

**St. Pius X High School  
Parent/Student Handbook  
2018-2019**



*A Legacy of Excellence*

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## VISION

We, the Catholic learning community of St. Pius X High School, strive to maintain recognized excellence in all educational programs for students of all abilities. We strive to impart Christian ethical principles of living to students, preparing them to be productive and contributing members of a global society. We, as members of the St. Pius X High School community, seek to challenge each other individually to become lifelong learners in mind, body, and spirit.

## MISSION

St. Pius X High School is a Catholic community dedicated to the education of the whole person, in an environment where extraordinary care and concern for the individual is ordinary.

## EDUCATIONAL GOALS

Using the 10 Characteristics of a Successful School for the Model Schools Program

The St. Pius X High School graduate will...

- Articulate the key elements of the Catholic faith and model Christian behaviors.
- Build relationships with positive team building and leadership skills.
- Understand and develop individual learning styles in order to participate in the enjoyment of lifelong learning for mind, spirit, and body.
- Communicate ideas and opinions effectively, clearly, and concisely both orally and in written format.
- Embrace rigorous approach to learning, while connecting academics to relevant world applications.
- Read, research, process, and present information from a variety of valid resources.
- Respect human diversity and the international community.

## ST. PIUS X HIGH SCHOOL HONOR CODE

St. Pius X feels strongly that promoting the personal integrity of the administration, faculty, staff, and students is essential to the development of the total Christian person. It is the realization of the Mission Statement. This **CODE OF HONOR** was developed to create an atmosphere of integrity for learning.

- **Academic Honesty.** Preparation for classes, homework, tests, and term papers must be the result of each person's own efforts. Likewise, all teachers' preparation, corrections, and class syllabi must be performed professionally to meet high academic standards. It is, therefore, unacceptable by the ethical standards of this HONOR CODE for students to use another's class work and/or homework, to cheat on tests, or fail to properly cite references in the proper format; just as it is unacceptable for teachers to conduct ill-prepared classes, fail to correct tests, papers, projects in a timely fashion, or fail to prepare a syllabus for class.
- **Ethical Integrity.** Respect for other persons' reputations, respect for others' personal properties, respect for others' family backgrounds and others' religious affiliations demand the utmost ethical conduct by the entire community of St. Pius X both on and off campus. Ethical integrity forbids inappropriate use of electronic devices, all signs of disrespect to other persons, all acts of stealing, all acts of vandalism, all racial, sexist, and religious slurs, all gossip, all inappropriate language, and all acts of violence toward other people.
- **Social Conduct.** Courtesy and proper manners at all times, within and after the school day, are the foundation on which the HONOR CODE must function. "Please," "thank you," and "excuse me" are external signs that the

HONOR CODE is functioning. As a member of the St. Pius X community, each student, faculty, and staff member must understand that his/her conduct on and off campus directly reflects upon the reputation of St. Pius X High School and of the individual.

The purpose of the **HONOR CODE** is to state officially St. Pius X High School's commitment to moral excellence as an essential element of producing citizens of character for the community. A person who chooses to live within the spirit of the CODE will be truthful, fair, respectful of another person's feelings, rights and property, and will be truly committed to the Christian values that St. Pius X High School was established to promote.

REVISED May 2015

*"What you have done is put aside your old self with its past deeds and put on a new self, one who grows in knowledge as you are formed anew in the image of the creator."*

~Col 3:9-10

## ADMISSIONS POLICY

### EIGHTH GRADE STUDENTS

#### *Accredited Elementary Schools*

Eighth grade students who have successfully passed required courses from an *accredited elementary school* must have their final academic transcript and Iowa Basic Test Scores (or some equivalent test) on file for review before acceptance is considered.

Eighth Grade students who did not successfully complete the core courses for eighth grade promotion will be reviewed on an individual basis and may be admitted to St. Pius X High School on Academic Probation, to be reviewed after the first five weeks of classes. Summer work prior to the start of the school year and ASAP (lunch hour tutoring) may also be required.

#### *Non-accredited Schools / Home School*

Eighth grade students graduating from a non-accredited elementary school or from Home School must comply with the State of Missouri policy and provide evidence of the following data: (1) Documentation of Time; (2) Lesson Plan Book; (3) Portfolio of Student Work and Assessments. This information must be reviewed before acceptance is considered.

**All eighth-grade students** must have a physical exam after February 1 and prior to the beginning of school (or sports tryouts if playing a fall sport). Immunization records must be on file before any student may attend class at St. Pius X High School.

### TRANSFER STUDENTS

#### *Accredited High Schools*

Students transferring from an accredited high school must send copies of transcripts, standardized test scores (such as PLAN, ASPIRE or ACT), current grades and discipline to St. Pius X High School. These records will be reviewed before acceptance is considered.

The prospective student and his/her parents must schedule an appointment with the Director of Admissions after the records have been received. Students must have the required number of credits as stated in the St. Pius X academic policies. The religion credit requirement may be adjusted. All of this data will be used to consider admission. Grades

from an accredited high school will be averaged into the St. Pius X GPA. Transfer credits will be noted on the transcript as coming from the original school.

As a general policy, seniors will not be allowed to transfer after the first five weeks of the school year. Special circumstances may be considered.

### ***Non-accredited Schools / Home School***

Students transferring from a non-accredited high school or from Home School must comply with the State of Missouri policy and provide evidence of the following data: (1) Documentation of Time; (2) Lesson Plan Book; (3) Portfolio of Student Work and Assessments.

In order to receive credit for courses, the potential student may be required to take and pass competency tests for each subject in question. The prospective student and his/her parents must schedule an appointment with the Dean of Admissions after the documents have been provided.

**All transfer students** must have a current physical exam along with a copy of a current immunization record.

### ***International Students***

All International students must meet the requirements of the St. Louis Archdiocesan Catholic Education Office in conjunction with all immigration laws.

## **ACADEMIC POLICIES**

St. Pius X is a comprehensive four-year Catholic high school. St. Pius X attempts to prepare students for different types of post-graduation lifestyles: continuation of education in a two or four-year college or technical school, or entrance into the military or workforce.

### **GRADUATION REQUIREMENTS**

28 credits distributed as follows:

	Number of Credits
Theology (Theology I, II, III, IV)	4
English (Eng I, II, III, IV)	4
Mathematics	3
Science	3
Social Sciences (Am History and passing grades on US and MO Constitution Tests required)	3
Fine Arts	1
Practical Arts (Digital Citizenship and Personal Finance required)	1
Wellness (Wellness, Health & Fitness, CrossFit, and Drug Ed required)	2.5
World Language	2
Elective Credits	4-8
Service Hours	100 hours

Go to <http://www.stpius.com/curriculum.html> to view the St. Pius X curriculum.

In order to graduate from St. Pius X, students must participate in at least one God-centered retreat lasting at least 24 hours sometime during their time at St. Pius X. This retreat does not need to be sponsored by St. Pius X, but must be approved by the school. Students wishing to fulfill this retreat requirement outside of St. Pius X must bring documentation and contact information to the campus minister.

## STUDENT CLASSIFICATION

In order to acquire the necessary minimum of 28 credits to graduate, the following student classification system is in effect:

- To be a Freshman, a student must have passed the 8<sup>th</sup> grade or must have successfully made up failures in summer school.
- To be a Sophomore, a student must have passed all required Grade 9 courses, have merited at least 7.000 credits and submitted 25 documented service hours.
- To be a Junior, a student must have passed all required Grade 10 courses and have merited at least 14.000 credits and submitted 50 documented service hours.
- To be a Senior, a student must have passed all required Grade 11 courses and have merited at least 21.000 credit and submitted 75 documented service hours.
- To be a Graduate, a student must have passed all required Grade 12 courses, including 100 service hours, and have merited at least 28.000 credits.

Seniors who do not pass all required courses and who do not have at least 28 credits and 100 service hours will not receive their diploma until all requirements are met.

## COURSE PLACEMENT

Students at St. Pius X are placed in courses according to ability level, based on grades and standardized test scores, the advice of academic departments, and with parental approval. No change to a lower or higher ability level in a given course will be made without consulting both student and parents, and without permission of the Principal. If it becomes necessary to remove a student from a course for reasons other than ability level, the Principal will be the final judge in this matter.

**Ability Leveling** includes the following terms:

*College Credit Courses* in conjunction with St. Louis University and University of Missouri-St. Louis.

*Honors Courses*

*Standard Courses*

**Departmental Recommendation** is required for some courses, including all honors courses, before the student is allowed to register.

**Course Changes** are granted only with the permission of the Principal, the teacher, and the parents. Changes may be initiated for the following reasons:

- Scheduling error
- Inappropriate course level
- Graduation requirements
- Health considerations
- Teacher recommendation

\*Courses (semester or full year) may not be dropped after the end of the second academic cycle.

\*There is a \$25.00 course change fee.

## **GRADING SYSTEM**

St. Pius X uses a weighted system that takes into consideration the individual abilities of students. Since students vary in their interests and abilities, this is an established program of studies in which:

- The level of challenge in a course is dependent on the depth of the material and the requirements of that course as determined by that particular department.
- A grade in a more challenging course is not considered equivalent to the same grade earned in a less challenging course of similar title.
- Students are encouraged to match their abilities with the challenges of the course in a realistic manner.

The following scale indicates the grade points (GP) given for the corresponding grade:

		Weighted	Unweighted
A	92.5-100	4.5 GP	4.0 GP
B	84.5-92.49	3.5 GP	3.0 GP
C	76.5-84.49	2.5 GP	2.0 GP
D	69.5-76.49	1.5 GP	1.0 GP
F	0-69.49	0.5 GP	0.0 GP

Students may take any combination of these levels.

Semester grades will represent a student's continuous grades and the semester exam. The semester grade will be recorded on the student's transcript. Parents are encouraged to monitor student grades through Skyward. Semester report cards are posted on Skyward and are able to be printed at any time.

Faculty judgment is a determining factor in final student assessment for a given course. However, in case of discrepancy between the teacher and student evaluation of performance, the student should approach the faculty member for clarification. If the student is still dissatisfied, he/she may approach the Principal or Dean of Students. If nothing can be resolved through this, then parents will be asked to get involved. Meeting with the President is the last step.

## **Educational Accommodations**

St. Pius X provides educational accommodations only to students who have been professionally diagnosed with specific learning disabilities and/or a medical diagnosis. The procedure for this is as follows:

- Parents must provide a current diagnosis of the student's diagnosed learning disability or medical condition from a medical professional, or by a licensed/certified specialist in the appropriate field. (Note: A diagnosis must be updated every three years).
- Parents fill out the form provided in the enrollment mailing stating their student has a diagnosis and requires accommodations.
- The St. Pius X Learning Consultant contacts the families to schedule a meeting to create the student's Learning Profile.

In order for St. Pius X to consider providing a student with reasonable accommodations, recommendations must be stated in the evaluation report of the professional who made the diagnosis, in the Individual Services Plan (ISP), or in a plan or profile developed by a qualified specialist. In addition, the school must have signed authorization to exchange information regarding the student's special needs with specialists and agencies.

**Credit Recovery** in required courses must be made up before the next school year begins. This will be done during a three-week summer school program held at St. Pius X. All recovery courses are paid for by the student. **Recovery courses do not count toward GPA or replace original grades.** Courses available at St. Pius X may **not** be taken elsewhere.

**GPA (Grade Point Average)** Grade points are calculated by the computer each semester. Grade points are not awarded in pass/fail courses, summer school courses, independent courses, summer enrichment programs, or make-up courses.

## **ACADEMIC HONORS**

**Honor Roll** is based on the unweighted GPA for each semester of the school year:

**First Honors:** 4.000 – 3.750

**Second Honors:** 3.500 – 3.749

**Honorable Achievement:** 3.000 – 3.499 or a 0.3 increase in GPA.

The Honor Roll will be posted at school and recorded on a student's transcript.

**Graduation Honors** are based on the cumulative weighted GPA. The following honors are recognized at the time of graduation:

**Cum Laude:** 4.0 – 4.124

**Magna Cum Laude:** 4.125 – 4.249

**Summa Cum Laude:** 4.25 and higher

## **RENEWAL OF ACADEMIC SCHOLARSHIPS**

Students who received the St. Pius X Academic Scholarship will have their scholarship renewed every year if a 3.600 cumulative GPA (weighted scale) is achieved and they have no unsatisfactory marks in conduct.

Students who received the Monsignor Deutschmann Scholarship will have their scholarship renewed every year if a 3.200 cumulative GPA (weighted scale) is achieved and they have no unsatisfactory marks in conduct.

Students and parents will be contacted about the renewal or non-renewal in late June of each academic school year after grades have been finalized.

## **A+ Scholarship Program**

In 2016, Legislation was passed to open up Missouri's A+ Scholarship Program to all non-public schools. If students earn the A+ designation, they may be eligible to receive reimbursement for tuition, general fees, and up to 50% of



book cost, subject to legislative appropriation, at a Missouri public community college or career-technical school. Please go to <https://www.stpius.com/a-program.html> for more information.

## **SKYWARD FAMILY ACCESS**

Skyward Family Access is a computer service available to each parent and student at St. Pius X. Skyward Family Access can be accessed on the St. Pius X High School website, <http://www.stpius.com>. Using their assigned/confidential access code, parents and students have twenty-four hour access to student grades, attendance, discipline, report cards, etc. It is also highly recommended to check emails, addresses, and phone numbers to ensure the school has the most current information. Skyward is the school's official database and the information is used for mailings and messaging. Questions regarding Skyward Family Access should be directed to the school's Registrar.

## **GRADE CHECKS**

A grade check is conducted every five weeks to monitor student progress. The Dean of Students uses this information to determine which students need to be put on Academic Intervention. Since grades are updated throughout the semester, status reports are not printed. St. Pius X relies on the parents and students to regularly check grades to stay current on a student's progress in their coursework.

Any questions concerning academic progress should be addressed to the student's teacher of the class involved.

## **LATE WORK POLICY**

All coursework should be turned in on time. It is up to each teacher how they want to address late work. Students have five days to turn in an assignment past the due date. Again, teachers have the right to reduce points during these five days. Once the five days have passed, no credit will be given for the assignment.

## **ACADEMIC INTERVENTION**

An Academic Intervention Policy has been established for those students whose grades are consistently unsatisfactory. The provisions of this Policy are as follows:

- Any student who receives two F's on any of the five-week status reports will be placed on academic intervention. This period of time after the status reports gives the student an opportunity to correct the situation before the end of the semester with the hopes of preventing them from losing credit for the course.
- The Dean of Students will meet with the student to discuss this academic concern.
- Parents will be notified of this academic concern.
- Students will be required to attend mandatory tutoring sessions through the ASAP program during the first half of lunch, Monday through Thursday. Peer tutoring will be available from members of the National Honors Society.
- Any student placed on Academic Intervention will be allowed to practice with their sports team but will not be allowed to play in competitions until they no longer have any failing grades.
- If a student fails to fulfill his/her graduation requirements, he/she may be asked to leave St. Pius X to continue his/her education at a school more suitable to his/her particular needs.
- Students who are asked to leave St. Pius X have the right to Academic Due Process. The dismissed student and his/her parents may appear before the Due Process Committee to appeal the dismissal. If the student is reinstated, he/she will receive an academic contract. There is no opportunity for a second appeal. Students who do not fulfill the appealed contract may be asked to leave St. Pius X.
- Academic Intervention is a 5-point house deduction.

# ATTENDANCE POLICIES

Growth in academics is achieved not only by study of the texts and personal writing, but also by student-teacher and student-class interactions. Therefore, regular attendance is an important facet of education.

If a student is absent, the following should be done:

- Parents call school before 7:50 a.m. and leave a message on the answering machine stating the name of the student, the reason for the absence, the identity of the caller, and a number where the parent can be reached to verify the absence. An email is **not** an acceptable substitute for this phone call.
- Upon return, the student must bring a written verification of the absence. An email **is** an acceptable substitute for this letter.
- Failure to do either of the above results in an unexcused absence and detention.
- Prolonged absence due to illness or other personal reasons should be verified by a note from the attending doctor or health care professional.
- Students absent from classes because of illness or school-sponsored events, such as field trips, retreats, performances, workshops, etc. are responsible to complete all make-up work within a time frame set by individual teachers. **It is the student's responsibility to get the make-up work from the teacher.**

Parents will receive an email/phone alert when a student has an unexcused absence.

\*Absences (with a tardy report) are included on student transcripts.

## ATTENDANCE PROBATION

A student who is absent 10 days anytime during a semester may be put on attendance probation. Parents will be contacted for a conference with the Dean of Students. An attendance contract will be constructed for the student. If improvement is not shown, the student may be asked to leave St. Pius X. Excessive absenteeism may result in a report sent to the Department of Social Services.

## TARDY TO SCHOOL / CLASS

A student is tardy for school when the student is not in Advisory when the Advisory period begins at 7:50 a.m. When a student is late for school, the student **must** sign in at the office.

A student is tardy for class when the student is not in the assigned place at the beginning of the session. No student will be admitted to class late unless the student has a pass from the office or teacher. When students are consistently tardy to class, teachers may issue a detention.

Parents will receive an email/phone alert when their student is tardy to school.

**Detentions are issued for every fifth tardy to school.**

\*Tardies to school are included on a student's transcripts.

## EARLY DISMISSAL

If a student needs to leave school early, he/she is required to bring a **written note** to the office from the parents requesting permission to leave. This note should be brought to the office before morning Advisory. A phone call is also needed. When leaving, the student must sign out at the office.

## SENIOR EARLY DISMISSAL

Seniors in **good academic standing** may leave school at the *beginning* of the last period of the day when it is a regularly scheduled study hall period. Permission forms for early dismissal must be on file in the school office. In accordance with school policies, this **privilege** may be rescinded at the discretion of the Administration. Seniors earning a D or F at any of the five-week grade checks lose this privilege for the remainder of the semester. Those on Academic Intervention and /or Attendance Probation lose this privilege.

## COMMUNICATION WITH THE SCHOOL

Parents are encouraged to contact the school with any suggestions, concerns, or difficulties that they may experience. The following people are responsible for respective areas. Please contact them in your initial inquiry:

Academics	Mrs. DeCosty
Athletics	Mr. Watson
Tuition and Fee Payment	Mrs. Woods
College Information	Mr. Zielonko
Care Team	Ms. Czmarko
Campus Ministry	Mrs. Corio
Skyward Family Access	Ms. Krussel
Website/Marketing/Social Media	Mrs. Coomes
Discipline	Ms. Czmarko
Admissions	Mr. Schutte
Technology and Devices	Mr. Kevin Halley
General Information	Mrs. Bergman

\*If not satisfied after initial inquiry, please contact the President, Mr. Jim Lehn.

If a student, or parent, is having a problem with an individual teacher, he/she should go to that person directly before contacting the Principal.

If a parent wishes to speak with any member of the staff, then he/she should call the office and leave a message for that individual or email them directly. Staff members have 48 hours to return a message.

## ST. PIUS X HIGH SCHOOL WEBSITE

Parents and students are encouraged to check the St. Pius X website, [www.stpius.com](http://www.stpius.com), for school updates that include sports and other school activities. Parents are also encouraged to subscribe to the school calendar located at <http://www.stpius.com/calendar-of-events.html>. This is the official published calendar for the school.

Questions and/or comments regarding the website should be directed to Mrs. Amy Coomes, Director of Marketing and Constituent Relations.

# STUDENT DISCIPLINE

St. Pius X recognizes that students and their academic, social, moral, and spiritual growth is a primary concern. In meeting this obligation, St. Pius X seeks to provide for all students an environment that is conducive to academic endeavor, social growth, and individual self-discipline. Formal sanctions must be imposed whenever student conduct interferes with the school's responsibility of ensuring the rights, health, and safety of all members of the community.

In light of our philosophy, St. Pius X is committed to:

- helping, working with, and caring about each student as an individual person
- providing a wholesome Christian environment which enriches the individual student and the entire St. Pius X community

## CARE TEAM

The St. Pius X CARE Team has as its foundation the mission statement “where extraordinary care and concern for the individual is ordinary.” In order to better accomplish this mission, the CARE Team was established to assist students in managing social, emotional, personal, or spiritual issues which may impact their academic success. The CARE Team is composed of school staff who meet regularly to ascertain needs of particular students and to provide appropriate assistance or referral.

Students are generally referred to the CARE Team by faculty or administration; however, if a parent is concerned for their student, they may call the Dean of Students and request a referral.

## SEARCH AND SEIZURE

The Missouri Search and Seizure Law defines a search as any act by a teacher or administrator intruding into a person's protected privacy interests. This usually refers to places that are not in open public view. A search includes, but is not limited to: opening a locker, inspecting the contents of a locker or student's backpack/purse, feeling an object concealed in a student's clothing, reading a student's notebook/social media/email/text messages, or looking through a student's possessions after he has been ordered to empty his pockets. Vehicles are also subject to searches when on school property.

Searches can also be conducted off school property when students are engaged in school-related activities.

When it comes to the safety and health our student body, there should be no expectation of privacy.

## DRUGS AND ALCOHOL

The use and abuse of alcohol and other drugs poses a threat to the health of young people and creates an obstacle to their full development as Christian persons. St. Pius X seeks to assist our students by providing a required drug and alcohol class, and other opportunities to educate our students on the dangers of drug use.

Students are not to possess, distribute, transfer, use, or be under the influence of cigarettes, electronic cigarettes (vapor cigarettes) and other tobacco products, alcohol, or any drugs (students possessing or using prescription drugs must inform the administration) while on school property or at school-sponsored activities. Possession includes, but is not limited to, having these items in pockets, lockers, backpacks/purses, or vehicles.

Both prescription and non-prescription medications **must** be checked in with the Main Office. Here the students can access the medicine throughout the day, but under supervision of St. Pius X personnel.

Students suspected of violating this policy may be required to have an assessment for chemical use. This assessment should not be limited to a consultation, and could also include a blood, urine, breath, or hair test. It is our experience that even the possession or use of tobacco products or its paraphernalia (lighters, pipes, etc.) is often an indicator of other drug use. Accordingly, these may be considered reasonable causes for searches of the student and his/her belongings and enough cause to ask for a drug screening. Students who refuse to take the breath scan test will be treated as if they admitted to drinking.

**If the school becomes aware, in any way, of students using or possessing alcohol or drugs, or being present at an outside of school event where drugs and alcohol are being used, then the situation will be investigated and consequences may follow.**

A student who has violated this policy by use of drugs or alcohol or by repeated use of tobacco products will be suspended until a drug screen has been completed and results have been sent to the school. The administration will then determine the next disciplinary action which may include mandatory counseling, suspension, or expulsion. Controlled substances/ paraphernalia will be confiscated and becomes property of the school. Offenders are subject to legal prosecution.

**Drug screens will be completed by a school approved agency.** It is expected that parents sign a release form for this information. A written report from this agency must be sent to the Dean of Students. Participation and completion of professional treatment by the student may be required as a condition for the student to remain at St. Pius X. Any expenses incurred are the responsibility of the student and his/her family. If a parent refuses to sign the release form, the student may be asked to leave St. Pius X.

## **VIOLENCE**

St. Pius X provides a safe learning environment for all members of our school. The climate of St. Pius X reflects Gospel values including: emphasis on the dignity of all persons (which is necessary for respect), the interdependence of all persons (which is the basis of community), and the rights and responsibilities of all persons (which is the foundation of justice).

Violence is inconsistent with the unity and peace that are essential to living the Catholic faith in community. Violence also inhibits human development and successful learning. Therefore, violence is not tolerated at St. Pius X.

Violence consists of words, gestures, and actions that result in, or have the potential to result in: hurt, fear, or injury. Violence includes: threats of injury, harassment, assault, possession and/or use of a weapon, and theft or vandalism of property.

A weapon is anything used or intended to be used to threaten, intimidate, and/or harm persons. The possession or use of firearms, other weapons, or explosive devices on school premises is not permitted nor tolerated.

All reported or observed instances of violence and threats of violence, whether they occurred on or off school premises, shall be addressed in a timely, serious, and appropriate manner according to the requirements of state and local laws and the Mission and Honor Code of St. Pius X High School. The safety of students, faculty, and staff is given paramount consideration when making decisions regarding the discipline of persons who violate this policy.

Students and parents/guardians are encouraged to report concerns regarding potential acts of violence to an administrator or teacher. Teachers must report pertinent concerns and/or pertinent information regarding specific students to the administration promptly.

Staff and parents are encouraged to contact the CARE Team to assist in addressing possible problems before violent behavior occurs.

All reported or observed instances of threatened or actual violence will be addressed by the administration. Appropriate actions may include parent/guardian conferences, mandatory counseling, suspension, expulsion, and legal action depending on the severity of the incident.

If a student engages in serious threatening or violent behavior, the administration must receive reasonable assurance from a competent licensed mental health professional that the student does not pose future danger to others before the student can continue to attend or be readmitted to St. Pius X. In addition, the student and his/her parents/guardian must comply with the recommendations of the professional evaluation. Appropriate releases of information must be signed to allow communication between school officials and the mental health professional.

Police may be notified of and/or involved in handling of any possession, threatened use, or use of a firearm or other weapon by a student. Confiscated weapons may be turned over to the police.

## **HARASSMENT/BULLYING**

Bullying is defined as the deliberately hurtful behavior, repeated over a period of time, where it is difficult for those being bullied to defend themselves. It is a form of harassment and will not be tolerated in any fashion at St. Pius X. The four main types of bullying are physical, verbal, electronic and indirect (such as spreading rumors or excluding a person from social groups). Any instances will be thoroughly investigated and addressed using the appropriate disciplinary action, including possible detention and/or suspension.

If a student feels as though they are being bullied or harassed, they should immediately notify a teacher, coach or administrator.

## **SEXUAL HARASSMENT**

Sexual harassment is defined as instances of words, gestures, items of a graphic nature, and/or actions directed toward another person, which are sexual in content or connotation and which are uninvited and offensive. These instances may appear in the form of written, verbal, or electronic media. Such instances should be addressed using appropriate disciplinary consequences, counseling methods, and parental/guardian contact and involvement in accordance with the nature and frequency of the offense.

## **DETENTION SYSTEM**

School rules help to provide a proper academic atmosphere. Clear expectations and known consequences help students develop habits of self-discipline and personal responsibility as they learn that their choices determine consequences for their actions. Any of the following infractions could result in one or multiple detentions to be served at the Dean's discretion:

- Consistent tardiness to class or study hall
- Being out of class or study hall without a pass
- Rude, crude, or socially unacceptable language
- Unexcused absence to school (no call and/or note from parent)
- Dress code infractions
- Tardy to school five times
- Skipping a class or study hall
- Repeatedly missing Lunch Hour teacher appointments
- Insubordination toward a teacher or staff member
- Being ejected from a class or study hall
- Possession or use of tobacco, drugs, or alcohol
- Any other infraction brought to the attention of the Dean of Students, or Administration, is subject to disciplinary action

## **CONSEQUENCES**

- Student receives notice of detention (date, time, list of offenses) via meeting with the Dean of Students.
- Parents receive notice of detention by Dean of Students/Counselor via email.
- Detentions are served on Fridays during the Lunch Hour.
- Students must serve the detention on the date assigned. Failure to report will result in an additional detention.
- Students may not take exams, attend Prom or participate in Baccalaureate or Graduation until he/she has served assigned detentions.
- Detentions are a 5-point house deduction.

## **SUSPENSION**

- May be 1 to 10 days in length.
- May be served in or out of school at the discretion of the Dean of Students.
- Could result from the following:
  - Receiving 4 detentions
  - Leaving campus without permission
  - Any other infraction brought to the attention of the Dean of Students, or Administration, is subject to disciplinary actions.
- All homework/class work must be turned in on the day of return in order to receive credit; the student must assume responsibility for missed assignments.
- There will be no extended deadline for work missed during suspension.
- Missed tests will be made up at the teacher's discretion
- Athletes are not eligible for game play if the suspension occurs on a game day.
- Suspensions are a 10-point house deduction.

## **PROBATION**

When the conduct of a student seriously harms his/her efforts of growth or seriously interferes with the mission of the St. Pius X community, he/she may be put on disciplinary probation. During this probationary period, the student and his/her parents will meet with the Dean of Students. At this meeting, a contract will be worked out which specifies the conduct that is expected of the student. Failure to follow that contract may result in the student being asked to leave St. Pius X. The following may result in probation:

- Repeated detentions/suspensions
- Repeated infractions of small rules
- Immoral language and conduct
- Damaging or defacing school property
- Defiance or disrespect for faculty and staff
- Stealing
- Fighting
- Threatening or harassing others, including sexual harassment
- Undesirable out-of-school activity that affects the reputation of St. Pius X
- Other serious infractions as deemed by the Administration

## **DUE PROCESS**

When a student is disciplined by an individual teacher, the teacher shall discuss the infraction and the penalty with the student. In the event the student does not feel his/her rights have been respected, he/she should consult with the Dean of Students.

When a student is disciplined on a more serious nature requiring a discipline contract or expulsion, the Dean of Students shall discuss this with the student and his/her parents.

In the event the student or parent does not feel his/her rights have been respected, a Disciplinary Board could be convened at the President's discretion. This board will listen to the student and the Dean of Students in order to then make a final decision. During the appeals process, the student will still be suspended and/or barred from the campus and school activities.

Students who have been dismissed from St. Pius X are barred from the campus and all school activities.

# **STUDENT RESPONSIBILITIES**

## **DRESS CODE**

**THE FOLLOWING GUIDELINES SHOULD BE ADHERED TO EVERYDAY:**

- All clothing must be hemmed. There can be no frayed edges.
- Shoes and socks must be worn at **all times**.
- Students may wear casual street shoes or non-scuff athletic shoes.
- Sandals, flip-flops, Birkenstocks, steel toed boots/boots above the knee are inappropriate for daily school uniform attire. The exception to this is on themed dress down days during spirit weeks.
- Long-sleeve shirts cannot be worn under the polo shirts.
- No outside jackets, coats or windbreakers can be worn during the school day. This includes all St. Pius X full zip jackets.
- Hats and/or sunglasses cannot be worn inside the building during the school day. The exception to this is if the hats or sunglasses are in accordance with the theme of a dress down day during spirit weeks.
- St. Pius X Spirit Wear is allowed only on Fridays. This includes t-shirts and hoodies.
- Clothing displaying advertisements for alcohol, drugs or sexually explicit or suggestive language is inappropriate at all times.



- Any hairstyle, jewelry or make-up which is inappropriate for school is prohibited. This includes, but is not limited to, tattoos, excessive ear piercings, nose piercings, eyebrow piercings, body piercings, “alternative” hair/makeup colors and styles.
- Earbuds/headphones should not be worn during the school day except during lunch, and when it is allowed during class.

### DAILY UNIFORM

	Boys	Girls
<b>Shirts</b>	<ul style="list-style-type: none"> <li>● Knit or Dri-Fit Navy Blue or Gray short/long sleeved polos (MUST have St. Pius X crest and purchased at Just Me Apparel)</li> <li>● Navy Blue or Gray crew neck or ¼ zip sweatshirts (MUST have St. Pius X crest and purchased at Just Me Apparel)</li> <li>● Navy Blue or Gray cardigans or sweaters (MUST have St. Pius X crest and purchased at Just Me Apparel)</li> <li>● Uniform polo MUST be worn under cardigans, sweaters, ¼ zips and sweatshirts.</li> <li>● No long-sleeve shirts can be worn under the polo shirts</li> </ul>	<ul style="list-style-type: none"> <li>● Knit or Dri-Fit Navy Blue or Gray short/long sleeved polos (MUST have St. Pius X crest and purchased at Just Me Apparel)</li> <li>● Navy Blue or Gray crew neck or ¼ zip sweatshirts (MUST have St. Pius X crest and purchased at Just Me Apparel)</li> <li>● Navy Blue or Gray cardigans (MUST have the St. Pius X crest and purchased at Just Me Apparel)</li> <li>● Uniform polos MUST be worn under cardigans, sweaters, ¼ zips and sweatshirts.</li> <li>● No long-sleeve shirts can be worn under the polo shirts</li> </ul>
<b>Pants</b>	<ul style="list-style-type: none"> <li>● Khaki or Navy blue pants or shorts</li> <li>● Cargo pants or shorts are not allowed.</li> <li>● Jogger pants are not allowed.</li> <li>● Skinny style pants are not allowed.</li> </ul>	<ul style="list-style-type: none"> <li>● Plaid skirts (From Just Me Apparel). <b>These must be no more than three inches above the knee.</b></li> <li>● Plain Navy Blue, Black or Gray FULL LENGTH tights, or leggings, may be worn under the skirt.</li> <li>● Khaki or Navy blue slacks or capris.</li> <li>● NO CARGO OR SKINNY STYLE pants or capris.</li> </ul>
<b>Socks, Shoes, &amp; Belts</b>	<ul style="list-style-type: none"> <li>● Socks MUST be worn at all times</li> <li>● All footwear must have a back (i.e. no flip-flops, sandals, and/or Birkenstocks)</li> <li>● Belts should be worn at all times.</li> </ul>	<ul style="list-style-type: none"> <li>● Socks MUST be worn at all times</li> <li>● All footwear must have a back (i.e. no flip-flops, sandals, and/or Birkenstocks)</li> <li>● No Uggs or knee-high boots.</li> <li>● Belts should be worn when wearing pants or capris.</li> </ul>

### UNIFORM (WEDNESDAY-HOUSE DAY)

	Boys	Girls
<b>Shirts</b>	<ul style="list-style-type: none"> <li>● House t-shirt or ¼ zip house shirt.</li> <li>● Regular uniform attire from Just Me Apparel (See above)</li> </ul>	<ul style="list-style-type: none"> <li>● House t-shirt or ¼ zip house shirt.</li> <li>● Regular uniform attire from Just Me Apparel (See above)</li> </ul>
<b>Pants</b>	<ul style="list-style-type: none"> <li>● Khaki or Navy blue pants or shorts</li> <li>● Cargo pants or shorts are not allowed.</li> <li>● Jogger pants are not allowed.</li> <li>● Skinny style pants are not allowed.</li> </ul>	<ul style="list-style-type: none"> <li>● Plaid skirts (From Just Me Apparel). <b>These must be no more than three inches above the knee.</b></li> <li>● Plain Navy Blue, Black or Gray FULL LENGTH tights, or leggings, may be worn under the skirt.</li> <li>● Khaki or Navy blue slacks or capris.</li> <li>● NO CARGO OR SKINNY STYLE pants or capris.</li> </ul>
<b>Socks, Shoes, &amp; Belts</b>	<ul style="list-style-type: none"> <li>● Socks MUST be worn at all times</li> <li>● All footwear must have a back (i.e. no flip-flops, sandals, and/or Birkenstocks)</li> <li>● Belts should be worn at all times.</li> </ul>	<ul style="list-style-type: none"> <li>● Socks MUST be worn at all times</li> <li>● All footwear must have a back (i.e. no flip-flops, sandals, and/or Birkenstocks)</li> <li>● No Uggs or knee-high boots.</li> <li>● Belts should be worn when wearing pants or capris.</li> </ul>

### UNIFORM (FRIDAY-SPIRIT WEAR DAY)

	Boys	Girls
<b>Shirts</b>	<ul style="list-style-type: none"> <li>● St. Pius X Spirit Wear</li> <li>● Regular uniform attire from Just Me Apparel (See above)</li> </ul>	<ul style="list-style-type: none"> <li>● St. Pius X Spirit Wear</li> <li>● Regular uniform attire from Just Me Apparel (See above)</li> </ul>
<b>Pants</b>	<ul style="list-style-type: none"> <li>● Khaki or Navy blue pants or shorts</li> <li>● Cargo pants or shorts are not allowed.</li> <li>● Jogger pants are not allowed.</li> <li>● Skinny style pants are not allowed.</li> </ul>	<ul style="list-style-type: none"> <li>● Plaid skirts (From Just Me Apparel). <b>These must be no more than three inches above the knee.</b></li> <li>● Plain Navy Blue, Black or Gray FULL LENGTH tights, or leggings, may be worn under the skirt.</li> <li>● Khaki or Navy blue slacks or capris.</li> <li>● NO CARGO OR SKINNY STYLE pants or capris.</li> </ul>
<b>Socks, Shoes, &amp; Belts</b>	<ul style="list-style-type: none"> <li>● Socks MUST be worn at all times</li> <li>● All footwear must have a back (i.e. no flip-flops, sandals, and/or Birkenstocks)</li> <li>● Belts should be worn at all times.</li> </ul>	<ul style="list-style-type: none"> <li>● Socks MUST be worn at all times</li> <li>● All footwear must have a back (i.e. no flip-flops, sandals, and/or Birkenstocks)</li> <li>● No Uggs or knee-high boots.</li> <li>● Belts should be worn when wearing pants or capris.</li> </ul>

### OUT OF UNIFORM DAYS/DRESS DOWN DAYS

Boys	Girls
<ul style="list-style-type: none"> <li>● Clean jeans, shorts, sweats or warm-ups in good repair (no holes in clothing).</li> <li>● T-shirts, sweatshirts, knit shirts with no advertisements for alcohol, drugs, and sexually explicit or suggestive language.</li> <li>● NO SLEEVELESS SHIRTS/SWEATSHIRTS</li> </ul>	<ul style="list-style-type: none"> <li>● Clean jeans, sweats, warm-ups or Capri pants in good repair (no holes in clothing).</li> <li>● Shorts may be worn if they are an appropriate length which is <b>no more than three inches above the knee.</b></li> <li>● T-shirts, sweatshirts, knit shirts with no advertisements for alcohol, drugs, and sexually explicit or suggestive language.</li> <li>● Dresses should no more than three inches above the knee.</li> <li>● Shirts should <u>NOT</u> have necklines three inches below the collarbone.</li> <li>● If a shirt or dress is sleeveless, the straps MUST be three inches or wider.</li> <li>● Yoga pants/leggings are allowed as long as skirt/dress/shorts/or long shirt are worn.</li> </ul>

## **CONSEQUENCES FOR ATTIRE VIOLATIONS**

If a student is not in proper attire during homeroom, they will be sent to the main office to call home to have proper attire brought to school or get permission to drive home to get the proper attire. Extra uniform pieces may be available in the office.

Any classes missed for this reason will be marked as unexcused absences. Failure to abide by these attire guidelines may result in detention or other disciplinary action.

Attire violations are a 5-point house deduction.

## **ELECTRONIC EQUIPMENT**

The use of CD players, radios, video games, cellular phones, iPods, and other similar devices are not permitted during class time unless allowed to do so by teacher. Cell phones must be **silenced** during class.

Earphones/earbuds must be put away. The use of a cell phone without teacher permission will be subject to confiscation for the day along with a fine. Cell phones are allowed between classes and during the Lunch Hour.

\*If a parent needs to contact a student for ANY reason, please contact the main office and we will get your student out of class. The main office is a place where students can use their cell phones when needed. In the case of an emergency, they will be provided a private location for the conversation. It is important for the school to be aware of issues that may be impacting a student's well-being.

## **VISITORS**

A potential student who would like to visit St. Pius X must contact the Director of Admissions to set up a date. They can also go online to submit a shadow request at <http://www.stpius.com/visit.html> .

A student ambassador will be assigned to take the visitor to classes.

All outside visitors must be registered in the Main Office.

## **BUILDING ACCESS**

After 7:50 a.m., all entrances to the building are locked and access to the building will be available only through the Front Entrance. Students are not allowed to leave the building at any time to retrieve items from their vehicles. Visitors must report to the main office upon entering the school.

The building closes at 4:00 p.m. Students must be picked up by 4:00 p.m., unless they are participating in extracurricular activities. If a parent cannot pick up their student at this time, other arrangements must be made. Students should wait outside, in the first-floor foyer, or in the cafeteria for their ride. Students are not to be roaming the building.

## **WELLNESS PROGRAM**

In compliance with Federal Guidelines, the St. Pius X High School Wellness Plan was implemented in August of 2006. St. Pius X will not serve soft drinks, sports drinks, iced teas, etc. that have caffeine, added caloric sweeteners, or contain less than 50% real fruit/vegetable juice to students during the school day.

The sale of cookies and candy by students, faculty, or staff will be prohibited on campus. Clubs will not be allowed to sell these items for fundraising projects. All sales of any food products must be proposed to both the Wellness Committee and to the President for approval.

Any food or drink offered to students during the school day in a class will follow the Wellness Program guidelines, which means soft drinks should never be available or allowed to students, and food items should be healthy.

## **CAFETERIA**

- Lunch is offered each day in the cafeteria. Students can purchase either a full meal or a la carte.
- Contact the main office for application forms for free and reduced lunches.
- To help provide a pleasant dining atmosphere, all students are expected to help keep the cafeteria clean.
- Students are not allowed to order out for food, nor are they allowed to leave campus and bring food back. Fast food brought in for students is not allowed.
- A refrigerator and microwave are available to the students.
- Prepaid Cards are available through Food Service Consultants, Inc.
- Students are not allowed to charge lunches. If a student is unable to purchase a lunch, they can come to the office to borrow money.

## **DANCE ALCOHOL SCREENING**

All St. Pius X students and their guests will be required to participate in an alcohol screening test at all dances. The test will be administered by the Administration and/or Law Enforcement.

Anyone who tests positive for alcohol will have their parents called to come and pick them up from St. Pius X. These students will be contacted by the Dean of Students for appropriate consequences.

Students will be required to arrive for the dance within a designated time period. These times will be announced in the school daily bulletin. If students arrive later than the announced time, they may not be admitted to the dance. Students are not allowed to leave the dance until the advertised dismissal time.

Outside guests 21 or older, or guests not yet in high school, are not allowed to attend St. Pius X dances. Outside Guest Forms are required for all outside guests.

Appropriate attire is required. Dresses should be appropriate in length (No more than 3 inches above the knee). Two-piece dresses are not allowed. Midsections should be covered. Gentlemen should, at a minimum, wear dress pants, dress shirt and a tie, and dress shoes.

## **JUNIOR/SENIOR PROM**

This dance is for Juniors and Seniors. Sophomores may attend if invited. Freshmen may not attend the Prom. Outside guests 21 or older, or guests not yet in high school, are not allowed to attend. Outside Guest Forms are required for all outside guests.

Appropriate attire is required. Dresses should not be appropriate in length (No more than 3 inches above the knee). Two-piece dresses are not allowed. Gentlemen should, at a minimum, wear dress pants, dress shirt and a tie, and dress shoes.

## ILLNESS IN SCHOOL

If a student becomes ill in school, he/she should inform the teacher and obtain a pass to go to the main office. Students will be sent home if they are too sick to return to class. Students will have access to the health room while waiting for their parents. Students should wait to contact their parents until they report to the office. Cell phone fines apply to any student who contacts their parent via cell phone without usage permission. It is important for the main office to know when a student is ill. They need to be removed from the classroom to cause the least amount of disruption.

**Students must be fever/vomit/diarrhea free for 24-48 hours before returning to school.**

All medications, both prescription and non-prescription, should be checked in at the main office.

## PARKING

Students will be given a parking pass that must be hung on their rear-view mirror during school hours. The pass will cost \$15.00. There will be a \$5 refund when the pass is returned at the end of the school year.

The pass will have a number on it which will inform the student what parking space is his/hers. The parking lot will be marked with the corresponding number.

This parking space will be the student's permanent space for the entire school year. **If a student fails to hang their parking pass or is illegally parked, a demerit will be issued.** If it happens a second time, a detention will be issued. On the third time, the student will lose his/her St. Pius X parking privileges.

The parking spaces will be given out in a first come first serve process. Passes can be purchased when students pick up their books. The fee must be paid in full before the pass is given. Passes needed during the school year can be purchased in the main office.

All students who drive to school **MUST** park in the parking lot.

## SIGNS AND POSTERS

All signs and posters must be approved, and signed, by the Administration *before* being posted at school. Posters without signatures will be taken down immediately. No posters or signs should be put on glass windows. Tape should never be used on any locker or other metal/glass surfaces.

## LOCKERS

Each student is assigned a locker for his/her use. Lockers may not be decorated with material that is inappropriate for school. It is strongly recommended that students purchase and use two combination locks – one for the hall locker and one for the gym locker. Items are not allowed to be stored on the tops of lockers. Throughout the day items on lockers will be brought to the main office.

A second locker can be rented for \$10 for the year. Please see Ms. Krussel for this locker assignment.

Lockers are the property of St. Pius X High School. Administration reserves the right of access to student lockers; however, St. Pius X is not responsible for lost, damaged, or stolen items contained in the locker.

**Tape is not allowed on the outside of lockers. Magnets are a recommended alternative.**

### **SNOW DAYS, BAD WEATHER, ETC.**

In the event of inclement weather, the closing of school or a late-start schedule will be announced on TV channels. The information will be communicated as an email/text/phone blast through Skyward. Social Media and the local news stations will also be forms of communication.

In the event of bad weather during the school day, no student will be allowed to leave St. Pius X without permission from the parents. (This is important for those who carpool. If the driver is requested to leave, their carpool cannot leave without parent permission). Bus drivers will pick up students at their discretion and assume responsibility for their students once they board the bus.

### **BOOK BAGS**

Student book bags may not be taken to classrooms. All book bags must be stored **IN** lockers. Laptop sleeves or bags are encouraged to help protect the students' electronic device.

### **STUDENT PORTFOLIOS/RESUMES**

Students should update their personal resume each semester. It is recommended students keep these stored in their Google Drive. Students must have an updated resume on file for faculty to write letters of recommendation for scholarships, college admission, etc.

### **ASSIGNMENT NOTEBOOKS**

All students are encouraged to use an assignment notebook or planner. An alternative to this is for students to use their technological devices. There are free apps the school recommends for students to use as planners. Students are taught how to use Google Apps to assist them with this.

## **TECHNOLOGY POLICY**

St. Pius X High School strives to foster spiritual, physical, intellectual, and social growth in all students.

Recognizing the importance of technology in our world, we believe it necessary to:

- Incorporate technology into the instructional process to encourage problem solving, critical thinking, and global learning
- Promote student-centered learning
- Use technology to increase the effective use of time for both students and faculty
- Provide appropriate technology resources for students, faculty, and staff, so that they are able to communicate with all stakeholders and maximize learning opportunities
- Empower students and staff with technical literacy skills

Therefore, all students are given access to the Internet which implies that the students must accept the responsibility to use their computers in an appropriate manner. Ethical and responsible usage will underscore all elements of technology use at St. Pius X.

Students are required to “bring their own device”— whether it be a laptop or tablet. The Technology Coordinator will assist in connecting these devices to the St. Pius X network. It is up to individual teachers to decide how, and when, these devices are used. Students using personal devices while at school are still bound by the core rules of computer use outlined below. Note: Student devices are only allowed with teacher permission.

Coming to school without a device, or with a non-working device, is the same as coming to school without homework. Consequences may result in a detention.

*Cell phones are not an acceptable substitute to use in the classroom.*

## **CORE RULES OF COMPUTER USE**

1. The technology equipment at St. Pius X is expensive and should be used for educational purposes only. Any damage caused by misuse of the computers will be paid for by the student/parents.
2. Students are to respect the privacy of others. Therefore, students are not allowed to access faculty or other students' folders or access system programs. Students are not to share their passwords with any other person.
3. Use of vulgar, obscene or other inappropriate language online is forbidden.
4. No games may be played on computers during class time.
5. Students will be issued St. Pius X email accounts. Responsible use of email is encouraged. Responsible use includes checking for and reading messages and posting messages to others. Never forget the person reading email or posting is a real person. Students should never email or post anything that wouldn't be said to a reader's face.
6. St. Pius X reserves the right to impose consequences for inappropriate behavior that takes place off campus and outside school hours, per the Honor Code. Thus, inappropriate use of technology (for example, on a home computer), may subject the student to consequences. Inappropriate use includes but is not limited to harassment, use of school name, remarks directed to or about teachers, offensive communications and safety threats.  
St. Pius X does not, however, actively monitor student use of technology (Internet blogs, chat rooms, social networks, etc.). While our filtering system establishes some parameters for appropriate use within our building, students and parent/guardians are primarily responsible for the appropriate and ethical use of technology, especially in the home.
7. Any St. Pius X device is to be used for academic and co-curricular purposes only. The same holds true for student devices.
8. Student folders and documents contained in those folders remain the property of St. Pius X. Therefore, we reserve the right to inspect any material stored in files to which students have access and will edit or remove any material that we find objectionable
9. Students are not to use school owned devices unless they check them out. The Technology Coordinator must be involved in this process.

## **PRIVILEGES**

The use of technology at St. Pius X is a privilege, not a right, and inappropriate use can result in cancellation of those privileges. Based upon the acceptable use guidelines outlined here, the Dean of Students, along with the Technology Coordinator, will deem what is inappropriate use and take appropriate action. Students who do not follow these guidelines can lose access to all connectivity and school-owned devices in the building which may result in a failing grade in certain classes.

## **COLLEGE VISITS**

Personal college visits are treated the same as an absence. Parents must call in for the absence and send in a note. It is recommended that all college visits be shared with the college counselor.



The visit must be made BEFORE the end of April. (The month of May is too busy and too short for students to miss class.)

Spring college visits for seniors **do** go against Senior Incentive.

## **FIELD TRIPS**

Field trips are privileges afforded to students to help them in academic growth. No student has an absolute right to a field trip; students who do not meet academic or behavioral standards as determined by the Administration may be denied participation.

All students are required to have a parental permission form to participate in a field trip. If a student does not have the proper form, he/she will not be allowed to participate. Phone calls or parent notes are NOT acceptable as a substitute for the form.

Parents have the right not to allow their son/daughter to participate in the field trip, but the student may be held accountable for replacement work and the student will spend the day in the office working on schoolwork.

# **STUDENT ACTIVITIES**

## **HOUSE SYSTEM**

*Membership:* Each Freshman, Sophomore, Junior, and Senior will be assigned to one of four Houses. They will then be placed in a Family consisting of all grade levels. Family Advisors will take roll, check dress code, and read morning announcements daily. The Family Advisor will have access to students' grades, status reports, etc. A student will keep the same Family Advisor until graduation.

*Purpose:* To create a stronger sense of community and belonging as well as a culture of tradition.

*Activities:* Several activities are planned throughout the year by the House Council and the Executive Council.

## **EXECUTIVE COUNCIL**

*Membership:* Members of the Executive Council are by a vote. There are representatives from each House on this council.

*Purpose:* To oversee the House System to promote school spirit, pride, and community by organizing and leading school wide events throughout the year.

*Activities:* Coordinate a student activity calendar. Homecoming and Medieval Week, Frosh Fest, Grandparents' Day, and all house related activities.

## **HOUSE COUNCIL**

*Membership:* Each House chooses a council by appointment or vote from members of each family.

*Purpose:* To plan House events and provide regular communication between the Executive Council and House Families.

*Activities:* Assist the Executive Council and plan individual House activities.

## **CLASS OFFICERS**

*Membership:* Elected members of the Freshman, Sophomore, Junior and Senior classes.

*Purpose:* To coordinate class activities and promote class unity.

*Activities:* Each class has different activities they will plan throughout the year.

## **NATIONAL HONOR SOCIETY**

- Membership:* Open for invitation to Juniors and Seniors who meet the GPA requirement and show evidence of service and leadership in both community and school, as well as good character.
- Purpose:* To honor students who combine scholarship with good character, service, and leadership.
- Activities:* Service projects for school community and tutoring.

## **ARTIST GUILD**

- Membership:* Open to any student taking art for the full year.
- Purpose:* To promote the Arts and give art students an opportunity to further their talents.
- Activities:* Plan and participate in the spring fine arts event. Assist in the coordination of the display case in the first-floor foyer.

## **THE CIRCLE THEATRE**

- Membership:* Crew – open to all students; Acting – audition only.
- Purpose:* To give an opportunity for participation in major dramatic presentations.
- Activities:* Practice and performance to audiences – 1 to 2 plays per year.

## **SPANISH CLUB**

- Membership:* Open to all students who take or have taken Spanish.
- Purpose:* A social/service group to promote and provide opportunities to experience various aspects of Hispanic culture.
- Activities:* Outings to Spanish programs and restaurants; plan Mexico trip; Christmas pageant; work in Hispanic Center; craft-making.

## **ST. VINCENT DEPAUL SOCIETY**

- Membership:* Open to all students.
- Purpose:* To promote Catholic faith in action, to make students aware and involved in social justice issues.
- Activities:* Organize blood drives and other social issues as they arise.

## **STUDENT ADVISORY PANEL**

- Membership:* Freshman, Sophomore, Junior, and Senior class officers as well as the Executive Council.
- Purpose:* To meet regularly with the Administration to discuss school updates and information.
- Activities:* Meetings held once a month.

## **STUDENT AMBASSADORS**

- Membership:* Freshmen (may apply second semester), Sophomores, Juniors, and Seniors
- Purpose:* Ambassadors represent St. Pius X in marketing and recruiting functions.
- Activities:* High School Nights, Open House, visits to grade schools and PSR Programs, individual student visits at St. Pius X.

## **WEIGHT TRAINING**

- Membership:* All students and staff
- Purpose:* To teach weight-lifting techniques; to increase physical strength and athleticism of all lifters.
- Activities:* Regular lifting—2-3 times per week, after school OR at a local gym; four maximum lift times to track progress over the year.

## **ROLLER HOCKEY**

*Membership:* Selected students by tryouts. Students are responsible for membership fee.

*Activities:* Competition with other Hockey Teams, Tournaments.

## **FBLA (Future Business Leaders of America)**

*Membership:* All students.

*Purpose:* To allow all students to further their interest in business.

*Activities:* Regular meetings and competitions.

## **ROBOTICS**

*Membership:* All students.

*Purpose:* To allow all students to further their interest in robotics.

## **LACROSSE**

*Membership:* All students.

*Purpose:* To allow students to further their interest in Lacrosse.

## **FISHING**

*Membership:* All students.

*Purpose:* To allow students to further their interest in fishing.

# **STUDENT ATHLETICS**

## **ATHLETIC ELIGIBILITY**

St. Pius X's standards for athletic participation correspond to the requirements established by the Missouri State High School Activities Association.

Specifically, in order to be eligible, a student must be currently enrolled in and regularly attending courses that offer a minimum of 3.5 credits and must have earned a minimum of 3.5 credits the preceding semester or 80% of the maximum credits which could be earned, whichever is greater. A student must be making satisfactory progress towards graduation as determined by local school authorities.

This means if a student fails two or more classes at the end of the first semester, they are ineligible for sports during the entire second semester. If a student fails two or more classes at the end of the second semester they must make the credits up during summer school in order to maintain MSHSAA eligibility.

In addition, St. Pius X High School has the following policy: Any student earning one or more F's at any of the five-week grade checks will be allowed to practice with their sports team, but will not be allowed to play in competitions until they no longer have any failing grades.

St. Pius X High School offers the following sports: Baseball, Basketball (Boys and Girls), Cheerleading (Coed), Cross Country (Boys and Girls), Football, Golf (Coed), Lancer Dancers, Tennis (Boys and Girls), Track & Field (Boys and Girls), Soccer (Boys and Girls), Fastpitch Softball, Volleyball (Girls)

## **DUAL PARTICIPATION POLICY AND ATHLETIC DRUG & ALCOHOL POLICY**

*See St. Pius X Athletic*

### **PARENT RESPONSIBILITIES**

#### **CUSTODY ISSUES**

Parents (divorced, separated, remarried) must submit copies of custody papers to the school office. These papers will be kept in the student's school file in order to expedite the distribution of students' official school records.

#### **PARENT SPONSORED PARTIES**

Parents put themselves at risk when sponsoring overnight parties, especially where alcohol is present. Taking students' car keys and allowing them to use alcohol in your home or on your property is not a wise choice. Not withholding the moral and ethical problems, parents put themselves at risk of lawsuit or criminal prosecution.

The administration of St. Pius X will confront all rumors of such overnight parties, before or after the fact, informing parents of rumors and taking appropriate action as deemed necessary in a given situation.

**If the school becomes aware, in any way, of students using or possessing alcohol or drugs, or being present at an outside of school event where drugs and alcohol are being used, then it will be investigated, and consequences may follow.**

#### **HOLDING OF REPORT CARDS**

Report cards are held for non-payment of tuition at both semesters. Non-payment of book fines, non-returned athletic uniforms, athletic equipment, books, etc. can also result in the holding of the report card at either semester.

#### **EXAM AND PROM ELIGIBILITY**

Delinquent tuition accounts result in students being ineligible to take exams at either semester, attend Prom or participate in graduation events. Also, no diplomas or transcripts will be released until the accounts are made current.

#### **PARENTAL INVOLVEMENT OPPORTUNITIES**

(See Tuition and Fees for the parent service hour requirement.)

#### **PARENT CLUB**

The Parent Club raises monies to help with St. Pius X activities and events. All parents are automatically members of the Parent Club. The Parent Club is responsible for running the concession stand and main gate admissions at athletic events, Project Prom, coordinating Parent volunteers, and holding monthly meetings. For questions regarding the Parent Club, please email the current president at [stpparents@stpius.com](mailto:stpparents@stpius.com) or visit <http://www.stpius.com/parents.html>.

## **ADVANCEMENT / SPECIAL EVENTS**

St. Pius X hosts several events to raise money and help keep the cost of Catholic Education as affordable as possible for our families. Volunteers are needed to help with these events. Volunteer requests will be communicated throughout the year. Questions should be sent to Tina Fischer, Director of Special Events & Business Relations at [tfischer@stpius.com](mailto:tfischer@stpius.com).

## **TUITION AND FEES FOR THE 2018-2019 SCHOOL YEAR**

**TUITION:** \$9,600.00

**CATHOLIC FAMILY DISCOUNT:** \$450.00

This is only available to families who are **registered** at a Catholic parish.

### **FEES:**

1. **ENROLLMENT FEE:** \$200.00
2. **SENIOR FEE:** \$150.00. Applicable to seniors only. This fee covers graduation and baccalaureate expenses as well as free transcripts for life.
3. **ATHLETIC FEE:**  
\$125.00/child – 1<sup>st</sup> sport  
\$100.00/child – 2<sup>nd</sup> sport  
\$75.00/child – 3<sup>rd</sup> sport  
\$450.00 maximum fee charged per family per year
4. **VOLUNTEER FEE:** Parental involvement is integral to the success of our school. St. Pius requires 4 volunteer hours per family, per year. If a family opts out of completing the volunteer hours, a \$200.00 fee will be charged in May. There are many opportunities to volunteer throughout the year. For more information visit our website: <http://www.stpius.com/parents.html>

### **TUITION PAYMENTS:**

St. Pius X uses FACTS Management for the collection of tuition payments. Your FACTS account and payment plan need to be set up by March 15. Your payment plan option will remain the same in future years unless you make a change. Please make sure your banking or credit card information is correct. Use the following link to set up your FACTS account. <https://online.factsmgt.com/signin/3G6V3>

If you have any questions or concerns while setting up your FACTS account, please call FACTS at (866) 441-4637. Please call Donna Woods at (636) 931-7487, ext. 101 if you have other questions regarding tuition.

**OPTION #1 - ONE FULL PAYMENT** paid through FACTS or directly to St. Pius X. FACTS is the preferred method of payment. There is no annual fee for a one-time payment through FACTS. FACTS credit card payments are assessed a 2.75% fee. A Full Payment Discount of \$200 will be applied if full payment is received by August 31.

**FACTS OPTION #2 - FACTS QUARTERLY PAYMENT PLAN** (July, October, January, April)

Payments are made by automatic withdrawal from your checking or savings account or by credit card. Credit card payments are assessed a 2.75% fee by FACTS. There is an annual fee charged by Facts of \$43.

**FACTS OPTION #3 - FACTS 10-MONTH PAYMENT PLAN** (July through April)

Payments are made by automatic withdrawal from your checking or savings account or by credit card. Credit card payments are assessed a 2.75% fee by FACTS. There is an annual fee charged by Facts of \$43.

**FACTS OPTION #4 - FACTS 12-MONTH PAYMENT PLAN** (July through June)

Payments are made by automatic withdrawal from your checking or savings account or by credit card. Credit card payments are assessed a 2.75% fee by FACTS. There is an annual fee charged by Facts of \$43.

**DELINQUENT PAYMENTS:**

No exams will be administered, no report cards will be given at semester end, no transcripts will be sent, no participation in sports, after school activities, prom or graduation activities will be permitted for any student who is delinquent in payments.

**FAMILY PLAN:** For families with more than one child attending St. Pius X at the same time, there is an automatic discount for the second child of **\$600.00**, **\$1,000.00** for the third child, and the fourth child is free.

**RETURNED CHECKS:** Any returned check will have a \$20.00 processing fee charged.

**BOOKS:** Book rental is included in Tuition. Students who lose or damage books will be charged accordingly.

**REFUNDS:** If a student withdraws from school, tuition and fees are due through the end of the semester of withdrawal.

**RECOVERY COURSES:** Recovery courses taken to make up credits are paid for by the individual student. If the student does not complete the course, no refunds will be made. Credit will not be awarded until the program is complete and the fee has been paid.

**ST. PIUS X FINANCIAL AID:** To view on our website, go to Admissions/Tuition Assistance or use this link <http://www.stpius.com/tuition-assistance.html>.

To apply for financial aid complete the FACTS Grant and Aid Assessment using the link below. The deadline is March 15. Families are notified in April of their financial aid awards. <https://online.factsmgt.com/signin/3G6V3>

**WORK STUDY:** To apply, families must fill out the Work Study application in addition to the FACTS Grant and Aid Assessment. To view on our website go to Admissions/Tuition Assistance or use this link <http://www.stpius.com/tuition-assistance.html>.

**SCHOLARSHIPS/GRANTS/AWARDS:**

Over the years, donors have financed a number of grants to students. Each requires an essay to be written by the student and submitted by March 15. This is a strict deadline. Essay information is available using this link. <http://www.stpius.com/tuition-assistance.html>

**CATHOLIC ELEMENTARY TEACHERS GRANT:** Catholic Elementary teachers should meet with their school principal or parish pastor to apply for this grant. The deadline is March 15.

**ARCHDIOCESE OF ST. LOUIS GRANTS:**

1. **CATHOLIC FAMILY TUITION ASSISTANCE:** Families must complete the Today and Tomorrow Educational Foundation application at [www.ttef-stl.org](http://www.ttef-stl.org).
2. **PARISH EMPLOYEE ENDOWMENT FUND:** Funds are available to active employees of Catholic parishes. To apply complete the Today and Tomorrow Educational Foundation application at [www.ttef-stl.org](http://www.ttef-stl.org).

**BEYOND SUNDAY FELLOWS PROGRAM:**

A campaign led by the Roman Catholic Foundation of Eastern Missouri. For additional information please visit [www.rcfstl.org/beyond-sunday/scholarships/](http://www.rcfstl.org/beyond-sunday/scholarships/). To apply complete the Today and Tomorrow Educational Foundation application at [www.ttef-stl.org](http://www.ttef-stl.org).

## ADMINISTRATIVE PROCEDURES

### POLICE QUESTIONING OF STUDENTS

*For police questioning of a student in school, the following guidelines will apply:* before the President or his representative permits the questioning of a student by law enforcement officers, the officer must explain the necessity of questioning the student while at school. The questioning officer’s name and title will be obtained and recorded by school officials. The President or his representative will make reasonable efforts to contact the student’s parent(s)/guardian.

*Arrested students:* if a student at school is subject to arrest or apprehension by a law enforcement officer, the Administration will request to see the summons or warrant and will deliver the student into the officer’s custody. The Administration will immediately make every effort to notify the parent(s)/guardian.

### CHILD ABUSE

St. Pius X follows policies and procedures on child abuse as set down by the Archdiocese of St. Louis. Following are summary excerpts from the Revised Statutes of Missouri, regarding child abuse:

4.1.1. Definitions:

“Child” means any person less than 18 years of age.

“Abuse” means any physical injury, sexual abuse, or emotional abuse inflicted on a child other than by accidental means by those responsible for the care, custody and control of the child, which includes any person “exercising supervision” over a child for any part of a 24-hour day.

“Neglect” means failure by anyone responsible for the care, custody and control of a child to provide the proper or necessary support, education as required by law, nutrition or medical, surgical or other care necessary for the child’s well-being. This also includes any person “exercising supervision” over a child for any part of a 24-hour day.

4.1.2. Who must report:

Every person with responsibility for the care of children is required to make a report. Generally, this covers anyone dealing with the care and supervision of children. Specifically, it covers every teacher, President, other school officials, day care center worker, child care worker or social worker in addition to health care personnel and others. The

obligation of a priest or religious to report depends on whether he/she is responsible for the care or supervision of children or is otherwise required to report because he/she is in one of the professional capabilities listed in the statute.

#### 4.1.3. What requires a report:

A person is required to report when he/she has reasonable cause to suspect that a child has been or may be subjected to conditions or circumstances which would reasonably result in abuse or neglect.

#### 4.1.4. To whom must the report be made:

A staff member, such as a teacher, day care worker, or social worker must report to the person immediately in charge (e.g. the President, pastor or agency director) when such staff member learns of abuse or neglect in his/her staff or professional position. The person in charge then becomes responsible for further internal reporting in accordance with these procedures, with a report ultimately being required to be made to the Missouri Division of Family Services if indicated by the circumstances. Anyone else required to report (including a teacher, social worker, etc, learning of abuse or neglect outside of his/her staff or professional position) must report directly to the Missouri Division of Family Services. Reports to the Missouri Division of Family Services may be made by calling 1-800-392-3738.

#### 4.1.5. When must a report be made:

The report must be made to the Division of Family Services by the person legally responsible for making the report immediately upon receiving a report of child abuse or other information regarding child abuse which gives him/her cause to suspect that a child has been or may be subjected to abuse or neglect. While the statute gives no time limit in its provisions, stating only that the report must be made immediately, the obligation to report does not arise until there is reasonable cause to suspect abuse or neglect. Some initial investigation may be required to determine whether such reasonable cause exists and accordingly, there may be a time period between learning of suspected abuse and making a decision whether to make a report. However, when reasonable cause to suspect abuse has been established, the report must be made immediately.

#### 4.1.6. Failure to report:

Failure to report suspected child abuse by a person required to do so is a class A misdemeanor.

### **CONFIDENTIALITY CLAUSE**

St. Pius X High School practices confidentiality with all students, parents, faculty, and staff. The school does not disclose personal information unless given permission. The exceptions to this are when contacted by police, reports to the Division of Social Services, and to Jostens for the purpose of ordering yearbooks, class rings, and graduation items.



## DAILY AND SPECIAL SCHEDULES

Eight academic periods are scheduled with six of the eight periods meeting daily. The eight periods rotate daily. Therefore, each class will meet at a different time each day of the eight-day cycle.

Click on the following link for a printable version of our rotating schedule:

[http://www.stpius.com/cmss\\_files/attachmentlibrary/Academics/Blank-Schedule.pdf](http://www.stpius.com/cmss_files/attachmentlibrary/Academics/Blank-Schedule.pdf)

Regular Daily Schedule	
Class Period	Time
Advisory	7:50-8:06
Per. 1	8:09-9:03
Per. 2	9:06-10:00
Per. 3	10:03-10:57
Lunch Hour	10:57-11:57
Per. 4	11:57-12:51
Per. 5	12:54-1:48
Per. 6	1:51-2:45
Late Start Schedule	
Class Period	Time
Advisory	9:00 – 9:12
Per. 1	9:15-9:58
Per. 2	10:01 -10:44
Per. 3	10:47-11:30
Lunch Hour	11:30-12:30
Per. 4	12:30-1:13
Per. 5	1:16-1:59
Per. 6	2:02-2:45
Mass Schedule	
Class Period	Time
Advisory	7:50-8:00
Per. 1	8:03-8:46
Per. 2	8:49-9:32
Per. 3	9:35-10:18
Mass	10:21-11:24
Lunch Hour	11:27-12:27
Per. 4	12:30-1:13
Per. 5	1:16-1:59
Per. 6	2:02-2:45

### Early Dismissal Schedule (No Lunch)

Class Period	Time
Advisory	7:50-8:00
Per. 1	8:03-8:40
Per. 2	8:43-9:20
Per. 3	9:23-10:00
Per. 4	10:03-10:40
Per. 5	10:43-11:20
Per. 6	11:23-12:00

### Activity Schedule

Class Period	Time
House Time in Gym	7:50-8:16
Per. 1	8:19-9:13
Per. 2	9:16-10:10
Per. 3	10:13-11:07
Lunch Hour	11:07-11:57
Per. 4	11:57-12:51
Per. 5	12:54-1:48
Per. 6	1:51-2:45

## AMENDMENTS

St. Pius X retains the right to amend this handbook for a just reason. If done so, parents will be given prompt notification of the changes.