

# Saint Stanislaus College

*a Catholic residency and day school for boys in grades 7-12*

established  
1854



incorporated  
1870

Staffed by Partners in Mission: Brothers of the Sacred Heart  
and lay men and women dedicated to the charism of Fr. André Coindre

Accredited by

AdvancED

Member of

National Catholic Educational Association

Mississippi High School Activities Association

304 South Beach Boulevard

Bay Saint Louis, Mississippi 39520

228-467-9057

[www.ststan.com](http://www.ststan.com)

# Foreword

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Before you use this *Guide to Life for Students and Parents*, it is important for you to read this foreword.

Welcome to Saint Stanislaus! We welcome students of any race, color, national, religious, or ethnic origin to all the rights, privileges, programs and activities. We do not discriminate on the basis of race, color, disability, national, religious, or ethnic origin in the administration of our educational policies, admissions policies, athletics, and other school-administered programs.

By your enrollment and attendance at Saint Stanislaus, you and your parents agree to familiarize yourselves with this *Guide* and to be bound by and fully compliant with the rules, regulations, policies and procedures we set forth in it. In developing these rules and policies, we have tried to be as open and as explicit as possible, but we are aware that during the school year new and unusual situations will arise. The President and/or Principal will have the authority to use their discretion in whatever circumstances the contents of this *Guide* do not precisely apply.

Beyond that, the President, Principal, or their designee, with the approval of the Saint Stanislaus Board of Directors, reserves the right to amend its contents. If we make major policy changes, we will send prompt notification to parents.

By enrolling you in Saint Stanislaus, your parents agree to abide by and cooperate with the policies, procedures, and processes contained in this *Guide* and in other written communications we address to you.

This *Guide* does not establish a contractual relationship between Saint Stanislaus College and you and/or your family; it only serves to highlight our general policies, practices, and procedures for your personal benefit and cannot be construed as a legal document of any kind. We intend the procedures contained in this *Guide* to provide you and your family with a general framework for addressing and resolving various situations that may arise from time to time.

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We are confident that, based on your experiences as a student at Saint Stanislaus, you will cooperate with us as we help you reach the goal of becoming at graduation a well-rounded, faith-filled, self-disciplined, compassionate, and academically prepared young man responding to God's constant love for you.

## **The Mission of Saint Stanislaus**

The mission of Saint Stanislaus, a Catholic resident and day school for young men, is to teach Gospel values and to nurture the total development of each student according to the charism of the Brothers of the Sacred Heart. The school fosters character formation and integrates faith development within a curriculum that is primarily college preparatory. As an integral part of its mission, Saint Stanislaus maintains a resident program that offers students opportunities for educational success and personal growth within a disciplined and structured environment.

## **A Place of Sanctuary**

The Brothers of the Sacred Heart are an international religious congregation of men founded in Lyon, France, in 1821 by Father André Coindre. While preaching in parishes, prisons, and hospices, he was moved to compassion by the moral, intellectual and religious poverty of young boys left in distress by the disintegration of family life following the French Revolution. He bought a silk-weaving factory which he transformed into a sanctuary where boys could learn. To give them teachers and models, he gathered like-minded laymen and Brothers to “rescue them from ignorance, prepare them for life, and give them a knowledge of love of Religion.”

The mission of Saint Stanislaus, founded in 1854, flows from Andre Coindre’s inspiration to provide young men with a place of learning which can properly be called a sanctuary where they find hope, love, and faith. Today, the Brothers of the Sacred Heart and their lay partners strive to make Saint Stanislaus a sanctuary marked by personal attention, academic excellence, spiritual growth, friendly discipline, and holistic education. This Guide is organized into brief chapters corresponding to those five marks of sanctuary. Each chapter begins with hopes we cherish about how our students’ experience here might mark their lives.

### **Leadership**

- Brother Barry Landry, S.C., President
- Gary Blackburn, Principal
- Thomas Mavor, Academic Dean
- Jeremy Clark, Dean of Students
- Susan Estrade, Assistant Principal for Activities
- Freddy West, Director of Residency
- Stace McRaney, Athletic Director

# Personal Attention

“We see the role of teacher as a Christian ministry offering the Church’s attention and sensitivity to young people through the teacher-student relationship. Through the teacher’s availability and concern, Christ is made present to students.”

## -Educational Mission and Ministry

Because of the caring nature and personal attention we strive to give to you, we hope that when you graduate,

- you will genuinely care for others;
- you will value yourself and others as a unique child of God;
- you will nurture positive relationships and build community

## **Admissions**

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Whatever your race, color, national and ethnic origin, we at Saint Stanislaus welcome you. Once admitted, you will enjoy without distinction all the rights, privileges, programs and activities that every other student enjoys. We do not discriminate on the basis of race, color, disability, national, religious, or ethnic origin in the administration of our admissions, athletics, and other policies and programs.

Based on his God-given individual worth, every young man who applies to Saint Stanislaus receives serious consideration as a potential recipient of our best efforts toward a holistic Christian education. Yet, our physical plant, faculty, program of studies and guidance resources are essentially limited. Thus, out of a sense of justice, our admissions administrators strive to select students who show promise of completing our program successfully.

Our admissions board chooses carefully from the broad range of applicants who seek admission. We are committed to selecting a diverse student body, showing special concern for continuing the founding charism of the Brothers of the Sacred Heart by providing educational opportunity for the materially poor and for youth in difficulty.

The admissions board uses the following criteria to evaluate your application for admission to Saint Stanislaus College: your overall school record (both academic and behavioral performances), the recommendations of your former school's Principal, and an interview with you and your parent(s). We give priority to those students whose families have a history of supporting schools staffed by the Brothers of the Sacred Heart or other Catholic schools.

If you are transferring into Saint Stanislaus from another school, all provisions of our school's admission policy apply. In addition, we convert to letter grades any numerical grades you may have received from your previous school.

### **Day/Resident Student Status**

You are accepted into Saint Stanislaus as either a day student or a resident student. To be a day student, you must live south of Mississippi Highway 26 in Hancock, Harrison, Pearl River, Stone County and west of MS Hwy 57 in Jackson County. If you live outside of this area, you must be enrolled as a resident student. You may not change your status from resident to day unless you reside with a legal guardian who lives within our day student area. If you are an international resident, you may reside with a legal guardian in our area provided that it is approved through the Immigration and Naturalization Service.

### **Your Experience at SSC is Personalized**

Saint Stanislaus offers a junior high program (seventh and eighth grades) and a four-year high school program.

Our high school curriculum is primarily college preparatory, leading to graduation in four years. Because of the wide variety of interests, needs and abilities found among students, we regularly evaluate and revise the curriculum. If you are intellectually gifted, honors and AP courses are available to challenge you academically. If you have need of it, an academic assistance class is available to help you succeed.

In establishing the curriculum, we strive to provide educational opportunities that will enhance your growth and development. In order to encourage you to work to your fullest potential, to use your talents most effectively and to give yourself the broadest possible education, Saint Stanislaus College encourages you to plan your own academic schedule with the personal help of your teachers, your guidance counselor, and your parents. They will guide you in developing your future plans and in assuming responsibility for meeting your goals.

We design course offerings, within budgetary constraints, to permit you to elect courses that are within your range of ability and interest. In the areas of English, foreign languages, mathematics, science and social studies, courses are available to meet a broad scope of your needs. A fine arts program encourages you to develop your musical and artistic abilities. Business, computer education, physical education and religion programs promote your formation into a well-rounded, well-informed man of character.

### **Change of Day/Resident Student Status**

To change from one status to another, your parents must submit a request in writing to the Principal's office. The admissions committee and/or Principal will evaluate the request in light of any changed circumstances that necessitated this request. Rules regarding living with a legal guardian still apply. The decision of the Principal in this matter is final.

### **Place of Residence**

To be a day student at Saint Stanislaus, you must live with and be under the daily supervision of a parent or legal guardian. No student is allowed to remain at Saint Stanislaus if he lives in a residence without live-in supervision by a parent or legal guardian. If the adult is not a legal guardian, he or she must be accepted by the school and the legal guardian.

### **Fourth Quarter Admissions**

Saint Stanislaus does not ordinarily accept students during the fourth quarter, however, when an individual case requires it, and if space is available in both the dormitory and classrooms, the Principal may consider accepting a student for the fourth quarter. Full payment would have to be made in advance of all tuition and fees for the remainder of the school year as well as for the first semester of the following school year, including the registration fee. We are sorry, but we cannot refund these fees for any reason.



## Readmission

If you are a student whom we have asked to leave Saint Stanislaus because of academic or behavioral issues, you will be granted an opportunity to be readmitted if you can demonstrate that you have remedied the problem which led to your departure. This remediation will ordinarily require two full semesters of corrected performance after your date of departure from Saint Stanislaus. If this remediation has occurred, you may be afforded the option to reapply to Saint Stanislaus. The admissions committee will evaluate your request. The decision to readmit you and any conditions of your re-acceptance rest solely with the admissions committee, and its decision is final.

## Guidance

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Staffed by professional counselors, the guidance department strives to help you to better understand yourself and others as you mature. Saint Stanislaus offers a counselor for grades 7-9 and a counselor for grades 10-12. The counselors endeavor to help you comprehend the meaning of your personal choices, to encourage you to recognize and achieve your full academic potential, to develop moral values, and to adapt to your life and its pressures.

Counseling is conducted primarily on an individual basis. Some group sessions may be held to help students deal with such issues as divorce, death and loss, and to help develop social skills.

Guidance department staff members provide a number of other important services for you.

- a. They evaluate your current progress in school and help you with your academic, vocational, and college planning as well.
- b. They work with you to assess your aptitude and interests and to explore career paths.
- c. They arrange for professional therapists to meet with you if your needs go beyond the services they can provide. Such private counseling with mental health professionals would be arranged through your parents, who would bear the expense.

## Pastoral Counseling

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Saint Stanislaus has a campus minister to work with you on an individual basis as you seek your total faith development, attempting to help you meet your social, psychological, and spiritual needs. The campus minister is available to you for spiritual guidance and faith counseling on a daily basis, listening to you, helping you, and lending support.

# Academic Excellence

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“We believe that the purpose of education is to equip young people with the skills they need to participate fully in and contribute to the building of the reign of God.”

- Educational Mission and Ministry

As a result of our commitment to academic excellence at SSC, we hope that when you graduate:

- you will be intellectually curious;
- you will be prepared to meet the academic demands of college;
- you will strive to reach your intellectual potential;
- you will use your intellectual gifts to serve others effectively and generously.

## Introduction

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Through our philosophy, admissions policy, and curriculum and facilities, we strive to create an atmosphere of sanctuary for your holistic learning and individual growth. This atmosphere provides you and your fellow students, each in an individual way, with the opportunity to realize your potential and to develop the healthy attitudes and responsible behavior that will permit you to pursue continued studies and to assume your place in society as a concerned Christian gentleman- a man of character.

## Scheduling Classes

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Each school year all students grades 7-12 schedule seven classes. The following pages are designed to help you plan your curriculum at Saint Stanislaus, with the guidance of your teachers, counselor, and the Dean of Academics, who gives final approval.

## Program of Studies for Junior High

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Junior High students are required to carry a course load of seven units.

Religion

ICT 2\*

English

History:

World History: A.D. 500-  
1750 U.S. History to 1877

Mathematics:

Mathematics 7

Pre-Algebra

Algebra I\*

Physical Education

Reading

Science

Life Science 7

Physical Science 8

*Electives*

Academic Assistance

Band

English as a Second Language

*(for International Students)*

\* offered for high school credit

## Program of Studies for High School

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SSC's college-preparatory curriculum is designed to provide you with the opportunity to meet the entrance requirements of colleges and universities. We encourage you and your parents to contact a guidance counselor for help in investigating the specific admissions requirements of the universities you are considering.

## Graduation Requirements for Grades 9-12

Saint Stanislaus requirements comply with and exceed the graduation requirements of the State of Mississippi. In keeping with our requirements, you will be eligible to graduate from Saint Stanislaus only after completing four years of high school, even if you exceed the minimum number of credits for a diploma from the State of Mississippi.

## Participation in Graduation

If you fail to meet the minimum graduation requirements for Saint Stanislaus, you may not participate in graduation exercises even if the failures can be remedied in summer school.

## Graduation Requirements

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	Minimum Requirements	Recommended for College-bound	Required for SSC honors diploma
Religion	4.0*	4.0*	4.0*
English	4.0	4.0	4.0
Mathematics	4.0♦	4.0♦	4.0♦
Science	4.0	4.0	4.0
Social Studies	4.0	4.0	4.0
Fine Arts	1.0	1.0	1.0
Computer Ed.	1.0	1.0	1.0
Health	0.5	0.5	0.5
Phys. Ed. (or Band)	0.5	0.5	0.5
Foreign Lang.	0.0	2.0	2.0
Electives	<u>2.0</u>	<u>2.0</u>	<u>3.0</u>
Minimum Totals	25.0 units	27.0 units	28.0 units

\* You must take and pass Religion each year that you are enrolled at Saint Stanislaus.

- ♦ You must take and pass mathematics each year of your high school career. This can enable you to earn five math credits if you earn a high school math credit in 8th grade.

You are required to complete the student service program every year at SSC

## Honors and AP Courses at Saint Stanislaus

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Saint Stanislaus is proud to challenge academically qualified students by offering honors and Advanced Placement courses. If you enroll in an AP course, either at Saint Stanislaus or at Our Lady Academy, you will be required to pay for and take the College Board AP test that is the culmination of the course preparation. These tests are usually scheduled in early May and will be taken on campus at either SSC or OLA.

# Honors Program

To encourage you to work to your potential, to use your talents more effectively, and to give yourself a broader education, we provide an honors program for students in grades 10 through 12. Upon successful completion of the honors curriculum, you receive an honors diploma at graduation. The Honors and AP courses offered are:

<b><u>English</u></b>	<b><u>Mathematics</u></b>	<b><u>Science</u></b>
English I (H)	Algebra I (H)	Biology (H)
English II (H)	Geometry (H)	Biology (AP)
English III (H) / (AP)	Algebra II (H)	Chemistry (H)
English IV (H) / (AP)	Algebra III (H)	Chemistry II (H)
	Calculus AB (AP)	Physics (H)
<b><u>Social Studies</u></b>	<b><u>Foreign Language</u></b>	<b><u>Computer</u></b>
European History (AP)	Spanish IV (H)	Computer Science (AP)
US History (AP)	Spanish V (H)	Comp Science Principles (AP)
Psychology (AP)	French IV (H)	

## Eligibility

To be eligible for admission to the honors program, you must:

- a. have at least a 3.5 weighted grade point average for each semester of your freshman year and
- b. have no grade below a “D” on a quarter report card and no semester grade below a “C.”
- c. be in good standing with the school

## Participation in the Honors Program

If you meet the above eligibility requirements in your freshman year, you may indicate your desire to enroll in the honors program, which begins in the sophomore year, by appropriately marking your course selection sheet.

To enroll in the honors program and earn an honors diploma from Saint Stanislaus, you must:

- a. earn 28 credits for graduation as follows: complete a minimum of eight honors courses, with a minimum of two honors courses per year, during your sophomore, junior, and senior years;
- b. maintain a minimum unweighted semester GPA of 3.5 for at least five of the six semesters of your sophomore, junior and senior years;

- c. have no grade below a “D” on a quarter report card and no semester grade below a “C” during your sophomore, junior and senior years; and
- d. be a student in good standing with the school

If, after joining the honors program, you fail to meet these requirements, you may be notified in writing by the Dean of Academics that you are no longer a participant in the honors program, and you would no longer be eligible to receive an honors diploma. However, you may still be eligible to take honors courses based upon the recommendations of your teachers and the appropriate department chair.

Placement in an honors or AP course is a privilege, not a right. Because space in honors and AP classes is limited, students will be ranked by their teachers each year in considering placement in honors and AP courses for the following year. Ranking is based not just on academic scores, but also on behavior, cooperation, and effort.

In addition to the above requirements, an honors program student is expected to maintain high standards of cooperation and compliance with school policies and procedures, including but not limited to academic honesty and integrity. The Dean of Academics may dismiss you from the honors program if you have significant behavioral problems or if you are involved in any incident of academic dishonesty. Academic dishonesty includes, but is not limited to, plagiarism or cheating on a test, quiz, paper or project, or assisting another to do so. It includes having someone else do an assignment for you. If you are dismissed from the program, you will not receive an honors diploma.

If you are transferring into SSC and would like to participate in the honors program, you may request in writing that the Principal evaluate your transcript to determine whether comparable course(s) you took and grades you made qualify you for enrollment in the honors program. You would have to be a Saint Stanislaus student for your full junior and senior years to be eligible to receive an honors diploma at graduation.

## Academic Awards

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As an incentive for you to reach your intellectual potential, we offer academic awards and letters based on grades earned at SSC. If you earn an academic letter jacket, the jacket would be awarded at an honors convocation in the fall of your junior year.

Here are the academic awards you can earn:

<b>GRADE</b>	<b>GPA</b>	<b>AWARD</b>
7th	Alpha	Certificate
7th	President	Plaque
8th	Alpha	Certificate
8th	President	Plaque
9th	Alpha	Letter
9th	President	Letter and plaque
10th	Alpha	Letter
10th	President	Letter and plaque
11th	2nd year Alpha	Letter/bar
11th	President	Letter and plaque
12th	Minimum of 1 year Alpha	Letter or bar
12th	Minimum of 1 year President	Letter or bar and plaque

\*See Page 21 for honor roll designations

## Academic Assistance Program

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Saint Stanislaus offers a special program of academic assistance designed to support you if you have been diagnosed with specialized learning needs. The program seeks to assist you in developing strategies to compensate for your learning differences. Because of the special nature of this course, an additional yearly fee of \$1,500 is required.

You would attend regularly-scheduled resource classes under the direction of an academic assistance teacher. You would learn and practice organizational skills, time management, study skills, and the formation of positive self-esteem through the development of personal responsibility skills such as self-advocacy, self-control, and learning about your personal strengths and weaknesses.

The academic assistance teacher:

- provides tutoring and assistance in academic subjects as needed;
- works with regular classroom teachers to make minor classroom modifications and accommodations designed to enhance your opportunities for success;

- seeks to support you in related personal matters through frequent consultations with prefects, parents, administrators, guidance counselors, and the school nurse to help solve problems you might have with behavior, medications, and other needs as they emerge.

Placement in the Academic Assistance Program is limited and is decided after an evaluation of your record. For admission into the program, we require a written application accompanied by a psycho-educational assessment that includes professional recommendations not more than three years old.

If you need academic assistance beyond the limits of our program or cannot be placed in the program because of limited space or other reasons, you may avail yourself of private tutoring. The expense of private tutoring would be the responsibility of your parent(s). We can assist in trying to locate tutors, but we cannot not guarantee their availability.

## Academic Policies

### Class Placement

We gladly take your requests and the recommendations of your parents into consideration, but the Principal and/or the Dean of Academics makes the final decision about your class placement after reviewing your grades and standardized test scores, as well as faculty recommendations.

### Examinations

Quarter assessments are administered during the last week of the first and third quarters. Semester exams are administered during the last week of the second and fourth quarters.

Early Exams: The school calendar is published well in advance in order to assist parents in planning trips, vacations, and other activities that cause a student to be absent from school. SSC expects parents to plan such activities so that students are present for all school days, especially quarter assessment and semester exam days.

However, the school recognizes that sometimes such conflicts are unavoidable because they are dictated by circumstances beyond a parent's control. Likewise, parents and students must recognize that re-scheduling a student's exam(s) to accommodate family activities that take a student out of school also creates a significant amount of additional work for teachers and other staff members. **Therefore, SSC requires that parents submit to the Dean of Students requests for a student to be absent for a quarter assessment or semester exam at least 30 calendar days prior to the beginning of the assessment/exam days. If a request is approved, there is a \$100.00 fee for each assessment/exam that must be paid in advance in order for them to be given at a different time other than the scheduled day for that assessment/exam.**



If a student is absent from school for assessments/exams without permission and arrangements have not been made for the administration of the exam at another time, **the student may receive a 0 on the semester exam.**

## Exam Exemptions

If you are a senior enrolled in a full-year course, you may be exempted from a final exam.

You would need to receive the teacher's approval and meet the following academic criteria for the course:

- a first semester grade of "A";
- a third quarter grade of "A";
- an "A" average in the course up to the date of the final academic status report of the fourth quarter;
- a sincere, consistent quality of effort throughout the course until the last day of class.

If you fail to meet any of these requirements before the final exam is administered in a course, we may revoke your exempt status.

SSC does not offer final exam exemptions for underclassmen or for semester courses.

## Academic Status Information and PowerSchool®

As a way of working with your parents or guardians to keep them informed of your academic progress and status, your teachers regularly update your grade information on the Saint Stanislaus PowerSchool information system. You and your parents may securely access your PowerSchool information via the Internet.

## Homework

We expect you to receive homework in each course each night, consisting of written work, reading, or a study assignment. We expect you to complete assigned homework on a regular basis in order to qualify for full academic credit. Why homework? Assignments help you to determine if you really understand material presented in class, and they reinforce the learning process. Your work on an assignment helps your teacher assess his or her effectiveness in classroom instruction. To help you keep up with your daily homework, teachers post assignments on the website [www.ststan.com](http://www.ststan.com).

## Makeup Work

When you miss an assignment, quiz, test or examination, it is your responsibility to contact your teachers to arrange to make up the work you missed. You are expected to see your teachers within two days of your return to school. Teachers will work with you to arrange for makeup work at times that are mutually convenient. **If you fail to complete the**

**necessary makeup work within five school days of your return to school, you forfeit the right to complete the makeup work and will receive zero credit for the work.** For a prolonged absence or extraordinary circumstance, the teacher may extend the length of time to complete makeup work. The Principal or the Dean of Academics may make special arrangements. We expect you to complete all makeup work outside of regular class time. Failure to complete a major test or assignment may, at the discretion of the Principal, result in your receiving no credit for that course.

## Submitted Work

All papers, tests, quizzes and assignments that you submit for fulfillment of academic work required for a course become the property of Saint Stanislaus in the measure that the school shall not be obliged to compensate you for using your literary, artistic or scientific work at its discretion to further the mission of the school.

## Academic Probation

If you fail two or more subjects on any quarter or semester report card, you may be placed on academic probation. If you fail to meet the terms of the academic probation, we may ask you to withdraw from Saint Stanislaus.

## Grading Policy

It is the duty of your teachers to hold you strictly accountable for all class work assigned. It is NOT an option for you not to turn in an assignment in ANY class. Your grades for specific assignments will remain zero until you complete the work. Under no circumstances will any partial credit be given for work you do not do. Individual teachers have discretion as to how much credit they will give for late assignments that you turn in; the amount of credit will depend on what kind of good faith effort you make.

## Report Cards

Each division of the school year is referred to as a quarter. The first two quarters make up the first semester. The third and fourth quarters make up the second semester. Report cards are issued after each of the four quarters.

Teachers use letters to report grades on your report card. Letter grades are assigned according to the following scale and have the following quality point value in calculating your grade point average (GPA) and in computing your semester and yearly averages:

# School Grading Scale

SCHOOLWIDE GRADING SCALE		
Letter Grade	Point Value	Unweighted GPA Value
A	92-100	4.0
B	84-91	3.0
C	76-83	2.0
D	68-75	1.0
F	0-67	0.0

You merit 0.02 additional quality points for each designated honors (H) or Advanced Placement (AP) course you successfully complete for high school credit with a grade of A, B, or C for *each semester*. Thus, you have the possibility of adding 0.04 quality points to your weighted GPA with each honors and AP course you take.

## Grade Determination

**Daily Grades:** At the beginning of each course, each teacher will outline his or her method of determining daily grades. Teachers may use either number or letter grades in recording the results of tests, quizzes, etc.

**First and Third Quarter Grades:** The first and third quarter grades are based on daily work (which consists of homework assignments, quizzes, projects, unit tests, etc.) and a quarter assessment. This assessment counts for no more than one-fourth of the quarter grade.

**Second and Fourth Quarter Grades:** The second and fourth quarter grades are based on daily work (which consists of homework assignments, quizzes, projects, unit tests, etc.) and a cumulative semester examination. The semester exam counts for at least one-fourth, but for not more than one-third, of the quarter grade.

**Semester Grades:** Semester grades are determined by the quarter averages grid (on the next page). A passing grade of D or better in the second quarter is required to receive a first semester passing grade, regardless of the first quarter grade; and similarly a passing grade of D or better in the fourth quarter is required to receive a second semester passing grade, regardless of the third quarter grade. If you have a first semester failing grade, you must earn a second semester grade of “C” or better to earn a passing grade for a full year course. A failing grade for the second semester, regardless of the first semester grade, results in loss of credit for the second semester in that subject.

## Method for Determining Semester Averages and Credit Earned

FIRST SEMESTER AVERAGES																		
Q1	Q2	S1		Q1	Q2	S1		Q1	Q2	S1		Q1	Q2	S1		Q1	Q2	S1
A	A	A		B	A	A		C	A	B		D	A	B		F	A	C
A	B	B		B	B	B		C	B	B		D	B	C		F	B	C
A	C	B		B	C	C		C	C	C		D	C	C		F	C	D
A	D	C		B	D	C		C	D	D		D	D	D		F	D	D
A	F	F		B	F	F		C	F	F		D	F	F		F	F	F

SECOND SEMESTER AVERAGES																		
Q3	Q4	S2		Q3	Q4	S2		Q3	Q4	S2		Q3	Q4	S2		Q3	Q4	S2
A	A	A		B	A	A		C	A	B		D	A	B		F	A	C
A	B	B		B	B	B		C	B	B		D	B	C		F	B	C
A	C	B		B	C	C		C	C	C		D	C	C		F	C	D
A	D	C		B	D	C		C	D	D		D	D	D		F	D	D
A	F	F		B	F	F		C	F	F		D	F	F		F	F	F

CREDIT EARNED																		
S1	S2	credit		S1	S2	credit		S1	S2	credit		S1	S2	credit		S1	S2	credit
A	A	1.0		B	A	1.0		C	A	1.0		D	A	1.0		F	A	1.0
A	B	1.0		B	B	1.0		C	B	1.0		D	B	1.0		F	B	1.0
A	C	1.0		B	C	1.0		C	C	1.0		D	C	1.0		F	C	1.0
A	D	1.0		B	D	1.0		C	D	1.0		D	D	1.0		F	D	0.5
A	F	0.5		B	F	0.5		C	F	0.5		D	F	0.5		F	F	0

**Overcoming Semester Failures:** If you have a first-semester failing grade, you must earn a “C” or better to earn a passing grade for a full-year course. If you fail to receive a passing grade for the year, you must make up the semester of the course you failed.

**Grade Point Average:** The cumulative grade-point average is determined by dividing the total number of quality points for all semester grades in courses that earn high school credit by the total number of grades, regardless of the school at which credit was earned.

**Weighted Cumulative GPA:** Is calculated by adding 0.04 quality points for each designated honors course successfully completed for high school credit with semester grades of A, B, or C.

## **Honor Roll**

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We maintain three honor rolls:

President's honor roll: 4.00 GPA

Alpha honor roll: 3.50 - 3.99 GPA

Beta honor roll: 3.00-3.49 GPA

Honor rolls are based on semester grades. To achieve honor roll status, you can have no grade lower than a "C." The grade point average used in honor roll determination is the **unweighted** average of semester grades for the respective period.

## **Rank Determination**

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**Rank in Class:** You are ranked according to your weighted cumulative grade point average (see above). The system for ranking class members has three basic goals:

- a. to give you a class rank that accurately reflects your relative position at graduation for college admissions and scholarships;
- b. to give you an incentive to enroll in honors and advanced placement classes; and
- c. to acknowledge the additional work required in honors and advanced placement classes.

### **Valedictorian and Salutatorian:**

The valedictorian is the honors diploma graduate who has the highest academic rank in his class.

The salutatorian is the honors diploma graduate who has the second highest academic rank in his class.

To be recognized as valedictorian or salutatorian, you must remain enrolled in and successfully complete the honors program at Saint Stanislaus from the beginning of your sophomore year through graduation.

The following tie-breakers will be used to determine valedictorian and/or salutatorian if students achieve the same weighted cumulative grade point average:

- a. Based on a review of quarter grades and semester grades in courses earned for high school credit, the student who has earned the fewer number of B's merits the higher rank
- b. If students are still tied, the student with the higher composite ACT score received by SSC by April 30th of their senior year merits the higher rank.

Any students still tied are declared valedictorians (or salutatorians). If there is more than one valedictorian, no salutatorian is named.

## **Summer School Remediation of Failures**

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### **Junior High Students (Grades 7-8)**

If you fail one subject, you must make up the failure in an approved summer school program or, when a summer program is not available, through a remediation program approved by the Principal.

If you fail two subjects, you may be required to repeat the year based on an evaluation of your academic record for that year. Failures in any subjects may require remedial work during the summer in order for you to be readmitted to Saint Stanislaus and/or to be promoted to the next grade.

If you fail three or more subjects, you must repeat the grade. You may repeat the grade at Saint Stanislaus only if space is available in that grade.

If you are applying to the SSC junior high for the first time, you must meet the same promotion requirements as returning junior high students.

### **High School Students (Grades 9-12)**

If you fail a required course for either or both semesters, you must make up the failure in an approved summer school program in order to be admitted for the first time or readmitted for the following school year. If you fail to make up the credit in a summer school, you will not be allowed to return to Saint Stanislaus the following fall.

A required course is any course that meets a specific graduation requirement. For example, if chemistry is the second science credit you earn, it is considered a required course.

You need written authorization from the Principal before you attend a summer session at another school to take any course for which credit is to appear on your Saint Stanislaus transcript.

If you cannot schedule a required course you failed in a summer school, you may request the Principal or Dean of Academics to work out for you an individualized program to remediate the failed course. Such an individualized plan may include a correspondence course and/or the scheduling of an extra course the following year. At most, you can earn one credit toward graduation through a correspondence course.

Failure to receive full credit in a course, either an elective or a required course, reduces the number of credits you may earn toward graduation. If a failure jeopardizes your scheduled graduation date, you will be required to make up the failure in summer school.

You may not take summer school courses as new work to replace required courses at Saint Stanislaus or to improve your GPA for courses you passed during a previous term. We cannot give credit for private tutoring, so a failure cannot be made up in that manner.

**Fourth Quarter Failure Policy:** If a fourth quarter failure is the only failing grade on your report card in that subject, you could be allowed, at the Principal’s discretion, to retake the final exam at a time set by the Principal. If you cannot make up the failure at that time, you will receive the failing grade. If you pass the makeup exam with a “C” or better, you will earn a “D” for the fourth quarter and the second semester. This retake option would **not** apply if the fourth quarter failure is the result of academic dishonesty or of the lack of a good faith effort on your part.

## **Standardized Testing**

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As an ongoing service, the guidance department provides a comprehensive, objective program to assist you in college planning. The following is a brief outline of the testing administered at the various grade levels:

### **7th Grade**

- **EXPLORE TEST:** (Required) EXPLORE helps students identify areas of academic strength and weakness in four areas important for success in college and the workplace—English, math, reading, and science. Since EXPLORE is a curriculum-based test, EXPLORE scores show the knowledge and skills that students are likely to have in each of these areas. EXPLORE also includes a career planning component design to help students consider possible career options. EXPLORE can provide you with an early indicator of readiness for college, provide important information for building a high school course plan, and help a student identify careers in which he might be interested.

### **8th Grade**

- **EXPLORE TEST:** (Required) (see 7th grade EXPLORE test description)
- **PSAT 8/9:** Select 8th graders who have shown outstanding academic achievement in previous years will be invited and encouraged to take the PSAT 8/9. (see the 11th grade PSAT/NMSQT description)

### **9th Grade**

- **EXPLORE TEST:** (Required) (see 7th grade EXPLORE test description)
- **PSAT 8/9:** Select 9th graders who have shown outstanding academic achievement in previous years will be invited and encouraged to take the PSAT 8/9. (see the 11th grade PSAT/NMSQT description)

### **10th Grade**

- **PLAN TEST:** (Required) The PLAN is a great way to prepare for the ACT. In fact, students who take PLAN tend to score higher on the ACT than students who do not

take PLAN. It covers the same subjects—English, mathematics, reading, and science—and provides a predicted ACT score. PLAN points out academic strengths and areas where improvement is needed and lets student know if he is on track for college. PLAN also helps students find careers that match their interests and even helps connect them with colleges interested in them.

- PSAT/NMSQT: Select 10th graders who have shown outstanding academic achievement in previous years will be invited and encouraged to take the PSAT/NMSQT. (see the 11th grade PSAT/NMSQT description)

### 11th Grade

- PSAT/NMSQT (Preliminary SAT Reasoning Test/National Merit Scholarship Qualifying Test): A logic and general aptitude test administered to select juniors. The score earned during the junior year counts for National Merit qualification.
- ACT (American College Testing): (Required) One of the 2 major college entrance tests - acceptable for most colleges nationwide. There are 6 national test dates from September through June of each year, and we strongly recommended all juniors sit for an ACT test at least once during their junior year. Second semester test dates are in February, April, and June.

### 12th Grade

- ACT (American College Testing): College entrance test for most colleges. Seniors may take the ACT throughout the year.
- SAT Reasoning Test: College entrance test required by some out-of-state colleges. Recommended for students who are considering some of the more selective colleges and universities.



# Outline of Courses

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## Academic Assistance

Acad. Assistance (Jr. High)  
Acad. Assistance (Sr. High)

## Business

Accounting  
Entrepreneurship  
Keyboarding  
Personal Finance

## Computer Education

Computer Applications  
ICT 2  
Computer Science A (AP)  
Computer Science Principle (AP)  
Desktop Publishing  
Graphic Design  
Yearbook

## English

English 7  
English 8  
English I, English I (H)  
English II, English II (H)  
Eng III, Eng III (H), Eng III (AP)  
Eng IV, Eng IV (H), Eng IV (AP)  
Journalism Laboratory  
Reading  
Speech

## Fine Arts

Art I  
Art II  
Art III  
Ceramics  
Band  
    Beginner Band  
    Advanced Band  
    Percussion

## Foreign Language

French I, II, III, IV  
Spanish I, II, III, IV, V

## Mathematics

Math 7  
Pre-Algebra

Algebra I, Algebra I (H)  
Geometry, Geometry (H)  
Algebra II, Algebra II (H)  
Algebra III, Algebra III (H)  
Advanced Math Plus  
Calculus (AP)

## Physical Education

Health  
JH Physical Education  
Physical Education  
Varsity Athletics

## Religion

Religion 7  
Religion 8  
Religion I, II, III, IV

## Science

Anatomy & Physiology  
Astronomy  
Biology, Biology (H), Biology (AP)  
Marine Science  
Geology  
Environmental Science  
Chemistry, Chemistry (H)  
Chemistry II (H)\*  
Physics, Physics (H)\*  
Science 7  
Science 8  
STEM

## Social Studies

Economics  
European History (AP)  
Intro. to World Geog  
Law-Related Education  
Mississippi Studies  
Psychology (AP)  
Social Studies 7  
US History 8  
US History  
US History (AP)  
US Government  
World History

*\*Elective Courses offered in alternating years  
OR with sufficient student interest*

# Saint Stanislaus College

## Course of Studies

### 7th Grade Courses

Required Courses: Religion 7  
English 7  
Reading 7  
Life Science 7  
Social Studies 7  
*East. Civ. to A.D. 1750*

Math: Math 7\*  
Pre-Algebra 7

Elective Options:

*Choose one*  
Academic Assistance\*  
English as a Second  
Language (Jr. High)  
Physical Education  
(Jr. High)  
Beginner Band  
(Jr. High)

### 8th Grade Courses

Required Courses: Religion 8  
English 8  
Physical Science 8  
US History 8  
*US History to A.D. 1877*

Math Requirement: Pre-Algebra 8\*  
*Choose one*  
Algebra I\*  
Algebra I (H)\*

Elective Options A: Academic Assistance 8\*  
*Choose one*  
ICT II  
(1 HS credit)  
English as a Second  
Language (Jr. High)

Elective Options B: Physical Education (Jr. High)  
*Choose one* Beginner Band (Jr. High)

*\*Note:*

- 1. Placement in math courses will be made by the school based on standardized test scores in consultation with teachers.*
- 2. Registration in the Academic Assistance course requires the approval of the Academic Assistance Teacher and the Principal. An additional fee of \$1,500 is required for this course.*
- 3. 8th grade students successfully completing Algebra I and/or ICT II will receive High School credit for this (these) course(s).*

## 9th Grade Courses

Required Courses: Religion I (1)  
MS Studies (0.5)/ Intro. Wrld Geo.(0.5)

English Requirement: English I (1)  
*Choose one* English I (H) (1)

Math Requirement: Algebra I (1)  
*Choose one* Algebra I (H) (1)  
Geometry (1)  
Geometry (H) (1)

Science Requirement: Biology (1)  
*Choose one* Biology (H) (1)

The Arts Requirement: Art I (1)  
*Choose one* Band (Sr. High) (1)

Elective Options \**Choose one full credit*

Semester Electives: Keyboarding  
(0.5 credit each) Entrepreneurship  
Computer Appl.  
Desktop Publishing  
Graphic Design  
Varsity Athletics  
Law Related Ed.  
Physical Education  
Health

Full Year Electives: Academic Assistance\*  
(1 credit each) English as a Second  
Language  
French I, II  
Spanish I, II  
Beginner Band  
Advanced Band

## 10th Grade Courses

Required Courses: Religion II (1)  
World History (1)  
European History (AP) (1)

English Requirement: English II (1)  
*Choose one* English II (H) (1)

Math Requirement: Algebra I (1)  
*Choose one* Geometry (H) (1)  
Algebra II (1)  
Algebra II (H) (1)

Science Requirement: Biology (1)  
*Choose one* Biology (H) (1)  
Chemistry (1)  
Chemistry (H) (1)

Elective Options \**Choose one full credit*

Semester Electives: Keyboarding  
(0.5 credit each) Entrepreneurship  
Computer Appl.  
Desktop Publishing  
Health  
Graphic Design  
Physical Education  
Varsity Athletics  
Law Related Ed.  
Intro to World Geography  
Personal Finance

Full Year Electives: Academic Assistance\*  
(1 credit each) Art I, II  
Accounting  
Computer Science (AP)  
English as a Second Language  
French I, II, III  
Spanish I, II, III  
Advanced Band

*\*see page 29 for special notes*

## 11th Grade Courses

Required Courses: Religion III (1)

English Requirement: English III (1)  
*Choose one* English III (H) (1)  
English III (AP)

Math Requirement: Geometry (1) Alg. III (1)  
*Choose one* Geometry (H) (1) Alg. III (H) (1)  
Alg. II (1) Adv Math Pl. (1)  
Alg. II (H) (1)

Science Requirement: Env Science (0.5) Chem. II (H) (1)  
*Choose a total of (1)* STEM (0.5)/(1) Marine Sci. (1)  
Biology (AP) (1) Geology (0.5)  
Chemistry (1) Astronomy (0.5)  
Chemistry (H) (1)

US History Requirement: US History (1)  
*Choose one* US History (AP) (1)

Elective Options \**Choose two full credits*

Semester Electives: Keyboarding Astronomy  
*(0.5 credit each)* Entrepreneurship Personal Finance  
Computer Appl. Geology  
Desktop Publ. Env. Science  
Graphic Design STEM  
Varsity Athletics Ceramics  
Law Related Ed.  
Physical Ed.  
Health

Full Year Electives: Academic Asst Band  
*(1 credit each)* Art II,III Marine Science  
Accounting Chemistry II (H)  
ESL STEM  
French III,IV Computer Sci. AP  
Spanish III,IV

## 12th Grade Courses

Required Courses: Religion IV (1)  
US Gov't (0.5)/Economics (0.5)

English Requirement: English IV (1)  
*Choose one* English IV (H) (1)  
English IV (AP) (1)

Math Requirement: Geometry (1) Alg. III (H) (1)  
*Choose one* Alg. II (1) Adv Math Pl. (1)  
Alg. III (1) Calculus (AP) (1)

Science Requirement: Env Science (0.5) Physics (1)  
*Choose a total of (1)* STEM (0.5)/(1) Physics (H) (1)  
Marine Sci. (1) Geology (0.5)  
Chem. II (H) (1) Astronomy (0.5)

Elective Options \**Choose four full credits*

Semester Electives: Keyboarding Astronomy  
*(0.5 credit each)* Entrepreneurship Personal Finance  
Computer Appl. Geology  
Desktop Publ. Env. Science  
Graphic Design STEM  
Varsity Athletics Ceramics  
Law Related Ed.  
Physical Ed.  
Health

Full Year Electives: Academic Asst Marine Science  
*(1 credit each)* Art II,III Chemistry II (H)  
Accounting STEM  
ESL Computer Sci AP  
French III,IV Physics  
Spanish III,IV Physics (H)  
Band

\*see page 29 for special notes

**\*NOTES:**

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1. Registration for the Academic Assistance class requires the approval of the Academic Assistance Teacher and the Principal. An additional fee of \$1,500 is required for this course.
2. Biology must be successfully completed by the end of the 10th grade.
3. All courses will be offered when enrollment allows.
4. A half-credit in Computer Applications and a half credit in Keyboarding must be earned before graduation. ICT 2 fulfills both of these requirements. Keyboarding and Computer Applications are courses only for students who have not completed ICT 2 in grade 8.
5. Students in grades 9 - 12 who anticipate participating in varsity sports must get approval from coach to enroll in 8th period Varsity Athletics. Enrollment in this course is not required for varsity athletes, nor is it guaranteed based on participation.
6. Some courses may be taught through a joint effort between SSC and OLA. These courses may be offered on either campus and may be taught by faculty members on either staff.
7. There will be a nominal fee associated with STEM, Marine Science, and Ceramics to cover additional expenses.
8. A half-credit in Health must be earned before graduation.
9. It is strongly recommended that students enroll in a Fine Arts elective (Art I, Band) during their freshman year. One credit in Fine Arts is required for graduation.

# Spiritual Growth



Because of our emphasis on your spiritual growth and on religious values, we hope that you graduate with:

- a strong belief that God loves you;
- a willingness to respond to Jesus' command to love others;
- a commitment to compassion, justice, and service;
- a desire for a deeper relationship with God through prayer;
- an integration of your faith and your daily life;
- an understanding of the teachings and traditions of the Catholic Church;
- a desire to be active in your local Church community.

## **A Model: Saint Stanislaus Kostka**

The foremost part of our mission is to form you to Gospel values and nurture your development in hope, love, and faith. Although our society and your peer culture sometimes give a contrary message, we see you as a deeply spiritual being with an eternal destiny. We try to look on you with the eyes of God, and we want you to see yourself with those same eyes.

Stanislaus Kostka, born in Poland nearly 500 years ago, is the model we hold up to you of someone who paid attention to his spiritual growth. At the age of 14, Stanislaus went to study in Vienna, Austria, with his brother. During his three years there, Stanislaus nourished his spiritual life through prayer and study despite being ridiculed by his brother and his peers. He felt a strong desire to become a Jesuit priest; unable to do so in Vienna, Stanislaus showed great heroism by walking over 700 miles to Rome so he could receive the intense spiritual formation he was seeking. During his studies there, he fell ill of a fever and died at the age of 18. Stanislaus was canonized in 1726 by Pope Benedict XIII and has been designated as the patron saint of youth.

## **Campus Ministry**

Saint Stanislaus has a campus ministry program whose primary goal is to enable you to integrate your faith with your daily life. The campus minister, who is responsible for the overall program, works closely with the religion department to help provide for your needs in liturgies, sacraments, prayers, retreats, pastoral counseling, and religious education.

## **Retreat and Prayer**

Because of the essential role of prayer in the developing of a personal relationship with God, we see that you participate in varied and regular experiences of prayer. In addition to your daily prayers at the start of the school day and at the beginning of each class, we want you to participate in a variety of other prayer experiences. In grades 7-11, you will join in days of retreat suited to your age. As a senior you will attend an overnight closed retreat to set the tone for your final year at Saint Stanislaus.

Since prayer and reflection are principal components of your formation at SSC, your attendance to these events is required.

We also offer a voluntary program of 3-day Kairos retreats; if you are interested you may inquire at the Campus Ministry office.

## **Student Service Program**

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Saint Stanislaus' 700-mile walk was his way of putting his faith into action. In an attempt to help you put your faith into action, SSC maintains a student service program. You are required to participate in the service program each year you attend SSC. We distinguish between two types of service: **Direct Contact Service** and **Indirect Contact Service**.

**Direct Contact:** Service directly working with individuals or organizations that care for the poor, hungry or disadvantaged, the elderly, sick, disabled, or individuals with special needs.

**Examples:** Homeless shelter, food pantry work, hospital work, hospice care, mission trips, Boys and Girls Club, etc.

**Indirect Contact:** Service that does not involve direct interaction with individuals or organizations that serve the groups listed under direct hours of service.

**Examples:** fundraisers, walk-a-thons, animal shelter or veterinary care (not in contact with people), school/parish festivals or meals, wetland restoration, beach cleanup, bake sales, serving as an altar boy, etc.

**Final determination of direct/indirect service is made by the Service Program Coordinator.**

**7<sup>th</sup> graders** are asked to complete a minimum of **six (6) hours** of service work, with a minimum of three (3) accomplished through direct contact with individuals or organizations that care for those in need.

**8<sup>th</sup> graders** are asked to complete a minimum of **eight (8) hours** of service work, with a minimum of four (4) accomplished through direct contact with individuals or organizations that care for those in need.

**9<sup>th</sup> graders** are asked to complete a minimum of **ten (10) hours** of service work, with a minimum of six (6) accomplished through direct contact with individuals or organizations that care for those in need.

**10<sup>th</sup> graders** are asked to complete a minimum of **twelve (12) hours** of service work, with a minimum of ten (10) accomplished through direct contact with individuals or organizations that care for those in need.

**11<sup>th</sup> graders** are asked to complete a minimum of **sixteen (16) hours** of service work, with a minimum of twelve (12) accomplished through direct contact with individuals or organizations that care for those in need.



**12<sup>th</sup> graders** are asked to complete a minimum of **twenty (20) hours** of service work, with a minimum of fifteen (15) of those accomplished through direct contact with individuals or organizations that care for those in need.

## Accountability

You have the responsibility of submitting a “Service Record” sheet signed and dated by an adult supervisor within 60 days of the completion of each service project.

In order to encourage consistent volunteering throughout the year, there will be **two deadlines**: one before the first semester exam week and the other before the week of final exams. The first deadline requires that at least half of the direct service hours need to be completed.

A reflection question on your service experiences will be included on each semester Religion exam. To ensure accountability, you will not be allowed to take your semester religion exam if you have not completed the required amount of service hours.

Service hours must be completed at a non-profit organization/agency after school hours, on weekends, and/or during summer and vacation periods. Private residences and businesses do not qualify as sites for service. If the service opportunity you are interested in is not for a non-profit, it must be pre-approved by the Service Program Coordinator.

## Student Ministry Program

As part of your service, you have the opportunity to be a minister to your fellow students. Student Ministry is a year-long experience within the campus ministry program designed to build Christian leadership skills and to enhance your personal and spiritual awareness. Through formation, student ministers learn to meet their own spiritual needs at the same time as they minister to others.

### Services Provided

As a student minister you would have the opportunity to engage in a limited way in peer counseling. Under supervision, you would meet with younger students to help them adjust to school life at Saint Stanislaus. You would offer them an atmosphere and structured opportunity where values and attitudes can be discussed. In this way you would enhance the personal, emotional, and spiritual growth of younger students.

As a student minister, you would assist in faith programs which benefit the entire school: leading daily school prayer, helping direct retreats, and supporting special projects as they arise. You would be involved in the preparation of school liturgies and other prayer services.

We ask student ministers to get involved in community outreach, offering their talents to parish and other community programs in areas such as retreats and prayer experiences. We also invite them to do social service projects such as visits to the Navajo people in Arizona.

Such projects make us all aware of social issues at home and in our local area and to know what it means to serve those who are less fortunate.

## **The Ministers**

You become eligible to be a student minister as you rise to the junior and senior level. You would need a desire to grow spiritually and to help others do the same, to be open enough to examine your interactions with others, and to commit yourself to attend all training sessions and meetings. The experience of numerous students shows that student ministry enhances personal, emotional, and spiritual awareness, develops helping skills, fosters positive interpersonal relationships, and offers opportunities for support and faith sharing.

## **Training Sessions and Meetings**

Student ministers participate in a summer student ministry workshop prior to the school year in which they intend to serve. They also must attend other leadership training sessions as needs arise and regular meetings scheduled during the year. Finally, they come together occasionally to pray, to share, and evaluate their faith life.

## **Liturgies**

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School-wide liturgies help you become “formed” in and “informed” about your faith through special celebrations corresponding to the Catholic liturgical calendar. Highlights of the year include special services for the Feasts of All Saints; the Feast of Saint Stanislaus; Feasts of the Blessed Virgin Mary; and the observance of Thanksgiving, Advent, New Year’s, Catholic Schools Week, Lent and Easter. During Advent and Lent, you will be given opportunities to receive the Sacrament of Reconciliation.

We ask you to become involved in planning liturgies and prayer services; doing so makes the celebrations more meaningful to everyone. We encourage you strongly to participate in the Sacrament of Reconciliation at school and in your parish. We see your active involvement at the parish level as an excellent introduction to the larger Church.

Through all aspects of the Campus Ministry program, we challenge you to take on the responsibility of becoming a lay leader in the Church and even to consider a Church vocation and ministry.

You are required to attend all Liturgies and prayer services held during the school day.

## **Religion Department**

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The religion department strives to blend academic religious studies and the dynamics of human development, encouraging students to undertake a lifelong search for ultimate values, the truth about God, and personal growth.

# **Friendly Discipline**

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“The policies and procedures of the school are established to ensure an orderly educational environment which respects the Christian dignity of the individual.”

- Educational Mission and Ministry

Because of our efforts to form you through firm and friendly discipline, we hope that, by the time you graduate, you will:

- develop the self-discipline you need to guide your actions;
- learn to respond to the needs of others;
- show respect for authority and for peers for whom you are responsible;
- approach others with fairness, trust, and cooperation.

## **Sanctuary**

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Our goal of making Saint Stanislaus a sanctuary where you can grow and flourish to your full potential means we need your help in creating an environment free from all influences that are a danger to you. We want the SSC campus to be alcohol-free, tobacco-free, drug-free, litter-free, free of obscenity, free of violence, free of bullying and harassment, and free from all types of dishonesty.

A place free from all those negative influences is rare indeed. We want SSC to be one of those rare places so that you can begin to feel not just free from evil things but freed to accomplish good and positive things: new friendships, challenging activities, expression of your faith, excellence in your studies, good example to others, compassion for the needy, and honesty in all things.

We know you may make mistakes and occasionally go out of bounds, but it is our hope to correct you by giving you firm and fair disciplinary consequences in keeping with our desire to make SSC a sanctuary for you.

We will insist that you behave in a way consistent with SSC's mission of being a sanctuary. Your conduct, therefore, must contribute to:

- meeting your personal and academic needs as well as those of your classmates;
- eliminating behaviors and influences that are harmful to yourself and others;
- giving good example of respect for authority and good order.

## **Expectations**

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We lay out the following behavior policies to clarify our expectations for how you can build sanctuary in positive ways and how you can avoid actions and attitudes that break it down.

### **Conduct on Campus**

In all matters relating to your discipline and conduct, all SSC teachers, prefects and other employees have the authority to maintain the disciplinary expectations we have of you in the school and residence hall, including the campus grounds. Teachers, prefects and other designated employees stand in for your parent(s) while you are at school. This relationship of standing in for your parents extends to all school-related activities, including all athletic and extracurricular events, and may be exercised any time for your safety and supervision in the absence of your parent(s).

### **Academic Day**

We expect you to remain on campus throughout your academic day unless you receive permission from the Principal or Dean of Students to leave. The academic day begins with your arrival at school and runs through the completion of your last scheduled class or activity, whichever comes later.

Leaving campus during the school day, including going to a car or parking lot, is expressly forbidden without prior approval from the Dean of Students.

### Assemblies and School Functions

At all times we expect you to conduct yourself appropriately and in a manner befitting a Christian gentleman. Here are some examples of such behavior: being attentive to the needs of others, being cooperative with those in authority, and maintaining respectful attention.

### Athletic and Extracurricular Events

We expect you as well as all parents, fans and players to show good sportsmanlike qualities at athletic and extracurricular events. Any person showing behavior to the contrary or dressing or acting in a manner which we judge to be harmful to the climate of sanctuary we are trying to maintain will be asked to leave the event and not return. If the person is you or another SSC student, there may be further disciplinary consequences. If parents or guardians engage in such behavior, we may suspend or ban them from attending events, home and/or away, in which Saint Stanislaus is a participant.

### Conduct Off-campus

It is not our desire to say what limits or freedoms your parents may set for you. Nevertheless, there are times and places in which your off-campus or online behavior might threaten or impact the school community and environment. In all such cases, your behavior is definitely the province of Saint Stanislaus College. After due consideration of circumstances and factors involved, we may take appropriate disciplinary action. Any violation of civil or criminal law would make you subject to corrective action, including possible suspension and/or dismissal.

### Presence at Wrongdoing

If you are present when wrongdoing contrary to the spirit of sanctuary is evident (such as fighting, smoking, vandalism, use of alcohol or other drugs, etc.), you have the obligation to remove yourself immediately from the situation. Otherwise, you share in the guilt and in the consequences related to such misbehavior. The consequences may include, but are not necessarily limited to, suspension and/or dismissal.

### Books

You are responsible for any of your books that are lost, damaged or stolen, including class set books. State and school-provided textbooks should have your name written in ink in the cover of the book on the line provided. If your books or classroom books are lost, stolen, or damaged we will require you to reimburse Saint Stanislaus College for the cost of the damage or for the replacement cost of the book; the Academic Dean will make the judgment. Settling of such debts shall be a prerequisite condition to your sitting for quarter and semester examinations. Some courses require the purchase of workbooks or paperback books.

## Boundaries and Decorum

We set the following boundaries to help us to supervise the campus properly. Before school and during lunch periods, you are welcome in any of the following areas:

- a. the resource center and the library;
- b. Diboll Plaza and the covered areas immediately behind the school building;
- c. the basketball courts adjacent to the College Café.
- d. any other spaces designated by Principal or Dean of Students

During the academic day, you are not permitted to be in the following areas without permission:

- a. the hallways of the school before or after school and during lunch;
- b. the areas in front of the school building, old gym building and chapel building;
- c. the front lawn;
- d. the area of the campus facing Bookter Street and Union Street;
- e. the area in front of the College Café;
- f. the area around and beyond the basketball courts and the fitness center, including the swimming pool and the Brother Peter Gymnasium, except during scheduled P.E. classes or assemblies;
- g. all parking lots

In order to maintain its beauty, we expect you to keep off the lawn of the Diboll Plaza quadrangle at all times.

## Classrooms, Gymnasiums

You may not enter or remain in any classroom, weight room, locker room, gymnasium, fitness center, office, library, etc., at any time unless a teacher, prefect, or moderator is present. In general, we will not allow you to congregate in any location on campus without a faculty member present; our supervision is part of assuring the security needed for sanctuary.

## Quiet and Silence

The resource center is an area for quiet study during the day. During class periods, hallways adjacent to classrooms are also silent areas. We will correct you if you loiter or converse in hallways of the school building, the resource center, or classroom entrances. Please move as quickly and as orderly as possible through the hallways and stairwells, keeping to the right at all times.

We expect you to be silent and attentive during daily announcements, fire drills, and other safety procedures.

## Private Areas on Campus

No place on the school campus is absolutely private to any student. Even parked cars and book bags are not private. The health and safety considerations needed to assure sanctuary require access to all areas of the school by faculty and staff personnel.

## The College Café

The College Café offers students a choice of hearty and nutritious meals for lunch each day.

Day students deposit money in their lunch account in advance; we cannot charge meals. Resident students present their current student ID card for lunch in the student dining room during the school week.

Students may not allow other students to borrow or otherwise use their ID cards. Resident students shall not give away or sell to any other student food obtained from the student dining room.

To contribute to a neat and orderly eating environment, we ask you to:

- a. deposit all lunch litter in wastebaskets,
- b. return all trays and utensils to the proper area, and
- c. leave the table and floor around your place clean.

To prevent litter on campus, please do not take food, beverages, or their containers from the student dining room at any time without the direct permission of the faculty dining room supervisor or another administrator.

## Care of the Campus

We expect you to use the buildings, furnishings and equipment only for the purposes intended. We also expect you to contribute to the cleanliness and attractiveness of the campus by disposing of your trash properly and by picking up any trash you may see. Should you cause damage to school property, we will oblige you to repair or replace it, at your own or your parent/guardians' expense; the Principal or Dean of Students will be the judge.

## Display or Distribution of Materials or Money

Since the campus is a special environment and not public property, we do not allow anyone to distribute or display printed materials on campus or at school-related functions without the permission of the Principal. Likewise, we do not allow anyone to collect money on campus without the express permission of the Dean of Students.

Similarly, in the spirit of sanctuary we do not permit the distribution or display of emblems, insignia, buttons, signs, stickers, shirts, bracelets, necklaces, jewelry, posters, placards, and the like on campus or at school-related functions without the permission of the Principal. Generally, in the same spirit, students may not make any public displays, verbal or otherwise, on campus or at school-related functions without the permission of the Dean of Students.

## Cell Phones

An important aspect of our mission at Saint Stanislaus is to foster your social and intellectual development in an environment free of distractions. Electronics, especially cell phones, can be very distracting during the school day. In order to minimize the opportunity for distraction, **you are not permitted to have a cell phone on your person at any time during the school day**. This policy also applies to field trips, retreats, and any other school-sponsored activity that takes place during the school day.

You have three options when it comes to your cell phone:

1. You may choose to leave your cell phone at home.
2. If you drive to school, you may choose to leave your cell phone in your vehicle.
3. If you choose to bring your cell phone to school, you will be required to turn it in to your first period teacher at the beginning of everyday, and you may collect it after eighth period each day.

## Electronic Devices

You may possess and employ a portable computing device, including, but not limited to, notebook computers, calculators, and iPads or other tablets, in the school buildings during the academic day, **for legitimate academic work only**. You may not use such portable computing devices to play games, listen to music, or as a recreational, non-academic device in the school buildings during the academic day. Your teachers have the authority and discretion to disallow your use of portable computing devices in the classes they teach as they deem appropriate for academic needs.

We do not allow you to use your cellular telephones as a time piece during the academic day because it is too difficult to distinguish such use from inappropriate school uses. If you have an emergency or other unusual circumstance, we may grant you special permission to use a cellular telephone during the academic day, in our presence.

Because they distract you and other students from studies and from interaction with faculty and classmates, we do not permit the use of other electronic devices, including radios, CD, MP3, or other music players (including those with headsets), video cameras, still cameras, video games, and the like during the school day without the permission of the Dean of Students. School audiovisual equipment may be used only for school purposes.

Because of the harm that may be created and out of respect for others' privacy, the recording or transmission of voices or images of students or employees of Saint Stanislaus is expressly prohibited without the permission of the Dean of Students and of the person being recorded.

Saint Stanislaus College will not accept responsibility for any lost or stolen electronic equipment.



If you possess or use electronic equipment in a way that violates these provisions, we may confiscate the equipment for a period of time or take other disciplinary action. The Dean of Students will be the judge. If you become a repeat offender, you subject yourself to losing the privilege of having electronic devices on campus.

### **Food or Drink**

You may not consume food in the school buildings during the academic day except during designated snack times and in the College Café unless specifically allowed by the Dean of Students. We ask you not to take food or drink from the Café during the school day unless allowed by staff. Students are allowed to have clear plastic water bottles on campus during the school day for water only. If you bring your lunch from home or from the dormitory, you must keep the food in your backpack until your assigned lunch period.

We do not permit off-campus food or drink to be delivered to you during the school day without the permission of the Dean of Students.

Gum and candy are prohibited on campus during the school day and in school buildings at all times.

### **Security of Possessions**

During the academic day and after school, you are responsible for keeping possession of all your personal belongings, including but not limited to books and book bags. Only during the lunch period, you may leave your book bags around the columns in the resource center or at the base of the stairwell nearest to Diboll Plaza. For P.E. and varsity athletic periods, you are responsible for delivering any valuables you have to the teacher or coach at the start of the period so they can be secured in the coaches' office.

Saint Stanislaus shall not be responsible for loss, theft, or damage to personal belongings that you may incur, including but not limited to loss, theft, or damage of materials left in permissible locations during the school day, as indicated above.

### **School-Sponsored Trips**

Before being allowed on school-sponsored trips, for security purposes we require you to submit a permission slip signed by your parent, guardian, or prefect. We will not accept permission over the phone.

### **Search**

For the safety of all students and faculty or for the purpose of investigating possible student misconduct, we reserve the right during the school day or at school-sponsored activities (such as, but not necessarily limited to, dances, field trips, athletic events, and overnight trips) while you or your possessions are on campus, to carry out a search of your person, book bag, luggage or other bags, vehicle, cell phone, computer, or other possessions, for the purpose of identifying and securing materials or objects that violate school policy, the goal of safe

sanctuary, Christian values and principles, and the law. We reserve the right to seize dangerous materials or objects.

## Vehicles and Parking

If you drive a vehicle to school, we hold you responsible for operating it in a careful, responsible manner.

You must register your vehicle(s) with the Dean of Students office, where you must purchase a Saint Stanislaus parking permit that must be hung on the vehicle's rear-view mirror.

We strictly prohibit loitering in cars or in the parking areas. You may not return to your vehicle during the academic day without the express permission of the Dean of Students.

Violations of parking regulations or the careless operation of a vehicle may result in the temporary or permanent suspension of your driving and parking privileges and/or a designated fine set by the Dean of Students (not to exceed \$25).

Saint Stanislaus assumes no liability for valuables in vehicles or for vehicles themselves that may be damaged or stolen while vehicles are parked on or near the campus.

## Day Student Parking

Day students may park vehicles only in the designated student parking lot at Bookter Street and Beach Boulevard and not in any other location during the academic day unless given specific permission by the Dean of Students.

## Resident Student Parking

A junior or senior resident student who is allowed to bring his car to school will park in his assigned place on the school grounds on Bookter Street near the Fitness Center unless given specific permission by the Dean of Students or Director of Residency.

## Visitors

We ask all guests, including parents, who visit campus to go first to the main office. For the protection of all, no visitors are allowed on campus after 5:00 PM or on weekends (unless specifically granted permission by Director of Residency), except for parents/guardians picking up their sons and for visitors who have an appointment with a faculty member or who are attending a scheduled Saint Stanislaus event.

## Absences and Tardiness

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### General Procedure

If you will be absent from school, you are responsible for having your parent or prefect phone the school (467-9057 Ext. 0) before 8:15 AM on the day of the absence. We have voice mail for the convenience of parents unable to call during early morning office hours. Upon returning to school, you are responsible for bringing a note signed by a parent or prefect describing the reason for your absence. You must present this note to the office before you can return to class.

### Resident Students

We expect resident students to return to Saint Stanislaus from any weekend or extended visit away from campus at the time designated by his prefect.

As a resident student, if you become ill at home or do not return to school by the designated time, you must have your parent phone your prefect as soon as you know that you will not be returning. The prefect will notify the Dean of Students office before 8:00 AM the next morning.

If a resident student becomes ill while on campus and is kept in the dispensary causing him to miss school, the school nurse will notify the Dean of Students office and the prefect before 8:00 AM.

### Types of Absences

#### *Excused Absence*

An excused absence is one for which a student is absent for a legitimate reason (e.g. illness, death in the family, etc.) as determined by the Dean of Students. You would be allowed to make up any and all work missed during your absence. A doctor's note or other information may be required before a determination is made regarding whether an absence is excused or unexcused.

We do not concede to parents the right to alter the school calendar for the sake of personal convenience. **Therefore, absences immediately before or after school holidays or for personal family vacations at other times throughout the year will not be excused.** Such absences may require make-up time and loss of academic credit.

#### *Unexcused Absence*

An unexcused absence is one for which a student is absent without an approved reason or simply as a matter of convenience to himself or his family (e.g., vacations, out-of-town trips, work, hair-cut appointments, etc.). He must make up the assignments missed during his absence and may receive a 50% - "F" grade if a sincere effort is made to make up his

work. If a student is absent from school during quarter assessments or semester exams without permission and arrangements have not been made for the administration of the assessment or exam at another time, the student may receive a 0 on the assessment/exam and other disciplinary consequences may follow. You may also be required to make up the time away from school on one or more Saturdays and/or in after-school detentions. Repeated unexcused absences may result in further disciplinary action.

### **Educational Absence**

An educational absence is one for which the student is absent from his regular classes to participate in a school-sponsored activity. Such absences are not counted as days absent from school; nevertheless, the student is responsible for missed assignments.

### **College Visitations**

In order to prevent absences from school, we ask students and parent(s) to begin making college plans and associated campus visits early in the school year. We ask that you plan college visits when Saint Stanislaus is not in session; summers before the junior and senior years provide excellent opportunities for extended college visits. Also, holiday seasons such as Christmas, Mardi Gras and Easter are convenient times for such trips. During the school year a maximum of two excused college days may be granted with prior permission of the Dean of Students and supporting documentation from the college or university.

An Excused Absence is granted for spring college testing programs when a written request and appropriate verification are given to the Dean of Students at least one week prior to the date.

### **Absences Caused by Athletic & Extracurricular Activities**

Excused absences for all such activities must be granted ahead of time by the Dean of Students.

### **Extended Absence**

If you are absent for five consecutive days you must present a doctor's note to the Dean of Students before we will readmit you to class. If you are absent ten days or more in a semester, you and your parents may be requested to discuss with the Dean of Students the reason for your excessive absences before you can be readmitted to school. If you miss more than ten days during any semester, you will be required to remediate the missed days exceeding ten, regardless of whether any or all of the absences are excused or unexcused. Remediation of days may take place during school holidays or summer break. Failure to remediate the days exceeding twenty could cause the student to repeat the academic year or result in additional academic requirements as determined by the Dean of Academics at additional cost.

## Excused from P.E.

If you cannot participate in P.E. on a given day, we require you to present a note to the Dean of Students' office before school that day. For extended absences from P.E., we require a note from a physician. If you do not participate in P.E. due to illness or at the request of your parent or physician, you will not be allowed to participate in any school-related function the afternoon or evening of the non-participation in P.E., unless you have the prior permission of the Dean of Students.

## Checking Out During the School Day

We ask parents to keep to an absolute minimum the checking out of students during the school day. Any off-campus appointments (with doctors, dentists, etc.) should be scheduled outside of school time. An excused absence may be arranged for such an appointment only if a parent or prefect sends a signed note to the Dean of Students prior to the beginning of the school day.

If you seek to check out for the purpose of driver's license testing or application, please schedule appointments before or after school when possible. Upon your return, you must present to the Dean of Students' office a verifying note from the doctor, dentist, driver's license bureau, or other applicable office.

In no case will we allow you to leave school without the permission of both the Dean of Students and a parent. You must sign out at the main office when leaving for an appointment and sign in when you return to campus. For security reasons, an adult checking a student out of school may be asked to produce a picture identification.

## Tardiness

We expect you to be on time for every class. If you are tardy for your first period class, you must report directly to the attendance office to receive an admit slip. Excessive tardiness may result in disciplinary action. If you are tardy for periods 2 through 8, you will be disciplined by your teacher.

*\*See "Makeup Work" on page 17 for school policy on missed assignments.*

## Recording Absences and Tardiness

A student who misses part of one class period or up to an entire class period is considered tardy.

We record absences on the student's attendance record as follows:

- If you check-in from 8:25-9:34 you are considered tardy
- If you check-in from 9:35-11:12 you are considered as absent for a ½ day
- If you check-in from 11:13-3:30 you are considered as absent for a full day
- If you check-out before 12:48 you are considered as absent for a full day
- If you check-out at 12:48 or after you are considered as absent for a ½ day

If you checkout at any time before the end of the academic day it is considered an early dismissal when we record attendance.

Tardiness and early dismissals are considered absences when we consider attendance awards.

### After-School Participation

If you are absent from class for three or more periods, whether the absence is excused or unexcused, you will not allowed at any school-related function the afternoon or evening of the absence without the prior permission of the Dean of Students. If you are tardy or absent from class for fewer than three periods, for an excused or unexcused reason, you may be prohibited from participation or attendance at any school-related function the afternoon or evening of the tardiness or absence, at the discretion of the Dean of Students. If you are tardy or absent, as described in this paragraph, on a day or days adjacent to a weekend or holiday, you may be prohibited from participation or attendance at any school-related function(s) scheduled over that weekend or holiday period, at the discretion of the Dean of Students.

If you check out of school because of illness and do not return, you may not attend or participate in any school-related activity that day without the permission of the Dean of Students.

***\*The Dean of Students makes the final decision in all matters concerning absences and tardiness.***

## **Dress and Grooming Code**

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### Dress Code

We expect you to always be appropriately and neatly dressed.

We expect you to wear the official Saint Stanislaus Uniform which includes the following:

Shirts: We ask you to wear an official SSC knit/dri-fit pullover or white Oxford dress shirt to school each day. The knit and dri-fit shirts are available in red, white, or black while Oxford shirts are only available in white. Both the knit/dri-fit and the Oxford shirts are available in long or short sleeve and are monogrammed with the SSC logo. All these shirts must be purchased through Southern Printing in Pass Christian, the school's uniform supplier.

***\*\*We expect you to purchase at least one SSC Oxford dress shirt to be worn on special occasions. On such occasions, you shall also wear an appropriate and properly tied and worn necktie with the Oxford dress shirt.***

Undershirts: Undershirts must be solid white V-neck or crew-neck shirts. Turtlenecks and long-sleeved undershirts may be worn only under long-sleeved school shirts. For hygienic purposes, P.E. shirts are not to be worn as undershirts.

Pants: You must also wear khaki uniform pants purchased from School Time Uniform Company and bearing the Saint Stanislaus logo provided by School Time Uniform Company.

Belt: You must wear a black dress belt, with a simple, unobtrusive buckle unadorned with studs, rivets, metal, or other designs that draw undue attention or an official SSC logo belt.

Shoes: You must wear black leather dress shoes cut below the ankle or cowboy boots; you must wear them properly. Shoes may be loafer-style shoes or properly tied lace shoes with black laces. Black tennis shoes, top-siders or other deck shoes, and black shoes with stripes of another color than black are not acceptable.

Socks: You must wear black socks at all times. Socks must be standard crew-length, covering and extending well above the ankle. Socks with any pattern or design (besides a simple logo) are not approved for uniform use.

Hats: You may not wear hats or caps on campus during the academic day. You may not carry hats protruding from your pockets or clothing during the academic day. Hats should be stored in backpacks during the academic day.

Outerwear: The only outerwear allowed during the school day will be SSC Lettermen Jackets and items purchased either from the main school office or from the SSC School Outerwear Page through Red Stick Sports. Individual team or club outerwear, as well as items purchased from the Rock Shop, will not be allowed during the school day.

Alterations to Uniform: Any variations or modifications to the school uniform or SSC outerwear, including but not limited to altering the clothing by cutting, marking, etc., are not allowed. Any alterations to the uniform or SSC outerwear may result in disciplinary action, confiscation of the clothing in question, and the required purchase of new uniform clothing or SSC outerwear.

## P.E. Uniforms

Regulation P.E. uniforms must be purchased from Southern Printing and are to be worn during P.E. classes. P.E. uniforms should be neat and clean and marked with the student's name.

## Jewelry

You may not wear earrings, any jewelry requiring piercing of any part of the body, or any facial jewelry on campus or at any school-related function. Neither will we allow any items to maintain a piercing on campus or during any school function. Any necklace(s) must be worn inside your shirt. Pocket chains, regardless of purpose, are not allowed on campus or during any school function.

## Grooming Code

Your hair must be of moderate length and thickness in the front, back, top, and sides. It must be clean and neat at all times.

Grooming considered unacceptable for school and school-related function includes, but is not limited to,

- sideburns that fall below the bottom of the earlobe,
- bangs that touch the tops of the eyebrows, or fall below the tops of the eyebrows when pulled straight down,
- hair that touches or extends below the collar,
- hair that is excessively tall, long, full, or unruly, whether it extends over the eyebrows, ears and collar or not,
- undercuts and shaven heads (crew cuts are allowed, with a blade no shorter than a #3 –3/8” or longer hair length),
- braided or twisted hair,
- dyed, bleached or tinted hair,
- gelled or styled hair with spikes or other unusual shapes or styles,
- shaved lines or carved alterations of the natural hairline, and
- any styling that draws undue attention.

You must be clean-shaven prior to attending school each day. All tattoos must be covered before, during, and after the school day; and at any school related function.

## Dress and Grooming Code Compliance

We will consider unacceptable any clothing, jewelry, or grooming that, in the opinion of the Dean of Students, would draw undue attention to you or cause disruption in the school day or a school-related function.

If you do not comply with the dress or grooming code, you will be subject to corrective action including possible confiscation of the disallowed clothing or jewelry for a period of time, detention, suspension, and/or Saturday school. Repeated violations of the dress or grooming code may subject you to further disciplinary action, including but not limited to being kept out of class, sent home, suspended, and/or dismissed.



The dress and grooming code applies to all SSC students for the entirety of the school year and at all school functions.

**The Dean of Students makes the final decision in all matters of dress and grooming.**

## **General Concerns**

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### Accidents

Every accident on campus, at practice or at any school-sponsored activity must be immediately reported to the person in charge and the school nurse on duty. The nurse will notify the school office.

### Emergency Drills

Emergency drills, such as fire or tornado drills, are required by law and are important safety procedures. It is essential that you obey promptly when the first signal is given. Emergency drills are times of absolute silence so that directions and instructions may be given.

Emergency drill signals:

Fire Drill: a long, sustained buzzer or announcement

Lockdown: announcement

Tornado Drill: announcement

During emergency drills, you must be ready to follow instructions given by your teacher or announced over the P.A. system. Exit routes for evacuating the building are posted in each classroom.

### Married Student

We will not allow a student who gets married to remain at Saint Stanislaus.

### Visits to other Schools

Before visiting a resident student in the dorm, a day student must obtain permission from the student's prefect. If you take classes at Our Lady Academy, please move to and from those classes without delay. Do not visit or loiter at Our Lady Academy or any other school prior to or during the academic day.

## **Areas of Special Concern**

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The creation of sanctuary at Saint Stanislaus requires that you show personal respect, honesty, integrity, and concern for others. We will challenge any behavior which interferes with or is contrary to these values.

## Classroom Behavior

We will take appropriate disciplinary action for behavior by which you disrupt the learning atmosphere of a class, demonstrate lack of cooperation, or show disrespect for a teacher. Being sent from class for disruptive, uncooperative or disrespectful conduct is a serious offense which will result in detentions, Saturday school, or suspension. Repeated ejections from class for such behavior will result in suspension and possible dismissal.

## Dishonesty

Dishonesty of any kind on your part, including but not necessarily limited to cheating, forging signatures, stealing, plagiarism, and willful lying, will subject you to corrective action, including suspension and/or dismissal. If you are caught cheating or make no effort to turn in work or take a test, you may receive a “0” for your grade; you will subject yourself to further disciplinary action, including suspension and/or dismissal.

Cheating: giving aid to a student or receiving aid from any source, without the consent of the teacher, on quizzes, tests, exams, papers, projects, labs, homework and take-home tests. Cheating also includes reusing materials previously used in a particular class, plagiarism, as well as violation of testing or assignment procedures.

Plagiarism: intellectual dishonesty; involves the use of printed material, audiovisual resource material, electronic data (i.e., Internet, computer programs), or others’ work without appropriate acknowledgment; including failure to cite the correct source. We require that you acknowledge properly all sources of information that you use in your research papers, out-of-class essays, class projects, or any other assignments. You should refer to the MLA Handbook (or the style-book required by the teacher) for proper citation style and format.

## Disrespect

We will not tolerate disrespectful behavior toward others, including but not limited to employees, students, parents or other adults associated with Saint Stanislaus. Neither will we tolerate disrespect for the established rules, policies and procedures of Saint Stanislaus. Lack of cooperation and “answering back” are considered forms of disrespect and would subject you to corrective action, including suspension and/or dismissal. Our prohibition of disrespect applies whether the disrespect is expressed by word--in written or spoken form, symbolically, or by behavior, whether on campus or off campus, whether during or outside of the school day. Our prohibition of disrespect extends to electronic expressions, by computer, e-mail, internet, or otherwise.

For the purpose of this section, what constitutes “disrespect” shall be determined by the Dean of Students.

## Drugs and Alcohol – Concern for the Student

As a part of our goal of sanctuary, which includes protecting all students from harmful influences, we are committed to assuring a drug and alcohol-free environment in the school, in the dormitory, and at all school-related activities. We will protect the campus by all appropriate means, including but not necessarily limited to, the random use of drug dogs, selective drug testing, and searches of persons and their possessions (clothing, cars, etc.).

Regardless of their legal status, we recognize as a dangerous drug herbal incense, as well as sub-stances legally purchased as incense but instead smoked for the same effects as marijuana. We consider the possession, use or distribution of such materials a direct violation of our mission of assuring our students of sanctuary.

No student will be admitted to a school function if there is any indication that alcohol or other drugs have been consumed prior to the function. The student may be detained and his parent or prefect will be notified.

We strictly prohibit the sale, purchase, possession, transfer, or use of drugs, including alcohol, anabolic steroids and herbal incense (whether legally obtained or not), or the abuse of over-the-counter medicines either before, during, or after the academic day or before, during or after a school-related function. Anyone violating this regulation is subject to suspension and/or dismissal.

We encourage open and honest communications among you, your family, and us. To encourage honesty, we will assist you if you come forth to acknowledge a problem with drugs and/or alcohol before we initiate the process. You would be allowed to remain enrolled at Saint Stanislaus while you pursue a program of treatment and recovery as long as you remain faithful to the program and to your agreement with the school. You would also be subject to periodic drug screenings to ensure your continued recovery. However, if you are not honest and test positive for drugs during this time, you may be immediately dismissed from Saint Stanislaus.

On the other hand, if we initiate action based on suspicion of your involvement with drugs and/or alcohol before you come forth, and this suspicion is validated through testing or other means, you would be subject to suspension or dismissal.

## Drug and Alcohol Testing

As a protection to our students, we reserve the right to test you for drug or alcohol use if a school administrator suspects your involvement with drug or alcohol use, possession or sale. If tests results indicate the use of illegal drugs or alcohol, or if you are found to possess illegal drugs, drug paraphernalia (including rolling papers, syringes, bongs, pipes, etc.), or alcohol, we may require you to withdraw immediately. Your refusal to submit to a drug or alcohol test which we request would subject you to suspension and/or dismissal.

## Fighting

Any fighting on school grounds, at a school related-function, or at some prearranged location is considered a serious offense and may result in suspension or dismissal. Fighting is defined as an act of physical aggression when alternatives are available. Self-defense is defined as reasonable and proportional response to protect yourself from an unprovoked physical assault, when there is no possibility of escape or prevention of the assault by other means, including but not limited to physically moving away from the scene and/or notification of an adult for assistance. Self-defense will be determined by the Dean of Students.

In addition to any other disciplinary consequences associated with violation of these provisions against fighting, a student who injures another student's person or property while fighting may be required to make restitution to the injured student's parent(s) for reasonable and necessary medical expenses and replacement or repair costs for damage of property.

## Gambling

With the exception of school-authorized fund-raisers, no form of gambling or games of chance are allowed on the campus at any time.

## Bullying

We expect you to treat all members of Saint Stanislaus with kindness, dignity, respect and tolerance at all times. Because each person is a child of God and therefore endowed with inalienable personal dignity and entitlement to respect, we will not tolerate student bullying of any kind, including but not limited to verbal or physical harassment, intimidation, hazing, threat or assault. Such conduct is totally opposed to the ideal of sanctuary which is essential to the mission of Saint Stanislaus; it harms a student who comes here for security. Violations of our policy against bullying will receive a strong disciplinary response, including but not limited to possible suspension and/or dismissal. In the event of a bullying incident, whether you are directly or indirectly involved, you must report the incident as soon as possible to a trusted authority (teacher, counselor or administrator).

## Harassment

Each person at Saint Stanislaus has a right to his or her own dignity and individuality. Thus, anyone who harasses or demeans another person will be subject to appropriate corrective action, including suspension and/or dismissal. Although all forms of harassment are prohibited, we are especially vigilant about verbal, written, or electronic harassment, including cyber-bullying. This type of abuse should also be promptly reported to a school official.

The Saint Stanislaus board of directors has formulated definite policies relating to sexual harassment and abuse. Copies of these policies are available upon request at the school office.

## Inappropriate Objects on Campus

Because they threaten basic safety, fireworks, lighters, matches, water guns, stink bombs, pornographic materials, and similar objects that serve no purpose at school must not be brought onto the campus, including parking lots. You may not possess or bring onto the campus or adjacent parking areas, aerosol containers of any kind, without the express permission of the Dean of Students or, in the case of resident students, the Director of Residency. Possessing or bringing such objects onto the campus could result in corrective action including suspension and/or dismissal. In addition, any objects in question are subject to confiscation.

## Weapons

A weapon is defined as any instrument (including, but not limited to, firearms, knives, clubs, any gas, liquid or other substance, etc.) that has been or could be used in a manner that causes or may cause serious bodily harm. No student is permitted to possess or to pass on to others any such weapon or ammunition while on the school grounds or at any school-related function even if he possesses a license to carry such a weapon. Anyone violating this regulation is subject to suspension and/or dismissal.

## Internet Access and Acceptable Use Policy

We provide students and faculty members with access to the Internet through the school network. We limit your use of school computers to times of supervised instruction and to established “open use” times in the school library, the computer resource lab, and, for resident students, a limited number of student-accessible computers in the dormitory. Personal computers using the resources of the school network must be registered with the Technology Coordinator prior to use on the network.

In keeping with the Children’s Internet Protection Act (CIPA), we make use of an integrated firewall and filtering system which is designed to block access to inappropriate material on the Internet, specifically, visual depictions which are obscene, which display depictions of child pornography, and other materials which, in the opinion of the school, are harmful to minors or disruptive to the safe environment we want to create. In addition, we may determine to block other material which we deem inappropriate for you.

Your use of the Internet is intended primarily for educational and research purposes. You are permitted to use school computers to access personal e-mail accounts during designated open use times; however, we do not provide e-mail accounts to students. School computers are not intended for recreational use during class time and you may not install any software on school computers. We reserve the right to prioritize the use of and access to the network.

Aurelian Hall is equipped with wireless network access for use by resident students’ personal computers. The times of use and restrictions on the use of these computers are regulated and monitored by the residency staff. Any equipment which uses the resources of the Saint

Stanislaus network must be registered with the Technology Coordinator prior to its use on the network.

We use electronic media and its website to identify and recognize students for their achievements and contributions to the school community. Students who are on athletic or academic teams, members of school organizations, who have achieved honor roll status, or who have merited special awards are periodically featured on the school's website. The website also periodically identifies students in photo captions regarding student life on and off campus. Parents may request in writing that their sons' names and/or likenesses not be included in materials provided over the Internet.

All users of the school's network resources are expected to act in accordance with established laws and with Catholic moral teaching.

We are vigilant in prohibiting the transmission or willful reception through the network of any material which is in violation of state or federal laws; including the unauthorized transmission or willful reception of copyrighted materials as well as visual depictions of obscene material or child pornography. We are also vigilant in prohibiting materials specifically prohibited in the Children's Internet Protection Act of 2000 which are deemed harmful to minors.

Users are prohibited from using the school's network to undertake any illegal activity, including, but not limited to unauthorized access; malicious attempts to destroy or damage data, hardware, or software; gambling; the creation or willful distribution of any computer virus; the use of Internet communications to threaten or slander any person; or as a means of communication in the commission of any illegal act.

Violations of this policy may result in disciplinary action to be determined by the Dean of Students, Director of Residency, or other competent authority. The Saint Stanislaus board of directors reserves the right to revise or amend this policy at any time.

### **Major Disruptions**

We will not tolerate any disruptions to the orderly environment of the school. Any conduct by a student whether it be vandalism, malicious mischief, harassment, or serious or chronic misbehavior, which disrupts the orderly atmosphere of the academic day or any school-related activity or damages the spirit of sanctuary, could result in suspension and/or dismissal.

### **Smoking and Tobacco Products**

Smoking, using smokeless tobacco, smelling like smoke, possessing a lighter or matches, or using or possessing any tobacco product (including e-cigs, e-cig juices, or vaporizers) or tobacco paraphernalia is strictly prohibited at all times on the school property, in the area

immediately adjacent to the school and at all school-related functions. Repeated violations of the tobacco policy may result in suspension and/or dismissal.

### SSC/OLA Classes and Activities

Saint Stanislaus College and Our Lady Academy work in concert to provide wholesome social activities for their students. If you act in a manner inconsistent with the behavior expectations described in this *Guide* while attending classes or a function sponsored by OLA, you will be subject to disciplinary action including but not necessarily limited to suspension and/or dismissal.

#### Theft

Theft of any sort is strictly forbidden and could result in dismissal.

The possession or concealment without permission of any items belonging to another, or the sale or purchase of property, or any talk or behavior which may arouse suspicion of theft or wrongdoing is a serious violation that would make you subject to suspension and/or dismissal.

#### Use of Inappropriate Language

We prohibit on campus and at school-sponsored events the use of any language that is impolite, lewd, indecent, vulgar, obscene, or contrary to the moral or religious principles of the Catholic Church or the goals and principles of sanctuary at Saint Stanislaus. We consider such language disrespectful and damaging. It could result in disciplinary action including suspension and/or dismissal.

#### Vandalism

Any act of vandalism against school property, the property of another school or the property of any member of the faculty, staff or student body, either on or off campus, will result in severe corrective action including restitution to the damaged party and possible suspension and/or dismissal.

## **Disciplinary Actions**

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### Ordinary Measures

Usual disciplinary measures include, but are not necessarily limited to, writing compositions, manual work around campus, and forfeiting free time.

### Detention/Saturday School

The school reserves the right to detain students after school hours as a result of inappropriate behavior or other violations of the behavior policy.

A student may be assigned to Saturday school as a result of serious or chronic violations of the behavior policy. Saturday school may be assigned only by the Principal, the Dean of Students, or the Director of Residency.

## Major Disciplinary Actions

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As part of their general responsibility for discipline in the school and in the residence halls, the Dean of Students and the Director of Residency will assign disciplinary consequences for major discipline issues, including but not limited to detention, Saturday school, suspension, probation, or a request for the student's withdrawal from Saint Stanislaus College.

### Disciplinary Probation

You may be placed on behavioral probation if, in the judgment of the Saint Stanislaus administration, you have experienced chronic behavioral problems or a serious behavioral problem. Discipline probation would place you in jeopardy of being dismissed from Saint Stanislaus. During probation, no serious misconduct will be tolerated, and the faculty and administration will be looking for positive signs of improvement in your behavior and overall attitude. At the end of a probationary period, the student may be removed from probation, may have the probationary period extended, or may be dismissed from school.

### Suspension

A student may be suspended for serious misconduct or repeated occurrences of less serious misbehavior. Suspension puts a student in jeopardy of being placed on discipline probation and/or dismissed from Saint Stanislaus. Two different forms of suspension can be employed by the Dean of Students: In-school Suspension and Out-of-school Suspension.

A suspended student is not allowed to attend classes or to attend or participate in any school-related function until he returns to class following the period of suspension. In-school suspension requires that the student report to the Dean of Student's office immediately upon arrival at school. Out-of-school suspension requires that a student not return to school until told to do so by the Dean of Students. A student receiving multiple suspensions in the same year subjects himself to a possible request for withdrawal or dismissal.

In the case of a suspension, a student must make up all missed assignments and assessments (tests, quizzes, projects, essays, etc.). You are expected to see your teachers within two days of your return to school. Teachers will work with you to arrange for makeup work at times that are mutually convenient. **If you fail to complete the necessary makeup work within five school days of your return to school, you forfeit the right to complete the makeup work and may receive zero credit for the work.** A suspended student will normally be required to serve two after-school detentions per day of suspension, unless the Dean of Students elects to apply other disciplinary consequences as part of the suspension. During after-school detentions, the suspended student may be required to work on making up missed academic work or complete a work project at the discretion of the Dean of Students.



## Requests for Withdrawal

If, in the judgment of the Principal, a student's misconduct has been unacceptably serious, violates probationary conditions, or is chronic despite disciplinary intervention, the Principal may request that the student withdraw from Saint Stanislaus. If the student's parents accept the request for withdrawal and properly execute all forms and documents presented by Saint Stanislaus as part of the withdrawal process, the student's transcript record will reflect that he "withdrew" from Saint Stanislaus. An appeal of withdrawal request can only be made to the Principal. A request for an appeal of the Principal's decision must be presented in writing by the student's parent(s) within five (5) calendar days of the original request to withdraw. A student requesting an appeal will remain on out-of-school suspension until the appeal process is finalized. Consideration of a request for appeal will only occur if, in the Principal's discretion:

- a. Additional, relevant information has come to light, after the Principal's decision to request withdrawal, that is relevant to the student's disciplinary situation and was not previously available for consideration by the Principal; or,
- b. There were substantive irregularities in the discipline procedures.

Consideration for a request for an appeal presumes that the student and his parent(s) have honestly and thoroughly communicated with school officials in the discipline process. Deliberate withholding of information from school officials, lying, or deliberate misleading of school officials by a student or his parent(s) at any point in the discipline process may be the basis for a denial of an appeal request.

If an appeal is granted, the Principal and the Discipline Committee, made up of faculty and staff members, will review the written statement submitted by the student and his parent(s). The Discipline Committee will make a recommendation to the Principal. After consideration, the Principal may accept, reject, or modify the recommendation. The Principal, Dean of Students, or Director of Residency will contact the parent(s) to notify them of the decision. All decisions made by the Principal after the Discipline Committee review are final.

## Expulsion

The Principal of Saint Stanislaus (or the President, if serving in the Principal's stead) has the sole authority to expel a student from Saint Stanislaus.

Expulsion requires that a student be dismissed immediately from Saint Stanislaus. An appeal of an expulsion can only be made to the President. A request for an appeal of the Principal's decision must be presented in writing by the student's parent(s) within five (5) calendar days of the original request to withdraw. A student requesting an appeal will remain on out-of-school suspension until the appeal process is finalized. Consideration of a request for appeal will only occur if, in the President's discretion:

- a. Additional, relevant information has come to light, after the Principal's decision to dismiss, that is relevant to the student's disciplinary situation and was not previously available for consideration by the Principal; or,
- b. There were substantive irregularities in the discipline procedures.

Consideration for a request for an appeal presumes that the student and his parent(s) have honestly and thoroughly communicated with school officials in the discipline process. Deliberate withholding of information from school officials, lying, or deliberate misleading of school officials by a student or his parent(s) at any point in the discipline process may be the basis for a denial of an appeal request.

If an appeal is granted, the President and the Discipline Committee, made up of faculty and staff members, will review the written statement submitted by the student and his parent(s). The Discipline Committee will make a recommendation to the President. The President can accept, reject, or modify the Discipline Committee's recommendation. After consideration, the President will contact the parent(s) either confirming or altering the Principal's decision. All decisions made by the President after the Discipline Committee review are final.

# Holistic Education

“In summary, education according to the tradition of the Brothers of the Sacred Heart is holistic education rooted in religious values, structured through friendly discipline, nurtured by personal attention, and committed to academic excellence.”

## - Educational Mission and Ministry

Because of our emphasis on holistic education, we hope that when you graduate, you will be a well-rounded young man

- aware of your own gifts, talents, and limitations;
- continuing your spiritual, psychological, emotional, social, intellectual, and physical growth;
- responding to God’s call to become a balanced, compassionate adult.

## **Introduction**

At Saint Stanislaus we want to provide opportunities for you, with your parents' support, to grow in every way possible. We believe that every experience teaches you something, so at SSC what you learn in the classroom is only part of what we call "holistic" education of every part of your being: spiritual, social, physical, emotional, intellectual, and psychological.

Resident students have an especially intense and rich opportunity for holistic development because of their life together in the dormitory. We strive to make Saint Stanislaus a sanctuary for you by creating a dynamic, varied, stimulating, and colorful campus and dorm life.

With your holistic education in mind, we encourage you to become as involved as you can in extracurricular, religious, scholastic, social, and athletic activities. Our wide variety of activities is designed to help you develop your talents and interests and to learn how to live, work and share cooperatively with others. Student activities not only add to the enjoyment of school life, but also permit you to develop broadening insights and experiences in all areas of life.

## **Extracurricular Activities**

We consider clubs and organizations a vital part of your life and the life of the school; it is a two-way street. Your involvement in a sport or extracurricular activity means that you commit yourself to attend all of the scheduled events of the organization.

In addition to the school calendar and the activity board in the resource center, activities and event information may also be found on the SSC website, [www.ststan.com](http://www.ststan.com).

## **Clubs and Organizations**

The following organizations are open for your participation at Saint Stanislaus:

### **Band**

**Purpose:** The Band seeks to give students an appreciation of all types of music, to teach the skills of musical interpretation, reading proficiency, and instrument techniques, and to make proficient musicians of its students.

**Eligible:** SSC and OLA students in grades 7-12.

### **Drama**

**Purpose:** The Drama Club promotes among the students an appreciation of drama as an art form and produces a fall and spring production.

**Eligible:** SSC and OLA students in grades 7-12.

### **Fellowship of Christian Athletes**

Purpose: The Fellowship of Christian Athletes is a nationally recognized chapter of students who take part in athletics and who appreciate the meaning of Jesus in their lives. The SSC Chapter fosters good sportsmanship and Christian values in athletics, by participating in yearly projects such as Thanksgiving, Christmas and Easter family sponsorships.

Eligible: Students in grades 9-12 who participate in at least one varsity sport, are in the band, or serve as an athletic manager or cheerleader. Active members must maintain a high standard of Christian awareness.

### **International Club**

Purpose: The International Club is designed to promote and to increase awareness of the rich cultural and ethnic diversity of the SSC student body and to improve student awareness of and connection to the global community.

Eligible: Students in grades 7-12

### **Key Club**

Purpose: Key Club is an international service organization providing young people an opportunity to develop skills for service, leadership, initiative, and good citizenship practices.

Eligible: Students in grades 7-12.

### **Magic Club**

Purpose: The Magic Club fosters an appreciation for magic. Members are taught how to perform magic through explanation and example during meetings.

Eligible: Students in grades 7-12.

### **Math Club / Mu Alpha Theta**

Purpose: The Math Club is designed to foster and promote student interest in the theory and application of mathematics. The club will include a Math Counts Team for 7th and 8th grade students, as well as Mu Alpha Theta and participation in other high school math competitions.

Eligible: Students in grades 7-12. (*Math Counts is limited to 7th and 8th grade students.*)

## **National Honor Society and National Junior Honor Society**

Purpose: The National Honor Society and National Junior Honor Society seek to create an enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to encourage the development of character.

Eligible: Students in grades 8 and 9 may be considered for membership in the NJHS; students in grades 10, 11, and 12 may be considered for the NHS. To be considered for membership, a student must have been enrolled at Saint Stanislaus for at least one semester, must have maintained a 3.5 cumulative weighted grade point average, and must have clearly demonstrated potential in the areas of service, leadership, and character. A student who transfers to SSC and was a member of the NHS or NJHS at his former school is automatically eligible. It is the obligation of the student to notify the NHS or NJHS advisor of his membership. A letter from his previous NHS or NJHS advisor or principal will be required to show proof of membership. If a student drops below a 3.5 cumulative weighted grade point average at the end of any semester after his induction into the NJHS or NHS, or if a student has significant behavioral problems or any instance of academic dishonesty, or if he otherwise fails to comply with the rules and expectations of the NJHS or NHS, he may be asked to withdraw from the NJHS or NHS, at the discretion of the NJHS/NHS moderator and the Principal.

## **Peer Tutoring**

Purpose: Peer tutors provide an important academic benefit to other students who need specific help in a course of study and bring an element of service to their fellow classmates.

Eligible: Students in grades 7-12 who maintain a minimum 3.5 GPA.

## **Radio Club**

Purpose: The Radio Club fosters an appreciation for Amateur Radio operation and includes students who have or are studying for their FCC Amateur Radio License.

Eligible: Students in grades 7-12

## **Radio Control Club**

Purpose: The Radio Control Club fosters an appreciation for Radio Control operation of planes and other R/C vehicles and includes learning opportunities for all students.

Eligible: Students in grades 7-12

## **Robotics Club**

Purpose: The Robotics Club prepares students for inter-scholastic competition in the design, construction, and competitive demonstration of robots. The junior high Robotics

Club members will develop skills and expertise for entry into the high school Robotics Team in later years.

Eligible: Students in grades 7-12

### **SCUBA Club**

Purpose: The SCUBA Club provides an opportunity for students to become certified divers and to participate in dive trips after certification. Students are taught how to prepare themselves for dives and how to handle themselves in less than ideal circumstances. Camaraderie and concern for others as well as concern for and an appreciation of our natural environment are also emphasized.

Eligible: Students in grades 9-12

### **Student Council**

Purpose: The Student Council is the student organization that acts as the liaison between the students and the faculty and administration. The Student Council consists of four officers (President, Vice President, Secretary, and Parliamentarian) and two class representatives for each grade.

Eligible: Elected students in grades 7-12. Elections are held in May for the following school year. Seventh grade elections are held at the beginning of the school year.

### **Varsity Quiz Bowl**

Purpose: The Quiz Bowl Team participates in various interscholastic Quiz Bowl competitions.

Eligible: Students in grades 9-12

### **Yearbook**

Purpose: The Saint Stanislaus yearbook provides a permanent visual record of each school year.

Eligible: Students in grades 7-12

### **Youth Legislature and Junior Assembly**

Purpose: The Youth Legislature and Junior Assembly groups are composed of Saint Stanislaus' delegates to YMCA-sponsored conferences held at the Mississippi State Capitol building in Jackson during November and April of each year. The conferences are "mock legislatures" during which the students write and submit bills; serve as senators, representatives, and other officials; and debate and pass legislation in the actual state legislative chambers in Jackson. The experience is designed to teach students how the state

legislative process functions, to give them experience in speaking and debating in front of others, and to provide them an opportunity to reflect upon the leadership challenges confronting our state.

Eligible: Junior Assembly is held in April and is open to 7th, 8th, and 9th grade students. Youth Legislature is held in November and is open to all high school students in grades 10-12

## **Interscholastic Athletics**

Our program of interscholastic athletics is an extension of the educational program. In providing you with these educational experiences, we hold out to you the following objectives:

- a. to develop in you the ability to think both as an individual and as a member of a group,
- b. to improve your motor skills, general health and physical fitness,
- c. to instill in you the desire to excel and succeed,
- d. to give you an appreciation of wholesome recreation and entertainment,
- e. to challenge you to live out high moral and ethical standards,
- f. to teach you self-discipline and emotional maturity,
- g. to teach you respect for the rights of others and for authority,
- h. to challenge you to live the high ideals of fairness in all human relationships,
- i. to help you develop high standards of school loyalty and school spirit.

**The sports program at Saint Stanislaus College includes:**

### **Baseball**

Eligible:

Varsity Team - Students in grades 9-12

Junior Varsity - Students in grades 9-11

Junior High - Students in grades 7-8

Tryouts: mid-January

Season: Last week of February through May

Off-Season: Year-round training

### **Basketball**

Eligible:

Varsity Team - Students in grades 9-12

Junior Varsity - Students in grades 9-11

Freshmen Team - Students in grade 9

Junior High Team - Students in 7th and 8th grade (may be two teams)

Tryouts: April, September (for new students)

Season: October through March



Off-Season: Year-round training

### **Cross Country**

Eligible:

Varsity Team - Students in grades 7-12

Junior High - Students in grades 7-8

Season: August through November

Off-Season- Summer workouts and training

### **Football**

Eligible:

Varsity Team - Students in grades 9-12

Junior Varsity - Students in grades 9-11

Junior High - Students in grades 7-8

Season: August through November

Off-Season: Year-round training

### **Golf**

Eligible: Students in grades 7-12

Tryouts: February

Season: March through May

### **Powerlifting**

Eligible: Students in grades 9-12

Season: November through March

### **Sailing**

Eligible: Students in grades 7-12

Season: Year-round

### **Soccer**

Eligible:

Varsity Team - Students in grades 9-12

Junior Varsity - Students in grades 9-11

Junior High - Students in grades 7-8

Tryouts: September-October

Season: October through February

Off-Season: Year-round training

### **Swimming**

Eligible: Varsity Team - Students in grades 7-12

Season: August through November

Off-Season: Year-round conditioning

## **Tennis**

Eligible: Varsity Team - Students in grades 7-12.

Tryouts: February

Season: March through April

## **Track and Field**

Eligible: Varsity Team - Students in grades 9-12.

Junior High - Students in grades 7-8.

Season: March-May

## **Eligibility Requirements for Participation**

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### Academic Eligibility

There is a connection between academics and the wide range of holistic activities. Your academic performance must be satisfactory for you to join extracurricular activities or play sports.

To participate in an extracurricular activity or on any athletic team, you must:

- be in good standing with the school;
- receive five passing grades each quarter, and no more than one failing grade;
- earn a minimum of a 1.5 GPA each quarter.

If you fail to meet these academic eligibility requirements for a given quarter, you must refrain from participating in your extracurricular activities or playing in any games of your team until you can meet the academic eligibility requirements at the end of the next quarter. Your ineligibility will become effective or your eligibility will be reestablished the Monday following the distribution of report cards.

Summer school work may remove a student from an ineligible status if it results in the proper number of passing grades and if the second semester GPA, including the summer school grade and the original failing grade, is a 2.0 or higher.

*All eligibility requirements of the Mississippi High School Activities Association are also applicable, including, but not limited to, its 2.0 semester GPA standard for MHSAA eligibility requirements.*

### Conduct of Student Participants and Athletes

As a highly visible representative of your extracurricular activity, of your team, and most importantly, of your school, you must present and conduct yourself as a young man of true character. In activities, on the practice or playing field, at school or away, during the school day or outside of it, we expect you to conduct yourself on the highest possible plane, being

sure that your actions give good example. On road trips, we expect you to dress, groom, and act appropriately, displaying the character for which Saint Stanislaus students are noted. Similarly, we expect parent(s) and guardian(s) to model appropriate and mature decorum and polite Christian behavior at athletic contests, practices, and other extracurricular activities in their dealings with students, coaches, moderators, players, fans and officials.

If you do not present and conduct yourself in accordance with the preceding paragraph, in addition to whatever discipline or consequences the coach or moderator may impose, you may be subject to consequences under the school's disciplinary system, at the discretion of the Dean of Students.

Fines or other consequences imposed by the MHSAA or other competent authority as a result of the conduct of students, parents or guardians, or other adults will be the responsibility of the offending party and, of a student, and his parent(s). In addition to any other consequences, the offending party may be banned from participation or attendance at school-related activities until fines or consequences are satisfied.

### Specific Athletic Requirements

**Birth Certificates:** The Mississippi High School Athletic Association states:

“No pupil shall be eligible to participate in interscholastic athletics until a certified copy of his birth certificate, issued by the Bureau of Vital Statistics in the state in which he was born, has been presented and checked by the Principal or his designee of the school. A reasonable facsimile will be accepted from agencies which do not issue birth certificates. The date of birth and birth certificate number shall be listed on the Eligibility Lists the first time the pupil's name is submitted to the state office.”

**Other Documentation:** To participate in athletics, you must display good sportsmanship at all athletic contests. You must have an annual physical examination dated after June 1 of the year in which the school year begins by a qualified physician. You must provide us with a certified birth certificate. We also need from your parents an “Authorization for Emergency Medical Care” Form and a “Release Form” for participation.

If you have questions about eligibility for a particular team, you can speak directly to the Athletic Director.

### Student Recognition

We do everything we can to recognize student achievement in academics as well as in extracurricular organizations and on athletic teams with certificates, letters, letter jackets, and plaques according to school-wide criteria set by the school, organization, or team. We present recognition awards at special convocations held throughout the year.

## Saint Stanislaus Rings

For over 150 years, we have awarded Saint Stanislaus rings to represent the culmination of the whole high school experience of our students. At an annual ring ceremony, the President and the Principal present a specially-designed official senior ring to members of the senior class; it is blessed and distributed during the celebration of the Eucharist to show that the Saint Stanislaus ring represents your holistic education at Saint Stanislaus.

All senior rings must be purchased by the student or his family through the school, or be handed down from another SSC alumnus. Since it is an important piece of Saint Stanislaus insignia, only students currently enrolled in SSC for their senior year are eligible to receive SSC rings. Should a senior withdraw from or be asked to leave SSC after he places his ring order but before the senior ring ceremony, he/his family may receive a refund from the ring company, less any nonrefundable amount, according to the policies of the ring company. The former SSC student will not be allowed to have the SSC senior ring. SSC seniors, other students, or any other persons, are not allowed to have rings or other SSC jewelry that has not been approved by the school. We will allow only the official SSC rings to be distributed and worn to school.

## **Dance Regulations**

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We are happy to provide occasions for you to develop your social life at school-sponsored dances. The following regulations are designed to provide a safe and healthy framework for the dances we sponsor. Various dances throughout the year will be designated for Junior High or High School attendance. All of the following regulations apply to all dances regardless of the age group.

- a. School dances are not held on the eve of school days.
- b. Dances end before midnight. The exact dismissal time will be advertised prior to each dance.
- c. No alcoholic beverage of any kind nor any illegal drug is to be consumed or possessed by a student or his date before or during a school-related function. In addition, we will not admit or permit to remain any student or his date if there is any indication that alcohol or other drugs have been consumed prior to or during the function. We will detain the student and immediately notify his parents or his prefect.
- d. At dances, you must arrive no more than one hour after the dance has begun and must remain until the end of the dance. We make this rule for your safety and to assure your parents of our supervision.
- e. You will not be permitted to return to a dance once you have left.
- f. At all social functions, proms, and dances, we expect your date to dress according to the ideals of Christian modesty. We expect you to wear coat and tie for formal dances or a dress shirt, neat slacks, and appropriate shoes for semi-formal dances. Tennis

shoes and jeans are acceptable only at informal dances. We will refuse admission to anyone dressed in a way which violates Christian modesty, the dress code for that dance, or good taste.

- g. At school dances, we expect you and your date to conduct yourselves as a young Christian man and woman. We will not allow inappropriate or suggestive dancing, public displays of affection, sitting on laps, or similar conduct.
- h. If you violate the rules of good conduct or Christian decency, we may ask you to leave. We will notify parents and the Dean of Students immediately.
- i. SSC dances are open to all Saint Stanislaus students and their female dates. The homecoming dance is reserved to students and their female dates in grades 9-12; and the prom is reserved for students in grades 11 and 12 and their female dates.
- j. You may be asked to present your student ID at a dance.
- k. You are responsible for seeing to it that your date observes our rules and expectations.
- l. SSC students are also expected to meet the rules, regulations and expectations of Our Lady Academy when they attend OLA-sponsored dances or activities.

If you feel that our expectations are beyond your ability, you should choose not to attend. A student asked to leave a function may forfeit his right to attend such functions in the future, and we may impose disciplinary consequences, including, but not necessarily limited to suspension or dismissal.

# Resident Students

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“It is in community that we realize our mutual responsibility for the formation of one another.”

- Brothers of the Sacred Heart  
Rule of Life #172

As an integral part of its mission, Saint Stanislaus maintains a resident program that offers students opportunities for educational success and personal growth within a disciplined and structured environment.

## Introduction

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For more than 160 years, Saint Stanislaus has welcomed resident students from Gulf Coast states and from overseas, providing them with a special form of sanctuary because it became their home away from home. In this section, while we address you as a resident student, remember that all the previous sections of this *Guide* apply to you as well. Here we want to give you information, procedures and expectations specifically for your life in Aurelian Hall.

## Aurelian Hall

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The dormitory building is named in honor of Brother Aurelian Piton, SC, (1885-1968) who gave over 65 years of his life to SSC. Born in France, Brother Aurelian is buried in the Brothers' cemetery in Bay St. Louis.

The mission of Aurelian Hall is to be a welcoming place where you work together, with the residency faculty who live with you under its roof, building a safe and healthy student environment. For the good of all, you and your prefects set a high quality of life in the dorm. We want to meet your needs, but remember that the overall good of the dormitory as a special sanctuary comes ahead of satisfying your personal preferences. It takes sacrifice and maturity of everyone to assure the common good.

We want Aurelian Hall to be a 24-hour, 7 day-a-week sanctuary where you and your fellow resident students can live free from many harmful influences of today's society. The residency faculty has a mandate to make your dorm a safe and student-friendly place free of drugs and alcohol, free of tobacco, free of disorder, free of dishonesty, free of obscenity, and free of violence.

To help you grow in those freedoms, your prefects place great emphasis on developing in you self-discipline, personal and mutual respect, honesty, and concern for the good of the group. The residency faculty will challenge any of your behavior that is contrary to those values; they will encourage and reward you when you make efforts to live by them.

In challenging your offending behaviors, the residency faculty use respectful discipline which starts by laying out clear expectations for your behavior. This section of the *Guide* states those expectations that apply to the whole dorm. You and your parents are responsible for knowing these expectations and for showing good will in trying to follow them. If you do not meet them, the residency faculty will assign corrective consequences appropriate to your offense. The discipline they use is based on our Christian belief that every student is trying to change for the better and has the potential within himself to do so. We are confident that you will cooperate with them.

Your experience of the sanctuary in Aurelian Hall is enriched by two ongoing relationships: with your roommates and with your prefects.

## Relationships with Prefects

One of your first tasks is to develop a trusting and respectful relationship with your prefect and residency faculty.

You build trust in them by being honest, by checking in at the assigned times, by asking the necessary permissions, and by accepting the consequences of out-of-bounds behavior without talking back. In challenging and correcting you, your prefects build trust by applying the expectations of this *Guide* fairly and by taking time to explain why your behaviors help to build up sanctuary or why they harm it.

You show your respect by using polite language (please, thank you), respectful titles (Sir, Brother, Ma'am), and by patience when the prefect is occupied with other students or adults. Prefects show their respect by making corrections as individual as possible, by listening to you, and by giving both positive encouragement and negative criticism when each is merited.

The Friendly Discipline section which appears earlier in this *Guide* applies to all Saint Stanislaus students. As a resident student, you should pay special attention to the sections on dishonesty, disrespect, drugs, the use of inappropriate language, and weapons.

In addition to the dorm-wide expectations written here, you must follow the schedule and specific expectations of your hall set by its prefect and by the Director of Residency. You must be present at any regularly scheduled activity of the dorm unless you have received prior permission from your prefect.

## General Information

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### Dorm Divisions

The residency department is divided into three

halls:

“Doc” Blanchard Hall

Doctor Carnovale Hall

Abbot Martin Hall

### Spiritual Development

We encourage you to develop your personal relationship with God, expressed in Christian charity towards others. Your faith should be an expression of personal convictions rather than mere mechanical activities; your day-to-day life should be a living witness of these growing convictions. Your prefects make every effort to enable you to transfer your religious values into action. Since this goal is so important to your spiritual growth, we ask your respectful cooperation in worship and in group prayer. These follow Roman Catholic



expressions and rites. We ask you to participate in a respectful way at Eucharistic liturgies on Sundays and on holy days of obligation.

In the dorm and the school, we offer you a variety of opportunities for prayer and worship: Sunday Eucharist, the Sacrament of Reconciliation, special prayer services, the rosary, and night prayer. To prepare for the Sacrament of Confirmation, 11th and 12th grade students can enroll in classes at Our Lady of the Gulf parish. These sessions normally take place weekly between January and May.

If you profess a non-Catholic or non-Christian religion, we do not expect you to change your faith, but we do ask you to join in Catholic expressions of faith with respectful attention. We encourage you to find ways to give expression to your particular faith.

## Vehicles

You must be a junior or senior to drive a vehicle to school and must have written permission from your parents. Upon your arrival to campus, you must turn in all car keys to your prefect and you may only use the car with your prefect's permission. Specific details of that permission are to be determined by the prefect. At all times you must operate your vehicle in a careful, responsible manner.

Only juniors and seniors are allowed to ride in vehicles with other Saint Stanislaus students. This will only be allowed with written permission from both the driving and riding students' parents. Specific restrictions and details about this policy will be determined by the prefect.

## Parking

All vehicles must be registered with the Director of Residency and in the Dean of Students' office where you purchase a Saint Stanislaus parking permit and hang it on the vehicle's rear view mirror.

Please park only in the parking space assigned to you by the Director of Residency. Loitering in cars or in the parking areas is strictly prohibited.

Violations of parking regulations or the careless operation of a vehicle may result in the temporary or permanent suspension of driving privileges.

## Communications

We encourage you to communicate with your parents by letter, electronic means, and telephone.

**Mail:** Ask your friends and family to address your mail to the school address: 304 South Beach Boulevard, Bay Saint Louis, MS 39520. Incoming mail is distributed by the prefect. In addition to the usual information written on the envelope, please see that all incoming mail identifies your prefect on the front, bottom, left-hand corner of all mail and packages addressed to you.

**Telephone:** You may use the telephone in your prefect's office to make phone calls with the prefect's permission.

**Cell phones:** During the school day, the policies concerning cell phones in the section "Conduct on Campus" apply to both resident and day students. While cell phones facilitate regular direct contact between resident students and family members, when over-used they become a source of distraction from studies, from sleep, and from full participation in resident life. For this reason cell phone use is always under the jurisdiction and supervision of the prefect and is subject to the following dorm-wide restrictions.

At times designated by the prefect, cell phones are turned in to the prefect and kept in a secure place in his office. They may not be locked or given a password in such a way as to prevent access to prefects. Saint Stanislaus accepts no responsibility for the loss or theft of cell phones.

You are not permitted to lend your cell phone to another student without your prefect's permission.

Your cell phone privileges may be revoked for their misuse, for failure to respect dorm expectations, as well as for disciplinary or academic reasons; the prefect will inform your parents of any action he takes.

## **Dorm Procedures**

### **Attendance - Reporting Absences**

Your biggest responsibility is to keep your prefect informed of where you are at all times. You must return to Aurelian Hall from any weekend or extended visit away at the time he designates.

If you become ill at home or do not return to school by the designated time, your parents must notify your prefect as soon as it is known that you will not be returning at the regular time. The prefect will notify the attendance office of the absence before 8:15 AM the next morning.

If you fall sick while on campus and, in the judgment of the nurse, must be kept in the health clinic during school hours, the nurse will notify your parents, the school attendance office, and the prefect without delay.

On the day of your absence, except in the case of an educational absence, you may neither attend nor participate in an athletic event, practice or extracurricular school activity without the permission of the Dean of Students.

## Allowances

Suggested weekly allowances are as

follows: 7th and 8th grades — \$10 - \$20

9th and 10th grades — \$20 - \$25

11th and 12th grades — \$20 - \$30

If you regularly stay over the weekend, you may need larger allowances than other students. Parents who feel the need should discuss this situation with their son's prefect. Parents are asked to adhere to these suggested allowances and not to give additional money to a student without informing his prefect. For reasons of security, if you have money in excess of the normal allowance, you must ask the prefect to deposit it in your account in the finance office. The times and procedures for distribution of allowances are determined by the Director of Residency.

Out of prudence, we do not allow the lending of money, or the sale, purchase, or trading of property or material goods.

## Counseling

Counseling is available to you at different levels and in different forms. The prefect and his assistant are your primary counselors. The Director of Residency and other designated personnel are likewise available for counseling. Aurelian Hall has a counselor who can be reached at extension 272. In the school there is a guidance department available to you. We can help you arrange professional therapy with a clinical psychologist or social worker by communicating with your parents, who make all arrangements with the therapist.

## Leaving Campus

*During the School Day:* Your prefect may request permission for you to leave campus while school is in session (e.g., for a doctor's appointment) from the Dean of Students prior to the beginning of the school day. (See also *Checking Out During the School Day* on page 45)

*After School and Weekends:* The prefect or his replacement must know where you are at all times. You may leave campus only after getting permission from your prefect or his replacement. Reasons for leaving campus vary: school activities, errands, shopping at local stores, recreation, etc. The privilege of leaving campus may be revoked depending on your disciplinary or academic status; the prefect makes the final decision. **Personal Property Valuables** Saint Stanislaus does not assume responsibility for the loss or damage of your personal property. A locking drawer is provided to you for securing valuables. Your parents /guardians should be certain that your personal valuables are covered by a homeowner's policy or other personal insurance.

*Clothing* We ask you are to mark linens, all items of clothing, and personal belongings for the purpose of identification. You are responsible for providing and laundering your own towels,

bed linens, pillows and blankets. Ordinarily, you do your laundry using the coin-operated machines available on campus and following the rules set by your prefect. This usually costs about \$5.00 per week and is included in the suggested weekly allowance above.

*Electronic Devices* You may bring personal music and game players, personal computers, and other electronic devices which you can conveniently and safely store in your room. However, their use is subject to supervision and inspection by the prefect; you may not lock or password them in a way that prevents prefects' access. If you abuse these devices by distracting others, by reproducing obscene music or images, or in other ways that are unacceptable to the spirit of sanctuary, they can be subject to temporary or permanent confiscation. If confiscated, they will be returned to your parents.

*Snacks* You may keep in your room a limited amount of snack food; a canteen in the dormitory sells snacks near cost.

*Limitations* Because of space limitations, fire regulations, electrical load, and ease of daily cleaning by the maintenance staff, the following restrictions apply to other personal property which you can bring to your dorm room:

- Floor space in dorm rooms must be kept free of personal belongings.
- No personal microwave ovens, cooking appliances, refrigerators, televisions or large music systems are permitted. Microwaves are available in common rooms.
- Your personal clothing and supplies must fit in the storage space provided to you. The prefect may send home or confiscate items left cluttering the floor.

## Meals

Meals are provided in the student dining room of the College Café. No food is to be carried out of the dining hall without permission. Students in Blanchard Hall and Carnovale Hall are required to attend all meals unless the dorm staff determines otherwise.

You will be asked to take a regular turn tidying up the dining area. For misbehavior in the dining hall you may be given extra clean-up chores by the prefect on duty.

## Schedules

The following schedules outline typical days for a resident student. Your actual daily schedule is determined by your prefect.

### *School Days*

7:00 AM - Rising

7:00-7:45 AM -Breakfast

8:10 AM - Room check, announcements, etc.

8:15 AM – Bail-Out; Dorm locked

8:25 AM - Classes

3:30 PM - End of classes, check-in, change clothes, organized activities

4:30-5:15 PM - Showers, preparation for study

5:00 PM - Silent study period

6:15 PM - Supper, recreation

8:00 PM - Study period

(other study may be scheduled for students with low grades or missing work)

9:00 PM - Night prayer, night activity scheduled

9:30-10:15 PM - Lights out

***Weekends:*** Unless you remain on campus for disciplinary purposes, weekend schedules are generally more relaxed. If you remain on campus, you must meet with the weekend prefect Friday before dinner to receive a schedule of check-in times and of weekend activities along with expectations for rising and going to bed. Special activities and trips are often scheduled for Saturdays and Sunday afternoons.

***Sunday:*** All resident students attend Mass at Our Lady of the Gulf or St. Rose de Lima Parish on Sunday mornings. Attire for mass is either the school uniform or appropriate slacks with belt, collared shirt, and leather shoes.

### ***Sunday evening:***

4:00-8:00 pm Arrival from weekend visits (set by prefect or Director of Residency)

8:00 Unpack, organize room

9:00 Study Period

10:00 Lights out

## Study Periods

In an effort to provide an orderly environment for learning, two formal study periods are structured into the daily schedule of each hall, Monday through Thursday. One study period each day is for silent individual study. The prefect may permit quiet consultation during the second study period in a place that does not distract those studying individually. To favor a serious atmosphere, no eating or drinking is allowed during study periods.

Dorm-wide weekend study sessions may be scheduled and organized by the studies coordinator as needed to remedy poor grades or missed assignments. These sessions are mandatory for residents who fail to meet the academic grade criteria set by each prefect.

## **Expectations for Dorm Life**

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### **Activities**

Physical and cultural activities are an important part of your holistic growth and of the social life of the dorm. We strongly encourage you to participate in school teams and extracurricular activities. At the discretion of your prefect, you are also encouraged to organize among yourselves sports and other physical activities after school and on weekends. Prefects organize seasonal dorm intramurals for residents of their hall who are not involved in school activities.

An activities coordinator for the dormitory plans and directs recreation, outings, trips, and meals off campus to foster interaction among residents of different halls. Weekend activities planned for the residents remaining on campus are mandatory.

A week-long outing to other cities of the United States is organized during the Mardi Gras break. Unless other arrangements are worked out between parents and the director of residency, this outing is mandatory for international students. Other residents and day students may request to participate.

### **Boundaries**

Since prefects are off duty and cannot assure supervision during school hours, the dormitory is closed to residents from 8:15 to 3:30. During the school day, campus boundaries as described on page 38 apply equally to day students and to residents. After school hours, residents respect the following regulations.

At 3:30 every day, you must check in with your head prefect, unless you are held by a teacher or administrator. If you wish to go off campus you must ask the prefect's permission.

Students under the age of 15 can use the beach only when there is an adult supervising. Resident students over 15 years of age who have written parental approval may be permitted by the prefect to use without supervision the portion of the beach which is within school property lines (Union Street to the far end of the Beach Boulevard parking lot).

The pier is considered part of the campus and may be used without supervision after check-in with the prefect.

After dark, you are only permitted to be in certain lighted areas: the dormitory, Diboll Plaza, the Old Gym yard or the outside basketball courts. All other areas of campus are off-limits.

No visitors are permitted on campus after 5 pm. All visitors must check in with your head prefect.

## Computer use

Aurelian Hall is equipped with a wireless network and with a bank of computers for general use to make internet access available to you as a tool for research, study, and communication. The Saint Stanislaus technology director has taken precautions to restrict access to internet sites inappropriate to the school setting as well as to turn off wireless access at designated times.

We expect you to avoid any computer use which interferes with the normal operation of the network, particularly peer-to-peer file sharing and using software that funnels band width to an individual computer. You must adhere strictly to the “Internet Access and Acceptable Use Policy” in this *Guide* as well as to policies posted by the SSC technology director. Misuse of the network will be grounds for losing network privileges and/or confiscation of personal computer.

## Damage or Breakage of Property

If you are found to be responsible for damaging or breaking school property or the property of another, you will be expected to make restitution for the repair and/or replacement of the damaged or broken property. You are responsible for all the property in your room, including the property of your roommates.

## Dorm Room

***Cleanliness*** You are responsible for the care and order of your dorm and bath room. You are assigned daily chores each morning for which you will be held accountable before leaving for school: taking out trash, picking up and sweeping floor, clearing sink counter, making bed, etc. Consequences of failing to keep the room clean and orderly may include work detail or confiscation of items left out of order.

***Decorations*** You must get permission from your prefect before putting items on the walls in your dorm room. No symbol or material is to be displayed which is socially offensive or which exploits sex, violence, drugs, alcohol, or objectionable music groups. The prefect has sole discretion as to what is an acceptable wall decoration.

***Supervision*** When a dorm room is occupied, the door is to be left open to insure ongoing supervision and the protection of each resident and his belongings. Whenever the room is empty, the door is to be closed and locked. Prefects may enter any room for purposes of supervision at any time.

***Roommates*** Your prefect is responsible for assigning roommates to the students in his hall and for changing room assignments after the period of time he judges to be in the best interest of the life of the group. An important part of the dorm experience is learning to get along with students of different backgrounds and personalities. We ask you to make every effort to develop mutual respect and friendly relations with your roommates; in this way you learn an

important life skill, how to resolve conflicts in peaceful ways. We ask you to call on your prefect when the need arises.

### **International Students**

We extend a special welcome to our international students, Saint Stanislaus has a long history of welcoming students like you who come to earn a high school diploma or to spend a year learning the English and experiencing American culture. In order to help you learn English, we assign you to a room with students who are not from your country of origin. It is important that you do your best to speak English and to hear English spoken as much as possible. During weekdays and when you are around prefects and English-speaking students, we expect you to speak English. This is especially important in the dining room, recreation hall, dorm, and on bus trips. As a further aid, we encourage you to spend at least one weekend a month with an American family.

**Keys** Lost room keys can be replaced by the prefect at the end of each quarter for a fee of \$20.

**Room Visitation** You are not allowed in another resident's room. If you are found in violation, you will be subject to disciplinary action which could include suspension or dismissal. The purpose of this policy is to respect others' space and the security of their belongings.

**Lights Out, Quiet Down** In the residential setting, it is essential that each resident and prefect have a full night's rest in order to be refreshed for the next day. Therefore, we expect you to remain in your own room and bed after lights out and quiet time. In the case of an emergency, you should report immediately to the prefect's office. If you are found out of your room after lights out and quiet time, you may be subject to work detail, suspension, or dismissal.

### **Dress**

Outside of school hours, we encourage you to dress in relaxed and comfortable clothing, appropriate to activity in which you are involved. Clothing which is socially offensive, which exploits sex or violence, or which displays alcohol, cigarettes, drugs, or objectionable music groups is not to be worn at any time. Please do not wear a cap indoors. The prefect will have the final decision on the appropriateness of dress for dorm-related activities.

In the dorm as in the school, we do not permit body piercing for jewelry or studs. Tattoos cannot be displayed.

When you leave your room and go into the hallway, you must be fully clothed. You must wear your pants around the waist.

### **Entry**



You must normally use the outside stairs for entering and leaving the dormitory. If your hall is locked, we expect you to wait until a prefect unlocks it. Do not use other halls for entry.

## Smoking and Theft

The general school rules regarding smoking and theft apply to resident students at all times.

## Violence and Fighting

A resident student is expected to encourage, support, and help others. However, it is only natural that a resident student will not get along well at times with everyone. Pushing, name-calling, shouting, threats, and fighting are never acceptable ways of resolving differences. You are expected to use more appropriate means to resolve conflict, such as recourse to a responsible adult. Fighting is seen as a very serious offense which may result in suspension or dismissal (see “Fighting” on page 52).

## Recreational Facilities, Activities, Equipment

SSC provides ample indoor and outdoor recreation facilities for resident students. Guidelines for the use of these facilities are communicated by each prefect.

### Gymnasiums

The Brother Peter Gymnasium and the Blaize Fitness Center are available for use by resident students with permission. You should never use a gym without supervision.

### Movies

We prohibit your bringing into the dorm movies or any digital media that is inappropriate in subject matter and content or anything that has received a rating which indicates that it is not suitable for student viewing (i.e., an “R” or “NC-17” rating). Movies or digital media with in-appropriate content, regardless of rating, may be confiscated by your prefect.

It is a violation of the computer use policy to download movies or digital video content.

### Music devices

Personal music devices are welcome in dormitory rooms with the following restrictions.

Music is to be played at a volume which does not disturb the hallway or other rooms. The prefect may set times and places where music is not allowed (ex: study periods, prayer times, after lights out).

Music that is objectionable based on content or the judgement of your prefect is not allowed and it, and/or the electronic device it is stored on, will be subject to confiscation.

Electronic devices containing files with offensive music are subject to indefinite confiscation. Offensive music includes songs with lyrics that are obscene, violent, socially

offensive, or permissive of drugs and alcohol. It is a violation of the computer use policy to download music without the legal right to do so.

### Skateboards, Roller blades, and Bicycles

You may ask permission from your prefect to have skateboards, roller blades, and bicycles. If permission is given, the prefect sets conditions for their use.

### Swimming Pool

A junior-Olympic size swimming pool is provided for your enjoyment. You are not permitted to swim in the pool or be in the pool area without the permission of your prefect. An adult supervisor must be present when the pool is being used. Other guidelines may be furnished by your prefect.

### Video Games

Video games which have MA rating or which show nudity or excessive violence are not allowed in the dormitory; they are subject to confiscation.

## Visits and Visitors

### Visiting Another Dorm

You may visit another dormitory hall only after getting permission from your own prefect as well as from the prefect of the hall you wish to visit.

### Outside Visitors

For security purposes and to ensure the safety of all resident students, all visitors must first report to the prefect's office upon entering the dormitory. Visitors are not allowed on campus after 5:00 PM unless involved in a specific school activity.

### Visits Home

Weekend visits home are permitted at the discretion of your prefect. The first weekend of the school year is a closed weekend for all residents. Permission to visit home on subsequent weekends depends upon your attention and cooperation in class, your school grades, and your conduct in the dormitory; if these are not satisfactory, your prefect may refuse weekend home visits. Parents communicate weekend travel plans to the prefect by Wednesday morning of each week.

Ground transportation is provided by Gulf Coast Transportation to and from New Orleans and Baton Rouge on weekends. Please contact Gulf Coast Transportation at (228) 255-7224 and set up an account if you wish for your son to use this service.

### Visits to Relatives and Friends

Your parents leave general written instructions with your prefect at the beginning of the year concerning their wishes about your off-campus visits to the homes of other Saint Stanislaus

students. Following these general instructions, the prefect grants permission for any non-overnight visits. Permission to visit overnight, for a weekend, or during an extended holiday period must be secured in writing from both the parent(s) of the visiting student and the host parent(s). Both the parent of the visiting student and the host parent are to call the prefect to discuss arrangements for the visit. After arrangements are settled, if no written permission is on file, the prefect must receive the written permissions before he allows the visiting student to leave campus.

Written permission may be on a onetime basis, for a set period of time, or open-ended permission. The written permission may be hand-delivered when picking up the student, faxed, mailed, or e-mailed to the school. This permission may be a simple note or a special form available for this purpose.

If the prefect determines that weekly or open-ended visits are abused, unsafe, or inappropriate, he may revoke the permission.

### Special Note for International Students

Parents are encouraged to leave an open-ended permission for students to visit the homes of American students at the discretion of the prefect.

As usual, you must give your travel plans to the prefect by the Wednesday before the weekend or three days previous to the travel time. The prefect may refuse visits to other relatives and friends at his discretion.

### Thanksgiving, Christmas, Mardi Gras, and Easter

Because all student support services are closed during the four major holiday periods of the school year, every resident student must leave the school campus for the entire time of the holiday. Parents must make arrangements for their sons to stay elsewhere; these arrangements must limit the visit to the days of the holiday indicated in this *Guide* so as to insure that students do not miss classes. Days missed before and after holidays are considered unexcused absences. A student who will be spending holiday times with persons other than his parents must present his prefect a written notice from his parent giving the necessary information and permission.

***Special Note for International Students*** If an international student is to visit with a host family during any holiday period, he should make arrangements with this classmate's family well ahead of the start of the holiday. However, if a host family cannot be found, the parent must make arrangements for the off-campus care of the student during these holidays. Student and host family pairings should be finalized at least three weeks before the scheduled holiday. During the Christmas and Easter holidays, students are encouraged to return home.

## **Air Travel Policy**

We wish to assist parents as much as possible in arranging ground transportation for students to and from area airports with escorts for unaccompanied minors, if necessary. Ms. Kristen Tusa coordinates travel arrangements to and from the airports; she can be reached at extension 271 or by e-mail at ktusa@ststan.com.

### **Airports**

The Gulfport-Biloxi International Airport (GPT) is about 30 minutes away. Louis Armstrong International Airport (MSY) outside of New Orleans is a little over an hour away from campus. Because of distance, traffic concerns, and ease of check-in, parents are urged to make flight arrangements into and out of Gulfport if at all possible.

### **Travel Expenses**

Prior to students' departure for any travel, parents make sure that sufficient funds are in their accounts to cover all traveling expenses including airport transportation, unaccompanied minor fees, and travel money.

Parents must consult Ms. Kristen Tusa prior to making any travel arrangements. As you make plans, please remember that the dormitory will be closed according to the following calendar of holidays for 2017-2018:

#### **Thanksgiving:**

Close on Friday, November 17 at 6 PM and reopen on Sunday, November 26 at 3 PM

#### **Christmas:**

Close on Thursday, December 21 at 3 PM and reopen on Sunday, January 7 at 3PM

#### **Mardi Gras:**

Close on Friday, February 9 at 6 PM and reopen on Sunday, February 18 at 3 PM

#### **Easter:**

Close on Holy Thursday, March 29 at 6 PM and reopen on Sunday, April 8 at 3PM

#### **Final Day:**

Close on Friday, May 25 at 3 PM

This means that after the posted time on the dismissal/departure day and before 3:00 PM on the return day, no school personnel are employed to chaperon students. If no other arrangements are possible and a student must remain in the school's care outside of the above schedule, an additional fee may be required for this service.

## **Disciplinary Actions**

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### **Ordinary Measures**

Usual disciplinary measures include, but are not necessarily limited to, writing compositions, forfeiting free time, confiscation of belongings, work detail or the denial of privileges.

### **Detention and Saturday School**

The school reserves the right to detain students after school hours as a result of inappropriate behavior or other violations of school policies as set out in this *Guide*.

A student may be assigned to Saturday school and denial of weekend home visits as a result of serious violations of the behavior policy.

### **In-dorm Suspension**

Resident students may be given in-dorm suspension from their room and hall by the director of residency in cases of disruption, disrespect, or serious violation of dorm regulations. They are confined to the suspension room and have no contact with other students; however, the director of residency may permit them to attend classes. In-dorm suspension entails loss of the privilege of using electronic devices, including cell phone. In-dorm suspension may bring about other disciplinary consequences.

## **Major Disciplinary Actions**

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### **Probation**

A student may be placed on behavioral probation if in the judgment of the Director of Residency he has experienced a chronic or serious behavioral problem. In this event, the student will be in-formed and his parents will be notified by telephone by the prefect or the Director of Residency. A follow-up letter from the director of residency will be sent home summarizing the reasons for the probation and the expected behavioral changes sought.

Behavioral probation places a student in jeopardy of being dismissed from Saint Stanislaus. During probation, no serious misconduct will be tolerated, and the prefect and resident staff will be looking for positive signs of improvement in the student's behavior and overall attitude. At the end of his probationary period, a student may be removed from probation, may have the probationary period extended, or may be dismissed.

## Suspension

A student may be suspended for serious misconduct or repeated occurrences of less serious misbehavior. Suspension places a student in jeopardy of being dismissed from Saint Stanislaus.

A suspended student is not allowed to attend classes, any school-related activities, or remain in the dorm for a stated period of time. Suspension from school requires that a student not return to school until told to do so by the Director of Residency. A student receiving three or more suspensions in the same year subjects himself to a possible request for withdrawal.

In the case of a suspension, a student must make up all missed class time and missed assignments and assessments (tests, quizzes, projects, essays, etc.). **If you fail to complete the necessary makeup work within five school days of your return to school, you forfeit the right to complete the makeup work and may receive zero credit for the work.** A suspended student will normally be required to serve two after-school detentions per day of suspension, unless the Dean of Students or the Director of Residency elects to apply other disciplinary consequences as part of the suspension. During the after-school detentions, the suspended student may be required to work on making up missed academic work.

## Dismissal

Dismissal of a resident student will follow guidelines and policies set forth on pages 57 - 59 of this *Guide*. The Director of Residency, Dean of Students, and Principal will work together throughout the process.

# Guide for Parents

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In keeping with Church teachings, we recognize your parents as your primary educators. We approach our work with you as a partnership with your parents.

We wish to foster cooperative relationships with your parents based on communication and respectful listening.

Guided by Gospel values, we strive to bring our teachers, parents, and students into constructive dialogue.

*- Educational Mission and Ministry p. 27*

## Introduction

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### Parent-School Communication

Good communication between parents and the school is essential. Some of the methods the school uses include a Principal's monthly newsletter to parents by e-mail, Power School, a monthly calendar of events, report cards each quarter, academic progress reports twice quarterly, disciplinary notices when necessary, and, of course, phone calls and letters. Parents should notify the school office upon any change in address or phone numbers.

### Parent-Teacher Conferences

Parent-Teacher Conferences are scheduled at the beginning of the school year and at the beginning of the second semester. The dates of these meetings are announced in the Principal's monthly newsletter.

Aside from these meetings, parents should feel free to phone to make an appointment with school or residency department personnel to discuss their son's progress.

### School Personnel

The President, Principal, Assistant Principals, Deans, and faculty can be contacted through the school at 228-467-9057. The school office opens each school morning at 8:00 AM. Although teachers cannot be called from class to answer the phone, messages can be left with the receptionist until 4:00 PM or on voice mail at any time.

*Residency Department:* The Director of Residency and dorm prefects can be contacted in their offices by dialing 228-467-9057 and the appropriate extension given in the directory.

### Announcements

Daily announcements are an important part of the school's communication efforts. Each day announcements are broadcast over the school's public address system, posted in designated places around school, and published on the school website ([www.ststan.com](http://www.ststan.com)). Any message to be included in announcements must first be approved by a faculty member and the Principal. With the exception of the results of athletic contests held after that time, all announcements must be submitted by 3:30 PM on the school day immediately prior to the day on which the announcement is to be made.

### Messages

Parents are asked to call the school office if they need to contact their son during the day. Students are not permitted to use cell phones during the day, and parents are asked to support this policy by not communicating with their son by text or cell communication.



## Health Services Clinic

The nursing staff of Saint Stanislaus is charged with treating the medical needs of the Saint Stanislaus community and with administering prescription and non-prescription medication to those students who require it. A registered nurse, nurse's aide, or other SSC personnel trained in assisted administration of medications is available at posted times for any in the SSC community who may need such medical assistance. The nursing staff administers medications according to standard procedures established by Mississippi state law and the Mississippi Board of Nursing.

During the school day, a student is to obtain written permission from the school office before going to the clinic. While in the clinic, a student is to be orderly and respectful at all times; he is also expected to follow the procedures established by school personnel. Infirmary rooms are for rest and recovery; students admitted to them may not bring electronic devices. No student will be allowed to leave school ill without permission from school personnel and parent(s). Clinic contact number: 228-467-9058 ex 282. See further information at [www.ststan.com/Parents/Health Forms](http://www.ststan.com/Parents/Health Forms).

## Medications

Parents are asked to drop off medications to the school clinic, prefect (for resident students) or main office (for day students). If that is not possible, medications may be sent via mail or express carrier. A resident student's parents may also send medications in care of the bus driver to and from school.

A selection of commonly used over-the-counter medications is stocked in the clinic for the student's occasional needs. Based on the student's symptoms, these stocked medications may be administered if the student's physician and parents have given permission to do so through the standing order and authorization forms.

If a resident student suffers from ailments for which he regularly takes nonprescription medications, we ask parents to supply these medications.

Financial arrangements for prescriptions are handled between the resident student's parents and the pharmacy. If a resident student is prescribed a medication by a local doctor, the student's parents will be notified. If parents wish for the nursing staff to have a prescription filled, they simply call the pharmacy and arrange payment.

## Day and Resident Students

For security reasons, no student can have medications or supplements on his person, in his car, or in his room at any time.

Medications which parents supply to the clinic must be in their original bottles with the correct name of student, route, dosage, time given, and name of medication listed in English on the label.

It is the parents' responsibility to inform the nursing staff, using the appropriate form, of each medication that has been prescribed to their son. Forms can be printed from the school website:

Parent/Health Forms. Please note that new parent and physician forms must be completed each time there is a change in medication, or if a medication has been discontinued.

Parents must arrange with the nursing staff a process for supplying medications. Medications will not be sent home for weekend visits, holidays, or breaks so it is the parents' responsibility to keep a supply of needed meds at home. It is the responsibility of the parent to keep track of when a refill is due for their son. Medications not picked up or claimed within 10 days following the end of a prescription or the end of the school year, will be destroyed without notifying the parent.

If a student becomes ill or is in need of first aid, he will be assessed, treated (if applicable) and the parent(s) will be notified via phone or by e-mail. When appropriate, written instructions may also be given to the student. All events are documented, and kept confidential in the student's medical file.

### **Doctor's Care For Resident Students**

If at any time the nursing staff feels that a student needs to see a doctor or needs emergency care, the nursing staff will notify his parents by phone to obtain authorization. The nursing staff will send the necessary health and insurance information and provide transportation in these cases, unless parents make other arrangements. With non-emergency visits, financial obligations must be arranged satisfactorily between parents and the provider prior to treatment. Since many providers require payment with each visit, parents may need to supply the provider with a credit card number to charge the bill on their credit card account.

### **Accidents and Injuries**

Any student who is involved in an accident, or is otherwise injured is assessed by the school personnel. School personnel, in consultation with the nursing staff, determines how to best handle the situation. Parents will be notified immediately during this process. If the student needs to be taken to an emergency room, necessary forms will be gathered, and transportation will be immediately arranged. The hospital of choice will be the one that is most appropriate for the injury.

### **Medical Emergency Account**

If a parent or guardian does not wish to use a credit card, a student is required to see a doctor or get a prescription, other arrangements must be made for medical payments. Parents may make a \$250 deposit in an emergency medical account, only to be used for medical and prescription costs. If the deposit balance goes below \$100, the school will notify the parent so that adequate funds may be available. At the end of the year, there will be a full refund of any balance left in this account. This deposit is mandatory for all international students.

## Driver's License Attendance Form

Mississippi and several other states require a student to present a Certificate of School Attendance for a driver's permit, a driver's license, or a renewal. This certificate is available from the Principal's secretary, but should be requested a week in advance. A \$1 notary fee is required.

## Emergency Closing

In the event of a general emergency (e.g., a hurricane, other circumstances), we ask parents to check with local media for information regarding the closing of school, specifically WLOX-TV in Gulfport and WWL-TV in New Orleans as well as WWL radio (870 AM and 105.3 FM). Resident students' parents are asked to express emergency preferences in writing at student orientation. If resident students need to be evacuated from school, parents will be contacted by telephone. To keep students and parents informed, the Saint Stanislaus website at [www.ststan.com](http://www.ststan.com) will also have timely information posted.

## ID Cards

Soon after his arrival at Saint Stanislaus, each student is issued an ID card that is valid for the school year. A student is expected to have his current ID card with him during the school day and may need it to gain admission to school-related events and to charge his daily lunch. A \$10 fee is charged to replace a student ID. No student may allow another student to borrow or otherwise use his ID for any reason whatsoever.

## Insurance

Each day student is enrolled in a school-time accident insurance plan which provides accident protection while traveling directly to and from school, while on the school premises, and for specific school activities. Coverage begins on the first day of school and continues until the last day of the school year. The school's accident insurance policy is a secondary plan, not a primary one. It is presumed that parents have their own insurance policy which serves as a student's primary insurance plan.

Each resident student is covered by a 24-hour plan during the school year. A 24-hour protection plan is optional and available to a day student who desires this extended coverage. Reports of injuries must be made immediately to the school nurse.

## Lost and Found

School supplies and other personal articles found around the campus are taken to the lost-and-found department located in the Dean of Students' office. One week following the end of each semester, unclaimed articles will be discarded.

Saint Stanislaus does not assume responsibility for loss or damage to personal property.

## Persons with Disabilities

A “buddy system” is implemented whenever a student in attendance who is hearing or sight impaired or otherwise physically challenged. A physically challenged student will be assigned two students to provide needed assistance in case of an emergency. As part of student orientation, “buddies” are instructed as to the care and assistance given during emergencies to any students needing assistance.

## Change of Address

It is the responsibility of parents to notify the school of any change of address or phone number.

## Tuition and Fees

Tuition, boarding fees, registration fees, and special fees, are set in February for the following academic year. Tuition must be paid in advance by the year, by the semester, or by the month.

While payments to the school for tuition, board, etc., may be paid by the year, semester, or the month, it is understood that this is done as a service to parents, and should not be interpreted as indicating that each payment represents a specific period of time. It is understood by the parent that a student is enrolled for a full academic year or for that portion of the year that remains should a student enroll after the opening day in August.

### 2017– 2018 Financial Information for Day Students and US Resident Students

	<u>Day Students</u>	<u>US Resident Students</u>
<b>Tuition &amp; Registration:</b>	\$7,480*	\$25,510*
<b>Saint Stanislaus offers two tuition payment plans:</b>		
<i>Annual Plan</i> (due prior to August 5, 2017)	\$7,280 <sup>1</sup>	\$24,010 <sup>1</sup>
<i>Semester Plan</i> (Total Annual Tuition)	\$7,480	\$25,510
Payment #1 (due prior to August 5, 2017)	\$3,740	\$12,755
Payment #2 (due prior to December 5, 2017)	\$3,740	\$12,755
<sup>1</sup> Discount of	\$200	\$500

All tuition payments are made through the FACTS tuition management plan.

\*Amount includes senior fees in lieu of registration if your child is a senior.

\*\*Registration and senior fees are not included and will be billed separately.

For day students and U.S. resident students enrolled after the first day of school, the yearly tuition costs will be calculated on a *per diem* basis: \$40.17 for day students and \$141.73 for U.S. resident students.

### Application Fee

A nonrefundable application fee of \$100 is required with all applications for enrollment. If the student is accepted and enrolled, this application fee is applied to the registration fee.

For a resident student application received after July 1, the full registration fee must accompany the application. If a student is not accepted, \$100 of the registration fee will be retained and the balance will be refunded.

### Fees

Upon approval for admission, all students enrolling at Saint Stanislaus must pay a nonrefundable registration fee. This registration fee reserves a place for the student at Saint Stanislaus. The schedule of registration fee due dates and amounts is as follows:

#### Registration Fees for all Students

	Day Students	US Resident Students	Returning International Resident Students	New International Resident Students
By February 26	\$250	\$475	\$800	\$800
AFTER Feb 26	\$350	\$625	\$800	\$800

#### Special Fees

Academic Assistance (Billed based on payment plan selected)	\$1,500
8th Grade Promotion Fee (Due February 2018)	\$65

## Allowances

The suggested allowance for resident students is between \$10 and \$25 per week, depending on the age of the student. Allowance payments are due at Resident Student Check-in Day or can be billed through FACTS tuition management. In the event of withdrawal, or dismissal, the remaining balance will be paid by check and mailed to the family ten working days after the separation. We cannot make exceptions to this policy.

## Method of Payment for Tuition and Fees

All families are required to enroll in the FACTS Tuition Management Program. The enrollment period begins March 1, 2018 and enrollment must be completed by June 1, 2018. The FACTS website is [www.factsmgt.com](http://www.factsmgt.com). A link to the page has been included on the SSC website for your convenience.

## Delinquent Tuition

FACTS Tuition Management Program will notify Saint Stanislaus that an account is in arrears. Saint Stanislaus reserves the right to suspend a student from school until tuition is up to date. Students with indebtedness to the school are not eligible for exams or graduation.

## Communication by Parents

It is the responsibility of the parents to contact the President of Saint Stanislaus should extenuating circumstances necessitate a temporary adjustment in tuition payments. This communication must take place before an account becomes delinquent.

## Early Departure

If a student withdraws or is dismissed for any reason, an early withdrawal fee will be charged to the student's tuition account. Early withdrawal fees for the 2017-2018 school year are as follows:

**For day students:** \$410.70 for day students (10 days @ \$410.70)

**For resident students:** If a resident student leaves prior to December 5, 2017, the remainder of 1st semester tuition is forfeited. If a resident student leaves after December 5, 2017, the following penalty applies:

US Resident Students - \$2,834.60 (20 days @ \$141.73)

International Students - \$5,658.60 (30 days @ \$188.62)

New International Students - \$6,041.70 (30 days @ \$201.39)

If a resident student enters during the 2nd semester and leaves before the end of that semester, he forfeits the remainder of that semester's tuition.

## Checks

There is a \$25 NSF fee for any payments made directly to Saint Stanislaus by check (such as for lunch, field trips, bookstore items and the like) that are returned to the school by the bank as NSF.

## **Advancement Office**

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The Saint Stanislaus Advancement Office exists to promote financial support of the school among the school's alumni, parents and friends through annual giving, capital campaigns, endowments and deferred gifts. The SSC Advancement Office can be reached at 228-467-9057 ext. 228.

# Legal Announcements

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- Saint Stanislaus College
- Founded in 1854 by the Brothers of the Sacred Heart
- Incorporated in 1870 by Act of the Mississippi Legislature
- Articles of Incorporation Amended 1920, 1987, 1991
- Chairman of Board of Directors: William App, SSC 1961



## **Force of this Guide**

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Each student and his parent(s) or guardian(s), by enrollment and attendance of the student at Saint Stanislaus, agree to familiarize themselves with the provisions outlined in this *Guide* and to be bound by and to comply fully with the rules, regulations, policies and procedures set forth herein. In developing the rules and policies for Saint Stanislaus, we have tried to be as explicit as possible, but we are aware that during the school year new and unusual situations will arise. The Principal will have the authority to use his discretion in whatever circumstances the handbook rules do not precisely apply. Further, the Principal of Saint Stanislaus, with the approval of the Saint Stanislaus Board of Directors, reserves the right to amend this *Guide*. If changes are made, all parents will be sent prompt notification.

This *Guide* does not establish a contractual relationship between Saint Stanislaus and its students and/or their families; it only serves to highlight Saint Stanislaus' general policies, practices, and procedures for your personal benefit and cannot be construed as a legal document of any kind. Any procedure contained in this *Guide* is strictly intended to provide students and their families with a general framework for addressing and/or resolving various situations that may arise from time to time. Saint Stanislaus reserves the right to change, alter, remove and/or amend all procedures, policies, and regulations contained within this *Guide* at any time, and at the sole discretion of the Administration, whenever such changes are deemed necessary, without prior notice or cause.

## **Non-Discrimination Policy**

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Saint Stanislaus admits students of any race, color, national, religious, and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, disability, religious, national and ethnic origin in administration of its educational policies, admissions policies, athletics and other school-administered programs. Saint Stanislaus operates within the guidelines of the *Rehabilitation Act 504* as they apply to non-public schools.

## **Language**

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In this Guide, wherever the term “parent(s)” is used, “parent(s) or guardian(s)” is implied. Wherever “Assistant Principal” or “Assistant Principal for Discipline” is used, the “Dean of Students” is implied.

## **Records and Transcripts**

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Saint Stanislaus abides by the provisions of the *Family Educational Rights and Privacy Act* (FERPA) with respect to the rights of parents, and, in the event of divorce, the rights of custodial parents. In the latter case, absent a court order to the contrary, the school will provide the non-custodial parent access to the academic records and to other school-related information regarding the student. If there is a court order specifying that no information is to be given, it is the responsibility of the custodial parent to provide the school with a copy of the court order.

Official transcripts for graduates and underclassmen are sent directly to a university or new school. Only unofficial transcripts can be given personally to an individual student. After graduation, the first transcript is sent without charge. A student who leaves during any quarter of the school year will receive withdrawal grade estimates if a quarter or semester has not been completed before leaving.

## **SSC Copyrights**

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The Saint Stanislaus name, logo, and all Rock-a-Chaw likenesses are copyrighted brands of Saint Stanislaus. They are only to be used on school uniforms, outerwear, paraphernalia, signs, or other SSC items officially sanctioned by Saint Stanislaus. No one is allowed to use the Saint Stanislaus name, logo, or any Rock-a-Chaw likenesses for their own purposes or for resale, for jewelry, glassware, silk screening, embroidering, apparel, advertising, or any other artistic or commercial medium (including social media i.e. Facebook, twitter, etc.), without the express written permission of the Administration of Saint Stanislaus. Anyone who violates these copyrights or trademarks is subject to all remedies available under applicable civil and criminal laws.

## **Risk Policies on File**

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Saint Stanislaus has on file a copy of required documentation indicating compliance with the requirements of the *Asbestos Hazard Emergency Response Act* (40 CFR 763.93 g 4). Also on file is a copy of the *Saint Stanislaus Sexual Abuse and Harassment Policy*. Copies of these documents are available for review in the Principal's office.



# Saint Stanislaus College

## 2017-2018 School Calendar

### July, 2017

- 5 First Tuition Payment due for '17-'18 School Year
- 31 New Faculty Orient.

July, 2017						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### August, 2017

- 1 New Faculty Orient.
- 2-3 Full-Faculty Orient.
- 4 Faculty Day of Recoll.
- 6 Resident Student Arrival
- 7 First Day of School - Orientation
- 8 Regular Classes
- 15 Feast of the Assumption

August, 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### September, 2017

- 4 Labor Day (No classes)

September, 2017						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### October, 2017

- 2-6 First Quarter Exams
- 6 End of the First Quarter
- 9 Columbus Day Holiday (School holiday; No classes)
- Emergency Make-up Day
- 10 Second Quarter begins

October, 2017						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### November, 2017

- 13 Feast of St. Stanislaus
- 18 Emergency Make-up Day
- 20-24 Thanksgiving holidays (No classes)
- 27 Classes resume, 8:20 AM

November, 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### December, 2017

- 9 Emergency Make-up Day
- 18-21 First Semester Exams
- 21 First Semester ends; Christmas holidays begin at noon
- 22-29 Christmas holidays ( thru 1/5/18) (No classes)

December, 2017						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### January, 2018

### January, 2018

- 1-5 Christmas holidays
- 7 Resident Students return
- 8 Classes resume, 8:20 AM; Second Semester begins
- 15 Rev. Martin Luther King, Jr. Day (No classes; offices closed)

January, 2018						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### February, 2018

### February, 2018

- 12-16 Mardi Gras holidays (No classes)
- 14 Ash Wednesday

February, 2018						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

### March, 2018

### March, 2018

- 12-16 Third Quarter Exams
- 19 Fourth Quarter begins
- 29 Holy Thursday (Easter holiday begins at 3:30 PM)
- 30 Good Friday (No classes)

March, 2018						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### April, 2018

### April, 2018

- 1 Easter Sunday
- 2-6 Easter holidays (No classes)
- 9 Classes resume, 8:20 AM

April, 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### May, 2018

### May, 2018

- 18-23 Senior Exams
- 22-25 Underclassmen Exams
- 25 8th Grade Promotion Ceremony
- 25 Last Day of School (Vivon dismissal)
- 26 Graduation
- 29 Grades due, 8:00 AM

May, 2018						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### June, 2018

### June, 2018

June, 2018						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- Inservice Days (No Classes)
- Holidays
- Emergency Days
- Exam Days
- End of a Quarter

## **REGULAR BELL SCHEDULE**

<b>Warning Bell</b>	8:20 AM
<b>Announcements</b>	8:25 AM - 8:28 AM
<b>1st Period</b>	8:28 AM - 9:18 AM
<b>2nd Period</b>	9:21 AM - 10:11 AM
<b>Morning Break</b>	10:11 AM - 10:15 AM
<b>3rd Period</b>	10:18 AM - 11:08 AM
<b>4th Period Class</b>	11:11 AM - 12:01 PM
<b>4th Period Lunch</b>	11:08 AM - 11:54 AM
<b>5th Period Lunch</b>	12:01 PM - 12:47 PM
<b>5th Period Class</b>	11:57 AM - 12:47 PM
<b>6th Period</b>	12:50 PM - 1:40 PM
<b>Afternoon Break</b>	1:40 PM - 1:44 PM
<b>7th Period</b>	1:47 PM - 2:37 PM
<b>8th Period</b>	2:40 PM - 3:30 PM

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## **MASS & PRAYER SERVICE**

<b>Warning Bell</b>	8:20 AM
<b>Announcements</b>	8:25 AM - 8:28 AM
<b>Report to OLG</b>	8:28 AM - 8:31 AM
<b>Mass</b>	8:31 AM - 9:44 AM
<b>1st Period</b>	9:47 AM - 10:28 AM
<b>2nd Period</b>	10:31 AM - 11:07 AM
<b>Morning Break</b>	11:07 AM - 11:11 AM
<b>Report to 3rd Period</b>	11:11 AM - 11:14 AM
<b>3rd Period</b>	11:14 AM - 11:54 AM
<b>4th Period Class</b>	11:57 AM-12:37 PM
<b>4th Period Lunch</b>	11:54 AM-12:34 PM
<b>5th Period Lunch</b>	12:37 PM-1:17 PM
<b>5th Period Class</b>	12:37 PM -1:17 PM
<b>6th Period</b>	1:20 PM - 2:00 PM
<b>Afternoon Break</b>	2:00 PM - 2:04 PM
<b>7th Period</b>	2:07 PM - 2:47 PM
<b>8th Period</b>	2:50 PM - 3:30 PM

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## **FACULTY IN-SERVICE SCHEDULE (LATE TAKE-IN)**

<b>Meetings</b>	7:40 AM - 9:40 AM
<b>Warning Bell</b>	9:50 AM
<b>Announcements</b>	9:55 AM - 9:58 AM
<b>1st Period</b>	9:58 AM - 10:36 AM
<b>2nd Period</b>	10:39 AM - 11:17 AM
<b>Morning Break</b>	11:17 AM - 11:21 AM
<b>3rd Period</b>	11:24 AM - 12:02 PM
<b>4th Period Class</b>	12:05 PM - 12:43 PM
<b>4th Period Lunch</b>	12:02 PM - 12:42 PM
<b>5th Period Lunch</b>	12:43 PM - 1:23 PM
<b>5th Period Class</b>	12:45 PM - 1:23 PM
<b>6th Period</b>	1:26 PM - 2:04 PM
<b>Afternoon Break</b>	2:04 PM - 2:08 PM
<b>7th Period</b>	2:11 PM - 2:49 PM
<b>8th Period</b>	2:52 PM - 3:30 PM

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## **TRI-SCHOOL MASS/MORNING ASSEMBLY**

<b>Warning Bell</b>	8:20 AM
<b>Announcements</b>	8:25 AM - 8:28 AM
<b>1st Period</b>	8:28 AM - 9:08 AM
<b>2nd Period</b>	9:11 AM - 9:51 AM
<b>Move to Gym</b>	9:51 AM - 9:54 AM
<b>Mass or Assembly</b>	9:54 AM - 11:07 AM
<b>Morning Break</b>	11:07 AM - 11:11 AM
<b>Report to 3rd Period</b>	11:11 AM - 11:14 AM
<b>3rd Period</b>	11:14 AM - 11:54 AM
<b>4th Period Class</b>	11:57 AM - 12:37 PM
<b>4th Period Lunch</b>	11:54 AM - 12:34 PM
<b>5th Period Lunch</b>	12:37 PM - 1:17 PM
<b>5th Period Class</b>	12:37 PM - 1:17 PM
<b>6th Period</b>	1:20 PM - 2:00 PM
<b>Afternoon Break</b>	2:00 PM - 2:04 PM
<b>7th Period</b>	2:07 PM - 2:47 PM
<b>8th Period</b>	2:50 PM - 3:30 PM

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## **ROCK WORKSHOP SCHEDULE**

<b>Warning Bell</b>	8:20 AM		
<b>Announcements</b>	8:25 AM - 8:28 AM		
<b>1st Period</b>	8:28 AM - 9:10 AM		
<b>2nd Period</b>	9:13 AM - 9:55 AM		
<b>Morning Break</b>	9:58 AM - 10:08 AM		
<b>Workshop</b>	10:11 AM - 11:04 AM		
<b>3rd Period</b>	11:07 AM - 11:49 AM		
<b>4th Period Class</b>	11:52 AM - 12:34 PM	<b>4th Period Lunch</b>	11:49 AM - 12:26 PM
<b>5th Period Lunch</b>	12:34 PM - 1:11 PM	<b>5th Period Class</b>	12:29 PM - 1:11 PM
<b>6th Period</b>	1:14 PM - 1:56 PM		
<b>Afternoon Break</b>	1:56 PM - 2:00 PM		
<b>7th Period</b>	2:03 PM - 2:45 PM		
<b>8th Period</b>	2:48 PM - 3:30 PM		

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