

CHAMINADE COLLEGE PREPARATORY

2009 - 2010
Student Handbook



Chaminade College Preparatory
Middle School Campus
19800 Devonshire Street
Chatsworth, California 91311

Front Office: 818 • 363 • 8127
Office Fax: 818 • 363 • 1219
Attendance/Health Office: 818 • 363 • 9531
Admissions Office: 818 • 363 • 6907
Athletics Office: 818 • 831-2453

www.chaminade.org

School Insignia • Motto • Colors

**Chaminade teams are called
THE EAGLES**

**The campus paper is
THE SCREAMING EAGLE**

**The motto of the school is
“Per Matrem ad Filium” –
Through the Mother to the Son**

**The school colors are
Burnt Orange
and
Navy Blue**

Alma Mater

Up in the hills
where Chaminade stands
We strive for our future,
we make our plans
Boldness we will show,
and daring we will be,

We are the Eagles
as everyone shall see
Blue is for bravery
and orange is our cheer.

Together they’ll keep us
united each year
Cherish every memory
and remember every day
The “high flying” Eagles
of Chaminade all the way.

BELL SCHEDULE

2009-2010

Regular Day Schedule

Block A or E	8:00-9:11
Block B or F	9:18-10:28
Block C or G	10:35-11:45
Lunch	11:46-12:46
Block D or H	12:53-2:03
X Block	2:10-3:00

Mass Schedule

Block A or E	8:00-9:07
X Block	9:14-10:17
Block B or F	10:24-11:31
Lunch	11:32-12:32
Block C or G	12:39-1:46
Block D or H	1:53-3:00

Half Day Schedule

Block A or E	8:00-8:55
Block B or F	9:00-9:55
Break	9:55-10:05
Block C or G	10:05-11:00
Block D or H	11:05-12:00

“O” Day Schedule

Block A	8:00-8:40
Block B	8:45-9:25
Block C	9:30-10:10
Block D	10:15-10:55
Lunch	11:00-12:00
Block E	12:05-12:45
Block F	12:50-1:30
Block G	1:35-2:15
Block H	2:20-3:00

CENTRAL ADMINISTRATION

President	Mr. James Adams
Principal - West Hills.....	Bro. Thomas Fahy, O.S.F.
Chief Financial Officer	Mrs. Janet Koller
Director of Advancement	Mr. Robert Webb
Chief Information Officer ..	Mr. Yannis Grammatis
Director of Human Resources .	Mrs. Anne Kulinski
Asst. to President	Mrs. Ellen Celaya

SCHOOL ADMINISTRATION

Principal.....	Mr. Michael Valentine
Assistant Principal	Mrs. Dorothy Kane
Dean of Students.....	Mr. Michael Hart
Director Campus Ministry	Ms. Jacqueline Marquez
School Chaplain	Fr. James Mueller, S.M.
Director of Admissions	Mrs. Barbara Willick
Director of Athletics	Mr. Walt Stewart
Director of Library	Mrs. Helen Foster
Director of Counseling.....	Ms. Heather Eaton

ADMINISTRATIVE STAFF

Principal’s Office.....	Mrs. Melissa Reyes
Assistant Principal’s Office	Mrs. Joyce Bolen
Receptionist	Mrs. June Martin
Admissions Office.....	Mrs. June Martin
Campus Ministry Office...	Mrs. Donna Rasmussen
Athletic Department	Mrs. Donna Rasmussen
Registrar	Mrs. Nancy Leone
Health Office/Attendance	Mrs. Pat Greene
Health Office/Attendance	Mrs. Cheryl Lande
Library Assistant	Mrs. Linda Anderson
Library Cataloger	Mrs.Carolynn Twomey

PERSONS TO CONTACT

Academics, Schedules	Mrs. Dorothy Kane
Athletics.....	Mr. Walt Stewart
Attendance/Tardies.....	Mrs. Pat Greene
	Mrs. Cheryl Lande
After School Program	Mr. Mickey Parr
Discipline, Lockers, Uniforms	Mr. Michael Hart
Food Service	Mr. Sid Lopez
Drop Zone/Lost and Found	Mrs. Suzanne Sincock
Retreats, Service.....	Ms. Jacqueline Marquez
Textbook/Yearbook Purchases	Mrs. Cheryl Lande
Transcripts.....	Sr. Carol Francis Crowe, C.S.J.
Tuition	Ms. Celia Llorin
Tutoring	Mrs. Heather Eaton

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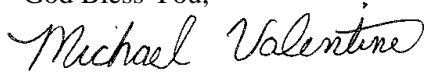
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From The Principal

Dear Students,

It is my pleasure to welcome you to a wonderful year at Chaminade College Preparatory Middle School. I hope your year will be productive and exciting, and I would urge you to get involved in at least some of the many clubs, teams, activities, and organizations that are offered on campus. This student agenda book is designed to give you important information that you need to know and provides a place for you to record your assignments. Have a great year!

God Bless You,



Michael Valentine
Principal

Philosophy

Chaminade College Preparatory Middle School is a Catholic school in the Marianist tradition. It is guided by the lived reality of Marianist spirituality based on the charism of Blessed William Joseph Chaminade. His teachings are formally articulated as the Characteristics of Marianist Education, which are:

- Educate for Formation in Faith
- Provide an Integral Quality Education
- Educate in Family Spirit
- Educate for Service, Justice, and Peace
- Educate for Adaptation and Change



Blessed William Joseph Chaminade
1761-1850

Vision Statement

Chaminade College Preparatory will be a dynamic educational community based on strong Catholic values marked by the nurturing and empowering spirit of the Marianist Tradition. Chaminade will pursue this commitment by providing an inclusive Catholic education that unites academic and religious perspectives in the pursuit of excellence. Chaminade will impart wisdom and promote spiritual and moral growth. Emphasizing high achievement in grades 6 through 12, Chaminade will serve college-bound men and women who seek to develop their whole being and who are committed to continuing their education. Chaminade is a college preparatory school that will continue to make a difference.

Chaminade will maintain a secure and safe environment where students feel empowered, challenged, and nurtured. Chaminade provides an extracurricular program of sports and activities that emphasizes excellence and strength of character. Utilizing current technology and advancements in the access of information, Chaminade will spark an integration of the past and the future. Heritage will meet vision.

Chaminade commits itself to balancing and integrating its curriculum, inspiring critical thinking and problem solving. Chaminade commits itself to the eternal verities of the human spirit and to creating and energizing continuous learners. Chaminade commits itself to model and instill a respect and acceptance for others while reaching out to the underprivileged.

Primary in purpose, Chaminade College Preparatory commits itself to its students.

History

In 1952, the Marianist Religious Community purchased the Cheviot Hills Military Academy in West Los Angeles and, in September of that year, opened Chaminade High School. Chaminade, named after the founder of the Marianist order, an order of priests and brothers, was both a day and a residence school. Over the next nine years Chaminade grew rapidly. As a result, its existing facilities became inadequate. A new location for the school was sought, and in 1960 the Marianists purchased property in Canoga Park. Chaminade moved to its present facilities in September 1961.

With the continued growth of the student population and the closure of St. John's Military Academy in Chatsworth, the school officials recognized a unique opportunity to develop a two-campus, seven-year educational experience for students in the West San Fernando Valley. Consequently, a lease for the academy property was finalized with the Sisters of Mercy and in September, 1969, the Chatsworth campus was opened for grades seven, eight and nine. The program was further expanded in 1972 with the addition of coeducation.

In 1987 the Chatsworth campus was purchased from the Sisters of Mercy and in 1988, the ninth grade was moved to the West Hills campus creating the four-year high school on the senior high campus. The sixth grade was added to the Chatsworth campus in 1989.

Today, Chaminade has a combined coeducational, multi-cultural and varied religious student body numbering 1,890 in grades six through twelve, and a 180-member faculty and staff led by a president and volunteer board of directors. Chaminade students distinguish themselves academically and matriculate to the best colleges and universities in the United States. The School is also duly proud of its National Blue Ribbon designation as a School of Excellence, and recent construction of two major learning centers, the Father Allen De Long Center for Arts and Athletics on the Middle School campus, and the Condon Family Foundation Center for Science and Technology on the High School campus.

Accreditation

Chaminade College Preparatory is accredited by the Western Association of Schools and Colleges and by the Western Catholic Educational Association. It is also a member of the approved Secondary Schools of the University of California.



Chaminade Emblem

The School's seal, a shield, symbolizes the strength and protection of the Chaminade experience as it strives to form morally aware and academically capable people to be outstanding contributors to the future. The cross and letter "M" in a field of white stand for the central role the Marianists hold in the Chaminade's Catholic identity, philosophy, and fundamental values of Christian faith. Chevrons of blue and orange illustrate the school colors: the blue represents truth and loyalty while orange stands for worthy ambition. The open book represents both education and scripture while the eagle, Chaminade's mascot, stands for our school community that strives to be noble, strong and brave. The year 1952, is Chaminade's founding year, when it was established in Cheviot Hills, Los Angeles. Encircling and completing the seal is our outward identity, Chaminade College Preparatory.

Chaminade Web Site

Students and parents are encouraged to visit Chaminade's Web site. Point your browser to www.chaminade.org to view student work, get homework assignments, learn interesting information about Chaminade, or read the latest edition of the school newsletter. It is all on the web!

Communication with Teachers

The best way to contact teachers is through email. The teacher's email address consists of the first letter of his/her first name followed by their last name. Following the teacher's name is Chaminade's domain name, which is @chaminade.org. For example, Mr. Joe Rausers' Email address is jrauser@chaminade.org.

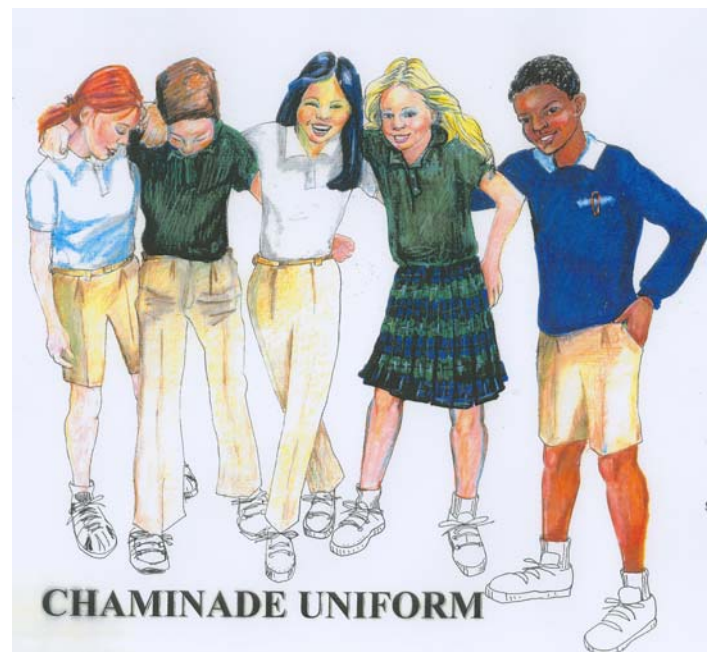
Dress Code

Chaminade recognizes that a person's appearance is indicative of their positive self-image and ability to be self-disciplined. What is appropriate appearance, however, in recreational or leisure situations may not be appropriate in the school environment. The school requires that a student come to school clean, well groomed and with their clothing laundered and in good condition.

The school has used the following in determining the Chaminade uniform dress code:

1. The dress code is designed to minimize fashion competition among students and reflect their readiness for serious academic endeavor.
2. The appearance of the student will NOT reflect any connections to groups NOT acceptable to the philosophy and goals of Chaminade.

Students should always be in uniform unless otherwise specified. Students who come to school inappropriately dressed will not be permitted to attend any classes until a change of clothing is brought for them. The Office of the Dean is responsible for interpreting, implementing, and enforcing the dress code policy and as such is the final arbiter, in most cases, in determining what is the appropriate school dress.



On special occasions, such as Mass, students may be required to wear more formal clothing. They will be notified well in advance to make appropriate arrangements.

Daily Dress Code

The guidelines for uniform dress are as follows:

Shirts

Sixth graders and new students can wear white or **navy** blue interlock polo-style, 2 or 3 buttoned collared shirts with no logos, no pockets, and a plain un-banded waist. Seventh and eighth grade returning students can wear white, dark green or navy blue interlock polo-style, 2 or 3 buttoned collared shirts with no logos, no pockets, and a plain un-banded waist. (See the 3K order form.) Shirts should be tucked in at all times. Only plain white short sleeve T shirts may be worn under uniform shirts. Plain **white** interlock knit turtlenecks may be worn under the uniform shirt for warmth.

Pants/Walking Shorts

Students can wear either walking shorts or pants as part of their uniform. The only acceptable color of these pants or shorts is brownish “paper bag” khaki only. Both pants and shorts should have flat front and belt loops. Uniform pants and shorts must be purchased from 3K Productions. They must not be frayed at the ends nor should they be oversized or ill fitting. Shorts may not be more than 3 inches above the knee or 1 inch below the knee. Dickey shorts and pants (or other brands) are not allowed.

Skirts

Girls may wear blackwatch plaid skirts with stitched down pleats (purchased from 3K Productions only.) Skirt length must be at the knee.

Socks/Shoes

Full white crew socks are to be worn with all footwear (no colored socks, peds, anklets, or knee high socks.) All black, all white, or a combination of black and white dress or athletic shoes in good repair may be worn. Shoes should fit tastefully with the uniform. Shoelaces should either be black or white. The following are not permitted: slippers, moccasins, sandals, high heels, jellies, patent leather, platform shoes, hiking and/or work boots (boots of any kind), UGGS, or Doc Martens.

Physical Education Uniform

Wearing the P.E. uniform is restricted to the gym and P.E. fields. It should not be worn in the classrooms, library, the administration building, or the Student Center. Only navy blue gym shorts and heather gray T-shirts both with the Chaminade logo (purchased from 3K Productions) are allowed.

Sweatshirts/Jackets

Official Chaminade navy blue pullover sweatshirts with the Chaminade insignia and navy blue hooded sweatshirts with the Chaminade logo are allowed. Uniform shirts must be worn underneath the sweatshirt. The sweatshirts can be ordered through the Chaminade Athletic Boosters organization. Zippered sweatshirts or sweaters are not allowed. In cold weather, only solid brown, green, navy blue, or black jackets with no logos, patches, or writing are allowed. Jackets may have a hood but may not be worn indoors. Zippered sweatshirts are not considered jackets.

Miscellaneous

No gloves, hats, scarves, sweaters, sunglasses, or ear warmers are to be worn on campus. Belts on shorts and pants are encouraged. These belts may be navy, black, or khaki. Large belt buckles are not permitted.

Grooming

Neatness, good grooming, and a traditional hair style are in keeping with the code. Extreme or faddish styles including body piercing are not acceptable. Steps, spikes, shaved heads, or shaved sides are unacceptable. Hair length can be no shorter than a #2 barber’s blade or 1/2 of an inch. Students who violate this rule will be sent home until hair grows out to an acceptable length. For boys, hair can be no longer than the top of the collar of the uniform shirt. Additionally, boys may not have hairstyles that cover their eyes or ears completely. Hair color must be a student’s natural color. Highlighting is not acceptable. Male students must be clean-shaven at all times.

Jewelry

Jewelry may be worn in moderation (one necklace, one bracelet or cloth wristband, one pair of stud earrings). Oversized and/or dangling earrings are not permitted. Boys may **not** wear earrings of any type.

Cosmetics

Girls may wear only pale colored or clear lipstick. Only very moderate makeup is acceptable. Clear nail polish or French tips are acceptable.

The administration has the discretion and final decision to decide what is acceptable or unacceptable in regards to grooming, hair length, and the uniform code.

Liturgy Dress Code

School Masses generally require that students be in their daily uniforms. Girls are expected to wear uniform skirts, and boys are required to wear long uniform pants. Shorts are not acceptable attire for Mass.

The annual Founders Day and Parent Day Masses and other special occasions require the following special “dressy dress” code to be observed by all students:

- Boys: Long dark slacks (pressed uniform or dress slacks), belt, white or pastel dress shirt, tie, dress or clean school shoes and socks. Sport coats are allowed.
- Girls: Appropriate daytime dress or skirt and blouse. Solid colors, pastels, or floral prints are most appropriate for these occasions. Dress/skirt length must be at the knee or longer. Pants, culottes, shorts, denim or jean clothing of any type are not appropriate attire for these special liturgies. Dress shoes or clean school shoes should be worn with the appropriate hosiery or socks. Open-toed shoes may be worn but must have a back or a strap. Flip-flops or strapless sandals are not allowed. Boots or UGGS are **not** allowed on “Dressy Dress” days.

Spirit Dress

Spirit Dress occasions are the decision of the Administration and are granted at different times throughout the year for certain holidays and special occasions. On those days, clothing must not be form fitting, revealing, or ripped. All regulations listed under the grooming code apply on free dress days.

*The following items are the **only** acceptable clothing on spirit dress days:*

1. Blue jeans or uniform bottoms
2. Sneakers (any color) with socks
3. Any T-shirt or polo with Chaminade Logo or T-shirt or polo in the current class color
4. Any type sweatshirt or jacket (acceptable logos only)
5. Cosmetics, nail polish and jewelry rules are the same as the regular uniform dress code

Free Dress

Free Dress occasions are the decision of the Administration and are granted at different times throughout the year for certain holidays and special occasions. On those days, clothing must be in good taste and appropriate for school. It should not be form fitting, revealing, or ripped. All regulations listed under the grooming code apply on free dress days.

The following items are not acceptable on free dress days.

1. Overalls, sweat pants, cutoffs, leggings, acrylic pants, short shorts, shorts with lengths below the knee, bicycle shorts, long underwear or oversized/baggy clothing;
2. Backless or sideless dresses, halter tops, spaghetti strips, tank tops, or bare midriffs;
3. Military type clothing;
4. Extremely short skirts;
5. Tattoos (permanent or otherwise), or writing on arms, legs, etc.;
6. Sandals, jellies, boots, or backless shoes (UGGS may be worn on free dress days, but not at liturgies or on “dressy dress” days);
7. T-shirts with objectionable slogans/ pictures (drugs, gangs, alcohol, music groups, inappropriate language, or satanic references);
8. Jackets with writing or emblems;
9. Hats, gloves, sunglasses, wallet chains, or earrings for boys.
10. Socks should be worn at all times.

If you have any questions about a particular article of clothing ask the Deans of Students.

General Campus Information

School Locks and Lockers

- Students will be assigned one locker for books and supplies and must use this assigned locker;
- Students must use a Chaminade lock. **Other locks are not allowed;**
- Students are responsible for their lockers and locks;
- Students must take care of their lockers. All stickers must be removed and the locker left clean at the end of the year. A fee will be assessed for lockers that need to be professionally cleaned.

Book Bags

Book bags/backpacks are a desirable and necessary part of school life. Students are expected to have a book bag/backpack to carry their books to and from school. Book bags/backpacks are to be stored in lockers during the day. Students have ample time to get their books for the next class. Book bags/backpacks are never permitted in the classrooms. Students need to check book bags in the Drop Zone if they do not fit in their lockers. This includes rolling backpacks. **Any book bag/backpack left unattended on the school grounds will be confiscated and brought to the Lost and Found. The fee to reclaim items is \$2.00.**

Students should not bring large amounts of money to school. Money brought to school should be kept with the student or stored in their school locker. Chaminade is not responsible for any items brought to school.

Drop Zone

Items that will not fit in lockers, such as, musical instruments, athletic equipment and oversized projects can be checked for the day at the Drop Zone located in the Lost and Found room in the 300 building. Volunteer personnel will be available to assist students before and after school. Items must be labeled with student name and grade. The Front Office staff is not responsible for notifying students of items that are left for them in the Drop Zone. Items may not be left in the Front Office for students. Items not claimed by the end of each day will automatically be placed in Lost and Found. Lost and Found fines apply to all items left overnight.

Lost and Found

Items left on campus during classroom periods will be collected and placed in Lost and Found. A fine of \$2.00 per item will be assessed at the time of pick up. Unclaimed items are sold at the end of each semester. Every attempt is made to return items to the rightful owners prior to the sale. The names of students who have identifiable items in Lost and Found are listed on the door and in the Student Bulletin. Unsold items are given to charitable organizations.

Student Store

The Student Store is located next to the cafeteria. It is operated by volunteer parents and is normally open from 3:00 p.m. until 3:30 p.m. It offers school supplies, food, and drinks for sale at a nominal charge.

Copy Machine

A copy machine for student use is located in the library. The cost is ten cents a copy.

Lunchtime/Cafeteria

Students may bring their lunch to school. Lunches are to be kept in the student's locker. Lunch, snacks and drinks are available for purchase in the Cafeteria. The Cafeteria Menu is available on the website and printed on the Daily Student Bulletin online. Meals cost approximately \$6. A Lunch Card may be purchased and "re-loaded" like a merchant gift card. Students can purchase the cards in the Cafeteria. Parents can pay for the Lunch Card with cash or a check made out to *The Caterer*.

If a student does not bring a lunch to school and does not have a lunch card or cash to purchase lunch, they may obtain a Lunch Voucher from the Front Office. **Lunch Vouchers are for emergencies only** and may not be used as an additional means to get lunch. Students who obtain a Lunch Voucher must pay for their purchase in the

Front Office the next morning before school begins. Parents will be notified when a student uses a Lunch Voucher.

Technology Resource Center

The Technology Resource Center is available daily most mornings before school at 7:30 in the Computer Lab, Room 205. The Technology Resource Center can be used for students to catch up on homework or class assignments for computer or other classes, or as a ready resource to use technology for study and discovery.

After School Program

The After School Program is for supervision of students from 4:00-6:00 p.m. each normal school day. On short days, the After School Program begins one hour after class ends and continues to 6:00 p.m. A phone is available in Room 201 for students to use or parents to call in after school. (818) 360-6194.

Our policy is that any student on campus at 4:00 p.m. (earlier on half days) who is not engaged in a school sponsored activity must report to the After School Program until they are picked up. If a student is not enrolled he/she is, nevertheless, signed-in for that day, and parents are responsible for meeting the appropriate fees. Those engaged in sports or other school-sponsored activities must sign in 15 minutes after the conclusion of those activities, if they cannot be picked up by that time. If a student waiting for the arrival of a car pool is not engaged in a school activity, he/she must sign in with the After School Program. **Students awaiting pickup on school days are not allowed to go off campus for any reason.** Parents or students are expected to advise supervisory personnel when pickup is made.

The After School Program allows students such options as: playing sports outside, games, socializing, or doing school work. Students are given reasonable freedom, with supervisory control. Basically, they are restricted to the basketball court area and the lawn area west of the 200 Building and classroom 201. If a student wishes to watch a sports event on the athletic field or in the gymnasium, he/she is to inform the program director. For security, no student is to be picked up on the Oakdale Street side of the campus after 4:00 p.m. or one hour after classes end on short days. After that time, pickups must be made from the driveway west of the 200 Building.

The fee schedule for the After School Program is as follows: Basic fee is \$4.00 an hour. The enrollment fee is \$80, which is a required advance payment for twenty (20) hours. Time used by the student will be charged against this payment. The basic fee is applied in half-hour increments, whether the student stays for the entire half-hour or only a portion of the half-hour. If an un-enrolled student is brought in for the day, the fee is \$5.00 an hour. Any pickup of a student after 6:00 PM is liable for a late charge of \$10.00 within each increment of fifteen minutes. **Please be aware that unpaid bills prevent a student from taking semester or final exams.** You may use the Program as needed, whether it is for one day a week or every day. Accounting is kept for each individual. You will be advised when additional payment becomes due.

If you have any questions, please contact Mr. Raymond E. Parr, Director of the After School Program (818) 348-5325 or (818) 360-6194 during program hours.

Cell Phones, Cameras, Electronic Communicating Devices, and Interfering Devices

School Office Phone Use Policy

As a general rule, students are not allowed to use the school office phones. Students may not use their cell phone or text message during school hours. In the case of real necessity students may be allowed to use the phone in the Health Office or Front Office.

While Chaminade provides students with a safe and secure learning environment and access to telephones when necessary, we realize that some students do bring personal cell phones to school. Our goal is to make certain that cell phones do not distract from or disrupt the learning environment in any way. Similarly, in some instances the

possession and use of electronic communication devices or other devices or objects by a student at school may be appropriate, often the possession and use of such devices or objects by students at school can have the effect of distracting, disrupting and intimidating others in the school setting and leading to opportunities for academic dishonesty and other disruptions of the educational process.

The policy for cell phone and other electronic devices use on the middle school campus are as follows:

- All cellular phones, I Pods, MP3 Players, PDAs, and Cameras brought to campus must be in student lockers and be in the “off” position during school hours, including meals.
 - Students should only use their phones before or after school hours. Parents needing to contact students in an emergency should call the school office.
 - As with all other policies at Chaminade, students who do not follow the Electronic Devices Policy will receive a consequence.
 - The school is not responsible for the loss of theft of any such item whether confiscated or not.
1. An “interfering device” includes a device or an object which does not constitute a weapon or explosive but may, if used or engaged, interfere with the educational process for either the student possessing or using the object or for other students. By example, such objects include any electronic communication device (defined below), a camera, lasers, laser pens or pointers, radios, portable CD players, or other electronic equipment or devices.
 2. An “electronic communication device” includes cell phones, camera cell phones, two-way radios or video broadcasting devices, pagers, PDAs, and any other device that allows a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text, or other information.
 3. “Camera” includes any device for taking still or motion pictures, whether in digital or other format.

Except as set forth below, a student may possess, but may not operate or engage, any interfering device during school hours or at school functions, unless specifically authorized in advance by the school personnel in charge of the class or activity.

- It is the school’s policy that students and others at Chaminade should not be subject to video or audio capture, recording, or transmission of their words or images, by any student at a school, without express prior notice and explicit consent for the capture, recording, or transmission of such words or images.
- There are certain situations where the possession or use of electronic communication devices and cameras is absolutely prohibited at Chaminade. School administrators and classroom teachers may prohibit the possession or use of such devices at specific times and in specific circumstances.
- During any time when a student is scheduled to be in class or involved in a regular school activity, it is a violation of policy for the student to have in his or her possession an electronic communication device or camera which is in the “on” position and ready to receive, send, capture, or record any communication, visual image, sound, text message, or other information.
- Electronic communication devices and cameras may not be possessed, activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include but are not limited to locker rooms, shower rooms, restrooms and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The principal or director of the school is hereby given authority to make determinations as to other specific locations and situations where possession of electronic communication devices and cameras is absolutely prohibited.
- At no time may any electronic communication device or camera be utilized by any student in a way which might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated.

- This Policy is not intended to prohibit appropriate use of electronic devices for authorized or official school purposes, e.g., yearbook photographs.

Confiscation of Device

For each observed violation of this Policy, it shall be the duty of the school, teacher or administrator observing the violation to immediately confiscate the interfering device. Furthermore, the school may take additional disciplinary action. The confiscated device shall be forwarded to the Deans' office together with the name of the person from whom the device was confiscated. The Deans may make arrangements to notify the parent/guardian of the student from whom the device was confiscated and arrange a meeting with the administration to discuss the violation.

Disciplinary Actions

Any use of an electronic communication device or camera to record sounds or images or otherwise capture material in an unauthorized setting or at an unauthorized time shall subject the user of the device to increased discipline based on the circumstances and whether the student has been involved in prior violations of this Policy.

The use of any interfering device or any electronic communication device or camera to threaten, intimidate or embarrass another or to capture and transmit test information or any other information in a manner constituting fraud, theft or academic dishonesty may result in a suspension or expulsion.

The use of any interfering device in a manner which may be physically harmful to another person, such as shining a laser in the eyes of another student, may result in a suspension. When a student repeatedly engages in such behavior, the punishment may be increased as is appropriate. There is always the possibility that further legal action may be taken by the family of the victim.

Expected Student Behavior

Students should always remember that their behavior at school and school-related activities is a reflection not only on themselves but also on Chaminade. The following is what is expected from a Chaminade student:

In the classroom students should:

1. be seated when the bell rings;
2. be courteous to teachers and other students;
3. follow all classroom rules and teacher directions.

At a Liturgy/Prayer Service students should:

1. enter the Arts and Athletics Center or chapel in silence to demonstrate a reverence for the liturgical celebration that is about to take place;
2. maintain silence during the Mass or prayer service, except for participation in appropriate responses and/or singing;
3. use their Mass booklets as a worship tool, in order to assist them in following the order of the Mass/prayer service;
4. be especially reverent during the distribution of Holy Communion. Catholic students who have made their First Holy Communion may receive communion at Mass. All other students of all faiths may come forward to receive a blessing from the priest or Eucharistic minister;
5. follow all dismissal directions.

At assemblies students should:

1. be courteous and quiet from the time they enter the assembly;
2. immediately come to order and pay attention to the speaker;
3. applaud to show approval;
4. follow all dismissal directions

At lunch time and in the cafeteria students should:

1. eat and finish their lunch in the designated eating areas;
2. wait patiently to buy their food, and follow the directions of adults on duty;
3. clean up after themselves, and not throw food or run in the cafeteria;
4. not be in the garage area, 200 or 300 buildings, or in a classroom unless a teacher is present;
5. not be on the field, track or bleachers;
6. not order food from off campus to be delivered to Chaminade;
7. not be involved in games of tackle football or activities such as “buns up”, which is considered demeaning.

On campus students should:

1. be courteous and respectful at all times, and greet visitors to the campus;
2. stay in designated areas only;
3. have their shirts tucked in unless involved in a sports activity;
4. not chew gum or litter;
5. never ride bicycles, skateboards, or roller blades on campus;
6. not use profanity, gamble, lie, fight, possess inappropriate literature or material, or be involved in verbally or physically abusing another;
7. not possess radios, CD players, video games, laser pointers, or other electrical devices except when required for an assignment and with the permission of the teacher;
8. not tamper with cars on campus, use matches, lighters, or any type of explosive device, or leave campus without permission.

While attending field trips students should:

1. be on their best behavior;
2. pay strict attention to the directives of the moderator;
3. not leave trash on the bus or at the field trip site;
4. not antagonize or make fun of non-Chaminade people.

At dances students:

1. must, along with their parents, sign an agreement before he/she is allowed to attend a dance;
2. must arrive within 15 minutes of the dance’s beginning;
3. should conduct themselves in the appropriate manner;
4. may not bring non-Chaminade students to a dance;
5. may not leave the dance unless accompanied by a parent. All students should be picked up within 15 minutes of the dance’s end. Students not picked up promptly will be reported to the Dean and risk not being invited to future events.

Arts and Athletics Building Use:

1. The Fr. Allen De Long Arts and Athletics Building will be locked each day at 4:00 unless it is in use;
2. Students will have access to their P.E. lockers before school at 7:50 and after school from 3:00 – 3:15;
3. Students may not store academic items in P.E. lockers;
4. Students must be supervised by an adult at all times while in the building;
5. Students who have classes in the building should use the foyer restrooms;
6. Students are not allowed in the locker room or gym during lunch or breaks;
7. Students may enter classrooms in the building during lunch only if they have the required pass from the teacher requesting their presence;
8. There is to be no eating or drinking in any part of the building at any time;
9. There is to be no food or drink sold from the building.

Attendance Procedure

Regular attendance at school is necessary to ensure a student's academic progress. Frequent or prolonged absences are disruptive to the educational process. Many classroom experiences are difficult or impossible to duplicate as makeup work. It is with this premise in mind that the following attendance policy has been instituted at Chaminade.

Poor attendance in any one class may result in a lower grade. Any student absent ten (10) days from any class in a quarter or fifteen (15) days from any class in a semester may receive a lower or failing grade in that particular course or courses. If it deems necessary, the school may refer chronically absent students to the S.A.R.B. (School Attendance Review Board.) Chronic absences may result in a student being asked to withdraw from Chaminade. This action will be taken at the discretion of the Principal.

Absenteeism

- It is the parent's obligation to inform the school office or attendance/health office (**818-363-9531**) by telephone between 7:45 a.m. and 9:00 a.m. on the morning of the day of absence. This call is mandatory.
- Parents should not make doctor or dental appointments during school hours.
- Family tours and vacations should not be planned during the school year when classes are in session. If a trip is unavoidable, written notice should be submitted by a parent, to the Deans and the Attendance Office at least ten (10) days in advance. Absences due to trips are NOT excused.
- Any quarter or final exams missed during an absence may be made up only at the discretion of the teacher and/or the Administration. Regular exams may be made up at the discretion of the student's individual teachers.
- Students should not be taken off campus for lunch.
- In order to attend any after school activity/function, students must be present for at least ½ of the day on the day of the event.

Returning From Absence

All students who have been absent from school **must have a note from a parent upon their return.** Students absent due to illness for **five or more consecutive days may need a doctor's note to be readmitted to school.** This note must be turned into the health office. **Students are not allowed to go to class after an absence or tardy until they have checked in with the Health/Attendance Office.**

Early Dismissal & Special Circumstances

Students who must leave school early **should bring a note before 8:00 a.m. to the Health/Attendance Office. Students must be signed out through the Health/Attendance Office by their parent or guardian.** If a person other than the parent/guardian is to pick up a student during school hours, the name of that person must be submitted to the health office, in writing, beforehand. It is also important to notify the office if parents leave the student in someone else's care while they are away.

Tardiness

All students arriving late to school must check in with the health office to receive a late slip. A student is deemed tardy for school if he/she is not in his/her first period class at the 8:00 a.m. bell. A student is tardy for class when he /she is not in the classroom when the tardy bell rings. Because of the effect on a student's education and the disruption to a class, there are consequences for being tardy for school and class.

- 1-3 tardies Warning
- 4th tardy Lunch cleanup
- 5-9 tardies After school detention
- 10-12 tardies Saturday detention
- 13th tardy Suspension
- 14th tardy Suspension/probation
- 15th tardy Suspension/referral to
Principal's Council

All tardies to first period are un-excused unless the student brings a medical note from a doctor or dentist office. Tardiness to class by more than ten (10) minutes constitutes a class cut and is cause for immediate referral to the Dean. Tardies are accrued on a semester basis.

Counseling

All students at Chaminade have access to the services offered by the Counseling Department. Separate grade-level counselors work with students in varied ways. They offer on-campus counseling for students who might be experiencing difficulties with academics or behavior, social problems, family problems, including medical emergencies and adjustment to school in general.

Counseling is intended to offer safety and support for those students who find themselves faced with difficulties, minor or major, which keep them from being successful at school. The counselors see students individually or in groups as needs arise. To make an appointment, students contact the appropriate counselor directly or fill out a counseling request form. In addition, teachers, administrators, and parents may refer students for counseling. The counseling offices are located in the 300 building and in the front office.

Campus Ministry

Campus Ministry actively promotes the spiritual growth and moral development of each member of the school community. Our goal is to provide students with opportunities to grow in self-knowledge and to deepen their individual relationships with God and others. Students are encouraged to make conscious value judgments, to explore their own spirituality, and to realize their full human potential, while contributing the gift of themselves through service to others.

Campus Ministry provides a multifaceted approach to developing a student's awareness and appreciation of the many aspects of self, others, and the community at large. Through Campus Ministry, Chaminade seeks to preserve and foster the Roman Catholic Faith and Marianist values that are part of our history and tradition. It does this in the ecumenical spirit put forth by the Church in the Second Vatican Council. Daily Religion classes, shared experiences, Liturgies, retreats, and the Apostolic Works Program, serve to enrich the spiritual growth of the middle school student.

Religious studies classes seek to challenge students of all faith backgrounds to explore the concepts, values, and experiences, which shape each individual's spirituality and faith development. Our mission as a Catholic Marianist school is to provide a faith foundation for our students who are Catholic and, while at the same time providing non-Catholics an opportunity to grow in their own faith tradition.

A variety of faith experiences are interwoven into the school year, which include but are not limited to grade-level retreats, individual class and student body liturgies, and opportunities for both individual and common prayer. These promote a spirit of community that enables the students to look beyond themselves to see the uniqueness and value of others and of their contributions to the whole community. Student retreats are an integral part of this program and attendance is required of all students, as retreats are counted as part of the student's individual religion grade for that quarter.

Expectations During Mass

Students are expected to be respectful during all Liturgies and prayer services. Students are to enter the gymnasium quietly and find a seat, following the directions of the teachers. Students should attend Mass with tucked in shirts and clean hands. Participation during songs and prayer responses is strongly encouraged. However, any other talking is strictly prohibited during Mass. Students noted misbehaving during religious ceremonies will be given a Saturday detention. Those who have received the Sacrament of Holy Eucharist are welcome to receive communion during Mass. Students who have not received the Sacrament may come forward to receive a blessing. At the end of all services, students will be dismissed by grade level. When exiting the gym bleachers, students must use the stairs and handrails.

Apostolic Works Program

The Apostolic Works Program allows students to discern their gifts and talents and apply them to organizations that will benefit from the charitable service that the students provide. Active service to others exposes students to life situations different from their own and gives them an opportunity to experience the results of service and giving to others. It is through this experience that students discover an appreciation for their own dignity and self-worth, as well as the dignity and self-worth of others. Students and parents will be kept informed of upcoming service opportunities throughout the school year, both on and off campus, in order to facilitate the completion of this important requirement.

In order to make the Apostolic Works Program a meaningful experience for our students, a two step process has been developed to assist them in selecting an area of concentration for their Apostolic Works:

Step 1: The students are “called to be an Apostle” and should respond to the needs of others. This allows their direct service to become a way of life and draw the focus of service away from a required number of hours.

Step 2: Our Religion teachers will take the students through a discernment process to discover their gifts and talents which they can bring forth in service to others. Following the discernment process, students will be able to select on their own a non-profit organization where they can contribute those gifts.

At the same time, students will be asked to complete a minimum amount of service hours at their “specialized” Apostolic Works site where their gifts can be applied. The “specialized” service gives the student an opportunity to provide assistance at a non-profit organization of their choice, apply their gifts, and carefully reflect on their works. Students will be given the choice of completing the minimal requirement or all of their hours at their “specialized” site. Students may choose to participate in other Apostolic Works in order to fulfill the remaining hours.

Our Religion curriculum asks that each grade level fulfill the required number of service hours:

- 6th grade- 15 hours total, students will complete 2 hours out of 15 at their “specialized” work site.
- 7th grade- 21 hours total, students will complete 4 hours out of 21 at their “specialized” work site.
- 8th grade- 30 hours total, students will complete 6 hours out of 30 at their “specialized” work site.

Pre-Approval Form for Apostolic Works

In order to receive credit for a service project performed off-campus, the student must obtain an Apostolic Works Activity/Evaluation Form from their Religion teacher or in the Campus Ministry Office. This form is to be filled out by the student, signed by the parent, and pre-approved by the Religion teacher or campus minister. **All service projects MUST BE PRE-APPROVED prior to participating in the service.**

The evaluation questionnaire that is the lower portion of the activity form must be completed by the project supervisor and signed by both the supervisor and the student. A student whose service has received a negative evaluation will not receive credit for the service hours performed. It is not necessary to complete the Apostolic Works Activity/Evaluation Form for on-campus collections. A form will be given to the student at the time of donation indicating the hours earned. It is the students’ responsibility to collect and deliver the items for donation to school during the designated dates and times. The completed form is then returned to the student’s Religion teacher to be placed in their Apostolic Works file. Any questions regarding your child’s service projects should be referred to your child’s Religion teacher.

All Apostolic Works hours are due Friday May 7, 2010. Students may start earning their required hours for the following year beginning on June 11, 2010 (Graduation date).

Consequences for Incomplete Service Hours

Chaminade students are made aware of the various service opportunities available through daily bulletin announcements, individual flyers, and the Apostolic Works on-line calendar. Parents will be kept informed of their child’s progress in fulfilling the required number of hours for their service. If the specified service hours are

not completed by **May 7, 2010**, the student's Religion grade will drop one full letter grade. For example, if the student has an "A" the letter grade will drop to a "B". The report card will also be noted with a comment regarding the incomplete service requirement.

Pre-Approval in the Summer

If a student wishes to complete any type of service projects during the summer, the student may obtain pre-approval by any front office staff member. A special pre-approval form has been designated for summer service hours, which will be available in either the Front Office or the Campus Ministry office. **Please note that the student may not fulfill all of their hours during the summer. A maximum of 12 hours will be accepted. Specialized Apostolic Works hours may not be completed during the summer. All summer Community Service Hours must be turned in to their Religion teachers on or before September 11, 2009.**

Where to find Apostolic Works Service Opportunities

A description of past and future Apostolic Works projects and a current calendar of upcoming service opportunities can be found on the Chaminade Web Site, under Campus Ministry. The Campus Ministry Office, in cooperation with the Religion Department, makes every effort to provide information regarding current service activities so that students will be able to successfully complete the service requirement.

Guidelines for Acceptable Apostolic Works Projects

The following list is provided as a general guideline for volunteer work that has been acceptable in the past, as well as a guideline for volunteer work that is not acceptable for fulfilling the Chaminade service requirement.

ACCEPTABLE ACTIVITIES:

1. ****Hospital work****
2. Aid to the ill or disabled (i.e. Convalescent Hospital)
3. Teaching assistance
 - a. Student's previous elementary school: students may choose to assist at their previous school and may only receive up to six hours of service between the hours of 8am-3pm. A letter giving them permission from the school is required to be submitted along with a pre-approval form.
 - b. Sunday school at a parish, synagogue, etc.: students may choose to fulfill the required amount of hours.
4. Coaching assistant
5. Library work
6. ****Blood Drive volunteer (Outside of school hours)****
7. ****Red Cross volunteer****
8. Organized community clean-up day (i.e. Woodland Hills Clean-up)
9. Assistance to one's church (Altar serving, ushering, choir involvement)
10. Food, clothing and gift distribution to the needy (i.e., MEND, Salvation Army, etc.)
11. Participation in a non-profit fund-raising event for charity
12. Camp counseling for youth (i.e., CSUN Camp)
13. ****Animal shelter work****
14. Charity walks
15. Service to Chaminade (service collections)

(**=age requirements)

UNACCEPTABLE ACTIVITIES:

- Work for a profit institution
- Child care
- Coaching, counseling, child care for profit institutions
- Volunteer work for candidates for public office
- Volunteer work within school hours (hours must be completed before or after school in order to receive credit)



Student Learning Expectations

At the heart of the Chaminade educational experience are the Characteristics of Marianist Education. The following expectations for graduating students are derived from the CMEs. They are as follows:

FORMATION IN FAITH

Chaminade Middle School graduates will:

- commit to making faith-based moral decisions that reflect Catholic Marianist values.
- be religiously versed, morally responsible, and model good behavior toward others.
- respect religious and cultural differences.
- demonstrate Catholic Marianist religious values by participating in community service activities, liturgies, and retreats.
- be aware of the availability of faith resources to access in times of need.

INTEGRAL QUALITY EDUCATION

Chaminade Middle School graduates will:

- be active learners with a solid foundation in academics and the arts.
- be critical thinkers who utilize written and oral communication to articulate ideas clearly, effectively, and creatively.
- be logical thinkers who are able to make connections among subject areas and relate academic learning to practical life experiences.
- use keyboarding, word processing, Internet skills and other technologies as tools for learning and communication.
- express themselves with confidence and poise.
- be problem solvers who logically plan, establish, and work toward goals with confidence.

EDUCATE IN THE FAMILY SPIRIT

Chaminade Middle School graduates will:

- honor the contributions and sacrifices of parents and other caregivers.
- understand that the concept of “family” includes not only parents and siblings, but also members of the community at large.
- value human dignity by demonstrating openness, respect, and integrity.

SERVICE, JUSTICE AND PEACE

Chaminade Middle School graduates will:

- exemplify Catholic Marianist values, including compassion, tolerance, justice and a respect for the dignity of life.
- actively participate in programs that address inequities and injustices.
- utilize effective conflict resolution strategies to settle differences with others.
- understand and value the environment and the inter-relatedness of all life.

ADAPTATION AND CHANGE

Chaminade Middle School graduates will:

- prioritize and manage time in order to enjoy both academic and extra-curricular activities.
- participate in cooperative learning activities that foster flexibility and the ability to cope, compromise, communicate and collaborate in our ever changing world.
- have a willingness to accept and master new technologies.
- be prepared for and actively seek leadership opportunities.

Writing Guidelines

These guidelines are required at Chaminade College Preparatory Middle School. Additional instructions for each assignment may be given by the individual instructor. These guidelines anticipate current high school and college requirements for formal papers.

Format

1. Chaminade College Preparatory Middle School requires all formal class papers be typed and double-spaced with a one inch margin on all sides as well as the top and bottom of the page. Italics and script are unacceptable. Typeface should be Times New Roman 12 points.
2. The heading is to be typed in the following order at the top left side of page one, above the title: Name of student, date, section/period, and instructor's name.
3. The title of the paper should be centered at the top of page one, below the heading.
4. All pages after page one should have the page number at the top, right side of the paper.
5. Information quoted from another source (encyclopedia, magazine article, book, Internet, etc.) must be noted in a proper bibliographic format. Students should consult with their instructors regarding this matter.

Content and Mechanics

1. All compositions should be drafted using the writing process, including brainstorming, rough draft, rewrite, revise, proofread, and final draft.
2. All ideas and opinions should be supported with proof, eliminating unsupported, personal opinion.
3. The repetition of ideas, words, and phrases should be avoided.
4. The language of a piece of writing should always be appropriate to the style of a formal paper (no slang or contractions.)
5. When completing a final draft of a formal paper, students must type on only one side of the page.
6. All paragraphs in a formal paper should support the stated subject and include a topic sentence, body, and conclusion.
7. Fragmented or run-on sentences must always be eliminated.
8. Misspellings in formal papers are unacceptable, and standard punctuation must be followed.
9. All numbers between one and ninety-nine should be written out.

NOTE: The English Department Editing Guidelines can be found on Chaminade's website under the English Department web page.

Grading Policy

Grades should be considered an indication of student accomplishment in each subject matter. They do not necessarily reveal potential or capability. The following are basic definitions of each grade:

- Grade "A"** Indicates quality work, which is outstandingly superior to the work of other students. Those who receive the "A" grade should not only complete all assignments, but also show enthusiasm in the subject area and exhibit the ability to analyze and apply principles learned.
- Grade "B"** Indicates high quality of work and mastery of the subject. This grade reflects above average achievement and some ability to analyze and apply principles.
- Grade "C"** Indicates that the work of the class has been done in an acceptable manner and that the student secured a satisfactory knowledge of the material of the course. The student has not, however, gone beyond the minimum amount required.
- Grade "D"** Indicates below average accomplishment and/or grasp of the subject matter. A student who earns a "D" grade has done only the minimum amount, has been somewhat negligent in turning in assignments, and/or has not done well on examinations and quizzes.

Grade “F” Indicates that the quality and/or quantity of work is so far below what is expected of the class that it cannot be considered adequate for the granting of credit.

Grades are also related to points or percentiles achieved on tests, quizzes, reports, homework, and other assignments. If you want to contest an assignment grade it must be done within two weeks of posting. We suggest that all graded student work be kept until final semester grades are posted.

The following is the grading system:

A+	Excellent	100-99	C	Average	77-72
A	Excellent	98-92	C-	Fair	71-70
A-	Very Good	91-90	D+	Poor	69-68
B+	Very Good	89-88	D	Poor	67-62
B	Very Good	87-82	D-	Very Poor	61-60
B-	Good	81-80	F	Failure	59-0
C+	Average	79-78	INC	Incomplete	

Work Habits Grade

A student is given a work habits grade each quarter by his/her classroom teachers, which reflects his/her preparation for as well as participation and cooperation in class. The four possible work habits grades are: “E” (Excellent), “S” (Satisfactory), “NI” (Needs Improvement), or “U” (Unsatisfactory).

Homework

Chaminade believes that homework is essential to the educational process. Homework is not necessarily only written work; it may require studying, reading and research.. **On most days students will have one-two hours of homework.** Students are responsible for using the Agenda Book to plan nightly and long-term assignments. The homework information can be found at www.Chaminade.org under calendars/middle school homework/teacher name. Students and parents can check this information each day as a reference for what is in the student’s agenda book. If a student misses any classes, he/she is responsible for getting all missing assignments from a classmate or the instructor. Students will be given one day for each day absent to make up assignments missed. The role of the parent in homework is one of encouragement and support. Students should be allowed to do their own assignments with minimal assistance.

The Front Office staff will not accept homework and students cannot be called out of class to pick up homework. If an assignment is forgotten at home, it is the student’s responsibility to check the Drop Zone to see if it has been dropped off for them. Please refer to the course or team classroom rules and procedures, or contact the Assistant Principal, for further information.

X BLOCK

On most days during the school year students will have a 50-minute X Block period at the end of the day. During this time students are given the opportunity to begin their homework.

KEYBOARDING LAB

Keyboarding Lab is designed for sixth grade K.G.B. students needing extra assistance or make-up time for keyboarding class work. Please consult your typing instructor for Lab schedule.

LANGUAGE LAB

Language Lab is a review session for students needing extra help with grammar, usage, and mechanics. Language Lab is offered once a week to sixth grade students during sixth grade lunch and to seventh and eighth grade students on Wednesdays from 3:10 - 4:00 p.m.

MATH LAB

Math Lab is an after-school tutorial service provided by teachers for students who wish to come in for extra help.

AFTER SCHOOL HOMEWORK TECH CENTER

The After School Program provides a place where students may access technology and seek homework help. Qualified staff is available to support the students with homework assignments, projects, and reinforce study and organizational skills.

TUTORING

Tutoring is available to all of Chaminade students; teachers have office hours before, during, or after school. Remedial work, test preparation, and reviews are some topics that are covered. In addition, peer tutoring is offered by NJHS. If students need more intensive tutoring, parents may call the assistant principal or counselors for referrals.

Academic and Personal Responsibility

A deep commitment to academic and personal integrity is a cornerstone of Chaminade's philosophy and mission. This commitment is essential if Chaminade is to prosper as an institution that is concerned with the moral and ethical development of its students. Thus, any behavior that violates this commitment is unacceptable. Incidents involving academic dishonesty that would include cheating, plagiarism, copying homework, and other similar infractions are treated very seriously. **Chaminade expects each student to put forth an honest effort as they strive for academic and personal growth.**

On the surface academic integrity means creating and producing original work on tests, papers, projects, homework, and presentations. But academic integrity is more than that. It is a belief system. It is a way of doing business. It is a philosophy of life. As such, it needs the support of all who are involved in the education process—parents, teachers, administrators, students, and coaches.

Chaminade, in its quest for academic excellence and originality of work, recognizes the many pressures, both real and perceived, that come to bear on students. These pressures emanate from various sources starting with parents and teachers, and perhaps ending with the students themselves. When a student believes that recognition and approval are the only dividends for getting good grades, academic integrity is in jeopardy.

Chaminade College Preparatory School believes:

Chaminade should:

- be mindful of the fact that in any academic setting, there is great pressure on students to succeed;
- hire teachers and coaches who model the Marianist philosophy and properly prepare students to meet the challenges of a well-rounded curriculum;
- strive to achieve an atmosphere where what is learned far outweighs the grade received;
- appreciate and prize students for whom they are and will attempt, where possible, to reduce the academic pressures that can often lead students into dishonest venues.

Parents should:

- expect honesty from their children while at the same time displaying their own personal integrity;
- set realistic goals for their children, emphasizing the learning and not the grade;
- provide truthful information in all faculty-parent correspondence and meetings especially concerning absences and tardies. Parents who write false excuses for their child promote dishonesty;
- encourage their students to work to their potential and to strive for quality in everything they do;
- recognize that a child's academic performance is not coupled with his/her self-worth. There is more to a student than just an "A" or "B" on a test;
- hold their children accountable for their actions;
- personify good sportsmanship when attending interscholastic games and be respectful of opposing teams and officials.

Students should:

- respect the rights and property of others;
- complete homework independently and not allow it to be copied;
- complete tests, reports, or other classroom activities without seeking help from another student or offering help to another student without permission of the teacher;
- realize that any assignment that carries their name is considered to be their own work and should not be plagiarized;
- complete original research papers and projects and acknowledge another's contribution by citing the source and identifying the name;
- recognize that grades are not commensurate with their self-worth;
- act responsibly and accept the consequences, good or bad, for their actions;
- not be satisfied with minimum performance but should strive for quality work.

Discipline

Attending Chaminade is a privilege. **Students are expected to behave in a way that reflects the values and morals of the school's philosophy.** Chaminade recognizes that students are responsible for their actions and behavior and are therefore accountable for the resulting natural consequences of inappropriate actions or behavior. Chaminade believes that all students and adults in the Chaminade school family should treat all persons equally and respectfully, and refrain from the willful or negligent use of slurs against any person on the basis of race, language spoken, color, sex, religion, disability, national origin, immigration status, age, sexual orientation or political belief. Students are also expected to actively support and assist the school in maintaining a campus free from drugs, alcohol, weapons and gang activity. Chaminade also recognizes the responsibility of the parents for the behavior of their children and actively includes them in the disciplinary process.

Policies and Procedures

All school policies apply to all students regardless of age and/or emancipated minor status. One of the goals of the Chaminade discipline process, and its consequences, is to clearly indicate to the student when his/her actions and behavior are inappropriate or unacceptable. **Students who continually break the rules are referred to the Deans of Students.** The Deans then decide the appropriate consequence, if any. The decision to punish a student for poor behavior is one that is not taken lightly. The process, at times, involves discussion with the student's teacher or team of teachers, or other administrators. The final disciplinary decisions are usually reserved for the Deans, who have some discretion based upon experience and adherence to the school's philosophy.

After School Detention

Detention will be held at least once a week for forty-five (45) minutes. The day of the week will be determined by the Deans. Parents will be notified at least one day in advance. **After-school detention takes precedence over sporting events, school activities, and after-school appointments.** Students are expected to arrange their own transportation home at the conclusion of the detention. It is the policy of the school that the student must attend an assigned after school detention if the student attends classes the day of the detention. The only accepted excuse for not serving a detention on the day it is assigned is a verified illness. Students arriving late to detention will not be admitted and will be classified as a no-show. The consequence of missing an after school detention is a Saturday detention.

Saturday Detention

A serious violation or repeated violations of the behavior code is cause for a student to serve a Saturday detention. Parents are expected to provide transportation to and from detention, and students are required to wear their uniform. The detention lasts two hours. Written notification of a Saturday detention is sent home with the student. This notification lists the cause for and date of the detention. The only acceptable excuse for not attending a Saturday detention is a verified (doctor's note) illness of the student. The consequences for missing a Saturday detention are suspension and serving the missed Saturday detention.

Suspension

Students are responsible for studying and completing classroom material missed during any home or in-school suspension. Students will be allowed to make up any work or tests missed during the suspension when they return to school. This work must be made up within the time frame stipulated in the school's policy on absences. A suspended student will not be allowed to participate in sports or school related activities on the day of their suspension.

Home Suspension

Students may be suspended for one or more days at home. At the conclusion of the home suspension, a parent conference with the dean of students may be required. The Dean of Students, the Assistant Principal, or the Principal usually recommends this punishment.

In-School Suspension

Students may be suspended for one or more days in school and will spend their time in a room either monitored by an adult or assigned to a particular teacher. At the conclusion of the in-school suspension, a parent conference with the dean of students may be required.

Disciplinary Probation

Students are placed on disciplinary probation for a serious, single offense or repeated misconduct. Probation should always be interpreted as one step short of dismissal. The Office of the Dean assigns disciplinary probation for a period of one semester. At the end of a probationary period the Office of the Dean reviews the student's disciplinary record during the probation and extends or terminates the probation. A student on disciplinary probation may be excluded from participation in extracurricular school activities.

Any student on disciplinary probation may be asked to leave the school if:

1. He/she commits another serious offense as determined by the principal, assistant principal, and the dean of students.
2. No improvement in behavior is shown over a period of one quarter.

Expulsion

This most serious of punishments is given for a severe offense, an accumulation of offenses, or if it is in the school's or the student's best interest. A student may be expelled on his/her first offense if it is deemed serious enough by the Principal. Some offenses by their nature will require immediate suspension from school and disciplinary probation or referral to the Principal for possible expulsion. Students whose behavior, either on or off campus, is deemed to be contrary to the philosophy and goals of Chaminade may be asked to withdraw from the school or not allowed to register for the following year.

When a student's case is referred to the principal for review the following options are available:

1. immediate dismissal with no reentry possibility;
2. immediate dismissal with possibility of reapplication;
3. mandatory counseling for student and parents in an outside program;
4. counseling for student and parents in an in-school program.

Students granted options (3) or (4) remain in school on disciplinary probation. Failure to complete any of the programs within the options shall result in immediate dismissal from Chaminade. The principal is the final recourse in disciplinary situations and reserves the right to waive any and all regulations for just cause by his or her discretion. **Chaminade does not refund tuition or fees for students who are suspended or expelled from school during the school year for disciplinary reasons.**

Campus Citizenship/Conduct Grading System

Students begin the year with 100 points. The Deans use a point system to monitor each student's campus behavior. Each time a student is sent to the Dean's office that results in a consequence, the student forfeits points. If a student falls to 75 points, the Dean's office may contact the parents. If a student falls to 65 points, he/she will immediately be put on disciplinary probation. The Deans will contact the parents and a meeting may be required. Any student with 65 points or less in citizenship may be excluded from grade level activities.

Citizenship grades will be determined by the following point totals:

100 points to 76 points = S

75 points to 66 points = NI

65 points and below = U

Consequences that will result in the loss of points include:

- Warnings – 2 points
- Lunch Detention – 5 points
- After school detention – 10 points
- Saturday detention – 15 points
- Suspension (one day) – 20 points
- Suspension (more than one day) – 25 points

Major school rule violations will result in a student being automatically placed on disciplinary probation pending the final decision of the Principal's Council. If a student receives an "NI" in citizenship on their report card, they may be placed on disciplinary probation for two weeks. At the end of the two week period it will be the Deans' decision whether the student can be reinstated for full participation in Athletic programs or extra-curricular activities. Students placed on disciplinary probation at any time during the school year may become ineligible for Athletic and extra-curricular activities for up to five weeks. This probationary period will begin upon placement. It will be the Deans' decision when and if full eligibility is restored.

The ineligibility rule of Chaminade Middle School is not intended as a punitive measure, but rather as a way of helping students address a problem and keep a sense of balance between academics and athletics/extra-curricular activities. These rules of eligibility apply to all extra-curricular activities at Chaminade Middle School.

Harassment Policy

Chaminade College Preparatory Middle School is committed to provide a learning environment that is free from harassment in any form. Harassment of any student by any other student, lay or religious employee, or priest is illegal according to Civil Code (California Educational Code 212.5) and is strictly prohibited. The school will treat allegations of harassment seriously and will review and investigate such allegations in a prompt, confidential, and thorough manner.

A charge of harassment shall not, in and of itself, create the presumption of wrongdoing. However, substantiated acts of harassment will result in disciplinary action, up to and including dismissal. Students found to have filed false or frivolous charges will also be subject to disciplinary action, up to and including dismissal.

Harassment occurs when an individual is subjected to treatment or a school environment, which is hostile or intimidating because of the individual's race, creed, color, national origin, physical disability, or sex. Harassment can occur any time during school or during school-related activities.

It is the student's responsibility to:

1. Conduct himself or herself in a manner which contributes to a positive school environment;
2. Avoid any activity that may be considered discriminatory, intimidating, or harassing;
3. Consider immediately informing anyone harassing him or her that the behavior is offensive and unwelcome;
4. Report all incidents of discrimination or harassment to the administration or counselor;
5. Immediately discontinue conduct when informed that it is discriminatory, intimidating, harassing, or unwelcome.

Harassment includes, but is not limited to:

- Verbal Harassment - Derogatory comments and jokes; threatening words spoken to another person.
- Physical Harassment - Unwanted physical touching, contact, assault, deliberate impeding or blocking movements, or any intimidating interference with normal work or movement.
- Sexual Harassment - Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.

Safety on Campus

Chaminade is committed to providing a safe environment for its students and all that enter the campus grounds. To facilitate this, certain rules and regulations have been formulated. It is expected that all students and adults will cooperate with these regulations.

In the case of an emergency such as an Earthquake or Fire:**School employees will:**

1. Participate in all emergency training and drills;
2. Stay calm and direct students in the event of a real emergency;
3. Follow the designated school plan.

Students will:

1. Participate in all emergency training and drills;
2. Remain as calm and quiet as the situation allows;
3. Duck and cover in an earthquake situation until given the all clear signal;
4. Leave the building in a quiet and orderly manner when told to do so;
5. Line up in the designated area for attendance to be taken;
6. Be on their best behavior until given the all clear or, in case of a major emergency, until they are picked up by a parent or guardian.

Major School Safety Regulations

To maintain the safety of the campus, the following major regulations have been adopted. Failure to abide by these regulations will result in very severe consequences.

1. Drug use/abuse – the use, sale, or possession of drugs, tobacco, or alcohol on campus, during the school day, at after school functions, or school sponsored trips, are regarded as a severe breach of school rules. This includes students who attend school-related functions under the influence of a drug or alcohol. A student guilty of any of these infractions will be dealt with in the most serious possible manner.
2. Gang Involvement – Any type of gang activity or gang association will not be tolerated. Gang symbols on notebooks, lockers, book bags, etc., or gang clothing are not allowed on campus.
3. Weapons – Possession of firearms, knives, or any explosives on campus is expressly forbidden. This rule also applies to ordinary objects that are used in a harmful or dangerous manner. This includes any facsimile of a weapon.
4. Theft and Vandalism – Students are expected to respect the school's property as well as property belonging to others on campus and in the community. Taking property belonging to others or vandalism are serious offenses.

5. Hitchhiking - This is a dangerous practice and highly discouraged by Chaminade. Students stranded at school are required to contact the front office, campus security personnel, or the Director of the After School Program.

Visitors on Campus

For security purposes, ALL visitors must sign in with security upon entering the school grounds. Students are not allowed to bring friends to school or school functions without prior approval from the Administration.

Campus Safety Officers

There is a uniformed campus safety (security) officer on campus during school hours. Students should obey his/her instructions as they would a teacher or administrator. Students should be prepared at all times to produce their school identification card at the request of the officer. Students who refuse the request will be subject to disciplinary action.

Before School

Chaminade does not have a formal before school program. Students should not be on campus before 7:00 am, and Chaminade does not assume responsibility for the safety of students that arrive before that time.

Information Technologies

Computer Software Policy

The software copyright policy of Chaminade College Preparatory is in accordance with Federal copyright laws. All software installed on Chaminade's computers is in compliance with each vendor's licensing agreement. Violation of this policy is considered a serious offense.

Students are not permitted to:

- Install any software on any school computer;
- Copy software from any computer or the Internet;
- Bring software to school for any use;
- Use personal storage devices.

Appropriate Use Policy

Chaminade is very pleased to offer students at Chaminade College Preparatory access to the Internet. Students may access the vast resources of the World Wide Web from any workstation on the campus. Use of the Internet is an integral component of some courses, and is available for optional use during lunch and after-school computer clubs and in the After School Homework/Tech Center. Our goal in providing this service is to support the school's educational programs.

The Student Appropriate Use Policy is located at: <http://www.chaminade.org/MIS/usepolic.htm>. The purpose of this document is to articulate Chaminade's Internet access expectations, obtain informed parental consent to allow student access, and to state and obtain a user's agreement to comply with the Chaminade College Preparatory Appropriate Use Policy (AUP).

Requiring Virus Checking Storage Devices

A virus is a computer program created by someone to intentionally disrupt the operation of the computer. Viruses can be spread from one computer to another through the sharing of infected files, by disks, by email, or via Internet file downloads. It is a Federal crime to create and knowingly distribute a virus. All Chaminade computers are equipped with memory resident virus checking software. In order to prevent the spreading of viruses on our school network, we require that ALL teachers and students scan EVERY storage device they intend to use as soon as it is put into the computer. Students are required to show a teacher the virus scan results screen before proceeding to use the storage device. In addition extreme caution needs to be used when opening email attachments from suspicious sources. As a precaution always identify attachments by their file name within the body of your emails.

Athletics

Philosophy

At Chaminade the development of the “whole” person is a priority. To this end, Chaminade offers a comprehensive sports program that begins in the sixth grade and culminates with varsity competition in the twelfth grade. In 1990, the Chatsworth Campus added a “B” program for sixth graders that brought the total number of Chaminade Middle School teams to twenty-nine. Since that time, Chaminade has added several teams to enable even more students to represent their school on an after-school team. Chaminade Chatsworth is very proud of its sports program and the many fine teams and athletes it has helped produce. Our greatest satisfaction comes from knowing that our extracurricular sports play a vital role in developing the “wholeness” of each student-athlete.

Commitment

It is the goal of the Chaminade sports program to have as many students participate as possible. However, at times, due to a large number of students trying out, cuts have to be made. This is one of the reasons that commitment by the athlete is so important. Students should not try out for a team if they do not intend to honor their commitment, should they make the team.

Athletes who make a Chaminade team owe it to their coach, their teammates, their school, and themselves to be responsible enough to stay with the team for the entire season. A student who makes a team and then subsequently quits in mid-season not only hurts his/her team, but also prevents someone else from being on the team. Athletes who quit a team have to meet with the athletic director and will not be allowed to participate in sports the next season. In an effort to ensure the highest commitment, Chaminade asks students to sign athletic contracts outlining requirements for participation.

Athletics Contracts

Being a member of a Chaminade team should be considered an honor. Because this commitment is considered so important, Chaminade requires all its student-athletes to sign a contract before participating on a sports team. This contract, which outlines the duties and obligations of the athlete, must be signed by the athlete and his/her parents. Any student who is considering trying out for an athletic team should read and sign the contract at the beginning of the school year. **A student who signs a contract and subsequently drops off a team will not be eligible for participation in sports the next season (e.g., quit in fall, no participation in winter).**

On the backside of the contract is an emergency form with pertinent medical information. This form must be filled out entirely so students can receive proper medical attention, if needed, and so that students may be transported to games by other parents and coaches. A copy of the emergency forms will be kept by the coach.

Sportsmanship

Sportsmanship is a top priority at Chaminade. As an athlete at Chaminade, you are a representative of the school. Not only will you be judged by your behavior, but often your teammates and the school will be as well.

The following are guidelines for player conduct:

1. Athletes are not to use profanity;
2. Athletes are not to argue with opponents, fans, officials, etc.;
3. Athletes should never engage in fighting;
4. Athletes are to be in full uniform for each contest;
5. Athletes should never try to show up an opponent (gestures, taunting);
6. Athletes should treat visiting teams as honored guests;
7. Athletes should respect equipment and property.

Chaminade expects exemplary behavior of its fans as well, especially coaches and parents, who serve as role models to the students who participate. Any Chaminade athlete who is ejected from a game by an official will be suspended from competition for at least one additional game. Depending on the severity of the transgression, athletes may be suspended for a longer period of time.

Chaminade participates in a variety of sports:

<u>Delphic League</u>	<u>Valley Catholic League</u>	<u>Additional Sports</u>
Baseball (B)	Basketball	Fencing
Basketball	Flag Football	Lacrosse (LALL)
Cross Country	Softball (G)	Equestrian (IEL)
Field Hockey (G)	Volleyball	Cheerleading
Golf		
Soccer		
Softball (G)		
Swimming		
Tackle Football		
Tennis		
Track & Field		
Volleyball		
Wrestling (B)		



Game-Day Eligibility

A student must be present in school for at least two block periods in order to participate in an after-school game that same day. Students who receive an after school detention on the day of a game will be expected to serve their detention.

Early Dismissal

Due to Chaminade’s block schedule, athletes who have an early dismissal will be missing very little instruction time. However, although Chaminade tries to keep early dismissal to a minimum, sometimes they are necessary. Leaving class early is a privilege for student athletes, it is not a right.

It is the student athlete’s responsibility to:

1. Remind the teacher they will be missing all or part of the class that day;
2. Make up any work or tests missed in class;
3. Get assignments or notes;
4. Leave the classroom quietly.

Students are never to leave class earlier than the dismissal time listed on the sports schedule. The early dismissal times are published in the daily student bulletin as a reminder for both students and teachers. Athletes are not to wear their uniforms to school, except on designated rally days.

Personal Belongings

Student athletes are not to leave book bags, clothing, or any other personal belongings unattended. Athletes should take their belongings with them to their specific practice site or leave them locked in their lockers.

Student Organizations and Clubs

The many organizations, clubs, and activities, both curricular and extracurricular are an essential part of the total educational experience at Chaminade. These activities are moderated by faculty members.

Students are encouraged to participate in the extracurricular program as a supplement to classroom instruction and as an opportunity for personal and social development.

Some of the various clubs and activities a student at Chaminade Middle School may participate in are:

ACCELERATED READERS

The Accelerated Reader program combines the reading of fiction and nonfiction young-adult books with computerized quizzes that test comprehension. The Chaminade library make every effort to provide as wide a selection of books as possible on our *Accelerated Reading* lists and attempt to incorporate other reading programs at Chaminade into *Accelerated Reading* (summer reading, the California Reader Medal program, our annual Author Visit).

Any student may elect to participate in the *AR* program as an extracurricular activity. Teachers have the option of building the *AR* program into their curriculum and may require a certain level of participation from their students or may offer extra-credit for *AR* participation. The Patch Club is a component of the *AR* program. For every five quizzes with a score of 80% or higher, the student earns an embroidered patch and becomes a member of our Patch Club with all the privileges of membership.

Each *AR* book has an assigned number of points based on the book's length and difficulty. When a student has finished reading a book, he/she takes a quiz on a computer program that records the student's achievement and awards points. Points accumulate over the student's entire stay at Chaminade. At the end of each year, the library presents awards to the top point earners. Library Reading Certificates are awarded to the top point earners in sixth and seventh grades. The highest point earner overall is awarded the Library Reading Excellence Award. The eighth grade student with the highest points and a GPA of 3.0 or higher, receives the coveted Library Reading Award at graduation.

The *Accelerated Reading* program at Chaminade not only motivates students to read more and better books, but helps improve reading levels as well. For details on how to get started as an Accelerated Reader, see the flyer in your Orientation packet or visit the library.

AMERICAN TECHNOLOGY HONOR SOCIETY

Participation in the American Technology Honor Society (ATHS) is offered to all continuing students that share a common interest in technology. Seventh and Eighth graders are invited to join ATHS in the fall, with sixth graders being invited at the second semester. Regular attendance at weekly lunchtime meetings is expected. ATHS is a service-based organization that recognizes and encourages the use of technology for school and community projects and service activities. Projects are oriented to meet the needs of the immediate school community and the greater community at-large. In addition to weekly meetings, members are involved in developing projects that provide for specific needs, such as assisting the MIS department with hardware/software repairs and upgrading, annual sponsorship of a springtime school-wide typing contest, and operation of the middle school's Low Power FM radio station, Radio Chaminade.

CONCERT BAND

Students perform at school events, festivals, and field trips (e.g. Disneyland, Promenade Mall, or Universal Studios). Students with musical experience may join Concert Band. All who are enrolled in an exploratory band class, may also join. Concert band meets daily at 7 am, and students receive a grade for the class.

JAZZ BAND

This group is in addition to advanced or beginning band. Students will perform at school events, concerts and some community events. A solid commitment is needed. Class meets Wednesdays and Fridays from 3:00 - 4:00 PM.

ORCHESTRA

This ensemble consists of strings: Violin, Viola, Cello and Bass in addition to the standard band instruments. Students will perform at concerts. The class meets on Tuesdays from 3:00 – 4:00 PM.

PERCUSSION ENSEMBLE

Any student can join the percussion ensemble and learn instruments like timpani, tambourine, caves, drum set, bells, xylophone, marimba, vibes, bass drum, snare, cymbal, gong, etc. Class meets after school on Thursdays from 4:00 – 5:15 PM.

CHAMINADE TV CLUB (E.N.N.)

The Chaminade TV News Club, Eagles News Network, gives students of all grade levels the opportunity to be a part of a campus-wide news broadcast written and produced by middle school students. Students act as anchors, special reporters, camera operators, writers, directors, and editors as they learn the television news production process. Broadcasts will air during Channel One and will include information on campus news and activities. As members of the Chaminade TV News Club, students will be required to attend weekly meetings after school and one day a week during lunch.

CHEERLEADING

Cheerleading is a yearlong athletic activity that is open to any sixth, seventh or eighth grade male or female. Although gymnastics or tumbling is not required, it is recommended. The squad supports our athletic teams at games, performs at school events, participates in community service, and attends competitions during the spring. Students tryout in April for next year's squad. The squad's season typically begins with practice in August and ends with the final competitions in mid April.. Chaminade cheerleaders also attend UCA Cheer Camp during August. .

CHUMS

CHUMS provides sixth, seventh, and eighth graders opportunities for interaction and recreation. Students take part in a variety of activities that include playing board games, card games, and computer games, watching videos, listening to music, participating in discussions, and many more fun and relaxing activities. This is a place for Chaminade students to have some fun during a busy school day. Students can drop in and visit CHUMS to relax and enjoy doing fun activities while making friends.

C-NOTE CHOIR

The Chaminade “C-NOTES” is a non-auditioned choir open to all boys and girls in grades 6-8. Choir rehearsals are every Monday and Wednesday after school. This choir performs throughout the school year. Choir provides the opportunity for students to work together as a musical team, while building their self-esteem and having fun at the same time. All C-Notes are given opportunities to express their individual musical talents, resulting in confident and expressive singing. Students learn proper vocal technique, music reading, and perform a wide variety of song repertoire. The Chaminade C-Notes perform at Disneyland each year and traditionally travel on a singing tour each year during Spring Break.

COLOR GUARD

Color Guard is an activity that uses choreography, flags, sabres, and other props in performance. Members of the Middle School Color Guard practice once a week and perform at Homecoming and other assemblies during the year.

DANCE

The Middle School Dance Program runs from August through May and is open to any 6th, 7th, or 8th grade girl or boy. All levels of dance experience are welcome and there are no auditions. Members perform many styles of dance including hip hop, jazz, liturgical, and ballet. Dance club members perform at school assemblies, masses and after school events such as the talent show.

FOREIGN LANGUAGE CLUB

The Foreign Language Club is open to all students. Members of the club engage in activities that foster cultural awareness and appreciation. These activities include cultural celebrations, guest speaker events, and outreach opportunities. Through participation in the club, students gain a broader perspective of the global community.

KIDS ARE KIND

Kids Are Kind is an environmental service club that promotes the awareness of our earth and its resources. Students plan, promote, and attend service activities both on and off campus such as recycling, beach cleanups, adoption and care for animals, and educate peers about environmental issues. Members of the club believe making a difference starts with one simple act.

NATIONAL JUNIOR HONOR SOCIETY

The National Junior Honor Society is an organization created to recognize and encourage academic achievement while developing leadership and service. Chaminade's chapter is open to returning seventh and eighth grade students whose cumulative GPA is 3.8 or higher. These students will be considered for membership after they have submitted an application and essay. Students are required to meet on a weekly basis to plan and conduct school and community service projects. NJHS members must maintain a minimum cumulative GPA of 3.8 throughout the year and are expected to participate in the society's activities.

PERFORMING ARTS CLUB

This club gives students interested in performing the opportunity to take part in shows as actors, singers and dancers. Students also fill all the jobs on the technical and makeup crews. The club has CORE members for whom this is the main area of interest, and ROTATING members who may come in by audition for individual projects. Each area of participation meets independently as well as with all the others. The meetings are on Tuesdays and Thursdays from 3:15 until 5:00 p.m.

RADIO CHAMINADE

Radio Chaminade is a student-run FM radio station that produces a weekly lunchtime broadcast using our Low Power FM radio equipment. Our LPFM radio station serves the immediate school community with a limited range signal heard campus wide. Students serve as DJs and audio technicians and learn aspects of producing an ongoing radio show. Participation is open to any members of ATHS, the sponsoring organization of Radio Chaminade. To foster school-wide participation in the radio station, interested sixth graders are invited to join Radio Chaminade in the second semester.

ROBOTICS

This club gives students interested in engineering the opportunity to work collaboratively to design, build, and program Lego-structured robots to perform special tasks. All Robotics members belong to the First Lego League and attend local and regional competitions and travel to San Diego to compete in the Annual LegoLand Robotics Tournament. Meetings for the team are held on Mondays after school from 3:15 to 4:45.

VEX

The VEX Robotics Design System offers students an exciting platform for learning about areas rich with career opportunities spanning science, technology, engineering, and math. VEX Robotics projects encourage the development of teamwork, leadership, and problem solving skills. The VEX team participates in several competitions throughout the year.

S.H.I.N.E.

S.H.I.N.E. (Students Help Inspire new Experiences) is comprised of seventh and eighth grade students interested in growing in their own faith experiences and service opportunities. Members help in Campus Ministry during collection drives, participate in Catholic Schools Week activities, and plan and execute prayer services and school-wide Masses. In addition, members of S.H.I.N.E. participate as a group in community service and community building events. Through their involvement in the S.H.I.N.E. program, students are awarded a certificate of completion for their Apostolic Works service hour requirement. Students may apply to be in the organization if they have a cumulative GPA or 3.0 or higher and submit a completed application form with a letter of recommendation and a copy of their course schedule. Applications are accepted in April for the following school year.

STUDENT COUNCIL

Student Council is comprised of officers and grade-level representatives from the student body. This organization is responsible for leading the student body in activities that foster community and build school spirit. The Student Council plans assemblies, dances, Spirit Week, and Family Fun Day. Members are required to attend weekly meetings and actively participate in all planned events. Student Council Offices include President, Vice President, Secretary, Treasurer, Commissioner of Publicity, and Commissioner of School Spirit. Officers are elected by the student body in the spring for the following school year. Eligibility for Student Council is based on academic standing, behavior, and teacher recommendations. Students must also have at least a 3.0 cumulative GPA with no grades lower than a “C” and be in good disciplinary standing in order to run for any office.

Students wishing to run for office must attend an informational meeting where the Student Council moderators will define and outline the campaign process and election rules. Prospective candidates will be given an application to complete. Officer candidates will be required to type and submit an election speech with their application. After all applications have been reviewed, students will be notified if they are eligible to run for office. Students must commit to attending a summer leadership training camp during the dates posted before running for office.

Students also have the opportunity to serve as grade level representatives. Those wishing to run for representative must have at least a 2.0 cumulative GPA with no grades lower than a “C-”. Representative candidates must submit an application and teacher recommendation forms. Upon approval, candidates will briefly introduce themselves to their grade level peers and an election will follow.

Because Student Council members serve as leaders and role models of the school community, they are coveted positions and the responsibilities should be taken very seriously. Students must remain in good academic and disciplinary standing throughout their tenure in office. Any member not representing the Council or Chaminade in a positive manner or any member not meeting his or her responsibilities may be placed on probation or dismissed from the Student Council.



Travel Opportunities

Chaminade students will once again have a unique opportunity to experience the educational excitement of traveling over the Spring Break. Travel options and detailed information will be announced during the first semester the school year. The cost of the optional trips is not included in the tuition. Trips are moderated by current faculty members as well as parent volunteers.