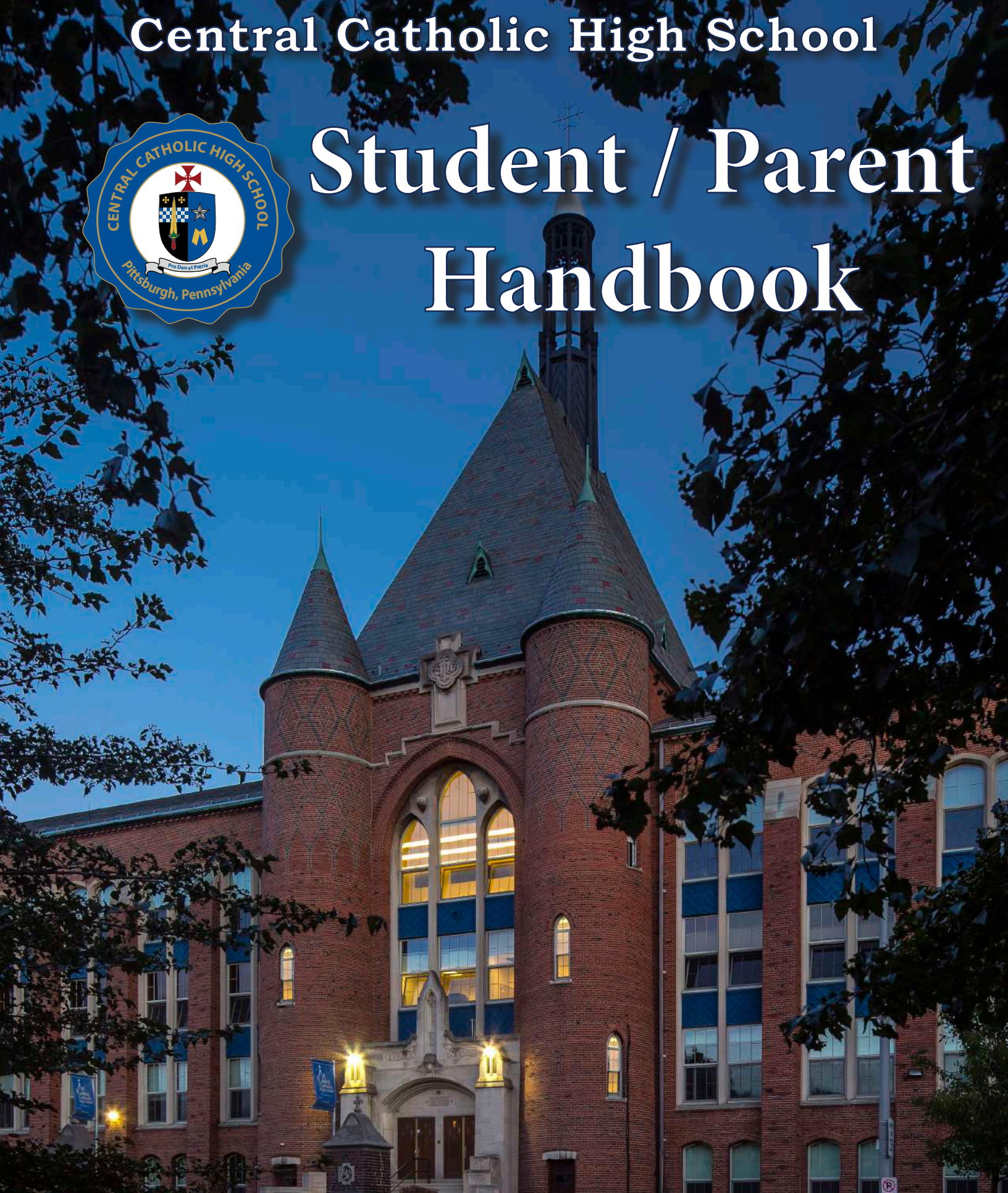


Central Catholic High School



# Student / Parent Handbook



2019-2020





# Mission Statement

Central Catholic High School,  
college preparatory Catholic school for boys, is guided by the  
educational principles of Saint John Baptist de La Salle.  
The school strives to provide a challenging, relevant, and diverse  
program of studies and extracurricular activities in an environment that  
fosters a life of faith and scholarship and develops leaders rooted in the  
Gospel values of integrity, respect, service, justice and peace.



## Prayer of a Lasallian

Father in heaven, God of love, all I have and am is yours.  
Grant that I may become a living sign of your compassion in this world.  
Grant me the faith to live my life,  
always in the awareness of your loving presence.  
Grant me zeal to serve without thought of reward,  
those to whom you send me.  
Grant me charity to bear the burdens of my brothers and sisters.  
Teach me to seek your Son's face, in the last, the lost, and the least.  
In whatever I undertake, may I seek above all things, to procure your glory,  
as far as I am able, and as you will require of me.  
Strengthen me by your Holy Spirit, to follow Jesus by living  
the commitment I make this day.  
Amen .

I will continue, O my God, to do all my actions for the love of you.  
*St. John Baptiste de la Salle, pray for us.*  
*Live Jesus in our hearts forever!*



# Central Catholic High School

## 2019 - 2020 Student/Parent Handbook

### Quick Reference

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#### Address

Central Catholic High School  
4720 Fifth Avenue  
Pittsburgh, Pennsylvania 15213-2952

<b>Main Office</b>	412-621-8189
<b>Fax</b>	412-208-0555
<b>Attendance</b>	412-621-1766
<b>Admissions</b>	412-621-7505
<b>Business</b>	412-208-3495
<b>Athletic Director</b>	412-208-3494
<b>Alumni Relations</b>	412-208-3488
<b>Office of Advancement</b>	412-208-3401

#### Website

<http://www.centralcatholichs.com>  
<http://www.facebook.com/CCHSvikings/>  
<http://twitter.com/centralvikings>



### Administration

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#### Office of the Principal

Br. Anthony Baginski, rsc, Principal  
Mrs. Beth Chu, Administrative Assistant 412-208-3421

#### Office of Academic Affairs

Mr. Vincent Ciaramella '71, Assistant Principal for Academic Affairs  
Mrs. Beth Corletti, Administrative Assistant 412-208-3422

#### Office of Student Affairs

Mr. Andrew Macurak, Assistant Principal for Student Affairs  
Mrs. Stephani Horey, Administrative Assistant 412-208-3423  
Attendance Hotline 412-621-1766

#### Office for Faculty and Curriculum Development

Mr. Kevin Sheridan 412-802-4153

#### Office of Discipline

Mr. Steve Bezila '99, Dean of Students 412-208-3414

#### Office of Advancement

Ms. Claudia Steffey, Director of Annual Giving 412-622-6171  
Ms. Chelsey Rovesti, Director of Marketing and Communications 412-208-6181  
Ms. Sandy Grushesky, Development Specialist 412-208-6183  
Mr. Brandon Haburjak '06, Director of Alumni and Donor Relations 412-208-3488  
Mr. Matthew Stoessel '95 Executive Director of Advancement 412-622-6184

# School Day Schedules

## Regular Schedule

<i>First Bell at 7:45</i>	
<i>Period</i>	<i>Time</i>
Homeroom	7:56-8:04
P1	8:08-8:48
P2	8:52-9:32
P3	9:36-10:16
P4	10:20-11:00
P5	11:04-11:44
P6	11:48-12:28
P7	12:32-1:12
P8	1:16-1:56
P9	2:00-2:40

## Activity Wednesday Schedule

<i>First Bell at 7:45</i>	
<i>Period</i>	<i>Time</i>
Homeroom	7:56-8:10
Activity A	8:15-9:00
Activity B	9:05-9:50
P1	9:56-10:24
P2	10:28-10:56
P3	11:00-11:28
P4	11:32-12:00
P5	12:04-12:32
P6	12:36-1:04
P7	1:08-1:36
P8	1:40-2:08
P9	2:12-2:40

## Delayed Start Wednesday/ Morning Assembly

### 2 Hour Weather Delay

<i>Period</i>	<i>Time</i>
Homeroom	9:56-10:10
P1	10:14-10:40
P2	10:44-11:10
P3	11:14-11:40
P4	11:44-12:10
P5	12:14-12:40
P6	12:44-1:10
P7	1:14-1:40
P8	1:44-2:10
P9	2:14-2:40

<i>First Bell at 9:25</i>	
<i>Period</i>	<i>Time</i>
Homeroom	9:36-9:52
P1	9:56-10:24
P2	10:28-10:56
P3	11:00-11:28
P4	11:32-12:00
P5	12:04-12:32
P6	12:36-1:04
P7	1:08-1:36
P8	1:40-2:08
P9	2:12-2:40

### Afternoon Assembly

<i>Period</i>	<i>Time</i>
Homeroom	7:56-8:04
P1	8:08-8:43
P2	8:47-9:22
P3	9:26-10:01
P4	10:05-10:40
P5	10:44-11:19
P6	11:23-11:58
P7	12:02-12:37
P8	12:41-1:16
P9	1:20-1:55
Assembly	2:00-2:40

Shortly after the Most Reverend Hugh C. Boyle was elevated to the episcopacy, he began a secondary school expansion program in Pittsburgh.

To support the development of centralized, well-equipped high schools, the Bishop organized a campaign in 1923 to raise funds. The first fruit of the campaign was the erection of Central District Catholic High School and faculty house in the Oakland section of Pittsburgh.

The architectural style is Flemish Gothic, whose soaring towers and buttresses express strength and solidity. In the auditorium, the large stained glass windows represent the various countries from which the Catholic population of Pittsburgh originally migrated. Inscribed on each window is the seal of the country, the names of its patron saint and two of its notable Catholic citizens. The countries represented on the left side of the auditorium (moving from front to rear) are Ireland, Spain, Germany, Yugoslavia, Hungary, Austria, Czechoslovakia, and Switzerland. On the right side, moving in the same order, are England, Italy, Poland, France, Bohemia, Lithuania, the Netherlands and Belgium.

The new high school was dedicated by Bishop Boyle on September 11th 1927. On the following day 488 boys, from 42 parishes in the central section of the city, registered in the ninth grade, the only grade functioning that year. On the original faculty were fourteen Christian Brothers.

In the 1950s, enrollment reached a peak of 1,800. A concentrated effort by the school Administration brought the enrollment down to a size more consistent with the physical facilities and modern educational trends.

The average class size has been reduced from 45 to 21 students. Today the student body numbers about 860 boys, taught by 5 Christian Brothers, 60 lay faculty, and one priest. The students have approximately 100 course offerings from which to choose. The academic program remains in the forefront of contemporary educational approaches.

In 1978, Alumni Hall was opened. The building provided long-needed, expanded facilities for the school's physical education, intramural and athletic programs. Academic facilities were upgraded with biology, physics, and chemistry laboratories. Donated by Mr. & Mrs. John Ryan, Jr., the Ryan Science Center met the demands of the contemporary science curriculum. In addition, some of the proceeds from the annual Viking Victory Auction were used to renovate classrooms and faculty offices, create a computer lab, and equip the building for computer technology programs.

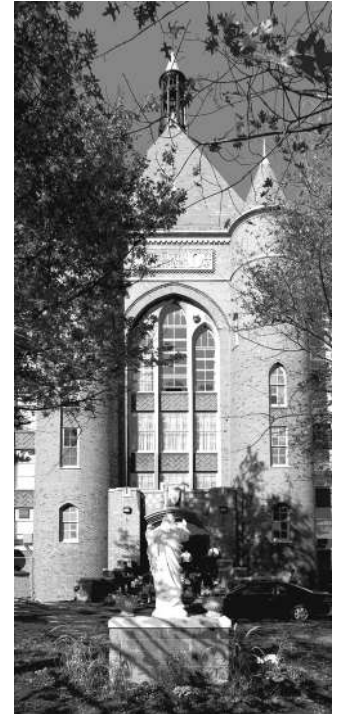
In 2000, the Blue & Gold capital campaign was established to renovate the athletic field, the old gym, and Alumni Hall. The campaign also provided a synthetic grass field to accommodate year-round usage. The remodeled old gym now includes Coaches' Pavilion, a fitness complex, and the Peter J. Spadaro Performing Arts Center, accommodating the music and drama programs.

In 2003, after 75 years, the building's center tower was replaced. The former art and music area was renovated to house the Donahue Family Center for Excellence. This air-conditioned facility contains five rooms housing the Brother David Baginski, FSC Scholars Center, the Academic Discovery Program, the Writing Center, and the Technology Office. A new walkway in front of the building allows natural light into these rooms. In the spring and summer of 2005, the auditorium underwent a \$1.8-million renovation and restoration, the generous gift of John '56 & Mary Ita McGonigle and their sons, Kevin '82 and Michael '85.

The newly renovated Clifford E. Brown Library, a facility, opened in 2008 and allows students great opportunities for research and learning. Central Catholic completed a major, multi-year Classrooms of the Future renovation of the Academic wing.

In 2008, Central Catholic was incorporated with its own two-tiered Board of Directors who has responsibility for the governance of the school.

In 2016, Central Catholic opened its Zupancic Family STEM Center. The 30,000 square-foot facility was made possible by the generosity of Central Catholic alumni and friends. To provide space for Central's expanding STEM curriculum, rooms that accommodate lectures and labs, facilitate group work and project-based learning are easily re-configured for other needs. The new center also enables increased partnerships with nearby University of Pittsburgh, Carnegie Mellon, Carlow, Chatam, and Duquesne Universities.



# The Brothers of the Christian Schools

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Since Central Catholic High School opened in 1927, the administration and faculty have been composed of Brothers of the Christian Schools, popularly called “The Christian Brothers” in the United States. This religious congregation of the Roman Catholic Church is a society of celibate laymen who profess vows of stability associated with the traditional vows of poverty, chastity and obedience and are dedicated solely to the ministry of Christian education.

John Baptist de La Salle, a young priest of seventeenth-century France, founded the Brothers of the Christian Schools. Concerned about the lack of appropriate education for sons of the poor and the working class of Rheims, he opened a free school for boys in 1679, with the aid of two teachers and a parish priest. Within six months he opened a similar school in a neighboring parish. These free schools prospered, more young men joined De La Salle, and the Brothers of the Christian Schools have been in existence ever since. To perpetuate his work, De La Salle resigned his position at the Cathedral of Rheims, distributed his wealth among the poor, left his own home to live with the teachers in a rented house, and vowed to devote his entire life to the Christian Schools. With the help of the Brothers, he wrote a Rule for the community, prepared textbooks for the students, opened training schools for teachers, and composed a manual on teaching and school management that is still consulted today.

De La Salle died in 1719. His Institute, the Brothers of the Christian Schools, was officially approved by the Church in 1725. The Brothers’ society was suppressed in France during the Revolution, but it was reorganized in that country in 1803. Since then the Brothers have opened schools in nearly every part of the world. Today nearly 5,000 Brothers of the Christian Schools teach hundreds of thousands of students in 80 nations. De La Salle was declared a saint by Pope Leo XIII in 1900 and was named “Patron of All Teachers of Youth” by Pope Pius XII in 1950.

The Christian Brothers at Central Catholic, members of the congregation’s Eastern North American Province, live in the faculty residence on campus. Their community life as vowed religious men, their Lasallian vision of the ministry of Christian education, and their professional training contribute actively to Central Catholic’s consistently excellent program of studies and extracurricular activities.

## LaSallian Education

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Since 1680 educational institutions in more than 80 countries have been influenced by the vision and innovative spirit of Saint John Baptist de La Salle, the Founder of the Institute of the Brothers of the Christian Schools and the patron saint of teachers. De La Salle transformed education by forming a community of educators with whom he developed a spirituality of teaching and learning, to give a human and Christian education to young people, especially the poor.

Lasallian Education centers on Catholic values and personal relationships, emphasizing academic excellence, faith formation, inclusion, respect for the individual, service and social justice. A Lasallian education strives to enrich each student’s cultural, intellectual, physical, social and spiritual development.

Today, the Christian Brothers and their Lasallian Partners continue to respond to students through advancements in teaching, technology and scholarship. In Lasallian communities, educators touch hearts, stimulate minds and cultivate leadership to prepare students for life, work and service to society and the Church.

## The School Seal

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Central Catholic’s coat of arms, which signifies it as an institution of the Roman Catholic Diocese of Pittsburgh, administered by the Brothers of the Christian Schools, is composed of the shield and its elements surmounted by a cross and the motto beneath the shield.

The left side of the shield resembles the coat of arms of the Diocese of Pittsburgh, based on the coats of arms of William Penn, the founder of Pennsylvania, and of William Pitt, for whom Pittsburgh is named. To differentiate the diocesan coat of arms, a sword of gold has been added. The sword is the symbol of Saint Paul the Apostle, the patron of the Diocese and of the cathedral. The two rounded gold crosses are a Christianized version of plates found on Penn’s coat of arms. The entire left partition expresses the jurisdiction of the Diocese of Pittsburgh.

The right partition displays a silver star and a gold broken chevron. The silver star is taken from the seal of the Institute of the Brothers of the Christian Schools who administer and help staff Central Catholic. This seal, which can be traced to the Christian Brothers’ General Chapter of 1751, recalls the passage in the Book of Daniel (12.3) that says, “They that instruct many unto justice, shall shine like stars for all eternity.” The gold broken chevron is taken from the coat of arms of the House of De La Salle, the Spanish ancestors of Saint John Baptist de La Salle, the founder of the Brothers of the Christian Schools.

Above the shield is an Alisée Patée cross, reminiscent of the Flemish Gothic architecture of the school building, symbolizing the Christian principles taught at Central Catholic. The school motto, *Pro Deo et Patria* (For God and Country) appears below the shield.



To reach our staff by phone, please dial 412-208-3400 followed by the extension

## Art

Mr. Timothy McVeagh, '73, Chair x3442

## Business Education

Mr. A. Russell Brown, Chair x3418

Mrs. Kelly Maxwell x3484

## English

Mrs. Ashley Salamacha, Chair x3407

Mr. Todd Rooney x3402

Ms. Sara Budacki x3480

Mr. Justin Morgan x3409

Mr. Sean Neely x3451

Mr. Justin O'Connor, '10 x3460

Mr. Kurt Retenauer x3465

Mr. Steven D'Addieco x4145

Mr. Jacob Schramm x3446

Mr. Devin Crummie, '97 x6176

## Foreign Language

Mr. Bryan Hanrahan (Spanish), Chair x3408

Ms. Chelby Collins (Spanish) x3490

Br. Charles Huber, FSC, '81 (Latin) x3485

Mr. Anthony Erlandson x3478

Mrs. Charlotte Starkowicz (Spanish) x3468

Mr. Charles Picone, '80 x3464

Mr. Daniel Perett x3412

Mrs. Wendy James x4140

## Mathematics

Mr. Adam Kronebusch, Chair x4143

Mr. Erik Carlberg x3469

Mr. Charles Crummie x3494

Mr. Sean Crummie, '98 x4149

Mr. William Hoss x3483

Mr. Joseph Roche x3473

Mr. Harry Sirockman x3476

Mr. Andrew Sweeney x3405

Mr. W. Rick Walker x3482

Ms. Kendall Holland x3510

Mr. Thomas Matbaek x3432

## Performing Arts

Mr. Joseph Wilson, Chair x3444

Dr. Michael Mackey x3430

## Physical Education

Mr. Robert Anderson, Chair x3439

Mr. Rick Capretta, '82 x3475

Mr. Kevin Heid x3406

## Religion

Deacon Gregory Jelinek, Chair x3461

Mr. John Allen x3479

Br. Kevin Dalmasse, FSC, '77 x3406

Mr. Julio Demasi x3437

Dr. Patrick Doering, Ph.D. x3481

Mr. Daniel Gallagher x4147

## Faculty, cont.

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### Religion, cont.

Rev. Robert George, AFSC	x3441
Br. Steven Barbaro, FSC	x3475
Ms. Marianne Shablousky	x3450
Mr. John Rende, '10	x4151

### Science

Mr. David Bodrog, Chair	x3403
Dr. Justin Belardi, Ph.D.	x4146
Mrs. Cassandra Sirockman Bell	x3470
Brother Eric Henderson, FSC	x3435
Mr. Mark Krotec '73	x3459
Mr. Walter Nogay	x3467
Mrs. Stacie Ball	x3474
Mrs. Lauren Rudy	x3417

### Social Studies

Mr. Glenn Campbell '71, Chair	x3436
Mr. John Cope	x3438
Br. Kevin Dalmasse, fsc, '77	x4152
Mr. William Lloyd '64	x3471
Ms. Marianne Shablousky	x3450
Mr. Edward Dubis, '01	x3477
Mr. Matthew Sczweck	x6174
Mr. Kevin Sheridan	x4153
Dr. Patrizia Costa, Ph.D.	x3417
Mr. Gregory Thomas, '05	x3448

Faculty may be contacted by e-mail through the web site, [www.centralcatholics.com](http://www.centralcatholics.com).  
Click on "Contact."

## Administrative Services

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### Admissions Office

Mr. Brian Miller	x3492
Mrs. Ashley Salamacha	x3407

### Constituent Relations

Mr. Brandon Haburjak '06	x3488
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### Attendance

Mrs. Stephani Horey	x1766
---------------------	-------

### Business Office

Mr. Armand Buzzelli, Manager	412-622-6179
Mrs. Lori Sever, Assistant	x3411
Mr. Michael Venditti	x6177
Mrs. Debbie Rhoads	x3410

### Technology Department

Mr. Kevin Sweeney '72, Director of Technology	
Mr. Jeremiah Brewer, Network Administrator	x3458

## Programs and Services

---

<b>Athletic Director</b>	
Mr. Rick Capretta '82	x3494
FAX	x0556
<b>Athletic Trainer</b>	
Mr. Regis Visconti '08	x3455
<b>Bishop McDowell Program</b>	
Mrs. Mary Ann Lynch, Director	x3462
<b>Bookstore</b>	
Mrs. Terri Cook	x3498
<b>Brother David Baginski Scholars Program</b>	
Mr. John Allen, Co-Director	x3479
Dr. Patrizia Costa, Ph.D., Co-Director	x3417
<b>Campus Ministry</b>	
Mr. Kyle Goldcamp '04	x3440
Rev. Mark Thomas, Asst. Chaplain	x3441
Mr. Daniel Gallagher	x4147
Mr. Matthew Sczweck	x6147
Mr. John Rende, '10	x4151
<b>Academic Support Program, Coordinator</b>	
Mrs. Mary Ann Lynch, Coordinator	x3462
<b>Academic Technology</b>	
Mrs. Stephanie Shanahan, Director	x3426
Mr. John Stone '99, Coordinator	x3415
<b>Writing Center</b>	
Mr. Devin Crummie, '97	x6176
<b>School Counseling Department</b>	
Mr. Phillip DiRenzo '04	x3434
Mr. James Eller	x3433
<b>College Counseling</b>	
Mrs. Kathy Ruggiero, Assistant	x3487
<b>Director of Family Support Services</b>	
Mr. James Donahue '03	x3431
<b>School Psychologist</b>	
Dr. Maura Krushinski	x3419
<b>IU Specialists</b>	
Mrs. Sara Mozur	x3493
Mrs. Joyce Vargo	x3463
<b>Cultural Inclusion Advisors</b>	
Mr. Maurice Lucas '89	x3466
Mr. Morris Turner '89	x6172
<b>Coordinator of Research Projects</b>	
Mrs. Stephanie Shanahan	x3426
<b>Maintenance</b>	
Mr. Kelly Brundage	x3445
Mr. Dave Wick '99	
Mr. Stan Wingold, Director	
<b>Nurse</b>	
Ms. Janice George	x3416
<b>Special Events Coordinator</b>	
Mr. Mark Burnett '00	x3443
<b>Work-Study Program</b>	
Mr. Vincent Ciaramella '71, Director	x3422
<b>Freshman Dean</b>	
Mr. Darius McGhee, '10	x3401

# Homeroom Assignments (2019-2020)

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## **Freshmen**

A401 Mrs. Chelby Collins  
A402 Mr. Anthony Erlandson  
A403 Bro. Charles Huber  
A404 Mr. Bryan Hanrahan  
A406 Mr. Charles Picone  
A407 Mr. Justin Morgan  
A409 Ms. Sara Budacki  
A411 Deacon Gregory Jelinek

## **Sophomores**

B303 Mr. Jacob Schramm  
B304 Mr. Gregory Thomas  
B306 Mrs. Ashley Salamacha  
B312 Mr. Joseph Roche  
B405 Mr. Kevin Heid  
B408 Mr. John Cope  
B410 Mr. Todd Rooney  
B412 Mr. Dan Gallagher

## **Juniors**

BRC4 Mr. Glenn Campbell  
C302 Mr. Edward Dubis  
C307 Ms. Marianne Shablousky  
C308 Mr. Sean Crummie  
C309 Mr. Bill Hoss  
C310 Mr. Andrew Sweeney  
C413 Mr. Sean Neely

## **Seniors**

D101 Mr. Bob Anderson  
D102 Mrs. Kelly Maxwell  
D103 Mr. Justin O'Connor  
D108 Bro. Steven Barbaro  
D111 Mr. John Allen  
D301 Mr. Kurt Retenauer  
D311 Mr. Russell Brown

## **LaSallian Ministry Room**

Mr. Kyle Goldcamp



Central Catholic High School, a college preparatory Catholic school for boys, is guided by the educational principles of Saint John Baptist de La Salle. The school strives to provide a challenging, relevant, and diverse program of studies and extracurricular activities in an environment that fosters a life of faith and scholarship and develops leaders rooted in the Gospel values of integrity, respect, service, justice and peace.

## Philosophy

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The administration, faculty, and staff of Central Catholic High School affirm that the primary purposes of a Lasallian Catholic education are the training of the student's intellect and the formation of his life of faith within a school community, based solidly on Christian principles and the school's tradition of excellence.

We strive to provide each student with realistic challenges according to his capacity for intellectual growth, creativity, and spiritual development. During these formative years we strive to stimulate his mind, guide his critical thinking, promote competent self-expression, and develop his faith. We will help the student to make choices likely to provide personal fulfillment beyond high school.

A Central Catholic education should provide our students with a Gospel-based understanding of our society's strengths and values as well as its conflicts and failings. We foster a sense of community that demonstrates respect for each person as a unique individual. We strive to provide our graduates with the skills to live responsibly within society and the Church, now and in the future.

## Goals

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We establish the following objectives to implement our school philosophy:

(1) *To develop in the student a sense of Christian community*

The student is encouraged to open himself to the presence of God. He participates in communal experiences of worship, celebration, and dedication, allowing him to experience the Christian dimension of Central Catholic.

A spirit of community permeates the school, fostering acceptance and understanding of each student by his instructors and his fellow students. The student experiences the benefits of cooperative effort and active participation. In addition, he is encouraged to recognize and develop his qualities of leadership.

The emergence of a global culture and economy requires an emphasis on the realities of modern life that transcend the boundaries of neighborhood, region, or nation. A further emphasis on social responsibility, in many possible contexts, should be the natural corollary to the goals of developing each student's leadership potential and instilling in him a sense of the living reality of the Church as a community of concern and loving service to others.

(2) *To develop in the student an appreciation of the continued pursuit of knowledge*

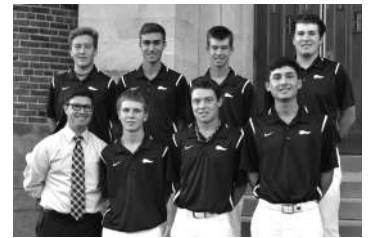
Within the school an atmosphere of intellectual curiosity is encouraged. The student should be prepared and encouraged to cultivate competent habits of logical thought and systematic inquiry. In addition, the student should be provided opportunities to develop his ability to deal with the practical realities in his life.

(3) *To develop in the student an appreciation of culture*

The student is assisted in becoming a gentleman of culture—receptive to beauty, truth, and goodness—possessing taste and social grace.

(4) *To develop in the student an appreciation of physical well-being*

The student is taught the principles of good health and physical fitness. He is encouraged to acquire a sense of pride and confidence in his physical abilities and be taught to appreciate sportsmanlike competition.



# Admissions

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## *Placement Test*

Acceptance into the freshman class is based upon the prospective student's satisfactory score on the placement exam, his grade school records, and recommendations of the grade school principal and teachers. A student applying for the tenth or eleventh grade is evaluated by his report card, standardized testing results, and recommendations from his present principal. An interview is also required. Senior transfer students are not accepted.

## *School Visits*

### **Placement Test**

The placement test for incoming freshmen is administered on the second Saturday in December. Registration for the test is required.

### **School Visits**

Open House for sixth, seventh, and eighth grade students and their parents is held each Fall. Tours of the campus will be available and prior registration is not necessary. Prospective students may also spend the day with a current student. For more information, please visit [www.centralcatholics.com/Admissions](http://www.centralcatholics.com/Admissions).

# Spiritual Life

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## *School Liturgies*

The Catholic Church affirms that a Catholic school is to teach the message of Jesus Christ, provide a model of Christian community, and prepare and encourage students to be of service to the Church and to the community at large. We remind ourselves of these commitments through:

## *Chapel*

### **School Liturgies**

The Central Catholic community periodically gathers for Mass and other forms of prayer. Students are required to attend these religious services and are expected to participate actively and behave appropriately. Occasionally, class liturgies and liturgies with pastors and students from particular parishes are celebrated.

## *Daily Prayer*

Seniors are required to attend Baccalaureate Mass and Graduation exercises unless they are specifically excused by the Principal.

## *Days of Reflection*

### **Chapel**

Mass is celebrated in the mornings beginning at 7:25 am. A schedule of the specific days mass will be offered is published at the start of each school year. Students are strongly encouraged to participate in this opportunity to begin each day with prayer.

## *Sacrament of Reconciliation*

### **Daily Prayer**

At the beginning of each school day the entire school community offers to God prayers of praise, thanks and petition. During this important time, students are to behave appropriately. In addition, teachers remind students at the beginning of each class that they "are in the holy presence of God."

## *LaSallian Ministry*

### **Days of Reflection**

A day of reflection is scheduled for each class during the school year. During these required school days the usual policies of attendance and tardiness apply. Absence from these days requires attendance at an approved alternative retreat program or summer school.

## *Patron Saint*

### **Sacrament of Reconciliation**

During Advent and Lent, students are provided opportunities to receive the Sacrament of Reconciliation during the school day. Individual Reconciliation is available from the school chaplain upon request.

### **LaSallian Ministry**

The Campus Ministry Program offers students several opportunities to reach out to the larger community. At least three organized drives help the less fortunate. These experiences help students to learn the importance of putting faith into action.

### **Patron Saint**

Saint John Baptist de La Salle, founder of the Brothers of the Christian Schools (Christian Brothers) and Patron of Teachers, is also the patron of Central Catholic. Our prayers usually conclude with a request for his intercession, "Saint John Baptist de La Salle, pray for us," before we recite the Brothers' traditional invocation, "Live, Jesus, in our hearts forever."



## Non-Discrimination

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Central Catholic High School admits students of any color and national and ethnic origin to all rights, privileges, programs and activities that are generally accorded or made available to students at Central Catholic. There shall be no discrimination on the basis of color or national or ethnic origin in the administration of educational or admission policies, scholarship programs, or athletic and other school-administered programs.

Because of the religious nature of the schools in the Diocese of Pittsburgh and their commitment to teach Catholic doctrine, only Catholics may be hired. This policy is designed to protect Catholic doctrine from adulteration. In some instances, for good reasons, exemption is granted by the Superintendent of Catholic Schools.

## Parental Cooperation

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Central Catholic is privileged to be a partner with parents in the religious and moral formation of their sons. Mutual cooperation, trust, and support are essential for the fulfillment of this responsibility. By enrolling your son at Central Catholic, you agree to support its policies. We ask you, therefore, to become familiar with the school's philosophy, regulations, and procedures. Parents/guardians are required to state that they have read the Student/Parent Handbook, that they accept Central Catholic's philosophy, policies and procedures, and that they and their son will comply with them.

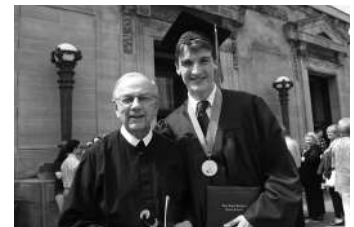
Under usual circumstances, a child is not to be deprived of a Catholic education because of the attitude of a parent or guardian. Nevertheless, a situation could arise whereby an uncooperative or destructive attitude of a student's family might so diminish the effectiveness of the school in acting in *loco parentis*, that retention of the child would be incompatible with the school's philosophy. If, in the judgment of the school, such a situation is evident, the family will be asked to withdraw the student from Central Catholic. Parents/guardians must sign the Central Catholic Memorandum of Understanding prior to their son's attendance. Failure to sign the Memorandum will result in your son being denied enrollment at Central Catholic.

## Catholic School Parents Memorandum of Understanding

As a parent of a student in a Catholic school, I understand, affirm, and support the following:

- (1) The primary purpose of a Catholic school education is to form students in the values of Jesus Christ and the teaching of the Catholic Church.
- (2) Catholic schools are distinctive religious education institutions operated as programs of the Catholic Church; they are not private schools but are administered and supported by the sponsoring parish(es) and the diocese.
- (3) Attending a Catholic school is a privilege, not a right.
- (4) While academic excellence and involvement in extracurricular activity (i.e., sports, clubs, etc.) are important, fidelity to the Catholic identity of the school is the fundamental priority.
- (5) The school and its Administration have the responsibility to ensure that Catholic values and moral integrity permeate every facet of the school's life and activity.
- (6) In all questions involving faith, morals, faith teaching, and Church law, the final determination rests with the diocesan bishop.

As a parent desiring to enroll my child in a Catholic school, I accept this Memorandum of Understanding. I pledge support for the Catholic identity and mission of this school and by enrolling my child I commit myself to uphold all the principles and policies that govern a Catholic school. I have read the entire contents of the 2019-2020 Student/Parent Handbook and accept the policies, regulations, directives, and procedures contained the Handbook and agree to abide by them.



Central Catholic High School reserves the right to respond to any unforeseen inappropriate behavior.

# Financial and Tuition Policies

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## Tuition Payment Options

Central Catholic offers two payment options:

1. Payment in full can be made directly to the school before July 1st.
2. Installment payments may be made through the Smart Tuition program. Payments are made from July through April. The payment date for all installments is the 10<sup>th</sup> of each month.

If payment will be made by more than one party, each person responsible has the option to pay in full or enroll in Smart tuition.

**The parties paying the tuition must contact the Business Office in writing if there will be more than one payer.** This is necessary to assure that the proper SMART accounts are established and that any aid applications are properly adjusted.

The school will NOT accept any installment payments for current year tuition. Parents must enroll in the Smart program and make payments to Smart. Installment payments for the current year sent to the school will be returned.

Parents paying through Smart may pay ahead, if they wish. By paying ahead, parents can fashion semi-annual or quarterly payment schedules. The minimum requirement is that at least 10% of the billed tuition is paid for each month in the July-April payment schedule, that is, 10% paid by July 10<sup>th</sup>, 20% paid by August 10<sup>th</sup>.

## Delinquent Tuition from prior year

Students will not be readmitted if prior year's tuition is outstanding.

Until all prior year debt is paid, students will face the restrictions listed for students with delinquent current year tuition (see next section).

## Consequences of Delinquent Tuition for the current year or prior year.

Students whose tuition becomes delinquent during the current year and/or who have unpaid prior year tuition will face the following restrictions until the current year tuition is brought current and/or all prior year tuition is paid in full:

1. No report cards or transcripts will be released.
2. Students may not attend homecoming, the prom or other similar school sponsored dances.
3. Seniors will be denied permission to attend graduation.
4. Diplomas will be withheld.
5. Students will not be permitted to participate in school sponsored activities. This includes sports and other extracurricular activities.
6. Students who have not made the required July 10<sup>th</sup> and August 10<sup>th</sup> tuition payments will not be permitted to begin classes.
7. Students must have all tuition current through December before returning for classes in the second semester.

## Tuition Assistance

Limited financial assistance is available. Applications are made available each January on the school website. Complete instructions come with the application which is due by March 15 for the following September. New financial aid applications must be filed every year for which aid is requested.

Only the financially responsible parent/guardian may apply for aid. In the case of divided financial responsibility, the aid award will be adjusted to reflect the reduced financial responsibility.

One financial aid application qualifies a family for consideration for school aid and Diocesan aid funds.

Students awarded financial aid are required to participate in a work-study program. Failure to complete the work-study program will result in the loss of the entire financial aid award. Students will be assigned to cafeteria clean-up (sweeping or cleaning tables) during the last 15 minutes of their lunch periods for one quarter or to some other equivalent duties. Mr. Vincent Ciaramella supervises work study. Questions can be directed to him at 412-208-3422.

### Contact Information

Mr. Armand Buzzelli

Business Manager

412-622-6179

abuzzelli@centralcatholicchs.com



Central Catholic High School is accredited by the Middle States Association of Colleges and Schools, the Pennsylvania Department of Education, and the Diocese of Pittsburgh. The U.S. Department of Education has designated Central Catholic an “Outstanding Secondary School.”

*Course Requirements*

*Course Selection*

*Graduation requirements*

*Report Cards*

*Grades*

*Honor Roll*

(1) Each student is required to take a minimum number of credits each year (6.5 or 7) based on their current grade level:

Freshmen and Sophomores: 7 credits

Juniors and Seniors: 6.5 Credits

All students can take a maximum of 8 full credits each year.

(2) The academic schedule that a student receives at the beginning of the academic year will be considered final. Dropping or adding courses after the start of the academic year is permitted only under the following circumstances:

o Student is misplaced

o Lacks necessary pre-requisites for the class

o School/computer error

o Extenuating circumstances (i.e. medical, family)

Course change requests can be initiated by the teacher, student, parent, or school counselor within the first (9) full weeks of the year for full credit courses and within the first (5) full weeks of the semester for half credit courses. Students must complete a schedule change request form and submit it to their assigned counselor. Any course change requests received after these deadlines will not be accepted. Questions regarding a student’s academic placement should be directed to the Assistant Principal for Academic Affairs or the assigned counselor.

(3) To be eligible for graduation, each student must meet the following requirements:

Religion 4 Credits

English 4 Credits

Foreign Language 2 Credits

Health and Physical Education 1 Credit

Mathematics 3 Credits

Science 3 Credits

Social Studies 3 Credits

Electives 5 Credits

Creative Arts .5 Credits

Technology .5 Credits

(4) In extraordinary circumstances, exceptions to the above policies may be granted by the Assistant Principal for Academic Affairs.

(5) Report cards are issued at the end of each quarter.

(6) Grades issued at the end of the first and third quarters indicate the quality of the student’s work at that point in the semester. These mid-semester grades do not appear on the student’s permanent record.

(7) Grades issued at the end of the first and second semesters appear in the Semester column of the report card. This grade is an evaluation of the student’s work for the entire semester.

(8) At the end of a full-year course, the final grade is the exact mathematical average of the first and second semester grades.

(9) A final grade of 69% will be raised one point.

(10) All grades, once submitted, are final. A grade will be changed ONLY upon demonstration of a computation error.

(11) *Honor Roll*: The Honor Roll is published and certificates are distributed at the end of each quarter. A student’s Honor Roll status is indicated on the quarterly report card.



# Academic Policies, cont.

*Honor Roll, cont.*

*Advanced Placement*

*College in High School*

*Class Rank*

*Summer School*

*Promotion*

*Graduation*

The Honor roll is determined by calculating the Simple Quality Point Average during a given quarter. Level 1 under the Quality Point System (see appendix) indicates the values given for Honor Roll purposes. To determine the Simple Quality Point Average add the quality points under Level 1 for each grade in each course and divide by the number of courses.

- High Honors
  - A simple Quality Point Average of 3.5 and higher
  - A minimum grade of 75% in each subject
  - A record of regular attendance
  - Participation in Honors Convocation for academics is determined by obtaining High Honors for semester 1 or 2 of the previous academic year
- Honors
  - A simple Quality Point Average of 3.2 to 3.49
  - A minimum grade of 75% in each subject
  - A record of regular attendance

(12) *Advanced Placement:* All students enrolled in Level 5 (AP) classes are required to take the AP examination for each class as a course requirement. Failure to participate in this examination may result in an incomplete grade on the final transcript. The College Board determines the cost of each test. Letters will be mailed to parents at the end of September indicating total amount due for the required test(s).

(13) *College in High School:* Central Catholic students may gain “College in High School” credit in several courses through the University of Pittsburgh, Duquesne University, and La Roche College. Dual enrollment (taking a Central Catholic course for which transcript credit is also awarded by the sponsoring college or university) remains the decision of the student and his parents. By enrolling for credit through the college or university, the student assumes the financial responsibilities and work requirements outlined by each credit-awarding institution. Although the dual enrollment option provides a significant educational opportunity, no student is obligated to enroll in the College in High School program.

(14) *Valedictorian/Salutatorian:* The selection of the Senior Class Valedictorian is based upon cumulative Quality Point averages (cQPA) at the end of seven semesters of high school (1st semester senior year). The student with the highest cQPA is named Class Valedictorian; the Salutatorian is the student with the second highest cQPA.

(15) *Summer Credit Recovery/Promotion:* A student with a failing final year grade on his transcripts (two or fewer courses) must successfully complete a summer credit recovery course for each failure. Central Catholic will offer a summer credit recovery program for current freshmen, sophomores, and juniors. The courses will operate on an accelerated schedule and be held on campus during the first 2 weeks of July. Students that have core class failures must complete credit recovery through this program unless otherwise specified. Any extenuating circumstances must be approved by the Director Counseling. Students that have elective failures will be required to remediate their course(s) online through Waterfront Learning or another accredited program of the school’s choosing.

A student who fails a credit recovery course is not permitted to return to Central Catholic. A student who fails the equivalent of three or more full credit courses is required to withdraw from Central Catholic and will not be readmitted. A summer credit recovery course does not replace the failing grade on the transcript and will not calculate into overall QPA. The course(s) will appear under the current academic year and will count towards graduation requirements.

A senior who has permission to complete make-up work for a course failure through an accredited credit recovery program will be issued his diploma only after having completed all work.

Except in extenuating circumstances, a student who misses 36 or more periods in a year-long course or 18 or more periods in a semester course will not receive a passing grade.

A student who fails a course in the first semester may not repeat that same course in the second semester if it is being offered. Arrangements must be made with the student’s counselor to recover the credit.

A student is not permitted to repeat a year except in extenuating circumstances contingent upon administrative approval.

(16) *Homework Policies:* Students should understand the following policies regarding homework (unless specified otherwise by an individual teacher):



Homework includes regular study and reading of material beyond any written assignments. Students must complete all written and reading assignments. Assignments must be submitted by announced deadlines. Time extensions for full credit will be given only for excused absences. Homework not completed within three days after return from an absence will result in a grade of zero. After an absence, the student should request from his teacher any assignments he missed. Teachers are neither expected nor encouraged to offer “extra credit” opportunities for students who do not complete required course assignments. Written homework must be completed thoroughly and neatly. Students must submit homework done only by themselves. Copying homework is dishonest, unproductive, and can result in disciplinary action.

(17) *Homework Requests:* The student is responsible for course material and assignments missed during an absence. If a student is absent due to illness, he must check Moodle and/or contact each individual teacher via e-mail for assignments. Students should check with teachers at the beginning of the year as to how assignments may be obtained (example: Moodle/Twitter/CCHS website, etc.). In the case of a prolonged absence due to illness, parents must notify the Assistant Principal for Academic Affairs ( and the student’s teachers, by voice or email, and should arrange for homebound tutors from their school district of residence.

(18) *Academic Eligibility:* A student with two or more failures at the close of any academic quarter will be declared academically ineligible to participate in all extracurricular activities and may be assigned to a supervised study hall during his free time in the following quarter. The student and his parents will be notified in writing by the Assistant Principal for Academic Affairs at the start of the period of ineligibility.

Student eligibility for participation in extracurricular activities will be reviewed after the following quarter’s progress reports. Academically ineligible students must request the review process by completing the required forms available in Office B. A student will remain ineligible if his teachers indicate that he has one or more failing grades at the time of the review. Notification of eligibility status will be given in writing by the Assistant Principal for Academic Affairs. Students may resume extracurricular activity participation only after the receipt of written approval.

(19) *Assignment Book:* Each student should be organized and prepared for the daily lessons. He must have the necessary materials in class, including an assignment book, which will help to remind him about homework due and materials necessary to complete a given assignment.

Freshmen are required to have their assignment books with them during each class and to record each teacher’s homework assignments. Sophomores, juniors, and seniors are strongly encouraged to continue to use an assignment book.

Teachers may establish as part of their class routine a check of student assignment books. Parents are strongly encouraged to check assignment books daily.

(20) *Communication With the School:* Communication With the School: If the concern is teacher related, the teacher’s Department Chair should be contacted followed by their son’s assigned counselor. Parents should follow the above chain of communication prior to contacting an administrator.

(21) *Bishop McDowell Program:* The Bishop McDowell Program is designed for students who are desirous of a college-preparatory education but require additional academic support. This program brings together existing student-support programs to all students to discover the tools necessary to succeed at Central Catholic. Students in the Bishop McDowell Program participate in a summer enrichment program prior to their freshman year.

(22) *Academic Support:* Central Catholic High School has a long tradition of educating and guiding young men of various abilities and backgrounds in a challenging and nurturing environment. The Academic Support Program continues St. John Baptist de La Salle’s legacy of touching the minds and hearts of students by supporting learning for students in all grades and levels, especially freshmen, and assisting Central Catholic parents. The tutors, who are members of the NHS and other very capable students, become “my brother’s keeper”, as they reach out to those students who struggle.

(23) *Br. David Baginski, FSC Scholars Program:* Named for a long-serving Assistant Principal, the Brother David Baginski, FSC Scholars Program is an interdisciplinary program that provides an exciting opportunity for highly motivated and independent students to do critical inquiry and discovery in the social sciences, humanities and the sciences. Students may apply for admission to the Brother David Baginski, FSC Scholars Program during their sophomore year.

*Homework Policies*

*Homework Requests*

*Academic Eligibility*

*Assignment Book*

*Communication*



# Academic Policies, cont.

*Integrity of Student Work*

*Bishop McDowell Program*

*Academic Support*

*Baginski Scholars Program*

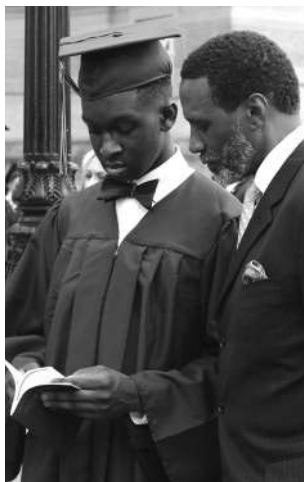
## Academic Integrity

*Integrity of Student Work: "I am the Way and the Truth and the Life." John 14:6*

Central Catholic High School is a community of scholars and learners committed to the pursuit of Truth. We strive toward this noble end animated by Honor, a virtue that calls forth from us all a deep measure of honesty, trustworthiness, fairness, and respect for the human dignity of all persons. Academic Integrity is the foundation of teaching and learning at Central Catholic and, as a Man of Faith, each student in this community shares with the Faculty, Staff, and Administration a common responsibility for the cultivation of a climate of Integrity.

Some practices that undermine the pursuit of Truth and Integrity include, but are not limited to: plagiarism, cheating on tests and exams, falsification, and unapproved collaboration on projects or other assignments. Below are instances of violations with which all Central Catholic students should be familiar:

1. **Plagiarism:** Plagiarism occurs when a student attempts to present as his own what has come from another source; e.g., using the ideas of another person, paraphrased or not, without giving credit to that source; rewriting borrowed material through minor word or sentence adjustments; presenting as one's own a paper, project, or assignment that has been partially or completely prepared by another person, whether a relative, friend, fellow student, alumnus, or an employee of an online service or other business that produces such work, etc.
2. **Cheating:** Cheating occurs when a student uses course materials, information, or devices (programmable calculators, cellphones, etc.) in an unauthorized or prohibited manner; e.g., having or using unauthorized materials, information, or devices at an examination, test, or quiz; copying from another student at an examination, test, or quiz; copying another student's assignment, data, or lab report; permitting another student to copy from your assignment, test, exam, quiz, or project; obtaining and/or using in an unauthorized manner an answer key or an examination, test, or quiz prior to its administration; sharing with students in other class sections information about tests, quizzes, or exams they will be taking, etc.
3. **Falsification:** Falsification occurs when a student makes false statement or offers false information that misleads others; e.g., the manipulation or falsification of data for an academic assignment; the creation of a false or misleading source citation; intentionally obstructing or interfering with another student's academic work, etc.
4. **Double-Dipping:** A student may not submit the same project, paper, or other assignment for more than one course without the expressed permission of all faculty members involved.



## Academic Integrity Committee

The Academic Integrity Committee is a body of teachers, administrators, and students that hear and give opinions on accusations of academic dishonesty. *If a student is accused of plagiarizing an essay, sharing or copying homework, taking a photo of an exam, sharing the contents of an exam, copying from another student's exam or any other questionable academic practice, the teacher will submit a form to the Office of Faculty and Curriculum Development. The teacher will also contact the student's parent via email or phone.*

The committee will set a time for the meeting and give the accused student a chance to address the committee. The student may choose to appear before the committee. The committee will meet during the delayed start Wednesday mornings, so students wishing to appear must make arrangements to be present. The student may decide to accept the committee's recommendation without attending the hearing. Finally, the student can decide to allow the teacher to handle the situation with a reduced letter grade and an appropriate replacement assignment. If the teacher and student agree to have the teacher handle the situation, a form must still be completed and submitted.

After the hearing, the committee will give an opinion on the incident and suggest one of three solutions:

1. There is not enough clear information to prove academic dishonesty and the issue is dismissed.
2. The information suggests that the student was academically dishonest and should receive service hours for a summary violation.
3. Due to the seriousness of the offense or in the case of multiple violations, the incident should be transferred to the Discipline Office and the student will face discipline according to the Academic Policies in the Student Handbook.

Please contact Mr. Kevin Sheridan (ksheridan@centralcatholicchs.com or 412-622-6176) with any questions.

## Honor Code

Academic integrity is the foundation of teaching and learning at Central Catholic High School. As men of faith students share with the faculty, staff and administration the common responsibility for cultivating a climate of trust and honesty. Our honor code dictates that we will not lie, cheat, steal or plagiarize. Consisting of teachers and students who are elected or appointed, the Honor Council exists to demonstrate and ensure that honor and integrity are fundamental principles of our Lasallian community.



(26) *Academic Accommodations:* As part of our LaSallian mission, Central Catholic is committed to supporting the diverse learning needs of all students entrusted to our care. We are dedicated to providing limited accommodations for qualified students so that they can realize their full academic potential while navigating through our rigorous college preparatory curriculum.

*Process for Requesting and Receiving Academic Accommodations:*

- Parents must provide documentation to their son's assigned counselor. The documentation must come from a licensed or certified evaluator and should be current (within three years).
- The counselor reviews the documentation and determines if accommodations are appropriate based on evaluator recommendations.
- The counselor will create an academic support plan which will detail all the academic accommodations that the student is eligible to receive while at Central Catholic.
- The counselor reviews the proposed academic support plan with student/parents. The student and counselor will determine which course(s) academic accommodations are needed.
- The student/parents must sign and return the academic support plan to the counselor.
- The counselor provides teachers with a copy of the academic support plan and sends updates as needed.

*Examples of Academic Accommodations:*

- Extended time (up to 50%)
  - Alternate testing location
  - Preferential seating
  - Note taking assistance
  - Modified assignments or tests
  - Academic support/tutoring
- It is ultimately the student's responsibility to communicate any issues or concerns regarding academic accommodations directly to the appropriate teachers and assigned counselor. Counselors will meet with qualified students at the beginning of each new school year to review the previous support plan and make any modifications if necessary.

Students that elect to receive academic accommodations are expected to utilize them to the fullest extent. If a student is considering to opt out of receiving academic accommodation, he needs to speak with his counselor. Written permission will be required from a parent before any changes to academic accommodations can be made.

An academic support plan does not guarantee a student's eligibility for accommodations on standardized exams (SAT/ACT). Testing accommodations for standardized exams must be requested directly through College Board and ACT with the assistance of a the counselor.

*In-school Testing Accommodations:*

To secure testing accommodations (i.e. extended time, alternate testing location) on tests and quizzes, students must follow these important steps:

- Inform their teachers every time they wish to utilize the testing accommodations. This is best done in person immediately following the announcement of a test or quiz.
- Report directly to the Academic Support classroom (BRC 1) during the scheduled class period.
- Return to their regular classroom when finished if there is time remaining in the period.

*Testing Accommodations on Standardized Exams:*

The process for requesting testing accommodations through Collegeboard or ACT can take up to 4 weeks for approval. The Director of Counseling will initiate the electronic request process and should be contacted as early as possible.

Steps for submitting an accommodation request:

- Parents should request a "consent to release information" form from guidance and return promptly.
- The accommodations request is submitted electronically by the Director of Guidance and a decision is made within 4 weeks (you will receive notification my mail and/or e-mail).
  - For the SAT, students should wait until an accommodation decision has been made before registering as you will be required to enter your SSD eligibility code during registration (pay close attention to the deadlines and give yourself plenty of time to avoid any unforeseen issues).
  - For ACT, students should register for the exam first (indicate your need for accommodations when prompted to do so) and forward the confirmation e-mail to the Director of Counseling as it will contain your personal identification number which is required to submit the request.
  - Upon approval, you will not be required to do anything further.
  - For more information, visit [www.collegeboard.org](http://www.collegeboard.org) or [www.act.org](http://www.act.org) and type in keyword "accommodations".

# Quality Point System

		Level 1	Level 2	Level 3	Level 4	Level 5
		<i>Regular</i>	<i>Intermediate</i>	<i>Advanced</i>	<i>Honors</i>	<i>AP</i>
Grade	Equivalent					
100	A+	4.000	4.400	4.800	5.400	6.000
99	A+	4.000	4.400	4.800	5.400	6.000
98	A+	3.930	4.323	4.716	5.306	5.895
97	A	3.860	4.246	4.632	5.211	5.790
96	A	3.790	4.169	4.548	5.117	5.685
95	A	3.710	4.081	4.452	5.009	5.565
94	A-	3.650	4.015	4.380	4.928	5.475
93	A-	3.570	3.927	4.284	4.820	5.355
92	B+	3.500	3.850	4.200	4.725	5.250
91	B+	3.430	3.773	4.116	4.631	5.145
90	B+	3.360	3.696	4.032	4.536	5.040
89	B	3.290	3.619	3.948	4.442	4.935
88	B	3.210	3.531	3.852	4.334	4.815
87	B	3.140	3.454	3.768	4.239	4.710
86	B-	3.070	3.377	3.684	4.145	4.605
85	B-	3.000	3.300	3.600	4.050	4.500

		Level 1	Level 2	Level 3	Level 4	Level 5
		<i>Regular</i>	<i>Intermediate</i>	<i>Advanced</i>	<i>Honors</i>	<i>AP</i>
Grade	Equivalent					
84	C+	2.900	3.190	3.480	3.915	4.350
83	C+	2.800	3.080	3.360	3.780	4.200
82	C+	2.700	2.970	3.240	3.645	4.050
81	C	2.600	2.860	3.120	3.510	3.900
80	C	2.500	2.750	3.000	3.375	3.750
79	C	2.400	2.654	2.880	3.240	3.600
78	C	2.300	2.530	2.760	3.105	3.450
77	C-	2.200	2.420	2.640	2.970	3.300
76	C-	2.100	2.310	2.520	2.835	3.150
75	C-	2.000	2.200	2.400	2.700	3.000
74	D+	1.800	1.980	2.160	2.430	2.700
73	D+	1.600	1.760	1.920	2.160	2.400
72	D	1.400	1.540	1.680	1.890	2.100
71	D	1.200	1.320	1.440	1.620	1.800
70	D-	1.000	1.100	1.200	1.350	1.500
69	F	0.000	0.000	0.000	0.000	0.000

## Student Regulations

As in every Lasallian school, we expect our students to be responsible, honest, respectful and well-behaved. Although the following regulations pertain to many student rights and responsibilities, they obviously do not and cannot cover every conceivable situation. Please read the following regulations carefully, be sure you understand them, and observe them faithfully.

## Attendance Policies

### *Absence from School*

#### *Types of Absences*

#### **Absence from School**

Absence from school deprives the student of opportunities for learning. If a student must be absent, one of his parents must phone the school before 9:00am on the day he will be absent. The student is responsible for ensuring that his parent/guardian informs the school. The Absentee Hotline (412-621-1766) operates ceaselessly. Please give all requested information: the student's name, homeroom number and reason for his absence.

When the student returns to school, he must present a note with the same information, signed by a parent, to Office C before he goes to class.

Statements such as "... was not in yesterday" or "... will be out tomorrow" are insufficient, and, therefore, the absence will be recorded as unexcused.

In accordance with Pennsylvania law, students absent twenty or more days will be required to attend summer school before being promoted or awarded a diploma. A student who misses 36 or more periods per year (18 for a semester course) will fail that course and must attend summer school. Under special circumstances the school Administration may allow an exception to these attendance standards.

For prolonged illness or hospitalization, a competent medical professional must verify, on his professional stationery, the student's illness and the dates missed due to the illness. This note must be submitted to Office C within five school days after the student's return.

#### **Absence Due to Tuition**

Students with delinquent tuition that prevents them from attending school will have 10 days to rectify the situation. After 10 days, students will not be permitted to return to Central Catholic for the remainder of the semester, even if their tuition issue is addressed. Once all tuition responsibilities are up to date, a student may re-apply for the next semester.

#### **Types of Absence**

Absences are recorded as either excused, illegal, or unexcused.

## (1) *Excused Absences*

- Illness, hospitalization, quarantine
- Death in the immediate family
- Religious observances
- Exceptionally urgent reasons that affect the student, but not merely “work at home”
- One pre-approved college visit day (seniors only)
- Family trips that have an educational value and are pre-approved by the school Administration.

*Types of Absence*

*Morning Arrival*

*Tardiness*

*Parental Excuses*

## (2) *Illegal Absences*

- Truancy
- Falsifying a note or phone call
- A class cut day

*Early Dismissals*

## 3) *Unexcused Absences*

- Blamed on parent or guardian
- Traffic
- Car problem
- Missing the bus
- Oversleeping
- Employment
- Late request to attend Annual College Fair
- Unapproved family trip or college visit

Family trips are not recognized as valid excuses for absences; therefore, please refrain from taking vacations during school time. For a trip having a major educational value to be considered as an excused absence, pre-approval must be requested from Office C at least one week in advance. This includes attendance at the annual March for Life and the Spring College Fair. When a trip has been approved by Office C, the student must notify his teachers and receive any assignments. All school work for pre-approved absences must be submitted to the teachers within three days of the student’s return to classes.

Absence for a trip taken without prior approval by the Administration will be recorded as unexcused and teachers will not be obligated to provide make-up work, tests, etc.

Students who miss their class level day for any reason will be assessed a fee of \$25 to help cover the cost of a make-up day.

### **School Refusal Behavior**

School refusal behavior refers to a student’s refusal to attend school, or difficulty remaining in classes for an entire day. Central Catholic High School recognizes that this behavior is becoming more common among adolescents, and the causes of school refusal vary in reason and frequency, i.e.: medical, mental health, conduct matters. As Central Catholic is a college preparatory Catholic school, multiple absences present serious consequences for the college-bound student. Policy concerns, interference of education, academic limitations, truancy, and state legal requirements are among these concerns.

We recognize that students may need individualized interventions or supports related to school refusal behavior. An evaluation will be conducted to determine the severity and particular level of support or intervention needed for each situation. Unresolved school refusal may lead to dismissal.

### **Morning Arrival**

Parents who drive their sons to school should drop them off in the rear parking lot. The building is usually open by 6:30am. Students who arrive before 7:45am may wait in the Quadrangle, go the cafeteria or library, or stand in the first or second floor corridors. Students are not permitted in the stairwells or above the second floor until the 7:45am bell.

Students in the Academic Support Program or who are being tutored by a teacher may go to their classroom at 7:45am, with the Academic Support Program card or a note from a teacher. Students not in homeroom at 7:56am will be marked absent. Any student participating in tutoring, liturgy, TV, etc. must report to the Academic Support Coordinator, program moderator, or to Office C.

### **Tardiness**

A student reporting to school after 7:56am must report to Welcome Center before going to any other area or class. Students will receive a tardy slip indicating the time of arrival. With the fifth unexcused tardy, a student will receive one conduct point and one detention for each unexcused tardy. An unexcused lateness



# Attendance Policies, cont.

## *Early Dismissal Procedure*

## *Truancy*

after 20 minutes will result in a class cut violation and the student will be assigned 4 conduct points and 3 detentions. Chronic lateness will result in more stern disciplinary action including Saturday morning detentions, and eventually suspension.

Students who are often tardy on days following school activities may be suspended from participation in that activity. Students who are late due to school bus (but not PAT bus) delays receive an excused tardy. Failure to report to Welcome Center will result in a procedural violation.

An accumulation of 4 or more unexcused tardies during the course of one calendar month may result in a Saturday detention.

### **Parental Excuses**

In addition to a message left on the absentee hotline, 412-621-1766, a written parental excuse is required for absences, early dismissals, or tardiness. According to the Pennsylvania Department of Education, absences are considered unlawful until the school receives a written excuse. If 3 calendar days pass after the absence with no excuse, the absence is permanently considered unlawful. Central Catholic will not alter a student's absence after that 3 day period. The Administration reserves the right to judge the validity of excuses. Parental excuses must contain the following information:

- Printed full name and homeroom of student
- Date(s) of absence(s) or early dismissal
- Time to be dismissed (early dismissal)
- Reason for the absence or early dismissal
- Signature of the custodial parent/guardian
- Phone number where a parent/guardian can be reached



### **Early Dismissals**

Early dismissals are strongly discouraged and should be requested only when absolutely necessary. Early dismissals will be granted only for the same reasons as excused absences. Parents are encouraged to schedule non-emergency medical/dental appointments outside school hours. If that is not possible, appointments should be scheduled as early or as late as possible during the school day, to allow for maximum school time.

*Early Dismissal Procedure:* The student must present a written request for early dismissal to Welcome Center prior to first period on the day requested (or the day before). A parent must also call the school at 412-621-1766 to verify the dismissal request. Students must sign out from Welcome Center upon departure.

A student whose parents have not called and/or have not sent in a note will not be allowed to leave school unless a parent/guardian comes to Welcome Center to sign him out. Upon return, early dismissal students must report to Welcome Center with verification from the doctor/dentist, etc. Failure to follow these procedures will result in the school's refusal to honor future requests. Students leaving campus without following the stated policy will receive discipline (see page 35)

Students who miss four periods will be marked absent for half a day. Students who miss more than four periods are considered absent for the entire day and may not participate in, practice with, or attend any school activity that day/night. Students leaving school before 10:00 am will be marked absent for the entire day.

### **Truancy**

Truancy violates Pennsylvania law and is a major violation of Central Catholic policy. A truant student will be suspended from school until his parents meet with the Assistant Principal for Student Affairs. Repeated truancy will be reported to the student's local school district truant officer and may be cause for dismissal from Central Catholic.

Students will NOT be given the opportunity to complete academic work/tests missed due to truancy. Students who call themselves off school (or for early dismissal) or have a non-parent/guardian call and/or forge a note are also considered truant.



## Activities and Athletic Programs

The student activities and athletic programs at Central Catholic are designed to provide a broad range of opportunities to develop the total person, to reinforce Christian values, and to promote friendship and peer support.

The school strongly encourages students to become involved in athletic/activity programs and is committed to providing everyone a fair chance to participate. All students may try out for the sports teams and extracurricular activities.

Ideally, no one would be cut from a team or activity. However, for some teams and activities the number of players or members is limited and, unfortunately, not everyone who tries out can be accepted. Parents are encouraged to help their sons understand that not everyone can be selected. The decision of an athletic head coach, in conjunction with the Athletic Director, or the decision of an activity moderator, in conjunction with the Assistant Principal for Student Affairs, is final. Ordinarily, the principal will not intervene in non-selection decisions unless he is convinced that the decision was arbitrary or capricious.

The student's academic progress and spiritual development are of paramount importance to the school. Failure to meet and maintain academic and discipline standards may prevent participation in sports and activities. Therefore, students who are assigned academic or disciplinary ineligibility may not participate in school sports and activities. Also, any student assigned disciplinary ineligibility may not attend school-sponsored activities. Please refer to page 16 for academic and pages 27-30 for disciplinary ineligibility, reinstatement, and participation policies.

## Addressing Teachers

Students are expected to display courtesy and respect to all. Adult members of the school staff are to be addressed by their proper title (Mr., Mrs., Miss, Dr., Brother, Father, etc.) at all times.

## Alcohol, Drugs

The sale, use, transfer, and/or possession of alcohol, illegal drugs or related paraphernalia, or aiding any of the preceding, on school property or at a school-sponsored student activity is absolutely forbidden. Central Catholic High School fully adheres to the Pittsburgh Diocesan Substance Abuse Policy, which appears on pages 39-41 of this handbook.

## Assemblies

For assemblies, students should report quickly and quietly to their assigned seats and remain there until dismissed. Conduct at assemblies and other school-sponsored events should always be appropriate to the activity. Students are required to attend all scheduled assemblies, pep rallies, liturgies, etc., even if they are normally free during that assembly period.

## Book Bags

Book bags, duffel bags, athletic/gym bags, knapsacks, etc., must be stored in the student's assigned locker throughout the day. These items may not be brought into the classrooms, library, hallways, or cafeteria after the school day has begun. A gym bag may be used to carry clothing to and from the gym.

## Bookstore

The Bookstore is open every day during announced hours. Occasionally the Bookstore hours are extended to accommodate the sale of tickets for school-sponsored events.

## Bullying, Cyberbullying, Harassment

Bullying is a form of negative and hurtful behavior that is prevalent among children and adolescents and is characterized by aggressive repeated behavior and an imbalance of power. Cyberbullying is the willful and repeated harm inflicted through the use of computers, cell phones, and other electronic devices. Any form of bullying is inconsistent with the philosophy of Central Catholic and the behavior of a Christian gentlemen. Allegations of harassment or bullying are investigated thoroughly, and, if proven accurate, are subject to stern disciplinary action (see pages 34-38).

*Activities*

*Athletic Programs*

*Addressing Teachers*

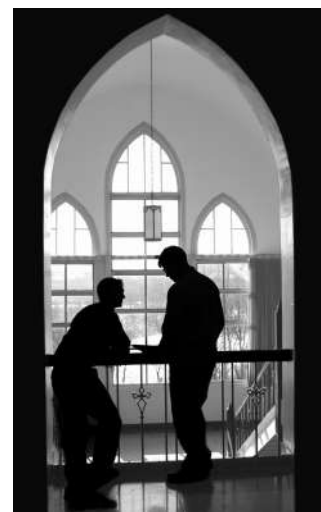
*Alcohol*

*Assemblies*

*Book Bags*

*Bookstore*

*Bullying, Harassment*



# General Policies, cont.

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*Cafeteria*

## **Cafeteria**

Students are required to report to the cafeteria for their assigned lunch period and remain there until dismissed. Students are not permitted in the library during their lunch period.

*Change of Address*

Toward the end of each lunch period, the students will be notified that all students (including seniors) should clean the entire area around their table and return the chairs to their proper places. All students (including seniors) then must proceed to the Quadrangle, according to the directives of the proctors. During cold weather, students should take coats/jackets with them to the cafeteria, since permission will not be given to go to lockers.

*Cheating*

Books and other items may not be left in the cafeteria or stairwell. In inclement weather, students will be directed to remain in the cafeteria.

*Plagiarism*

Students are expected to cooperate in keeping the lunchroom clean. Food and trash are never to be thrown, and all waste must be placed in the proper containers. Nothing should be left on the tables. All bottles and cans must be discarded in proper containers. Failure to follow the directives of proctors will result in disciplinary action.

*Class Cancellations*

## **Change of Address**

A change of address, phone number, emergency phone number, or any other registration information should be reported immediately to Academic Affairs Office. Public school transportation personnel should be notified several weeks before a change of residence.

## **Cheating, Plagiarism**

Cheating on exams, tests, quizzes, essays or projects is a serious violation of academic honesty and personal integrity. In addition to academic sanctions (see page 15), the Administration will also employ disciplinary measures (see pages 34-38).



Cheating includes, but is not limited to, the following behaviors:

- Talking during a test or quiz
- Looking at the paper of another student during a test or quiz
- Having answers/test material out or available during a test or quiz
- Sharing or receiving information about specific test or quiz questions prior to the administration of the test or quiz
- Copying homework or allowing another to copy his homework
- Working together on an assignment that is to be completed independently
- The use of “cheat sheets” in any form at any time. This includes the use of calculators to secretly store and use improper information during a test
- Any form of communication between students during a test or quiz
- Providing answers or questions of a test or quiz to a student who has not yet taken his test or quiz
- Copying material from other students, whether the paper is copied directly or altered by changing selected words. This is also true for homework assignments, tests, or quizzes.
- Any type of plagiarism\* including downloading material from the Internet and submitting it as one’s own work
- Adding a name to a group project of an individual who has not made a significant contribution to the development of that project
- Taking course materials from a teacher’s desk, computer files, etc.
- Taking photos of a test, project, or assignment

\*Plagiarism, the copying or unattributed use of another’s work is a form of cheating. A student who plagiarizes will receive both a grade of zero for the assignment and disciplinary sanctions.

## **Class Cancellations**

If a class cancellation is necessary, a notice will be posted. The application Yapp is installed on all student iPads, and will show the cancellation list each day as well. A student should never merely assume that a class has been cancelled and such an assumption shall NOT be an acceptable excuse for a student who fails to report to a class. Failure to report to a class on time or for the entire period will result in a tardy or class cut.

## Custodial and Non-Custodial Parents and Guardians

Each student must reside with at least one custodial parent or legal guardian while he is enrolled at Central Catholic. For students whose second parent or guardian lives at another location, copies of all pertinent mailings can be provided unless prohibited by a court order. Requests for copies to the non-custodial parent should be submitted to the Assistant Principal for Academic Affairs (Academic Affairs Office).

## Cutting Class

Students are required to report to all assigned classes, study halls, lunch periods, approved tutorials, liturgies, assemblies, pep rallies, etc. A student who expects to miss a class due to a planned activity or meeting (excluding athletic events) must receive prior permission from the relevant teacher(s).

Failure to report to an assigned period or missing class without the authorization of the teacher or an administrator is considered a class cut. Students who cut class three times will be suspended in school until a parent has met with the Assistant Principal for Student Affairs. **Students who cut a class will not be allowed to make up missed academic work, tests, etc.**

## Daily Bulletin

The Daily Bulletin is read during homeroom period via the closed circuit TV system. The Daily Bulletin is also posted on the schools website, [www.centralcatholichs.com](http://www.centralcatholichs.com).

Announcements for the Bulletin must be legibly written on the proper form and submitted to Office C no later than 2:45pm on the day before the announcement is to be read. Announcements will not be repeated more than twice, except in extraordinary circumstances. Team captains, officers or moderators are responsible for providing information about their organizations through the Daily Bulletin. The Assistant Principal for Student Affairs may edit or refuse any announcement.

## Dances

Attendance at school-sponsored dances is a privilege, not a right. The Student Council sponsors two types of dances:

(1) *Mixers*: For these dances, usually held on campus from 7:30 pm to 10:30pm, casual attire is permitted. A student may attend alone or with a date. Students must arrive by 8:15pm. Admission is determined by the Student Council. Attendees may leave the dance at any time, but will not be permitted to re-enter after departing.

(2) *Date Dances, Prom*: These dances require either semi-formal (suit coat and tie) or formal (tuxedo) attire and are held at off-campus sites. Attendees must have a date whose name, school, and home phone number have been submitted to the Student Council moderator by the prescribed deadline. Students are required to remain at the dance site for the entire time of the dance. Students must have parental permission, approval of the Assistant Principal for Student Affairs, and be current with tuition payments. The cost of each dance varies and is announced about a month in advance. Because some dances have limitations on the number of attendees, students must adhere to announced deadlines for reservations.

### *Policies for Central Catholic Dances:*

- Only current Central Catholic students may attend.
- Students must present their ID card for admittance.
- Girls from any high school (grades 9-12) may attend.
- All school policies are in effect and enforced.
- Dancing that is considered lewd or vulgar is prohibited.
- No book/gym bags, extra large purses, etc. are allowed
- Central Catholic is not responsible for lost/stolen personal items.
- Students assigned discipline ineligibility may not attend.
- Disruptive behavior will cancel privileges of attending future dances

Central Catholic has reciprocal agreements with other Diocesan schools regarding student behavior.

*Semi-formal, formal dance dress*: Students and their dates are expected to dress appropriately for Central Catholic dances. Students are held responsible for their date's attire and behavior. Those not complying with the dress code will be refused admittance. Inappropriate behavior during the dance may result in the student and his date being told to leave.

*Custodial Parents/Guardians*

*Non-Custodial Parents/  
Guardians*

*Cutting Class*

*Daily Bulletin*

*Dances*



# General Policies, cont.

*Dances*

*Boys:* Suits or tuxedos; dress shirt with tie; dress shoes and socks; hair well groomed; face clean shaven; no earrings. Dress shirt and shoes must be worn at all times.

*Directory*

*Girls:* Semi-formal or floor-length gowns. These may be strapless, halter style, or with spaghetti straps; however, slits on the side may be only to the knee; no plunging necklines or backs; no bare midriffs or open sides. Semi-formal dresses must be at least knee length. Shoes/sandals must be worn at all times.

*Discrimination*

## Directory

The parent directory is for the exclusive use of Central Catholic parent. Its use should be respectful and for the purpose of strengthen the Central Catholic community. The directory will be sent via email blast shortly after the start of the school year. Parents can opt out of the directory by checking the box on the Memorandum of Understanding.

\*Do not use for advertising, pandering, or use outside of community use

**\*It is to be used by parents and kept as confidential and respect others privacy**

*Dress Code*

## Discrimination

Students are expected to treat each member of our Lasallian community with respect for their cultural, ethnic, and religious heritage. Any student who degrades, harasses or insults another with ethnic, sexual or religious slurs, intimidation, gestures, language, or comments will face appropriate consequences.

## Dress Code

A Central Catholic student represents his school, his family, and himself at all times. We strive to instill in our students a sense of pride in their appearance and a sense of self-discipline. Because students are expected to be neat, and well groomed, the school has set the following standards of dress. Other standards may be implemented if necessary.

### (1) *Required*

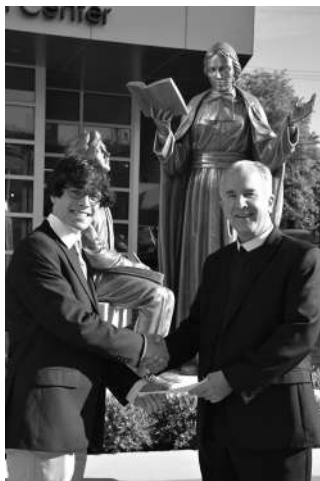
- Any color dress shirt, designed to be worn with a tie, buttoned at the collar, and tucked into pants
- A necktie knotted at the collar
- Solid color dress slacks (without outside pockets, patch pockets or pocket flaps), with a belt worn at the waist
- Any color socks that cover the ankle
- Leather dress shoes, loafers, or deck shoes (solid color is preferred). Shoes must be distinctly non-athletic and must cover the heel completely. The Dean of Students/Assistant Principal for Student Affairs will be the final arbiters of what constitutes "non-athletic"

### (2) *Permitted*

- A sport coat or a sweater (shirt collar and tie must be visible; turtle necks are not permitted)
- Official school sweater or vest, purchased in the school bookstore
- Team jerseys (worn over the shirt and tie) may be permitted for varsity teams on special occasions. Team captain(s) should see Assistant Principal for Student Affairs for WRITTEN permission.

### (3) *Not Permitted*

- Apparel (including pins or buttons) with suggestive, vulgar, inflammatory, libelous, or inappropriate lettering, words, designs, or pictures, or references to alcoholic beverages, drugs or tobacco products
- Flannel shirts, outerwear, sweatshirts, jackets, work clothes, denim-wear, cargo pants or pants with patch pockets, flaps, or outside attachments
- Dickie-brand pants, work style pants, or pants with metal rivots
- ANY type of boot or any other shoe that rises above the ankle. Slippers or other shoes that are fur or flannel lined are also not permitted.
- Earrings or other similar adornments or jewelry, chains, necklaces, clamps, excessively large key holders used as wearing apparel, or studded belts
- Ripped, torn, sliced, patched, discolored, over-sized, or excessively baggy pants or shirt
- Visible tattoos, body piercing, plugs of any kind
- Baseball caps, hats, bandannas, sunglasses, or any other type of headgear, at any time in the building
- Jackets, hoodies, pullovers, vests and other outerwear, **EVEN THOSE** which bear the Central name or logo or that of one of its athletic teams.
- Any excessive alteration of clothing like rolling of the sleeves and cuffing of the pants.



*Hairstyle:* Hair must be its natural color, clean, neatly combed, not totally covering the ears or eyes, or falling below the shirt collar. Sideburns may not extend below the ear or extend forward toward the cheek. Shaved heads or hairstyles with designs, patterns, lines, weaves, spikes, braids, locks, twists, or ponytails are not permitted. Closely cut sides and top (military style) are permitted. Hair shall not exceed 2 ½ inches from the scalp.

*Facial Hair:* Students are to be clean-shaven. Neatly trimmed mustaches are permitted. Goatees, chin or lower lip hair are not permitted. A doctor's note about a skin condition must state a minimum requirement for shaving.

*Compliance:* Students are to comply with the dress code throughout the school day, including arrival and departure. Students who disregard the dress code may be sent home or suspended in school until the violation is corrected. They may also be assigned conduct points and detentions. Four violations will be cause for suspension out of school until a meeting can be held with parents.

A physically incapacitated student may wear an alternative shoe if he submits a physician's request written on the physician's stationery. The request, stating the medical condition and the expected length of recuperation, must be submitted to the Dean of Students (Office D). **Faculty should be expected to enforce the dress code. The Assistant Principal for Student Affairs and the Dean of Students are the final arbiters of the appropriateness of a student's appearance.**

*Reciprocal Students:* Students from other schools attending classes at Central Catholic must adhere to their school's written dress code and comply with Central Catholic's policy to be neat and clean. While attending or visiting other schools, Central Catholic students must adhere to the required Central Catholic dress code, regardless of that school's dress code policies.

## Electronic Devices

Use of Personal Electronic Devices (PED), such as iPhones, or any other cellular device is not permitted during the school day. Cell phones are to remain the student locker throughout the day. Students will be able to use their phone while standing at their locker for Text Messaging only. Students in violation of the policy will have their phone confiscated and turned into Office D. Penalties for phone confiscation are as follows:

1st offense-Phone will be turned into Office D prior to homeroom for 3 consecutive days and will be returned to student after 9th period

2nd offense-Phone will turned into Office D prior to homeroom for 5 consecutive days and will be returned to student after 9th period.

3rd offense-Parent/Guardian required to pick up the phone from the administration.

\*It is the student's responsibility to turn phone into the office. Failure to comply with policy will result in parent pickup.

Additionally, the use of Smartwatches, personal iPads, and tablets are not permitted. Other than the exception noted above, PED's and similar items may not be used or visible during the school day. Laptop computers, school issued iPads, and other tablet devices may be used in classrooms ONLY at the discretion of individual classroom teachers (See Technology Policies p.42). Headphones may only be worn in the library. Students are not permitted to wear headphones while walking in the halls during school hours. Use of these devices in common areas is a privilege and must be done responsibly within the guidelines set forth in this handbook for acceptable Internet use (p.42). The non-educational use of any technological resource during the school day is prohibited and will result in loss of privileges. For exceptions see the Assistant Principal for Student Affairs. Violations of this policy may result in confiscation of the item for the timeframe listed above. School personnel retain the right to review cell phone content to the extent necessary to verify a suspected policy violation. A student's failure to cooperate in such review shall constitute an admission of the policy violation and result in the administration of disciplinary action consistent with the policy.

## Emergency Preparedness

Central Catholic is constantly looking to improve its prevention of, and response to emergency situations. Each month, the school will rehearse fire and/or lockdown drills. Students are expected to cooperate and be attentive to all directions during all drills and certainly all emergency situations. If an emergency were to occur, parents will be updated via the voicemail system, email, and social media sites. Due to our urban location, it is vital that parents do NOT come to the school during a school emergency. Family reunification will be conducted in an orderly manner with the help of emergency personnel.

*Hairstyle*

*Facial Hair*

*Compliance*

*Reciprocal Students*

*Electronic Devices*

*Emergency Preparedness*





# General Policies, cont.

*Extracurricular Activity Eligibility*

*Exchange of Money*

*Fighting*

*Threats of Violence*

*Field Trips*

*Fire Alarm*

*Fund-Raising*

*Fund Raising, cont.*

*Funeral Arrangements*

*Games/Gambling*

*General Courtesies*

## **Extracurricular Activity Eligibility**

The school sets attendance and participation requirements for school activities. Students must attend at least four class periods in order to participate, practice or attend any school activity on that day. Failure to meet and maintain the standards of academics, attendance, punctuality, and discipline may affect participation in sports and activities. Students assigned academic or disciplinary ineligibility may not participate or practice in any school activities. A student assigned disciplinary ineligibility may not attend any school-sponsored activities. See page 15 for academic and pages 34-38 for disciplinary ineligibility, reinstatement, and participation policies.

## **Exchange of Money**

Students are not permitted to exchange currency or to buy or sell merchandise anywhere on school property. Students are not permitted to solicit money from other students anywhere on school premises without explicit approval of Assistant Principal of Student Affairs.

## **Fighting and Threats of Violence**

Fighting, instigating a fight, or threatening others will not be tolerated. The first offense will result in suspension; a second offense may result in immediate expulsion. If threatened by another, the student should immediately inform a school official.

## **Field Trips**

Students participating in a field trip or off-campus, class-related educational program are required to have parental permission and conform to the Central Catholic dress code. For walking tours, students may wear tennis shoes. Guidelines for overnight or extended school trips are on pages 32-33.

## **Fire Alarm**

Sounding a false fire alarm is illegal and will be subject to stern disciplinary measures, including notification of civil authorities, administrative punishment and probable expulsion.

## **Fund-Raising**

Early in the school year, Central Catholic sponsors a Lottery Ticket Fund-Raiser to support club activities. To receive funds, authorized activities must submit an annual financial report to the Business Office and allow Central Catholic students and faculty free admission to regular season home events. The funding amount is determined by the number of students in the organization who met their sales quota.

In the spring, the school sponsors the Viking Victory Auction, the proceeds of which provide tuition assistance and improvements to the school building. Student volunteers are needed for this major fund-raiser.

Some booster organizations conduct fund-raisers during the school year. Each fund-raising plan must be approved by the Assistant Principal for Student Affairs (Office C), who will schedule them in the school calendar. Fund-raising activities must have the approval of the Assistant Principal to use Central Catholic's name, mascot, or logo.

## **Funeral Arrangements**

For individual requests for a funeral, students should follow the early dismissal or absence procedures.

## **Games and Gambling**

Card playing, betting, and gambling are forbidden on school property. Any game or activity that disrupts the orderly atmosphere of the school, including the cafeteria, is also forbidden.

## **General Courtesies**

We and the wider community hold our students to a high standard of courtesy. Students are expected to respect persons and property in every situation. They should be particularly courteous toward the elderly and disabled, the school's neighbors, and local merchants.

Students are expected to follow the rules of courtesy on public transit, in business establishments, on private property, sidewalks, etc.

## **Good Reputation of the School**

Each Central Catholic student is responsible for upholding the good reputation of the school. A student involved in public misconduct, bringing discredit to himself or Central Catholic through inappropriate, unethical, or unlawful activity within or outside the school, is subject to disciplinary consequences, including expulsion.



Unlawful or unethical activity includes, but is not limited to, membership, involvement, or association with a group or gang that engages in violence, harassment or intimidation of others; the use or sale of illegal substances; theft; possession of a weapon; use of print, visual or electronic media for harassment, intimidation, etc. Wearing gang paraphernalia, using gang signs, symbols or graffiti will be considered evidence of gang association. These actions will result in stern disciplinary action, including possible expulsion.

When school officials are notified of behavior contrary to the values and policies of Central Catholic High School and that violate the Memorandum of Understanding, parents will be required to meet with the Assistant Principal for Student Affairs and disciplinary consequences will be applied, including the possibility of expulsion.

When school officials are notified of behavior contrary to the values and policies of Central Catholic High School and that violate the Memorandum of Understanding, parents will be required to meet with the Assistant Principal for Student Affairs and disciplinary consequences will be applied, including the possibility of expulsion.

### **ID Cards**

At the beginning of the school year each student receives an ID card and lanyard that must be worn throughout the school day. ID cards must be shown for free admission to home athletic and cultural events. When requested, the student must provide the card to faculty, staff, bus drivers, and other appropriate adults. Replacement ID cards may be obtained from Office A upon payment of a \$5.00 fee.

### **Illness at School**

If a student becomes ill or is injured at school, the following steps should be followed to safeguard the student and school community.

- Whether the student is in class or going to class, he must explain his condition to the teacher with whom he is scheduled.
- The student should request from the teacher a note to go to the Nurse's Office. If the nurse is unavailable, the student should report immediately to Office C.
- If the student should become ill or is injured during a scheduled free period, he should report to Office C.
- If the student's illness or injury prevents him from safely going to the classroom, he should send another student to inform the teacher of the situation.
- The nurse or administrator will determine the extent of the illness or injury and may contact a parent or guardian.
- Students are not to call parents to arrange to be released.

Under no circumstances may a student absent himself from class, call a parent to release him from school, or leave school grounds without proper permission.

### **Internet Use**

The internet offers vast, diverse, and unique resources to benefit from. With such technology comes great responsibility. Negative, slanderous, or libel comments posted on the internet regarding other students or Central Catholic staff is prohibited. Such behavior is contrary to the Christian values of Central Catholic and violates the Diocesan Memorandum of Understanding. Students who post illegal, inappropriate or harassing information on the internet will be subject to disciplinary consequences including, but not limited to, termination of technology privileges, conduct points, detentions, suspension and possible expulsion. Central Catholic students represent themselves, their parents and the school at all times and are accountable for their actions.

### **Lateness for Class**

A student who is late for class is marked tardy. If he has no valid, written excuse, he will be assigned conduct points and detention by the Dean of Students. A student who is less than five minutes late will be given one conduct point and one detention. If he is five or more minutes late, he will be given two conduct points and two detentions. A student who is more than 20 minutes late will receive five conduct points and three detentions.

*Good Reputation of the School*

*ID Cards*

*Illness at School*

*Internet Use*

*Lateness for Class*



# General Policies, cont.

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*Library*

*Lockers*

*Lost and Found*

*Marking Devices*

*Medication*

## **Library**

The library is quiet area for study, reading and research. Students are expected to use the available resources as aids in fulfilling the goals of their academic program. Students must enter the library at the beginning and remain until the end of the class period. Students (except seniors) may not use the library during their lunch period, and must bring materials necessary for study. Social conversations are NOT permitted, but the librarian or the proctor may let students work together quietly. Students are not permitted to bring book bags or food into the library, nor to leave book bags outside the library entrance.

Students may not tamper with the computers or other equipment in the library. Computers must be used for academic assignments and research only. Students who need help should request it from the librarian or a proctor. Failure to return library materials will result in the withholding of report cards (or diplomas for seniors). The replacement cost of lost books must be paid in full.

## **Lockers**

Each student is assigned a locker at the beginning of the school year. All lockers must be secured with a school-issued lock at all times. All lockers are the property of Central Catholic. Students are not permitted to switch lockers with other students or to place belongings in an empty locker without approval of the Assistant Principal for Student Affairs. Lockers may be checked periodically by homeroom teachers and/or school administrators and are subject to search at any time at the discretion of the school Administration. At no time should a student use another student's locker nor allow another student to use his locker.

Care of the lockers and of personal property is the responsibility of the student. The school is not responsible for the loss of property stored in lockers. Students are also responsible for the repair of damaged, broken, or vandalized lockers.

A student tampering with another's lock or locker will face stern disciplinary action.

The Administration may confiscate materials and books from an unlocked locker and hold them until the lock is replaced. The use of lockers is a privilege, not a right. Students shall have no expectation of privacy therein as the school retains the rights to conduct both announced and unannounced locker searches. Discovery of illegal materials in a school locker may result in discipline up to and including expulsion and/or referral to appropriate authorities.

## **Lost and Found**

Students should report lost items and return found items to the Dean of Students (Office D) as promptly as possible.

## **Marking Devices**

Marking devices (felt-tip markers, paint spray cans, paint markers, etc.) containing permanent ink and paints are forbidden for personal use on campus.

## **Medication**

Students are not permitted to carry prescriptive or non-prescriptive medication with them at school. If medication must be administered during school hours, the following procedures will be followed.

*Prescriptive Medication:* The medication, with the student's name clearly marked on the container provided by the pharmacist, must be taken to Office C. The container label must include the name of the medication with date, dosage, and frequency of administration.

For all medications (prescriptive and non-prescriptive) taken in school, parents must sign an Indemnification Agreement. Students requiring oral inhalers, insulin, allergy or insect bite antidotes are permitted to carry these items if their parents have signed an Indemnification Agreement.

*Non-Prescriptive Medication:* Parents or guardians must sign an Over the Counter Medication Authorization form in order for students to receive non-prescriptive medications (e.g., Tylenol, ibuprofen, Di-Gel, calamine lotion, Anbesol, etc.) from the school nurse.



## **Obscene Material**

Any printed, illustrated or recorded material that is considered by the school to be pornographic or offensive is forbidden on school property and at any school-related activity. The school will apply the prohibition at its discretion.

## **Other Schools**

When Central Catholic has an early dismissal or is not in session, students are not permitted on the property of another school. If a student has a legitimate reason to be at another school, he must first report to the main office of that school. Appropriate behavior is always expected. Policies of Central Catholic are in effect at all other schools of the Diocese of Pittsburgh.

## **Parent Conferences**

Parent conferences are scheduled for evenings at the end of the first and third quarters. A parent or guardian of a student having academic difficulty should make an appointment to confer with his teacher(s). Teachers, administrators, and guidance staff are available on these evenings. Instructions for scheduling online appointments will be sent at the end of the quarter.

## **Parent Visitation**

Drop-in visits to students are not permitted. If an emergency arises, the parent should notify the Assistant Principal for Student Affairs (Office C). If necessary, the student will be called to the office. If an item must be given to a student, it should be left in Office C. The student will be notified to retrieve it. Parental visits to observe a student in class usually are not permitted.

## **Parking, Parking Lot**

See page 41-42.

## **Photo Release**

Central Catholic may take, edit, alter, copy, exhibit, publish, distribute and make use of any and all pictures, or video taken of its students to be used in and/or for legally promotional materials, including, but not limited to, newsletters, flyers, posters, brochures, broadcast, advertisements, fundraising letters, annual reports, press kits and submissions to journalists, websites, social networking sites and other print and digital communications, without payment or any other consideration. Central Catholic may use students' statements given during an interview or guest lecture, with or without his name, for the purpose of advertising and publicity without restriction.

## **Physical Education**

The Commonwealth of Pennsylvania requires all secondary school students to take physical education. To be excused from an individual physical education class, the student must present a note to the teacher from a parent or physician. To be excused from physical education classes for more than one week, the student must present a physician's note to Academic Affairs Office.

## **Posters, Signs**

Posters, banners and signs of any type must be approved by the Assistant Principal for Student Affairs (Office C). Unapproved material will be removed and discarded. Posters, etc. must be hung on a brick surface. Immediately after the advertised event, all signs, tape, etc. must be completely removed.

## **Religious Exercises**

Students must complete religion course requirements and attend required religious activities. Absence from a day of reflection requires attendance at an alternative program, pre-approved by the Administration and Campus Ministry. The alternate program must be completed by the end of the school year (before graduation for seniors). Failure to complete this requirement will result in an incomplete grade for the religion course and required attendance at summer school.

## **Sale of Merchandise**

Students are not permitted to privately sell or purchase on school property ANY merchandise that is not part of an approved school activity or fundraiser.

*Obscene Material*

*Other Schools*

*Parent Conferences*

*Parent Visitation*

*Parking, Parking Lot*

*Physical Education*

*Posters, Signs*

*Religious Exercises*

*Sale of Merchandise*





# General Policies, cont.

*School Day*

*Off Campus*

*Departure*

*Searches*

*Senior Photographs*

*Sexual Harassment*

*Snow, School Closing, Delays*

*Sports Equipment*

*Sportsmanship*

*Stealing*

*Student Injury*

## **School Day, Off Campus, Departure**

The regular school day begins at 7:56am and concludes at 2:40pm. After the sixth period, students may leave campus if they have no scheduled classes, assemblies, meetings, or faculty appointments. Students may not leave campus at any other time. If a student leaves the campus, he is not permitted to return before the regular dismissal. Students assigned academic or disciplinary ineligibility may not leave campus until 2:40pm. Following dismissal, students are permitted on the first floor only, where the after school proctor can supervise them until 5:00 p.m. On most days, the library is open until 3:30.

## **Searches**

To maintain a safe and secure learning environment, the school reserves the right to search a student, his locker, belongings, desk or any vehicle parked on school grounds. Searches by a school official may occur at any time, usually on reasonable suspicion of a possible violation of civil or criminal law or school regulations. In rare cases, police may use trained dogs in searches of lockers, cars, and empty areas of the property. During such a search, the school will be in lockdown status, with no movement in the school until directed by the Administration. Students will stay in their classrooms or be directed to another area. With reasonable suspicion the school reserves the right to use a drug detection swab test to determine the presence of illegal substances.

## **Senior Photographs**

Hills Studio is the school photographer. Students will be scheduled in the spring of their junior year to sit for their yearbook photograph. A minimal fee will be charged for the sitting. If a student chooses to be photographed at Hills Studio, he must schedule his appointment in time to meet yearbook deadlines. Students must receive permission from Office C to have their senior photograph taken by another studio.

## **Sexual Harassment**

Sexual harassment is any form of unwarranted or uninvited sexual behavior imposed on a person by another. Central Catholic will not tolerate harassment in any form. Allegations of harassment will be investigated thoroughly. Stern disciplinary action will be taken if an allegation is substantiated.

## **Snow, School Closings, Delays**

When school might be closed or delayed, please do not phone the school. Listen to TV or radio for information. The Administration conveys information to KDKA (channel 2) WTAE (channel 4) and WPXI (channel 11). A phone call will be made via the School Messenger system and the school will post the delay or closing on official school social media. If there is a delay rather than closure, follow Central Catholic's DELAYED SCHEDULE. If a conflict occurs between what Central Catholic has announced and what your home school district has announced, follow the schedule announced by your public school district when relying on your school district's bus (not PAT) transportation. Otherwise, follow the schedule for Central Catholic.

## **Sportsmanship**

Students are encouraged to attend school events and activities and to cooperate in maintaining Central Catholic's reputation for good sportsmanship. Fans' behavior should always manifest politeness and respect, never interfering with another spectator's right to enjoy the event. Decisions of the officials must always be respected. Booing, vulgar or insulting gestures or cheers reflect negatively on our fans and on the school. Visiting teams and fans are our guests; their fans and cheerleaders should be given a fair opportunity to cheer. A student who does not conduct himself appropriately will be told to leave the event and may forfeit the privilege of attending future activities.

## **Stealing**

Stealing is a serious breach of personal integrity and will result in stern disciplinary measures, including the possibility of expulsion. If an item is found, it should immediately be taken to the Dean of Students (Office D).

## **Student Injury**

Unfortunately, Central Catholic is not a handicapped accessible building. Students requiring





the use of crutches should receive training from a physical therapist in negotiating stairs. If an injury prevents a student from complying with the dress code, an exception should be sought from the Dean of Students (Office D). A student who obtains a medical excuse for physical education class or has a parent or physician's request to wear tennis shoes may NOT participate in any athletic program for that day and for the duration of his incapacity. Requests to wear tennis shoes must be submitted to the Dean of Students.

## Student Records

Access to student records is governed by diocesan policy, in compliance with the Department of Education Regulations on Pupil Records, and is consistent with the Family Educational Rights and Privacy (Buckley) Act of 1974, as amended. The Principal may release student records after receiving a request in writing from a parent or guardian. All debts must be settled and books returned before records will be released. Contact the Assistant Principal for Student Affairs (Office B) for information.

## Telephone Messages

Only an emergency message will be delivered to a student. Students are not permitted to use the school office phones for personal calls. Students and parents are encouraged to use voice mail for communication with teachers. The school fax number may not be used to send messages to a student or to submit homework without the permission of the Assistant Principal for Academic Affairs (Office B).

## Textbooks

Students are responsible for all books in their possession. If a book is lost or damaged, the student will be required to pay the replacement cost.

## Tobacco Products

The possession or use of tobacco products is forbidden on school property, school buses, or at any school-related activity. Products include, but are not limited to smoke tobacco, chewing tobacco, electronic cigarettes or vaping devices and products. Because E-cigarettes and vaping devices can be used for the consumption of illegal materials, those items may be treated as drug paraphernalia.

## Transfers

Student transfers from Central Catholic High School must be initiated with the Assistant Principal for Academic Affairs (Office B). Records will not be transferred without a written request from a parent or guardian. All debts must be settled before transcripts will be forwarded.

## Unscheduled Time, Free Periods

Students who have unscheduled time are free to use any of the following areas:

- Library
- Counseling Center
- Writing Center
- Dining Hall
- Quadrangle steps (seniors only)
- Computer Lab (if a teacher is present and space is available)

Students must be in one of the above areas when the bell rings to begin a period, remain there for the entire period, and follow all rules for that area. Except in the cafeteria, students must remain quiet. Students may not leave one area and enter another without written permission.

Students are not to be in corridors or at lockers while classes are in session. Students in the Quadrangle must not disturb classes in session. Walking or sitting on the lawns, smoking, eating, or drinking are not permitted in the Quadrangle or parking lot. Students are not permitted to loiter in the parking lot, sit in parked cars or congregate on the steps leading to the parking lot. They are not permitted in the faculty workrooms at any time.

Students are not permitted to leave school grounds unless they have no scheduled classes, meetings or assemblies after the sixth period. A student who is free during sixth period may leave the school. Students may not leave school grounds and return. Students involved in after-school activities should not leave the property, because the policy does not permit their return.

If a student has a free period at the end of the day and chooses to remain in the building or on school property, he must conform to the unscheduled time policy and be in an authorized area. He must follow the dress code and may carry his book bag only if he remains in the cafeteria.

## Video Surveillance

Central Catholic High School uses video surveillance cameras to record access at building entrances, hallways, and the school parking lot. The cameras are not used to observe student/employee work areas, and are never used in areas where students/employees would have an expectation of privacy, such as restrooms or locker rooms. The primary purpose of the video surveillance system is to allow the after-the-fact investigation of crimes or

*Student Records*

*Telephone Messages*

*Textbooks*

*Tobacco Products*

*Transfers*

*Unscheduled Time*

*Free Periods*

*Video Surveillance*



## General Policies, cont.

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### *Visitors*

incidents committed on school grounds. Video surveillance can be monitored by the Dean of Students, Director of Technology, and the Director of Maintenance. Because of the many responsibilities of these positions, the video surveillance system is not monitored on a continuous basis. If a suspected crime has been committed, non-employees should be encouraged to report it to the police. If it is believed that recorded video from Central Catholic would assist in the investigation of the crime, the police should contact the Assistant Principal for Student Affairs. Copies of video will not be released to non-employees.

### *Work Permits*

#### **Visitors**

Visitors must report to Office A on their arrival and depart the building when their business is concluded. A student visitor considering enrollment is permitted to “shadow” a Central Catholic student. Student visitors must report to and be approved by the Director of Admissions before accompanying one of our students to class.

Other potential student visitors must submit a written request at least one day in advance to the Assistant Principal for Academic Affairs (Office B). Student visitors must comply with Central Catholic regulations, including dress code to the extent possible.

#### **Work Permits**

Work permit applications are available from the Guidance Center. Completed applications should be returned to the appropriate public school district.

### *Weapons*

#### **Weapons**

Carrying a weapon anywhere on the school property, on vehicles transporting students, or at a school-related activity is absolutely forbidden. A weapon is defined as a gun, knife, or any other article that could be used to cause injury.

If a student is found in possession of a weapon, his parents will be immediately notified. The matter will be referred to the local police if the school Administration considers it appropriate. After a review of the facts of the incident, the Administration will decide the appropriate disciplinary measures, including possible expulsion (Diocese of Pittsburgh Policy 630).

#### **Wednesday Morning Activities**

Central Catholic strives to take a holistic approach to our students high school experience. Most Wednesday mornings Central will operate on an Activity Block schedule. Students are required to be on time for homeroom at 7:56. Following homeroom, students will be able to take advantage of two activity periods. Students are required to sign up for these periods by the end of the day on Friday of the previous week. Students will have a wide variety of activities to select from including studies halls, student clubs, open gym, mass, etc. From time to time school wide assemblies will be scheduled for the entire student body.

## Guidelines for Extended or Overnight Trips

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### *Planning*

Personnel on trips authorized by Central Catholic represent the school and are considered to be under its auspices throughout the trip. Students are expected to conduct themselves in a responsible, gentlemanly manner. All pertinent regulations in this handbook will be enforced by the moderators, coaches, and chaperones. All student events and trips must be alcohol and tobacco product-free, regardless of location.

### *Packing*

If a student causes a serious problem or disruption, his parents will be called immediately to take the student home, regardless of the trip's location. Students may not bring any contraband, e.g., drugs, alcohol, tobacco, on a trip. Before the group boards the bus/plane, their bags, cases, luggage and carry-on items may be searched. School administrators, moderators, coaches, and chaperones may search participants' belongings and rooms at any time during the trip.

#### **Planning and Packing**

- Be sure that your name is on your luggage, clothing, and anything else of value.
- Be sure that the group leader has your parent's phone number, and that your parents have the hotel's number.
- If you are on any medication or have any special medical problems, inform the group

# Guidelines for Extended or Overnight Trips, cont.

*Motorcoach*

*Airlines*

*Hotel*

- moderator in advance.
- Bring warm clothing and rain gear, just in case. While relaxed dress is permitted, most dress code stipulations still apply.
- Wear comfortable shoes and clothing. There will be plenty of walking.
- One suitcase and one small carry-on bag are permitted. Your carry-on must be small enough to fit in the overhead storage compartment.
- Do not pack items in your suitcase that you will need during the bus ride. Bags will be checked in at the school and there will not be access to them until arrival at the destination.
- Students may bring snacks, but no glass bottles. This privilege will be revoked if the bus is not kept clean.
- Get as much sleep as possible. You will not enjoy the trip if you are overly tired.

## Motorcoach

- Students will ride only on the bus to which they are assigned.
- When the group moderator/tour director is speaking, look forward and listen carefully to the instructions.
- Be seated upon entering or return to the bus. Chaperones must ensure everyone has returned before departure.
- Remain seated at all times when the bus is moving. No exceptions!
- Do not put your feet on the seats or sit on the arms of the seats.
- Do not scream, yell, or throw things on/from the bus.
- Glass bottles and containers are prohibited.
- Keep bus, floor, and seats clean at all times. If the bus is not kept clean, you will lose privileges.
- You may bring snacks, but be sensible about what and how much you eat.
- Radios and tape/CD players must be small and equipped with headphones.
- Cell phones must be turned off and may be used only with the permission of the trip moderator.
- Do not take flash pictures on the bus, especially at night, since this could temporarily blind the driver. A few reading lights will be kept on at night for safety.
- Rest stops are scheduled. The bus restroom is for emergency use only. If abused, the bus will develop an unpleasant odor, and the door will be locked.
- Remain seated on the bus until it comes to a complete stop and you are instructed to exit.
- Students must remain with the group at all times. You will be told if and when smaller groups may break off from the main group. Report to rendezvous points at the designated time.

## Airlines

- Follow the bus travel rules with the understanding that airlines will impose additional policies.

## Hotel

- Follow the rules of the hotel where you are staying.
- Disturbances in the hotel could result in the entire group being evicted by the hotel management.
- Do not talk loudly in the halls, slam doors, pound on walls, etc.
- Occupy the room to which you are assigned. Under no circumstance may any student change rooms without specific permission from the group moderator.
- Do not leave your floor or go anywhere else in the hotel without asking a chaperone for permission.
- Do not go anywhere alone.
- Do not open the windows.
- Always check to make sure your room is locked. Be sure you have your keys.
- Visiting between rooms will be strictly monitored. If visiting between rooms becomes a problem; this privilege will be revoked. Hotel security guards monitor the hall and the chaperones will conduct a room check.



# Guidelines for Extended

## or Overnight Trips, cont.

### *Hotel*

- Telephones are to be used only during wake-up. The front desk monitors telephone usage and reports it to the group moderator. Long-distance dialing from the rooms will be disconnected.
- Do not take articles from the hotel rooms (towels, wash cloths, pillows, etc.). If anything is missing after check out, the loss will be reported to the school. All occupants of the room will be held responsible and will be required to pay for the missing items.
- Students must be in their rooms by the 11:00pm curfew and remain there until the specified wake-up time. If the entire group is out after 11:00pm, curfew is 15 minutes after returning to the hotel.

## Discipline System

### *Discipline by Teachers*

### *Discipline by Dean of Students*

### *Discipline by School Administration*

The regulations at Central Catholic are designed to help the student to develop into a Christian gentleman, demonstrating responsibility, self-discipline, and respect for the rights of others. Corporal punishment and threats of physical harm are strictly prohibited. The Administration reserves the right to respond appropriately to any unacceptable behavior.

Students are required to report to all scheduled classes, study halls, etc. on time and equipped with the required materials (pen, pencil, notebook, textbook, assignment book, etc.). In the classroom, students are expected to be attentive and respectful. Similar behavior is expected throughout the school buildings and campus.

Students are expected to know and to observe the school regulations and policies. If a violation occurs, depending upon its severity, it may be handled in one of three ways:

#### (1) *Discipline by Teachers*

Ordinary problems and relatively minor infractions occurring within or outside the classroom are handled by a teacher. If a student creates a disturbance within the classroom or disrupts the learning of another, he is subject to the teacher's disciplinary action, which may include student or parental conferences, written punishment, private detention, calls to parents, etc. Teachers may also assign school discipline for policy violations of less than two conduct points.

#### (2) *Discipline by the Dean of Students*

Repeated inappropriate behavior, either within or outside the classroom, or blatant violations of school policies may warrant intervention by the Dean of Students. In such cases, a teacher may give a Discipline Notice (DN) to the Dean of Students who will determine the appropriate punishment. More serious violations are handled by the Assistant Principal for Student Affairs. If detention is assigned, the Dean will supervise the punishment and mail a copy of the DN to the parents.

If a student receives a total of 25 conduct points in one semester, he will be assigned Level I punishment. If the misbehavior continues and he receives a total of 35 points for the school year, the student will be referred to the Discipline Review Board (Level II). Upon an accumulation of 50 conduct points in the school year, the Discipline Review Board may recommend additional consequences (Level III).

#### (3) *Discipline by the School Administration*

A violation to which 20 conduct points or more are assigned will warrant action by the Assistant Principal for Student Affairs. If a student's behavior appears to present a danger to himself, other students, or the Central Catholic community, he may be suspended pending further action, which could be detention, ineligibility, continued suspension, a combination of the preceding, or expulsion.

### **Infractions**

Conduct points range from 1 to 25, depending on the seriousness of the infraction. Below are samples of infractions with conduct point and detention values for a first offense. Repeated offenses carry increased values.



## Discipline System, cont.

Following is a list of common offenses and the corresponding conduct points and detentions typically assigned for a FIRST offense.

First Offense	Points	Detentions
Chewing gum; food/drink outside cafeteria	1	1
Failure to carry or produce student ID	1	1
Dress code violation	2	2
Failure to follow cafeteria/library policies	2	2
Littering	2	2
Loitering in lavatories, halls, library, Quad, etc.	2	2
Talking during prayer/announcements	2	2
Tardy for class or school (unexcused)	1-2	1-2
Failure to follow absence/tardy/ early dismissal procedure	2	2
Misbehavior at assembly, class, Mass	3	2
Possession of electronic communication device	3	Parent Phone Pick-up
Violation of parking lot policies	3	2
Failure to report for private detention	4	3
Roughhousing	4	3
Class cut; tardy over 20 minutes	4	3
Gambling/exchange of money	5	3
Lack of courtesy towards staff, students	5	3
Obscene or vulgar language/gestures	5	3
Throwing objects	5	3
Copying another student's homework	6	5
Disruption of school activities	5	5
Disrespect toward staff/students	10	7
Ejection from classroom due to disruptiveness	10	7
Forgery of a note/excuse; impersonating a par- ent	10	7
Leaving school grounds without permission	10	7
Obscene/pornographic material	10	7
Smoking, chewing, possession of tobacco	10	7
Violation of technology policies	10	7
Vaping on school grounds	15	10
Graffiti or using/writing gang symbols/gestures	15	10
Cheating on schoolwork, quiz, test, or major assignment	20	15
Truancy	20	15
Extremely fractious, defiant behavior	20	15
Fighting, intimidation, threats	25	15
Possession of fireworks/smoke bomb	25	15
Possession or use of drugs/alcohol	25	15
Racial, sexual, gender, ethnic slurs or harassment/Bullying	25	15
Vandalism, defacement of property, theft	25	15
Violation of anti-hazing policy	25	15



# Discipline System, cont.

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## *Discipline Levels*

## *Reinstatement of Eligibility*

### **Discipline Levels**

*Level I:* A student is automatically placed on discipline Level I if he accumulates 25 conduct points during a semester. For a period of 30 days:

- The student may be suspended for 1-3 days.
- The student is required to be in school for the entire school day and must report to study hall during all free periods or canceled classes.
- The student's conduct will be closely monitored. Level I consequences will be extended for continued misbehavior while in this status.
- The student may have parking privileges revoked.
- The student will be ineligible for National Honor Society, Student Council, and other positions of honor, leadership, or school representation.
- The student may be referred to the Student Support Team or Guidance Counselor.
- The student's parents will be requested to come to school for a conference with the Dean of Students.
- The student is ineligible for attendance, participation, and practice at all extracurricular activities and social functions. Ineligibility will last for 30 calendar days (including weekends and holidays) from the date of notification.
- Seniors and juniors may not attend the Prom and may be refused permission to participate in Commencement Exercises.
- The student and parents must sign a letter of notification.
- Students may be assigned Level I consequences more than once during a semester or school year.

*Level II:* If a student accumulates a total of 35 conduct points in the school year, he is referred to the Discipline Review Board (DRB). The DRB may assist the student by:

- Examining his discipline problems
- Providing assistance to avoid behavior problems
- Assigning a peer mentor to help the student
- Making recommendations to the Administration that may include suspension, a discipline contract, ineligibility for activities, a school or community service project, a requirement to attend school support group sessions, a requirement for professional counseling or education through an outside source, or other actions deemed appropriate to assist the student in improving his behavior
- The student and parents must sign a letter of notification or a discipline contract, as recommended. In addition, the student's parents may be requested to attend a meeting with the DRB, or a conference with his teachers. Level I consequences may also be assigned if the student has not yet received that punishment.



*Level III:* If a student accumulates 50 conduct points at any time during the school year, he is again referred to the DRB. The DRB will consider the student's enrollment status and may recommend any or all of the following consequences:

- Expulsion
- Suspension
- Ineligibility for activities
- School or community service project
- Required attendance at school support group sessions
- Required professional counseling or education through an outside agency
- Parents' meeting with the DRB
- Discipline Contract requiring the student to fulfill specific obligations in order to remain at Central Catholic. An additional contract may be written for academic performance or attendance

### **Reinstatement of Eligibility**

Level I discipline ineligibility for attendance at and participation and practice in extracurricular activities will last 30 days from the date of notification. After 30 days the student must request eligibility reinstatement from the Dean of Students.

Eligibility for extracurricular activities may be reinstated if the student has had fewer than four conduct points during the 30 days, indicating improved behavior. Notice of reinstatement or the continuation of ineligibility will be given to the student by the Dean of Students. Students may resume participation only after being notified by the Dean of Students.

## *Discipline Review Board*

### *Detention*

### *Suspension*

## **Discipline Review Board**

If a student reaches a total of 35 or 50 conduct points during the school year, the Dean of Students will convene the Discipline Review Board (DRB) to determine the student's continued status at Central Catholic. If he considers it necessary, the Dean may convene the DRB prior to a student's accumulation of a set number of points. Chaired by the Dean of Students, the DRB consists of two teachers and a guidance counselor. Other faculty may be asked to consult with the DRB before it submits its recommendations to the school Administration.

Students who reach one of the discipline levels during the last month of the school year will have their status reviewed by the DRB and Administration, who will determine the punishment (including possible withdrawal from Central Catholic) and possible carryover of ineligibility to the following school year.

## **Detention**

*Private:* A teacher may assign private detention to be served before or after school on a 24-hour notice. Private detention takes precedence over regular detention. If there is a conflict, the regular detention should be scheduled for make-up with the Dean of Students as soon as possible. Students who fail to report for private detention will receive conduct points and regular detentions.

*Regular:* For general policy and procedural violations, tardiness to class or school, regular detention is held during the following times:

Monday, Tuesday, Thursday, Friday -7:15 am-7:45 am (report to Office D)

Wednesday – 7:30-9:30 am only on delayed starts

Monday-Thursday- 2:40 pm – 3:10 pm (report to Office D)

Students are not excused from detention because of employment, athletics, or transportation. Students who fail to report for assigned detention incur additional punishment, including the possibility of suspension. Seniors and juniors must complete all detentions prior to the Prom or Commencement activities.

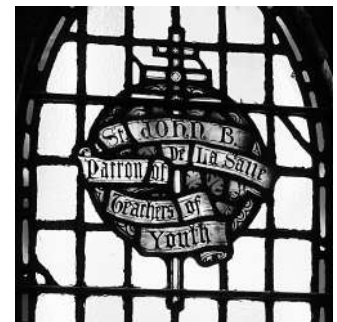
*Saturday/Holiday:* For repeated violations of school policies and for truancy, students may be required to report to detention on a Saturday or a school holiday. Students will be informed as necessary. An accumulation of 4 or more unexcused tardies during the course of one calendar month will result in a Saturday detention. Additionally, cutting class can result in a Saturday morning detention. Detention on Saturday is held from 8:00 am – 9:30 am.

## **Suspension**

A student may be suspended by the Administration for a serious infraction or for repeated violations of school regulations. Suspension may vary in length from one to ten days, depending upon the seriousness of the infraction (Diocesan Policy 603.10).

A suspension normally becomes effective after a parent/guardian has been notified, but it may be imposed without prior notice. When the health, safety, or welfare of an individual or the school community is at risk, e.g., when a fight has occurred, a suspension may be issued immediately. Parents will receive a written Discipline Notice explaining the reason(s) for the suspension, the type and length of the suspension, other consequences, the importance of future cooperation, and the necessity of meeting with the Administration. During this meeting, the Administration will outline and define expectations for the student's return to classes.

While under suspension, a student is not permitted to attend or participate in any school-related activity. A suspended student will be given the opportunity to make up and submit missed tests, quizzes, and homework, which must be completed by the third school day after the student's return to classes.



## Discipline System, cont.

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### *Expulsion*

#### **Expulsion**

Expulsion from school is incurred for a persistent, willful disregard of school regulations or for a single major incident. Authority to expel a student rests with the Principal (Diocese of Pittsburgh Policy 603.11). The school makes every attempt to provide guidance and support for students with discipline issues. However, in rare cases, expulsion may be necessary. The following examples illustrate, but do not exhaust, reasons for expulsion from Central Catholic:

- Chronic, undesirable conduct detrimental to the student's and others' physical and/or moral well-being
- Malicious disobedience or disrespect for school authority
- Refusal of student or parents/guardians to comply with school policy
- Violation of a discipline or substance abuse contract
- Successive years' of Level 2 discipline status

Expulsion may be necessary for a clear and serious violation of a school regulation in a single incident, event, or situation.

The following examples illustrate, but do not exhaust, single reasons for expulsion from Central Catholic:

- Extreme defiance or disrespect
- Fighting or threats of violence
- Major disruption at school or at a school-sponsored activity
- Possession of fireworks or smoke bomb
- Possession, use, sale, transfer, or aid in procurement of alcohol, drugs, other illegal substances or related paraphernalia at school, while traveling to or from school, or at any school-related activity
- Vandalism (destroying or defacing school property or the premises at a school-related activity)
- Violation of the anti-hazing policy
- Possession of, use of, or threat to use a weapon
- Theft, indecent behavior, arson
- Violation of criminal or civil law

Central Catholic High School does not accept a student for readmission if he has been expelled or has withdrawn from school in lieu of expulsion or for other disciplinary reasons.

## Anti-Hazing Policy

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Hazing violates the purpose and mission of Catholic education, wherein students are called to grow in their commitment to God, one another, the Church, and the wider community.

Hazing is defined as any intentional, knowing or reckless act meant to induce pain, embarrassment, humiliation, deprivation of rights or that creates physical or mental discomfort, and is directed against a student for the purpose of being initiated into, affiliated with, holding office in, or maintaining membership in any organization, club, athletic team sponsored or supported by any parish, elementary or secondary school in the Diocese of Pittsburgh, whether such hazing practices were mandatory or voluntarily entered into by any student or organization in question.

The following are some examples of hazing:

- Recklessly or intentionally endangering the physical health, mental health, safety, or dignity of a person
- Willful destruction or removal of public or private property for initiation or admission into affiliation with, or as a condition of continued membership in any organization
- Forcing or requiring the drinking of alcohol or any other substance
- Forcing or requiring the eating of food or anything an individual refuses to eat
- Calisthenics such as push-ups, sit-ups, jogging, etc.
- Paddling or striking in any manner
- Treasure or scavenger hunts, road trips
- Marking, branding, or shaving the head or body hair

- Preventing/restricting normal personal hygiene
- Sexual harassment causing indecent exposure or nudity at any time
- Physical harassment such as pushing, cursing, shouting, etc.
- Requiring uncomfortable, ridiculous, or embarrassing dress
- Requiring the carrying of items
- Requiring personal service or acts of servitude
- Treating a person in a degrading or demeaning manner
- Requiring new members to practice periods of silence
- Conducting interrogations or any other types of questioning

Students and supervising adults must not remain silent if they observe hazing. Silence condones these activities and may make the observer as guilty as the hazers themselves. Any hazing incident witnessed by a student or supervising adult should be immediately reported to the Principal.

Individuals or groups found in violation of this policy will be subject to disciplinary action that could include suspension or expulsion from the school (Diocese of Pittsburgh Policy 603.4)

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## Substance Abuse Policy

The secondary education system within the Immediate Unit Consortium and the Diocese of Pittsburgh recognizes that chemical abuse and dependency seriously impair the ability of individuals to develop their full potential. Students must be chemically free to develop productively.

### Central Catholic Policy

Because substance abuse is a serious problem, Central Catholic aggressively attempts to prevent it within the jurisdiction of the school. We know that chemical dependency is a life-threatening illness that affects individuals in all areas of their lives, emotional, intellectual, social and physical. Because we believe that chemical dependency is a treatable illness, the following Substance Abuse Policy has been adopted.

The possession, use, sale, purchase, distribution, and/or intent to distribute any illegal or controlled mood-altering medication or chemical on school property or at any school-sponsored, student-centered event is absolutely prohibited. All student events and trips must be alcohol and tobacco product free, regardless of location or duration. Any school organization allowing a Substance Abuse Policy violation may have its affiliation with Central Catholic revoked and its activities cancelled.

This policy will be implemented through the cooperative efforts of Administration, faculty, coaches/moderators, parents/guardians, students, alumni, and community representatives. CCHS Parent Group, a group that meets on a regular basis, addresses substance abuse issues and makes recommendations to the Principal regarding abuse prevention and intervention strategies.

Anonymous drug and alcohol surveys may be administered to students. Among the possible surveys are the American Drug and Alcohol Survey; the Pennsylvania Youth Survey (PAYS), the Sports and Drugs Survey (University of Pittsburgh), CCHS Parent Group surveys; and a comprehensive Drug and Alcohol Survey. Violations of the Substance Abuse Policy may result in the following consequences:

- Appropriate disciplinary response consistent with the Central Catholic philosophy
- Notification of parent/guardian
- Notification of municipal authorities when appropriate
- Suspension or expulsion from school
- Referral of student to appropriate drug and alcohol agency and other Central Catholic Supports



# Substance Abuse Policy

The Secretariat for Education, Department for Catholic Schools recognizes that chemical abuse is a serious problem. Our policy is based on the belief that chemical dependency is a life threatening illness that affects individuals in all areas of their lives: emotional, spiritual, intellectual, social, and physical.

	Situations	Action	Investigation	Notify Parents	Notify Police	Student Disposition	Discipline	Substance Disposition
1	A staff member is concerned about possible D/A abuse.	Refer to administrator	Contact will be made.	Parents are contacted		Refer to CORE Team for appropriate referral and recommendation.	If D/A is substantiated, the student will be expected to attend D/A education classes provided by a licensed D/A/ agency. The CORE Team will follow-up with the student/parents and recommend alternatives to the Administration if the student/parents do not cooperate.	
2	A student is currently under the influence of drugs or alcohol.	Refer to administrator who will call parents and the school nurse. Student is searched.	The administrator will request that the student empty all pockets and/or purse. The student's locker, desk, and all personal property will be searched. The student will not be left alone for any reason.	Parents are contacted and asked to come to school immediately.	In Central Catholic accordance with the law, proper authorities will be contacted when: <ul style="list-style-type: none"> <li>• a substance is located</li> <li>• a deal is witnessed</li> <li>• notes relating to sale of drugs is found</li> </ul>	Same	<ol style="list-style-type: none"> <li>1. Suspension in accordance with Central Catholic school policy with possible request for immediate withdrawal from school.</li> <li>2. Arrangements for an assessment with a licensed drug and alcohol agency will be made within five days.</li> <li>3. Students and parents must comply with the recommendations of agency prior to student's readmission.</li> <li>4. There will be follow-up consultations between agency and school to determine compliance with recommendations.</li> <li>5. Refusal to comply with school's recommendations may result in immediate withdrawal.</li> </ol>	<ol style="list-style-type: none"> <li>1. Immediately take the substance to the administrator.</li> <li>2. Place the substance in a sealed bag and label with the date and time of day.</li> <li>3. Place the bag in a locked cabinet.</li> <li>4. Police should immediately be called by the administrator.</li> </ol>
3	A student is caught with drugs or alcohol.	School personnel will confiscate the substance. Summon an administrator or escort the student to an administrator's office.	Same	Parents are contacted	Same	Same	Same	Same
4	A student is found using, in possession of, or suspected to be under the influence at any school event.	The group sponsor or administrator will be notified. An anecdotal report is filed.	Same	Parents are contacted and will be requested to transport the student home. If unwilling, police or emergency police will transport the student.	Same	Same	Same	Same
5	A student is found in possession of any apparatus connected with the use of drugs (e.g., papers, pipes).	Refer to Situation #3	Same	Parents are contacted	Same	Same	Same	Same
6	A student is caught in the process of distributing drugs to anyone.	Refer to Situation #3	Same	Parents are contacted	Same	Same	Same	Same



## Substance Abuse Policy, cont.

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A student who violates the Substance Abuse Policy is required, with his parents, to sign a Substance Abuse Agreement. The school thereby follows the explicit guidelines of the Diocesan Substance Abuse Policy and supports the student and his family in complying with that Policy. Failure to comply with the following requirements will result in the student's dismissal from Central Catholic. The student must:

- Be present at a meeting with his parent(s) and the Assistant Principal for Student Affairs and comply with all discipline consequences;
- Be referred to the Student Support Team for monitoring of his progress in the areas of academics, attendance, and discipline;
- Meet with the Director of Family Support Services for information and referral to an approved substance abuse assessment facility/professional evaluator;
- Make immediate arrangements for a drug and alcohol assessment by a licensed agency within five days and permit the release of assessment results to the school;
- Attend a school-approved substance abuse assessment facility or professional evaluator within 10 days and permit the release of assessment results to the school;
- Comply, within three months, with recommendations made in the assessment;
- Comply with recommendations made by the Director of Family Support Services that may include any or all of the following: attending a minimum of three individual and/or group substance abuse counseling meetings; conducting community service activities within the Central Catholic community or at an approved off-campus site.

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## Student Parking

Matters related to student parking are handled by the Assistant Principal for Student Affairs (Office C). During the school year, seniors and juniors who wish to use the parking lot must apply for a permit.

With more than 400 seniors and juniors and only 100 student parking spaces, we cannot accommodate all students who desire a parking space. Therefore, the following priorities for permits will be followed without exception. The priorities are designed to allow students who are not transported by their school districts to attend Central Catholic and to encourage participation in extracurricular activities by as many students as possible. Central Catholic is not obliged to provide parking nor to give permits to students who are not involved in a school-related activity, students who work or who transport others, or for any reason other than those stated below.

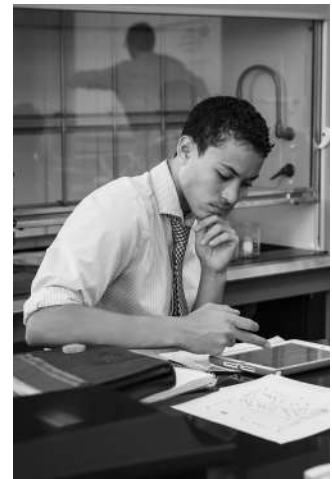
*First Priority:* Seniors and juniors who live beyond two miles from Central Catholic and who are in public school districts that do not provide transportation to/from Central Catholic via school or PAT bus. Families with 3 or more students currently enrolled at Central Catholic will receive first priority status. This does not include siblings enrolled at Oakland Catholic.

*Second Priority:* Seniors, then juniors, who are involved in Central Catholic activities that require them to stay after school at least twice per week. Many students will not receive a permit.

The privilege of parking in the lot may be denied if school policies are not followed. Those who are assigned disciplinary ineligibility will not receive a parking permit or will have the permit revoked if it has already been issued. Students with chronic tardiness and absenteeism will have their parking privileges revoked.

Sophomores and freshmen may not park in the lot at any time.

Permits are issued for fall, winter, and spring and become invalid at the season's end. A student may receive a permit during a season in which he is involved in activities (especially athletics). If he needs a parking space for the above reasons, he must fill out an application for each season. Parents should not call the school to request a permit for their son.



## Student Parking, cont.

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It is the student's responsibility to submit his application to Office C by the published deadline. Late or incomplete applications, including those of Priority 1 and 2 students, will be denied a parking permit. No exceptions will be made to this policy.

When the maximum number of permits has been issued, students will be placed on a waiting list. A photocopy of the applicant's driver's license and the registration card for each vehicle (limit two vehicles) must be attached to the application. Students who submit a fall and/or winter application with copies of their registration and license, and do not have any changes, need not resubmit registration and license photocopies.

Permits may not be given, sold, or shared with another student without permission from Office C. If approved, a student may share a permit with another student. However, both drivers must complete an application and clearly include the other student. Failure to follow this policy will result in revocation of parking privileges for the remainder of the school year for both students. Students must notify Office C immediately of any change or addition to vehicle information. Students who need to go to their car during the school day must first receive permission from Office C. Special requests to park in or to use the lot at any time must be approved by Office C.

Permits are distributed on the published date for each season, at which time a \$100 fee must be paid. Do not submit money or check with the application. No refunds will be made. Permits must be displayed immediately. Parking in the lot is at the owner's risk. The school will not be liable for any damage done to vehicles. Replacement cost for lost permits is \$120. The following major parking lot policies are in effect:

- Permits must always be displayed. Vehicles without valid permits properly displayed from the rearview mirror may be towed without warning at the owner's expense.
- Student parking is permitted only in designated areas.
- Parking must not block fire lanes, rights of way, or other vehicles. Students may not park in the Quadrangle.
- A speed limit of 5mph and restrictive signs must be followed. Reckless driving, inappropriate/loud music while in, entering, or departing the lot is not permitted.
- Security cameras are operating.
- Students are not permitted at their cars except during arrival/departure from school. Loitering in the lot is never permitted.
- All vehicles in the parking lot are subject to search by the Administration (with or without police dogs) at any time.
- Stickers will be placed on those vehicles that are parked illegally
- The second such offense will result in the placement of a parking boot on the vehicles
- Cost for removal of the boot is \$35.

Violation of any of the above parking policies may result in revocation of parking privileges.

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## Technology Policies

### *Computer Resources*

Central Catholic High School has established a reputation for academic excellence and for developing leaders steeped in Catholic values. We expect that Central Catholic students using the resources of modern technology will demonstrate the same personal integrity and moral responsibility that is expected of them in all other situations. These policies concerning the use of technological resources are established to guarantee the legitimate rights of personal property and privacy and to enhance appropriate learning. A student who does not adhere to these policies will lose his privilege of access to the technological resources of the school and will be subject to disciplinary consequences.

Computer and Internet resources are provided to the members of the Central Catholic High School community for administrative, academic, and other school-related work. All technological resources are to be used in a manner that respects and protects both individual rights and the well-being of the school. The privilege of using the school's technical resources is subject to monitoring. Files may be reviewed by appropriate school officials without prior notice.

The use of the computer resources at Central Catholic implies conformity with the principles in this policy and to monitoring of usage by school faculty and staff.

Central Catholic High School will not be accountable for any civil or criminal action brought against the user as the result of the use of the school's network/Internet access. This includes, but is not limited to copyrighted material or material protected by trade secrets. The Administration of Central Catholic will make final determination of appropriateness of materials.

### **Academic Use**

- The computer resources of the school, including Internet access, are to be used only for school-related work.
- The user is responsible for any activity on his files and for any materials stored on his files. Files are to be used exclusively for academic work.
- Computing resources of Central Catholic High School may not be used for any commercial activity, product advertisement, or political lobbying.

### **Malicious Activity**

- Computer resources are to be used only by those to whom the privileges have been granted. Their privileges cannot be transferred. Individual users must maintain adequate security, including frequently changing their passwords.
- Individuals may access only those resources for which they have specific authorization. Searching other directories or folders without the expressed permission of the owner and the Director of Technology is prohibited.
- Use of any programs or materials designed to breach network security, such as software designed to capture passwords or to break encryption protocols, is strictly prohibited. The use of any program designed to disrupt the performance of the network is likewise prohibited.
- Vandalism (any attempt to harm or destroy equipment, data, or private property) including, but not limited to, the creation or uploading of viruses, is forbidden and will result in immediate cancellation of all computer use privileges, disciplinary action, and possible legal referral.
- Because of the expense to the school to provide access to information technology, users must not intentionally waste these resources, especially through costly and time-consuming uses like chain letters or messages broadcast to mailing lists or individuals.
- All computers and peripheral equipment that are part of the school's technological resources are to be treated with respect. Only the authorized school personnel may alter any equipment or equipment configurations at Central Catholic High School.



# Technology Policies, cont.

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## *Central Catholic iPad Program*

### *iPad Ownership*

### *Student Responsibilities*

### *Lost or Damaged iPads*

### *iPad Case*

## **Central Catholic iPad Program**

The focus of the Central Catholic iPad Program is to provide our students and teachers with tools and resources for the 21st Century. Excellence in education requires that technology be seamlessly integrated throughout the educational program.

These policies and procedures are intended to minimize potential disruptions and safeguard the iPads. Non-compliance will interfere with the learning environment and the success of the program, and therefore may result in disciplinary action. Individual teachers may set additional policies for their classes.

### **iPad Ownership**

- All students and parents/guardians must sign the *Central Catholic Parent and Student Agreement for iPad Use* during the summer iPad orientation.
- Students who withdraw, are expelled, or terminate enrollment at Central Catholic for any reason must return their school-issued iPad, case, and charger on or before the date of termination. Upon graduation from Central Catholic, ownership of the iPad will be transferred to the graduate.
- A student in good standing may keep his iPad during the summer. Upon request, Central Catholic will store the iPad during the summer.

### **Student Responsibilities:**

- iPads must never be left in an unlocked locker, unlocked car or in any unsupervised area. Unsupervised areas include, but are not limited to, the school campus, the dining hall, computer lab, Library, unlocked classrooms, dressing rooms and hallways.
- Students are responsible for keeping their iPad's battery charged for school each day.
- Replacement iPad chargers can be purchased in the school bookstore. Chargers will not be loaned to students during the school day.
- If a student leaves his iPad at home, he is responsible for completing the coursework as if he had his iPad. iPads will not be loaned to students who forget their devices at home.



### **Lost or Damaged iPads:**

- iPads that are broken or fail to work properly must be taken to the school Library no later than the next school day.
- A loaner iPad will be provided to the student while repairs are being made.
- The student must submit a \$50 check (deductible) payable to "Central Catholic High School."
- If the iPad is damaged again, the full cost of subsequent repairs will be borne by the family.
- In cases of theft, vandalism and other criminal acts that occur outside the purview of Central Catholic, a police report, or in the case of a fire, a fire report **MUST** be filed by the student or parent in order for Central Catholic to replace the iPad. A copy of the police/fire report must be provided to the office of the Vice Principal for Student Affairs. After the first such incident, the student or parents will pay half the cost of replacement (approximately \$250). For any subsequent replacement, the family will be responsible for the full cost.

### **iPad Case:**

- The Otterbox case provided with the school-issued iPad has sufficient padding to protect the iPad from damage under normal use and provides a suitable means for carrying the device.
- The iPad must always be in its school-issued protective case. The cost of repair of an iPad that is damaged while out of its case will be borne by the family.

## Appropriate Use of Technology:

- iPads are intended for use at school each day. In addition to teacher expectations for iPad use, school messages, announcements, calendars and schedules may be accessed on the iPad.
- Students must bring their iPad to all classes unless specifically instructed by their teacher not to do so.
- Sound must be muted at all times unless a teacher directs otherwise for instructional purposes. Music is allowed on the iPad and can be used at the discretion of the teacher.
- Central Catholic reserves the right to review, monitor, and restrict information stored on or transmitted via Central Catholic-owned equipment and investigate inappropriate use of resources.
- The discipline procedure in the Central Catholic Student/Parent Handbook addresses serious offenses, such as stealing and destruction of school or personal property, which apply to the iPad. For these and other offenses, the iPad may be temporarily confiscated, the student may lose their iPad and/or network privileges, or the student may be subject to detention, suspension or, in extreme cases, expulsion.
- All school-issued iPads are monitored by a device management system called AirWatch. This software will regularly check each device for prohibited software, such as games, social media, and streaming video apps.
- The use of VPNs, pirated apps, unauthorized app stores, or other software designed to circumvent iPad policies or web filtering is strictly prohibited.
- Students who violate technology policies are subject to the following disciplinary consequences:
  - First offense: 1 point, 1 detention
  - Second offense: 2 points, 2 detentions
  - Subsequent offenses: 10 points, 7 detentions
- Students are required to observe these same policies and expectations when using school-issued iPads off-campus (after school, during weekends, holidays, etc.).

*Appropriate Use of Technology*

*Plagiarism/Piracy*

*Personal Laptop Policy*

## Plagiarism/Piracy

- Use of the computer network/Internet for purposes of plagiarism is prohibited.
- The technological resources of Central Catholic may not be used in any way that is contrary to national or state regulation. Computer resources are not to be used to copy any copyrighted material or software. The use of these resources to obtain or transmit threatening or obscene material is strictly forbidden. Likewise, these resources are not to be used to access material protected by trade secrets.
- Students may not download, install, copy, or remove software from Central Catholic

## Personal Laptop Policy

Students using a personal laptop at school must follow all technology policies detailed in the Student/Parent Handbook. Additionally, the following procedures must be followed before access to the school network is granted..

1. Provide all required information on the student/parent agreement form.
2. Ask at least one parent/guardian to read the policies and sign the student/parent agreement form.
3. Provide all required information on the teacher permission form and obtain a signature from at least one teacher.
4. Return the signed policy to Mrs. Shanahan in the Library. This paper will be kept on file.



# Technology Policies, cont.

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*Personal Laptop Policy, cont.*

*Social Media Policy*

5. Purchase and install antivirus software on your laptop. A trial version is not permissible.  
Recommended software includes:
  - Norton Antivirus
  - McAfee Antivirus
  - Kaspersky Antivirus
6. Take your laptop to the Technology Office.
  - The MAC address and serial number will be recorded.
  - Antivirus software will be checked.
  - Wi-Fi and printer access will be configured.

## **Social Media Policy**

Social media includes websites and services that allow users to create and publish content online. As an organization, Central Catholic High School recognizes the benefits of maintaining social media accounts. School sponsored social media accounts serve as a means of communicating with families, alumni, and prospective students. However, to ensure that communications are safe and constructive, students are asked to consider the following recommendations pertaining to social media use:

- Review privacy settings on all social media sites carefully, but still assume that all information posted is public and could be shared without your consent.
- Remember that anything posted or shared on social media is potentially visible for a long time. Even after a post is deleted, it may remain online permanently.
- Particularly on social media websites, be careful about sharing addresses, phone numbers, and other personal information.



### Acceptable Use:

- When using social media, students are responsible for complying with expectations for behavior as detailed in the Student/Parent Handbook, and all technology policies.
- Communications on social media websites should be respectful and positive. Students should interact in a way that reflects positively on themselves and Central Catholic High School.
- Students are responsible for their behavior and communications on social media websites; they must carefully consider all information posted online, including links and pictures that are shared and reposted.
- Students should not make statements on social media sites that violate school policies or damage the reputation of the school.
- Students may not disclose private or confidential information about other students, employees, and families of Central Catholic on social media sites.
- Any use of the school name/logo on social media sites must be approved in writing before use.
- Students may not promote unlawful activities on social media websites, including but not limited to: illegal drugs, underage drinking, violence, gang activity, sexual harassment, forgery, and hate crimes.
- Students may not engage in inappropriate communications on social media websites, including but not limited to: bullying and cyberbullying, disparaging or discriminatory statements, cheating and plagiarism, unauthorized sharing of personal photos, terroristic threats, and imitation of another person.
- Students must take responsibility for helping to create a safe school environment; bullying/cyberbullying, threats, suspicious activities, or other inappropriate communications must be immediately reported to school administration.

## Disclaimer:

- Central Catholic has the right, but not the duty, to review student accounts, Internet traffic, and electronic communications sent, and/or received on the school network; this applies to both school-issued and personal devices.
- Central Catholic has the right, but not the duty to access and monitor all social media activity. See Good Reputation of the School Policy (p.26).
- Central Catholic will cooperate as legally required with local, state, and federal officials in regard to investigations or legal requests pertaining to students' social media activity.
- Social media websites are blocked on student devices connected to the school network. Students may not access these websites during school hours unless permission has been granted, and may not use them to disrupt the learning environment and school activities.

*Family Support Services*

*Director of Family Support  
Services*

*School Psychologist*

*My Brother's Keeper*

Central Catholic Student Support Services are intended to help a student who may be experiencing personal, family, or social problems. We recognize that difficulties in these areas of a student's life may adversely affect his ability to reach his educational goals.

Three basic programs exist:

### **Director of Family Support Services**

Mr. James Donahue, MS, is on staff full time to address the specialized needs of students. As a liaison between the family and the school, Mr. Donahue helps to assess the dynamics of a student's home environment and assists the student in making appropriate changes that would benefit the student while supporting the educational objectives of the school. Mr. Donahue is a member of the Student Support Team (SST).

### **School Psychologist**

Through Psychological and Counseling Center Inc., Dr. Maura Krushinski, Ed.D., is on staff part time to address the specialized needs of the students. In addition to being a part of various school support teams, i.e. Student Support Team (SST), CCHS Parent Group, Dr. Krushinski also provides psychological evaluations, gives support for issues concerning drugs, alcohol and gambling, addresses students special counseling needs both individually and in group settings. Students can be referred to the school psychologist by counselor, administrative, parent or student referral.

### **My Brother's Keeper**

My Brother's Keeper is a year-long freshman orientation and mentoring program designed to assist freshmen in the transition to high school. The program includes senior students serving as mentors to freshmen, enrichment tutoring and homework assistance, the Freshman Day of Reflection and the year-long Freshman Guidance curriculum.

### **Student Support Team**

The Student Support Team (SST) is comprised of the Dean of Students, members of the school counseling staff and selected faculty, the Director of Student Support Services, and the School Psychologist from the University of Pittsburgh. The team is chaired by the Assistant Principal for Student Affairs. The team meets regularly to review referrals of students who are experiencing difficulties during their time here at Central Catholic. The primary purpose of the team is to determine what resources (in school or out of school) would best support the student in need and create a plan to provide that support. The Student Support Team is NOT punitive, disciplinary, or diagnostic in nature. Referrals to the team are usually made by faculty or staff, but may also be received from parents or fellow students and can be done by completing a referral from available in the Counseling Center, and Teacher's lounge hallway and turned into Mr. James Donahue in the Counseling Center, or call 412-208-3431.

## Student Services, cont.

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*Student Support Team*

*Adolescent Development*

*Booster Organizations*

*Mothers Guild*

*Counseling Department*

*College Counseling*

### **Parent Group**

The parent group is intended to provide a means for parents to engage each other in community. The primary goal is to help each parent grow and flourish in their role as a parent through social, educational and initiative related activities. All Central Catholic parents, and guardians are welcome and encouraged to join. (Please check the email blast and bulletin for our meeting times and forums). Contact Mr. James Donahue with any questions at 412-208-3431 or [jdonahue@centralcatholicshs.com](mailto:jdonahue@centralcatholicshs.com).

### **Parent Directory**

The parent directory is for the exclusive use of Central Catholic parents. Its use should be for the purpose of strengthening the Central Catholic community. Directories will be sent electronically via e-mail in PDF format. The directory should not be used for advertising, pandering, or outside of community use and should be used by parents only. Parents have the option to opt out of the directory by checking the box on the Memorandum of Understanding.

### **Booster Organizations**

Various booster groups support activities and sports. Each booster group works independently and cooperatively with the school through the Assistant Principal for Student Affairs to raise funds for specific projects (see page 25-26).

### **Mothers' Guild**

Mothers are encouraged to join and actively participate in the Central Catholic Mothers' Guild. The Mothers' Guild sponsors the annual Fashion Show and provides financial support to the school library.

### **Counseling Department**

#### *Mission Statement:*

The counseling department is an integral and essential part of the Central Catholic High School mission. In collaboration and association with all stakeholders, members of the department contribute to the human and Christian education and formation of the students entrusted to our care through programs that address the academic, spiritual, career and personal development of all students and ensures that they become responsible leaders in society.

#### *Counseling Services*

The school counselors strive to motivate each student to realize his intellectual, spiritual and social potential. The school counselors deliver a variety of activities throughout the course of the school year which include classroom guidance lessons, group sessions, and individual counseling sessions. Academic, career, and social/emotional development are domains addressed by all the activities facilitated through the counseling office. Additional services include testing and college information and planning. Counselors are available to meet with students at their request. Parents and guardians are encouraged to contact their son's counselor directly for further information related to their son's development and progress at Central Catholic.

#### *Counseling Staff:*

- Mr. Phil DiRenzo (Director, Counseling Dept)-Students Last Names A-K
- Mr. James Eller (School Counselor)-Students Last Names L-Z

### **College Counseling**

Because Central Catholic is a college preparatory high school, there is a full-time Director of College Counseling who assists students and families with college and career choices. The college search and application process is one of self-discovery and exploration, and the Director works to support students as they navigate this journey.

In addition to classroom college counseling lessons, the Director of College Counseling coordinates summer workshops and evening programming, including but not limited to the college search process, the college application process, financial aid, athletics, standardized testing information, preparations for college interviews, and college essay writing help. The Counseling Office also sponsors a trip to the Pittsburgh National College Fair each February.

Students and parents are encouraged to meet with the Director to discuss the college process.

Director of College Counseling: Ms. Jennifer Pogue



## LaSallian Ministry Executive Board

The Ministry Program fosters the spiritual development of the Central Catholic community by facilitating liturgies, retreats, and service opportunities through fostering a supportive community in the school. The board works to animate the student's faith lives through service with each other and with the poor. The program strives to involve all students and encourages upper-class members of LaSallian Ministry to offer leadership and support younger students.

### LaSallian Ministry Staff:

Kyle Goldcamp '04 – Director of Lasallian Ministry  
Daniel Gallagher – Assistant Director of Lasallian Ministry  
John Rende '10 - Assistant Director of Lasallian Ministry  
Matthew Sczweck - Assistant Director of Lasallian Ministry  
Fr. Mark Thomas – Chaplain

### Executive Board for 2019-2020

Luke Chilson – '20	Nicholas Giannetta – '20	Claudio Simone – '20
Joseph Cirilano – '20	Thomas Hartnett – '20	Adam Sipe – '20
Anthony Cognetti – '20	Conor Maddigan – '20	Sergio Visco – '20
David Collins – '20	Samuel Marchand – '20	Robert Wilson – '20
Ian Connolly – '20	Trevor Naman – '20	John Zagrocki – '20
Ryan Cooper – '20	Vincent Pascoe – '20	John Evans – '21
Brian Dzuban – '20	Colson Poillucci – '20	Grant Gonot – '21
Alexander Ewing – '20	Aidan Shovlin – '20	Robert Kania – '21
Jonathan Farkos – '20	Richard Shulik – '20	Vincent Kaschauer – '21

*Campus Ministry*

*Health Services*

*Transportation*

*Dining Services*

## Health Services

A nurse is provided to Central Catholic by the Pittsburgh Public Schools District 3 days per week and Central provides a second nurse for the other 2 days per week. By state law, she can administer first aid and perform school physicals. In case of an accident, parents will be notified immediately. If it is necessary for a student to go home early due to illness, his parents will be called to grant permission and to determine the best method of transportation. All health-related questions should be directed to the school nurse.

## Transportation

According to Pennsylvania Act 372, any student who attends a private school, and resides at least two, but not more than ten miles from that school, qualifies for free transportation to and from the school (if the school district provides transportation for students to its own schools). This transportation is provided by the public school district in which the student resides, either on a school bus or on public transportation. Although such determinations are made between the public school district and the student (parent-taxpayer), Central Catholic provides the proper information to the school district. Each district has its own rules for transportation (e.g., not all districts honor our altered schedules, and most do not provide activity buses or bus passes). For other than regular school days, parents should check their district's policy. Students should check with their bus driver. The school bus drop-off and pick-up point is at the Fifth Avenue entrance of the school building. Public school districts that currently provide transportation to Central Catholic are:

*Via School Bus:* Allegheny Valley; Baldwin-Whitehall; Chartiers Valley; Fox Chapel; Gateway; Hampton; McKeesport; Montour; North Allegheny; North Hills; Penn Hills; Riverview; Shaler; South Allegheny; Sto-Rox; West Jefferson Hills; West Mifflin; Woodland Hills.

*Bus Behavior:* Students are expected to conduct themselves appropriately at all times on public transportation and on chartered school buses. Loud, boisterous behavior, objectionable language, or lapses in courtesy are never acceptable. Students must obey the rules or policies established by the bus companies and school districts for the safe and effective operation of the vehicle. Because student behavior affects the reputation of Central Catholic, violations could result in suspension and/or revocation of transportation privileges.

## Dining Services

The McGinley dining hall, managed and staffed by Metz & Associates, offers nutritious, hot meals at a moderate cost. In addition to the lunch menu, the dining hall offers breakfast items, a wide variety of à la carte items, and snacks and drinks from the vending area. For students who bring their lunch, microwave ovens are available for warming food. Central Catholic is not eligible for a government-subsidized lunch program.

# Student Services, cont.

## *Student Council*

## *National Honor Society*

### **Student Council**

The Student Council is designed to provide its members with an opportunity to exercise leadership, service, and creativity within the context of student government. The executive offices of President, Vice-President, Secretary and Treasurer are supported by two elected representatives from each class and homeroom representatives. All officers uphold the Student Council Mission Statement based on Lasallian values and goals. The Student Council encourages and facilitates student involvement and student representation in the life of the school.

Elections are held each spring. A student nominates himself by submitting a completed application to the Student Council Moderator before the established deadline. Nominees must have a minimum 80% cumulative academic average and not be academically or disciplinary ineligible. Nominees must receive approval from the Faculty and Administration and undergo review for conduct, dependability, scholastic achievement, interest in school activities and contributions to a positive school environment. Nominees with a significant number of conduct points may be subject to further review. Nominees who meet these requirements are permitted to campaign. Peers select Council Members by vote.

Once nominated, an officer must uphold the Student Council Mission Statement and function as a servant leader of Central Catholic. He must attend Council Meetings and events and be willing to forego other activities that compromise his time commitment or duty to the Student Council.

An officer may be dismissed from the Student Council for misconduct, major violations of school policies, disciplinary ineligibility, failure to maintain an 80% average, or neglect of duty. Final decisions on removal of officers will be made by the Assistant Principal for Student Affairs in consultation with the Student Council Moderator.

#### Student Council:

Declan Folan, *President*

Jackson Vento, *Vice-President*

#### Senior Representatives

- Trevor Naman
- Ryan Cooper
- Richard Shulik
- Liam Kearney

#### Junior Representatives

- Will Ray
- Tommy Iurlano
- Dylan Ilov
- Rob Kania

#### Sophomore Representatives

- John Terry
- Trip McSorley
- Nicholas Chirumbolo



### **National Honor Society**

Central Catholic sponsors the De La Salle Chapter of the National Honor Society. The purpose of the society is to stimulate diligent scholarship, constructive leadership, meaningful service and worthy character.

To be eligible for membership in the NHS, candidates must have a cumulative adjusted QPA of 4.5000, have been attending Central Catholic for at least one semester, and exemplify the traits of scholarship, service, leadership and good character. Members are selected by a majority vote of the Faculty Council. For continued membership, an academic average of 4.5000 must be maintained.

#### NHS Officers:

Adam Sipe, *President*

Declan Folan, *Vice President*

John Zagrocki, *Secretary-Treasurer*



The student who exercises leadership:

- Is resourceful in proposing solutions to problems, applying principles and making suggestions
- Demonstrates leadership in promoting school activities
- Exercises influence on peers in upholding school ideals
- Contributes ideas that improve the life of the school
- Is able to delegate responsibilities
- Exemplifies positive attitudes
- Demonstrates academic initiative
- Demonstrates leadership in the classroom, at work, and in school or community activities
- Is thoroughly dependable in any responsibility he undertakes

The student who serves:

- Is willing to uphold scholarship and maintain a loyal attitude
- Participates in school and/or community activities
- Volunteers his dependable, well-organized assistance, is gladly available, and is willing to sacrifice to offer assistance
- Works well with others and is willing to take on difficult responsibilities
- Cheerfully and enthusiastically renders any requested service to the school

The student of character:

- Takes criticism willingly
- Accepts recommendations graciously
- Consistently exemplifies desirable qualities of behavior
- Upholds principles of morality and ethics
- Cooperates by complying with school regulations concerning property, programs, offices, halls, etc.
- Demonstrates the highest standards of honesty and reliability
- Shows courtesy, concern, and respect for others
- Observes instructions and rules, punctuality, and faithfulness both within and outside of the classroom
- Has powers of concentration and sustained attention as shown by perseverance and application to his studies
- Manifests truthfulness in obedience to rules, avoiding cheating in written work, and showing unwillingness to profit by the mistakes of others
- Actively helps to rid the school of bad influences or environment



Dismissal from NHS may occur if:

- The student's academic average or behavior falls below the standard used for selection.
- The student is found to be in flagrant violation of school rules, assigned disciplinary ineligibility, or is in violation of civil/criminal laws.
- The student does not carry out his duties or responsibilities with the NHS Chapter.

The student shall be given notice of imminent dismissal from the NHS and be entitled to a hearing with the Faculty Council.

# Extracurricular Activities Program

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## *Band*

Central Catholic offers almost thirty student activities, including the marching band, varsity squads, student publications, dramatic and musical productions, and the nationally recognized forensics program. Several of the clubs and activities involve students from other Pittsburgh area schools. Students are encouraged to join one or more of these activities and become an active member of the Central Catholic community.

## *Blue Knights (Jazz Band)*

### **Band**

Central Catholic's Marching Band and Concert Band exist as both extracurricular activities and accredited courses.

## *Campus Ministry*

## *Chess Club*

## *Choir*

As a course, the concert and marching bands attempt to develop student interest and skill in instrumental music and music appreciation. They are conducted as a regular course meeting each day of the cycle.

As an extracurricular activity, the band represents Central Catholic at school functions, including football games, assemblies and concerts, and also at local festivals and parades. Previous musical instruction is an advantage, but the student need not possess great skill. If the student possesses the desire and interest, the courses should develop the necessary skills.

## *Environmental Club*

### **Blue Knights (Jazz Band)**

The Blue Knights Jazz Band is an extracurricular activity that meets twice weekly. This jazz band is for the more advanced instrumentalist who is interested in exploring current jazz repertoire. Students are introduced to various jazz styles, composers, and jazz theory while experiencing improvisation. Performing opportunities include various school functions and seasonal concerts. This group is open to any grade level and no audition is necessary.

### **Campus Ministry**

Students in the Campus Ministry Program help to build a community of prayer and faith through meaningful service. Their involvement begins with personal efforts to show active Christian concern for their school community and the community at large. The Campus Ministry Office serves as an umbrella for several co-curricular activities that reinforce what students are learning in their religion classes by offering opportunities for faith-filled action. Arrangements are made to accommodate students who are interested in serving their community while also participating in other co-curricular activities. The LaSallian Ministry Executive Board oversees and implements many of the activities of Campus Ministry.



### **Chess Club**

The Chess Club meets regularly after school throughout the year for competition among the members and with teams from other schools. Members improve their skills and enjoy the fun of competition.

### **Choir**

Central Catholic's Viking Choirs receive academic credit. Freshmen are encouraged to register for the Freshman Vocal Music course, which teaches basic vocal technique and introduces music theory through current choral repertoire. Upperclassmen are encouraged to continue choral singing by registering for the Vocal Music course, which develops singing technique through a more advanced choral repertoire.

The Viking Choirs participate in holiday events, seasonal concerts, and volunteer performances at local hospitals and institutions. The student is at an advantage if he has a musical background, although not necessarily in vocal music. If the student possesses desire and interest, the course should develop the skills needed.

### **Environmental Club**

The Environmental Club at Central Catholic High School has a mission to foster stewardship for creation through advocacy, social awareness, and green campus initiatives. The club is committed to adopting ever more sustainable practices on campus including recycling, community gardens, water collection, solar power, reduced energy costs, and other future projects. The club began with grassroots student interest and is sustained by those who actively strive to preserve an environmental spirit in our school and the broader community. Any student is welcome to join in support of our efforts or to learn more about sustainable practices and care for creation.

## Extracurricular Activities Program, cont.

### Fly Fishing Club

This club is comprised of individuals who share a love for fly fishing. We travel to various lakes, rivers, and streams in Western Pennsylvania where we fish for many different species of fish including trout and bass. The club's members vary in levels of experience from members who tournament fish to members who are brand new to the sport. The club strives to create better fishermen and conservation minded individuals. The club will take part in some conservation projects around the county. Members will also participate in on fly fishing equipment, including fly-lines, leaders, knot and tippet flies, and reading water.

*Fly Fishing Club*

*Film Club*

*Forensics Society*

*Future Business Leaders of America*

*Harlequin Literary Magazine*

*Intramural Sports*

*Junior Ambassadors*

### Film Club

Do you love movies? Do you try to see as many as you can, both old and new? Do you find yourself talking about them with family and friends? If you answered "Yes" to all of the above, then you belong in the Film Club. Club members will help determine the club's direction: we talk about films, broadcast reviews on the VNN, and/or make films for the Central community to see. Our hope is to get the club going in full swing so that CCC's (Central Catholic Cinephiles) have a time and place devoted to their passion!

### Forensics Society

The Central Catholic Forensic Society (CCFS) provides students with opportunities to develop public speaking skills through participation in a variety of speech activities. Students also broaden their knowledge of philosophy, literature, politics and current events, and social issues in preparation for tournament competition. CCFS offers students opportunities to travel to schools in Pennsylvania and neighboring states to debate, speak, and perform dramatic readings. Students participating in CCFS uphold a standard of excellence dating back to the 1960s. Central Catholic FS students have won many state championships, including the prestigious Lincoln Douglas debates. Central Catholic has been one of the most dominant clubs in our district and in the state. CCFS membership is open to all students.

### Future Business Leaders of America

FBLA is a nonprofit educational association of student members preparing for careers in business or who are just simply interested in learning more about the free enterprise system. FBLA gives the students the competitive edge through career exploration, self-improvement and community service opportunities. As a chapter, we can provide our students with an opportunity to develop leadership skills through many activities and conferences.

### Harlequin Literary Magazine

Central Catholic's literary magazine, the *Harlequin*, allows students with an interest in writing, art and photography to explore, expand, and display their talents. The annual publication contains student stories, poetry, drawings and photography reviewed and selected by student editors guided by a faculty moderator.

### Intramural Sports

Intramural sports allows students to test their athletic abilities against one another in sports such as basketball, dodgeball, football and cornhole. Homerooms in each grade compete against one another on Wednesday mornings or groups of teammates or friends can compete in one day tournaments that are normally held on Saturday's throughout the school year. Intramurals gives students the chance to have fun with sports they love without necessarily being a part of a varsity sport at Central. Students should be sure to listen to morning announcements and check posted flyers throughout the school for dates, times, and events, and parents should be sure to stay tuned to weekly parent e-newsletters. Anyone and everyone is invited and encouraged to show off their skills.



### Junior Ambassadors

By the end of the first nine weeks of their ninth grade year, students are recommended by their teachers to participate in the Junior Ambassador program. Students who accept this appointment, will be trained prior to completing any task for the program. The Junior Ambassadors primarily work as host students on Shadow Days for prospective students throughout the school year. Their tasks include welcoming eighth graders to the school, taking them to classes, explaining the various traditions and functions of the school, immersing them in the culture, and giving them a tour of campus. IN addition to hosting students on Shadow Days, the Junior Ambassadors are invited to help at admissions events in the spring, such as Spring Open House. At the end of their freshmen year, these students are invited to become Viking Ambassadors.

# Extracurricular Activities Program, cont.

*Lasallian Youth*

*Masque Drama Club*

*National Honor Society*

*PJAS*

## **Lasallian Youth**

Built upon the Lasallian virtues of faith, service, and community, Lasallian Youth is a worldwide service organization sponsored by the de La Salle Christian Brothers. Central Catholic's group is networked with similar groups in the Lasallian schools on the East Coast.

Campus Ministry also organizes school-wide prayer services and celebration of the Sacraments. Students are invited to assist in leading the school in daily prayer, to be lectors, altar servers, and Extraordinary Ministers of Communion, as well as assisting with vocal and instrumental music when the school gathers for worship.

Visits to other faith communities, such as those at Heinz Chapel and Temple Rodef Shalom, help students to understand and respect the diversity of Pittsburgh's communities of faith.

Days of reflection are provided throughout the school year. These days focus on topics important to the spiritual and faith lives of the students. A Discovery Retreat is offered twice in the second semester to assist upperclassmen in discerning vocation and career options.

Students are encouraged to consult the Campus Ministry bulletin board or the school website for details about these and other activities offered by Campus Ministry.

## **Masque Drama Club**

The Masque, Central's Drama Club, generally presents stage productions in the fall and in the spring. Participation is open to the entire student body through announced auditions. Although previous stage experience is an asset, it is not required. The Masque seeks interested, cooperative individuals who are willing to devote approximately eight weeks to rehearsals after school or in the early evening, and sometimes on weekends. The Masque performs for the general public and has maintained a reputation for excellence.



The work of the Stage Crew is literally done behind the scenes. Almost everything connected with the use of the McGonigle Theater and stage involves the Stage Crew. They are responsible for maintaining the stage and stage equipment in working order. The Stage Crew is also responsible for constructing and maintaining the production sets as well as implementing the lighting, sound, and special effects. Although some technical knowledge is an asset, it is not necessary for membership. More important are a willingness to work hard, a spirit of teamwork, and a desire to see a project through to successful completion.

## **National Honor Society**

Central Catholic sponsors the De La Salle chapter of the National Honor Society. Members of NHS must maintain high scholarship, demonstrate purposeful service, and exemplify worthy character. Students selected for membership must have a cumulative average of 4.5000. The chapter serves the school community mainly by providing peer tutoring for their fellow students. See page 47-48.

## **Pennsylvania Junior Academy of Science (PJAS)**

The Pennsylvania Junior Academy of Science is a regional and statewide competition wherein students present their individual research projects to a panel of judges. The Regional competition is in February, and the State competition is in May

- **Pittsburgh Regional Science and Engineering Fair (PRSEF)**

The Pittsburgh Regional Science and Engineering Fair is a regional and statewide competition wherein students present their individual research projects (poster format) to a panel of judges. This is a spring time event and winners of categories are eligible for the National competition.

- **Penn State Science Symposium (PSSS)**

The Penn State Science Symposium is a statewide competition wherein students present their individual research projects to a panel of judges by either an oral or poster presentation. The competition is held in the spring time.

- **Science Bowl**

The local and national competition demands lightning thinking and a vast knowledge base, as students are challenged to answer a series of difficult questions spanning the realm of science and math. The regional competition is held in February.

- **Science Olympiad**

The Olympiad is a regional, state, and national competition consisting of over 20 creative events spanning the realm of science and engineering. This is a spring time competition.



## Extracurricular Activities Program, cont.

- **Brain Bee**

This event, which is hosted by the Pittsburgh Chapter of the Society for Neuroscience, is a team competition designed to test student knowledge of neurobiology. The competition is held in February.

*SADD*

*Ski and Snowboard Club*

- **Fairchild Challenge**

The Phipps Conservatory hosts this environmental science competition. It consists of 5-6 separate student submissions throughout the school, spanning the realm of ecology/environmental science. The competition is throughout the year by student submission.

*Student Council*

- **Envirothon**

This team consists of 5-6 events in the area of ecology/environmental science. Top school finishers proceed to the state level competition held in the spring time.

*Towers Yearbook*

- **ACS Chemistry Competition and National Chemistry Olympiad**

Students compete in a regional chemistry competition with two participants to be nominated for eligibility in the National Chemistry Olympiad. Olympiad participants can then compete for spots on the national and international team. The competitions are held in the spring time.

- **PA Governor's STEM Competition**

This is a competition in the month of February in which students will engage with their local community to learn about STEM-related careers and the skills necessary to be successful. They work in a team of 5 students to build a model. They will be asked to present their findings and explain the practical applications of their device to a panel of judges. The challenge will test teams' communication, problem solving, and critical thinking skills while providing a unique opportunity to share their creativity with students from across the state.

### **SADD**

SADD (Students Against Destructive Decision-Making) is open to any student who is concerned about a variety of teenage issues, including, but not limited to, alcohol and drug abuse. SADD members sponsor student activities, assist with anti-drug and alcohol assemblies, conduct a program for middle school students, and plan and implement "Death by Drunk Drivers" activities before the Junior/Senior Prom and graduation. SADD also provides opportunities for members to discuss the difficulties of resisting peer pressure and other concerns for those who choose to live free of alcohol and drugs.

### **Ski and Snowboard Club**

The Central Catholic Ski and Snowboard Club is a club activity that hosts local and day-long trips during the winter season. We aim to have one trip to Seven Springs before Christmas Break followed by one each month during January, February, and March. Our end of the season outing is a day trip to an out-of-state resort. Transportation for Club trips is provided for a minimal fee. Skiing/snowboarding equipment may be rented on-site or personal gear may be brought on the bus as well. The additional expense of the group-rate lift pass is for anyone that does not possess a season lift pass. The Ski and Snowboard Club is open to students of all skill levels.



### **Student Council**

The Student Council, the official student government of the school, provides students with an opportunity to participate in all aspects of the Central Catholic community. The officers of the Council are President, Vice-President, Secretary and Treasurer. Each officer has specific responsibilities that are outlined in the Student Council Constitution. The executive officers, two elected representatives from each class, and the homeroom representatives comprise the Student Council. The Student Council is divided into committees that encourage student involvement in the life of the school.



### **Towers Yearbook**

Since 1930, the *Towers* has continuously chronicled the events of the Central Catholic school year. Producing a yearbook entails an editorial staff, underclass staff members, and a faculty advisor. The staff functions as a team, gathering and organizing factual and pictorial material to present an accurate, comprehensive and creative view of the year. The staff plans and assigns writing and photos, structures page layouts, correctly and meticulously proofs copy, crops pictures to capture and crystallize the focal points of interest, scans page proofs, and meets deadlines. While primarily an elective for upperclassmen, all students are encouraged to participate; they need only to contact to the faculty advisor.



## Extracurricular Activities Program, cont.

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### *Viking Ambassadors*

#### **Viking Ambassadors**

The Viking Ambassador program was introduced in 2018. These students give tours to prospective students and families, are knowledgeable of all aspects of the school, and can answer questions about various subjects. As an ambassador, students are required to attend events such as Viking for a Day and Open House. In addition to require events, students are invited to participate in other events throughout the school year such as the Mothers' Guild Fashion Show, Accepted Students' Night, and the Viking Victory Auction. All students are invited to apply to the Viking Ambassador program.

### *Viking Newspaper*

#### **Viking Newspaper**

The *Viking*, Central Catholic's student newspaper, introduces students to the world of print journalism. Student writers divide their efforts among news, features, sports and opinion writing. A student editor oversees each section, making it unique in itself while contributing to an overall product that informs and entertains its readers.

### *VNN News*

#### **Viking News Network (VNN)**

VNN, the Viking News Network, broadcasts each morning during the homeroom period. Anchors provide students with import-ant (and sometimes less important) information on activities, sports, and upcoming events. Technicians set up and run the broadcast, while cameramen run the equipment. If you enjoy knowing what's going on before anyone else, can enunciate your prepositions, and know the difference between talking and babbling, WCCN may be looking for you.

## Interscholastic Athletics

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### *Baseball*

Central Catholic sponsors 16 varsity sports and competes in the Western Pennsylvania Interscholastic Athletic League (WPIAL), the Pennsylvania Interscholastic Athletic Association (PIAA), and in sport-specific leagues. Viking teams have enjoyed great success over the past 78 years, and annually produce teams that rank high in local and state-wide competition. Central Catholic provides its student-athletes with the best in competitive opportunities, playing against challenging Quad-A and Triple-A teams from Western Pennsylvania. A principal reason for Central Catholic's success is the involvement of many students in the athletic program, offering them competition at freshman, junior varsity, and varsity levels. In addition, the intramural program provides interested students with opportunities to sharpen their athletic skills. Central Catholic provides one of the finest high school athletic programs in the area.

#### **Play Like A Champion Today™**

Central Catholic High School has entered an exciting and dynamic partnership with the Play Like A Champion Today™ Sports as Ministry Initiative through the University of Notre Dame. The program is a child-centered, research based framework which provides education to both coaches and parents of scholastic athletes. In accordance with our mission statement, we believe that athletics provide an opportunity to learn not only physical skills, but to grow as Christian leaders - socially, morally and spiritually, as well. Further, we believe that coaches and parents working together as partners to create and support this environment are a key element in the success of this mission.

#### **Athletic Director**

- Mr. Rick Capretta '82

#### **Assistant Athletic Director**

- Mr. Kyle Goldcamp '04

#### **Coaches' Offices**

- 412-208-3446 (Alumni Hall)
- 412-208-3486 (Coaches' Pavilion)

Sport	Head Coach
Baseball	Mr. Pat Walsh '89
Basketball	Mr. Brian Urso
Bowling	Mr. Angelo Bordogna
Cross Country	Mr. John Coats
Fencing	Ms. Lisa DePasquale
Football	Mr. Terence Totten '76
Golf	Mr. Corey O'Connor '02
Ice Hockey	Mr. William Connelly '03
Inline Hockey	Mr. Bryan Byrd
Lacrosse	Mr. Jordan Dykla
Rowing	Mr. Jay Hammond
Rugby	Lou Lamanna '79
Soccer	Mr. Claudio Morini
Swimming	Mrs. Mercedes McCarthy
Tennis	Mr. Zach Johnson
Track & Field	Mr. Maurice Lucas
Ultimate Frisbee	Gregory Thomas '05
Volleyball	Mr. Kris Scigliano
Wrestling	Mr. Eric Cassidy

*Baseball*

*Basketball*

*Bowling*

## Baseball

Central Catholic Baseball's strong tradition is well respected in the area. The teams have participated in the last four WPIAL playoffs. Success is directly attributable to our freshman and junior varsity teams. The coaching staff emphasizes the fundamentals of hitting and fielding. Our batting cage, pitching mounds, and pitching machines have helped in instructing, developing, and maintaining proper techniques and skills.

Teamwork, sportsmanship, and a winning attitude are constant themes. The varsity and junior varsity play in the highly competitive Section 7 of the WPIAL. Each team plays a 20-game schedule. Our freshman team participates in one of the most competitive leagues in the area and also plays a 20-game schedule. Games are usually played after school and on a few Saturdays. The program offers each player an opportunity to learn and enjoy the game of baseball.

## Basketball

The Central Catholic Basketball Program provides an opportunity for student-athletes interested in basketball to improve their skill through WPIAL and PIAA league competition and playoffs.

Game preparation consists of a rigorous practice schedule and pre-season weight training and conditioning, as well as off-season summer leagues and open-gyms. Competition is provided at the varsity, junior varsity, and freshman levels. Players representing Central Catholic are expected to demonstrate exemplary discipline, dedication, and attitude. Hard work and team play are the foundation of the program's philosophy.

## Bowling

Central Catholic's bowling team has been competing in the WPIBL since 1975 and currently competes in Section 1 of the league. During the last six seasons, the team has finished in first place in the State Championships several times.

Team tryouts are in early September. A bowler should carry a 135 average if he is considering trying out. Practices are held every Wednesday and Thursday from September to December. The season runs from December to March, with home matches bowled at Forward Lanes. The WPIBL Championship competition occurs in March. Because the league is highly competitive, emphasis is placed on the technical aspects of the game. Each bowler should have his own equipment.



# Interscholastic Athletics, cont.

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## *Cross-Country*

### **Cross-Country**

Imagine a cold, clear October afternoon: leaves crackling underfoot; all eyes focused anxiously on a small patch of woods. Suddenly, one, then a flock of gold shirts emerges from the trees and races towards the finish as Central Catholic Cross-Country adds another victory to a tradition of victories and championships spanning more than 50 years.

## *Fencing*

The Cross-Country season begins in August and finishes in November at the state competition. Cross-Country runners race over a 5000-meter course to determine the fastest and strongest in races for varsity, JV, and freshmen. Everyone has a chance for success in this sport for everyone with determination and desire to compete. We invite you to join one of Central Catholic's finest sport traditions.

## *Football*

## *Golf*

## *Hockey*

## *Inline Hockey*

### **Fencing**

Relatively new to Central Catholic, this exciting sport uses the foil, epee, and sabre as its equipment. Although some fencers compete in all three events, they generally choose to develop their skills in one weapon. Foil and epee are point-thrusting weapons. Sabre is a point-thrusting and a cutting weapon. The target areas differ for the three weapons, although all are scored electronically. Each time a fencer scores a touch, he receives a point. Direct elimination matches consist of three 3-minute periods. Inside his uniform the fencer wears a body cord that connects the foil to a reel wire that is connected to the scoring machine.

### **Football**

Central Catholic offers football on the freshman, JV, and varsity levels. We compete in the tough Quad-A East section of the WPIAL. Central always fields a highly competitive team, emphasizing toughness and intensity, as well as sportsmanship and teamwork. Coaches stress the team concept and the importance of giving an all-out effort, both physically and mentally, in practices and games. Central Catholic was the first PIAA Quad-A State Champion in 1988, WPIAL Quad-A Runner-up in 2001, WPIAL Champion and State Runner-up in 2003, and WPIAL and PIAA State Champion in 2004. Central Catholic graduates play football in college at all levels, and on professional teams. All of these factors contribute to the winning tradition and excellent reputation of Central Catholic Football.

### **Golf**

Central Catholic sponsors varsity and JV golf teams. Typically, each team has eight players. Golf is not a club sport; each player is expected to be already skilled in the sport and prepared with the necessary equipment.

The season begins in mid-August and continues through October. During this time the golfer is expected to dedicate his time to his studies and to golf. After five rounds of tryouts, the top six scorers are placed on the varsity. The coaching staff adds two other players. The top eight freshmen and sophomores are placed on the JV. All players must pass a test on rules information distributed before tryouts begin. The Golf team has compiled an impressive record, capturing first place in Section 4 numerous times.

### **Hockey**

Central Catholic offers Ice Hockey as a club sport at the varsity, JV and freshman levels. The Vikings compete in the WPI Hockey League at the Class AAA level, using many of the area ice facilities for practice and games. The goal of our program is to have our players on the ice an average of 3-4 times per week either in practice or games. The hockey program also utilizes the school weight room and gym facilities for player conditioning.

### **Inline Hockey**

Central Catholic's Inline Hockey team began as a club sport in 2002. We compete in the PIRHL on both the varsity and JV levels. The game is played on a court with the same dimensions, boards, glass, and goals as ice hockey, but with only four skaters and a goalie. There is no icing or offsides, and unlimited checking is not allowed. These factors result in a wide-open, high scoring game that requires skilled passing and offensive and defensive teamwork.



Typically, all players participate in regular season games with as equal an amount of playing time as possible. A short preseason in the fall, 16 regular season games, and playoffs in the spring comprise the season. Team practices are once per week. Player evaluations and team seeding are conducted prior to the season.

*Lacrosse*

*Rowing*

*Rugby*

*Soccer*

*Swimming*

*Tennis*

### **Lacrosse**

Central Catholic Lacrosse, a PIAA sport, is played at the varsity and JV levels. This fast-paced game provides players with intense teamwork, combining stick skills, speed, endurance, and physical contact.

Lacrosse provides opportunities for success to a variety of athletes: the small, quick dodger, the play-maker, the physical player, and the ground-ball man. Each player makes a unique contribution, depending upon his body size, athletic ability, and lacrosse skills. Excellent lacrosse players come in all shapes and sizes. The Central Catholic Lacrosse season begins with conditioning in October. Field practice opens in February, with competitions extending to the end of May.

### **Rowing**

Central Catholic Crew is a club offering rowing on the freshman and varsity levels. Competitions are held in the fall (head races) and spring (sprint races). We have traditionally dominated local competition and look to powerhouse crews from midwestern and eastern schools for competition. Instruction for novices begins in the fall and focuses on technique and conditioning, then moves to strength endurance, racing skills, and mental toughness for spring competition. Returning oarsmen have the opportunity to train and race with the team all year. Many credit Central Catholic's program as the stepping stone toward their successful participation on prestigious university rowing teams nationwide.

### **Rugby**

As an extension of the values grown in young men at Central Catholic High School, the Central Catholic Rugby Football Club seeks to foster discipline, respect, and above all, teamwork, in the lives of its student athletes. Because of, not despite of, its intense nature, these values distinguish rugby from other sports, at the junior to professional levels, worldwide.

Following a successful 2011 trial season, the Central Catholic Rugby Football Club will engage in official PA West Rugby League play in Spring 2012. We offer rugby as a club sport, in a fashion similar to the Varsity and Junior Varsity levels.

### **Soccer**

Each year Central Catholic Soccer registers winning records against the best teams in the WPIAL. The freshman, JV and varsity squads boast some of the hardest working young men at school. The season runs from preseason camp in mid-August through the State playoffs at the beginning of November.

Viking Soccer provides the student-athlete with an opportunity to be a part of a winning tradition that has brought positive recognition to the players and the school. The successful soccer program bodes well for the future and provides entertainment and excitement for the players and the spectators.

### **Swimming**

All swimmers are invited to join the Viking Swim Team. In 2003 and 2004, our swimmers won the WPIAL and State team championships. Because Central Catholic has no pool on campus, practices are conducted at nearby facilities. Swim practice begins in mid-November and finishes in March for those who qualify for WPIAL/State AAA championships. Parents are invited to join the active parent group.

### **Tennis**

The Tennis Team had its first undefeated regular season in 1993, when the team finished 14-0 and won the WPIAL Sectional Championship. Such success is achieved not only by fine individual players, but also by the team spirit that binds them together. The Tennis Team strives to continue this winning tradition.

# Interscholastic Athletics, cont.

*Track and Field*

*Ultimate Frisbee*

*Volleyball*

*Wrestling*

*NCAA Eligibility*

## Track and Field

For thousands of years, men have competed against others to determine who could run the fastest, throw the farthest, and jump the highest. Central Catholic's version of the Olympic sport of track and field has long been recognized as one of the finest in the area.

Track and field consists of events testing speed, strength, coordination and endurance. The varsity season begins with a short winter schedule of indoor meets. The longer spring season includes meets for varsity, JV, and freshmen.

The spring season begins with practice in early March, moves to meets in April and May, and finishes with athletes qualifying for the PIAA Championship. If you think you are fast, strong, can run far or jump high, join the list of Central greats in track and field.

## Ultimate Frisbee

Ultimate Frisbee is a competitive limited-contact sport played by teams of seven players and relies upon sportsmanship and mutual respect among the players. Begun during the 1998-1999 school year as an intramural club, the program has grown over the years to become a popular winter and springtime interscholastic sport. In 2014 the program further evolved into a three-season sport by competing in the inaugural season of Fall League. As of the 2013-2014 school year, the Ultimate Frisbee Team has been granted "Lettering Club Sport" status; meaning that players are now able to earn a Varsity Letter for participation. Central's Ultimate Frisbee Team competes against local high schools in the Pittsburgh High School Ultimate League (PHUL)-which is comparable to the WPIAL-and is concurrently a member of USA Ultimate, the national sanctioning body for the sport of Ultimate Frisbee. Winter League games are played indoors at the Pittsburgh Indoor Sports Arena in Cheswick. Fall and Spring League games are outdoors and are played at various sites throughout the region.



## Volleyball

Central Catholic Volleyball consists of varsity and JV teams. The focus of the program is on personal development and achievement as a team. Volleyball teaches the values of hard work, discipline, dependability, healthy competition, habits of health and exercise, along with lifetime volleyball skills. Each player's goal is to win through hard work, team effort, and dedication to practice. Volleyball is played in the spring. Prior experience is helpful, but no experience is needed to try out. Motivation is the most important factor.

## Wrestling

Central Catholic's well-respected wrestling team competes with the finest wrestling teams in Western Pennsylvania. This highly individualized sport offers opportunities for students of all sizes. Wrestling is an excellent way for a student to get into peak physical condition. Both the varsity and JV begin the season in November and continue until the state tournament in early March. Although wrestling is a demanding sport, it can also be one of the most rewarding activities offered at Central Catholic.

## NCAA Eligibility:

If a student is interested in competing in Division I or Division II athletics in college, he must be aware of the requirements set forth by the National Collegiate Athletic Association (NCAA). Here is a brief breakdown of the standards that a student must meet:

Division I Full Qualifier (able to receive athletic aid, practice & compete)

- Minimum core-course GPA of 2.3 (core courses are English, Math, Science, History and World Language) with 16 core courses completed over 4 years of high school
- 10 of the core courses must be completed before the start of the senior year
  - 7 of these 10 must be in English, Math, or Science
- There is a sliding scale that matches earned GPA with SAT/ACT scores (see following pages)
- Be certain that the courses taken are approved by the NCAA (listed in the Central Catholic Course Catalog)



Division II Full Qualifier (able to receive athletic aid, practice & compete)

- **\*Requirements will change on August 1, 2019\***
- For the Class of 2019, DII Requirements are
  - Minimum core-course GPA of 2.0, with 16 core courses completed over 4 years of high school
  - Earn an SAT combined score of an 820 or ACT sum score of 68
  - Be certain that the courses taken are approved by the NCAA (listed in the Central Catholic Course Catalog)
- For the Class of 2019, DII Requirements are
  - Minimum core-course GPA of 2.2, with 16 core courses completed over 4 years of high school
  - Must attain SAT or ACT score that matches GPA on sliding scale (see following pages)
  - Be certain that the courses taken are approved by the NCAA (listed in the Central Catholic Course Catalog)

In the junior year, each interested athlete should create an account with the NCAA Eligibility Center. This can be done at [http://web3.ncaa.org/ECWR2/NCAA\\_EMS/NCAA.jsp](http://web3.ncaa.org/ECWR2/NCAA_EMS/NCAA.jsp). This site is also a great resource for further information regarding the process.

Please note the NCAA's policy regarding the Redesigned SAT:

*"If you take the current SAT before March 2016 and then take the redesigned SAT at a later date, the NCAA Eligibility Center will not combine section scores from the current and redesigned SAT when determining your initial eligibility. The NCAA Eligibility Center will only combine section scores from the same version of the test. Because the redesigned SAT varies in design and measures different academic concepts than the current SAT, a numerical score on the current test may not be equivalent to the same numerical score on the redesigned test."*

A student interested in competing at either the DI or DII level should schedule a meeting with their school counselor or with the college counselor as early as his sophomore year to make certain that he is on the right path.

If questions arise, please contact Mr. Chuck Crummie, Athletic Director, or Ms. Loren Morgan, Director of College Counseling.





## Eligibility Center

### Test Scores

When you register for the SAT or ACT, use the NCAA Eligibility Center code of 9999 so your scores are sent directly to the NCAA Eligibility Center from the testing agency. Test scores on transcripts will not be used in your academic certification.

A combined SAT score is calculated by adding reading and math subscores. An ACT sum score is calculated by adding English, math, reading and science subscores. You may take the SAT or ACT an unlimited number of times before you enroll full time in college. If you take either test more than once, the best sub score from different tests are used to meet initial eligibility requirements.

If you take the current SAT before March 2016 and then take the redesigned SAT at a later date, the NCAA Eligibility Center will not combine section scores from the current and redesigned SAT when determining your initial eligibility. The NCAA Eligibility Center will only combine section scores from the same version of the test. Because the redesigned SAT varies in design and measures different academic concepts than the current SAT, a numerical score on the current test may not be equivalent to the same numerical score on the redesigned test.

DIVISION I FULL QUALIFIER SLIDING SCALE		
Core GPA	SAT	
	Reading/Math	ACT Sum
3.550	400	37
3.525	410	38
3.500	420	39
3.475	430	40
3.450	440	41
3.425	450	41
3.400	460	42
3.375	470	42
3.350	480	43
3.325	490	44
3.300	500	44
3.275	510	45
3.250	520	46
3.225	530	46
3.200	540	47
3.175	550	47
3.150	560	48
3.125	570	49
3.100	580	49
3.075	590	50
3.050	600	50
3.025	610	51
3.000	620	52
2.975	630	52
2.950	640	53
2.925	650	53
2.900	660	54
2.875	670	55
2.850	680	56
2.825	690	56
2.800	700	57
2.775	710	58
2.750	720	59
2.725	730	60
2.700	740	61
2.675	750	61
2.650	760	62
2.625	770	63
2.600	780	64
2.575	790	65
2.550	800	66
2.525	810	67
2.500	820	68
2.475	830	69
2.450	840	70
2.425	850	70
2.400	860	71
2.375	870	72
2.350	880	73
2.325	890	74
2.300	900	75
2.299	910	76
2.275	910	76
2.250	920	77
2.225	930	78
2.200	940	79
2.175	950	80
2.150	960	81
2.125	970	82
2.100	980	83
2.075	990	84
2.050	1000	85
2.025	1010	86
2.000	1020	86

ACADEMIC REDSHIRT

DIVISION II FULL QUALIFIER SLIDING SCALE		
Use for Division II beginning August 1, 2018		
Core GPA	SAT	
	Reading/Math	ACT Sum
3.300 & above	400	37
3.275	410	38
3.250	420	39
3.225	430	40
3.200	440	41
3.175	450	41
3.150	460	42
3.125	470	42
3.100	480	43
3.075	490	44
3.050	500	44
3.025	510	45
3.000	520	46
2.975	530	46
2.950	540	47
2.925	550	47
2.900	560	48
2.875	570	49
2.850	580	49
2.825	590	50
2.800	600	50
2.775	610	51
2.750	620	52
2.725	630	52
2.700	640	53
2.675	650	53
2.650	660	54
2.625	670	55
2.600	680	56
2.575	690	56
2.550	700	57
2.525	710	58
2.500	720	59
2.475	730	60
2.450	740	61
2.425	750	61
2.400	760	62
2.375	770	63
2.350	780	64
2.325	790	65
2.300	800	66
2.275	810	67
2.250	820	68
2.225	830	69
2.200	840 & above	70 & above

DIVISION II FULL QUALIFIER SLIDING SCALE		
Use for Division II beginning August 1, 2018		
Core GPA	SAT	
	Reading/Math	ACT Sum
3.300 & above	400	37
3.275	410	38
3.250	420	39
3.225	430	40
3.200	440	41
3.175	450	41
3.150	460	42
3.125	470	42
3.100	480	43
3.075	490	44
3.050	500	44
3.025	510	45
3.000	520	46
2.975	530	46
2.950	540	47
2.925	550	47
2.900	560	48
2.875	570	49
2.850	580	49
2.825	590	50
2.800	600	50
2.775	610	51
2.750	620	52
2.725	630	52
2.700	640	53
2.675	650	53
2.650	660	54
2.625	670	55
2.600	680	56
2.575	690	56
2.550	700	57
2.525	710	58
2.500	720	59
2.475	730	60
2.450	740	61
2.425	750	61
2.400	760	62
2.375	770	63
2.350	780	64
2.325	790	65
2.300	800	66
2.275	810	67
2.250	820	68
2.225	830	69
2.200	840 & above	70 & above

### Concussion Management Procedures

1. Baseline ImPact testing will be offered to those athletes participating in the sports of football, soccer, wrestling, basketball, and lacrosse. Athletes not participating in these sports may elect to baseline test through the UPMC Concussion Outreach Program. This will be scheduled by the athlete's family by calling 1-855-93SPORT.
2. As defined by the Safety in Youth Sports Act all coaches must complete online concussion training each school year. Certificates of completion will be filed in Office A. Coaches not completing this training will be subject to discipline outlined in the Safety in Youth Sports Act.
3. The Certified Athletic Trainer will be available for any pre-season educational meetings for parents and students if the school elects to do so.
4. Athletes presenting with any concussion symptoms will be removed from play that day until further evaluation can be completed.
5. Upon diagnosis of concussion the Certified Athletic Trainer will proceed with the following steps:
  - The athlete's parents will be notified of a suspected concussion.
  - Office B will be notified of a possible concussion so that they are prepared for any academic accommodations that may occur.
  - An informational sheet will be sent home with the athlete regarding signs and symptoms and what should be done if symptoms were to worsen.
  - An ImPact test will be administered within 72 hours.
6. Return to play will be established by a physician or neuropsychologist. The athlete should be symptom free following exertion, and have normal neurocognitive data.
7. A graduated return to play protocol will be followed consisting of light aerobic activity, resistance training, sport specific training, followed by contact practice, and then game play.
8. A standardized return to play clearance will be sent with each athlete to the physician for signature.
9. Academic accommodations may be recommended by a physician or neuropsychologist. The athletic trainer will not give academic accommodations and only will only notify Office B of the injury. Academic accommodations must be prescribed on formal prescription letterhead. Pursuant to Pennsylvania Act 101, accommodations must be prescribed by a license physician trained in the evaluation and management of concussions.
10. Students currently receiving academic accommodations but have been cleared for activity may be allowed to participate in practice by will not be permitted to compete in interscholastic competition.





Student Name:

HR:

**2019-2020  
Central Catholic High School  
Memorandum of Understanding**

As a parent of a student in a Catholic school, I understand, affirm, and support the following:

- (1) The primary purpose of a Catholic school education is to form students in the values of Jesus Christ and the teaching of the Catholic Church.
- (2) Catholic schools are distinctive religious education institutions operated as programs of the Catholic Church; they are not private schools but are administered and supported by the sponsoring parish(es) and the diocese.
- (3) Attending a Catholic school is a privilege, not a right.
- (4) While academic excellence and involvement in extracurricular activity (i.e. sports, clubs, etc.) are important, fidelity to the Catholic identity of the school is the fundamental priority.
- (5) The school and its Administration have the responsibility to ensure that Catholic values and moral integrity permeate every facet of the school's life and activity.
- (6) In all questions of faith, morals, faith teaching, and Church law, the final determination rests with the diocesan bishop.

As a man of faith and a member of the Central Catholic Community, I pledge to uphold the highest standard of integrity and honor in all academic endeavors. I will not lie, cheat, steal, deceive, or plagiarize. I agree with all the standards set forth in the Central Catholic High School Honor Code.

As a parent desiring to enroll my child in a Catholic school, I accept this Memorandum of Understanding. I pledge support for the Catholic identity and mission of this school and by enrolling my child I commit myself to uphold all the principles and policies that govern a Catholic school.

I have read the entire contents of the 2019-2020 Student/Parent Handbook and accept the policies, regulations, directives, and procedures contained in the Handbook and agree to abide by them.

- By checking this box, I choose to have basic demographic information, including name, address, phone number, and email address withheld from the Central Catholic Student Directory.

Father/Guardian \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Mother/Guardian \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Student \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature









## *Central Catholic High School's Student Creed*

### *Discover Myself*

*I am called to provide the perseverance, fitness, and self-discipline necessary to discover my abilities, gifts and talents. I will take advantage of the services and activities that Central Catholic provides to help me achieve success.*

### *Share and Respect Ideas*

*I am called to share my ideas with classmates, teachers, and other members of the Central Catholic community. I am called to respect the ideas and suggestions of others.*

### *Pursue Education*

*With the help of parents, teachers and other mentors, I am called to take responsibility for directing my personal learning, striving to achieve my full potential and academic excellence. If I fall short of my goals, I will use that experience as a means of growth. I am called always to be completely honest in my academic work.*

### *Develop Pride in Myself and My School*

*I am called to be trustworthy, honest, reliable, concerned, caring, and respectful. I will strive to demonstrate pride in Central Catholic's traditions, always acting in accordance with the policies of the School.*

### *Respect Others*

*I am called to learn more about my own history and culture and those of my classmates. I am called to respect all people as individuals and as God's sons and daughters. I am called to be a role model for other students and to assist younger students in their development and education. I will always practice courteous, respectful behavior towards others.*

### *Value the Natural World*

*I am called to respect the natural world and to accept the responsibility of caring for God's universe. I am called to value the gift of life and to avoid substances, behaviors and situations that could adversely affect my life.*

### *Develop My Spiritual Life*

*I am called to recognize that I am a unique creation of God, with a soul to be cherished and nurtured. I will build upon the values I have received through my family, the Church, Central Catholic, and other positive influences in my life.*

### *Offer Compassionate Service*

*Having been blessed by God with many gifts, I am called to be a person of compassion, offering service to others in my school and the wider community.*