth Coach.

Please note: travel outside of designated travel days or times (flights arriving after 7:00 p.m. in Boston) may result in additional fees.

Please contact the Resident Life Office with travel plans and other vacation travel-related questions and issues.

GROUND TRANSPORTATION FEES

Transportation fees to/from airport/bus station (other than approved travel days during school breaks), one-way travel:

\$150 Manchester, NH (MHT)

\$250 Boston, MA (BOS)

\$80 Burlington, VT (BTV)

To Dartmouth Coach Bus Terminal:

\$60 Lebanon, NH

From Dartmouth Coach Bus Terminal to Logan Airport (BOS):

\$40 One Way

\$80 Round Trip

Students traveling to and from Boston are encouraged to take Dartmouth Coach bus (www.dartmouthcoach.com) for approximately \$40. This is a safe and convenient coach bus that travels between Lebanon, NH, and Logan Airport several times a day. Total cost for travel to and from Boston's Logan Airport using Dartmouth Coach and including Academy transportation, is approximately \$100. Otherwise, the Academy charges \$250 for Boston Logan transportation via van directly to Boston Logan.



SJA BOARDING LIFE

RESIDENT LIFE MENTORING PROGRAM

In addition to having resident life faculty (called dorm proctors) in each dormitory to monitor adherence to daily structure and general rules, each student has a dorm proctor that serves as a mentor. The role of the mentor is to maintain close contact with each student to help ensure he or she is following our academic and social expectations, participating effectively in the resident life program, and setting and achieving appropriate goals. Mentors also advocate for their students during challenging times and help celebrate their successes.

Mentors meet with students in the dormitory individually or in small groups to promote the Resident Life curriculum, a defined program that serves to nurture students living in a residential setting.

Mentors will write letters to parents several times per year to report on student progress in the boarding program. These reports will provide comments about each student as well as a standards-based evaluation of study habits, involvement in the community, and specific aspects of character development.

ON-CAMPUS TECHNOLOGY

The Academy maintains a campus-wide fiber backbone network that is connected to the Internet with a high-speed connection. Students can access the Internet across the entire campus and dorm facilities through over 250 wireless access points.

ACADEMY TECHNOLOGY, PORTAL, AND E-MAIL ACCOUNTS

St. Johnsbury Academy has a wide variety of technology platforms to support our diverse curriculum and learning environment. Students will be exposed to various devices and operating systems including Windows, Mac, and Chrome. Students do not need a device with a specific operating system as most all class requirements can be accessed via a web-browser on any device. The Academy will provide devices for those specialty courses that require additional technology. Students may bring their own device to campus or have access to a school-issued Chromebook program for a nominal fee. Each student will have a school issued STJLABS (Google) email account that is used to communicate with teachers; login for their Learning Management System (CANVAS); login for Google Platform Tools; and the school video collaboration platform which is ZOOM. Students will become fluent in the Google and Microsoft platforms as well as other web-based applications that will be integral in their academic journey.

DORMITORY INTERNET ACCESS

Our dormitories have robust access to the Internet via a comprehensive wired and wireless network that is available from 6AM to midnight on school nights. The Academy network is compatible with all types of devices. We ensure access to social networking sites that are safe so that students can communicate with their families and friends.

RESPONSIBILITIES AND SUPPORT

If you plan to purchase or already own a laptop, please ensure that the warranty can be honored in the United States. That way, if there are any issues, the machine can be serviced by the manufacturer or its designated service center. We highly recommend anti-virus protection for personal computers.

Academy Information Technology staff will not be able to provide comprehensive support for personal laptop computers due to operating system language and licensing issues. Limited student technical support is provided by an organized group of IT intern students who can assist in resolving many of the most common user-level and hardware-related computer issues. To arrange for computer support please contact the Academy's Information Technology Department via the Streeter Hall (216A) Information Technology Service Desk or by emailing ITHelpDesk@stjacademy.org.

INTERNET SAFETY AND STEWARDSHIP

All access to the Internet is filtered to ensure student safety and compliance with applicable laws. As such students should not be using Virtual Private Networks (VPNs) to circumvent security and safety measures. Our Internet capacity on campus is a shared resource across all resident dorms, so each student must be mindful of their role as a steward in utilizing the Internet.



PURCHASING COMPUTERS AND PERIPHERALS

The Academy has a program to allow students to purchase computers, peripherals, and warranty support. Interested families and students should contact Jim Mazzonna, the Academy's Chief Information Officer, at jim.mazzonna@stjacademy.org or 802-751-2371.

HONOR CODE

Students at St. Johnsbury Academy study under the auspices of an honor code written and developed by Academy students. The honor code defines our academic and moral expectations, and extends throughout school life, both inside and outside of our classrooms. Students will sign the Honor Code during their first week on campus. It reads:

We, the students of St. Johnsbury Academy, are part of a learning community dedicated to molding superior character and excellent academics. We have high expectations of ourselves and of our peers, and we depend upon our own honesty and integrity to uphold these expectations.

Therefore,

- 1. We believe that cheating, plagiarism, and any other action performed with malintent takes away from the fulfillment of our own true potential.**
- 2. We respect our property, we well as the property of others.**
- 3. We share the objective of building a trusting community that provides a safe, secure, and productive learning environment.**

A detailed description of the Academy's policies, expectations, opportunities offered, and other aspects of student life is available in the St. Johnsbury Academy Student Handbook.

HEALTH AND COMMUNITY WELLNESS

The St. Johnsbury Academy Health Center has a long history of cultivating strong relationships with students, faculty, staff, and the community.

The Health Care professionals at the Health Center provide 24-hour care, seven days a week for our boarding students. On school days, students have access to the Health Center staff from 7:00 a.m. to 10:00 p.m. at the Health Center office, which is located in Tinker House. The Health Center contains an infirmary and a private bath. Counseling and medical services are regularly provided and organized by the Health Center staff both on and off campus. During off-hours (on weekends and after 10:00 p.m.), the on-call nurse may be contacted by dormitory staff for health needs.

Please submit the required Health Forms by July 1.

Contact the Director of Health Services, Sarah Garey, with any questions at 802-748-7718 or 802-748-7717.