

CHAMINADE-MADONNA COLLEGE PREPARATORY

PARENT/STUDENT HANDBOOK

2010-2011

MISSION STATEMENT

Chaminade-Madonna, Catholic and Marianist in its identity, educates the heart and soul as well as the mind and body. It is a family-like community in which individuals of all backgrounds shape and share their faith, achieve excellence, and become caring participants and leaders in the service of community, church, and those in need.

CELEBRATING 51 YEARS OF EXCELLENCE

“TOWARD A BETTER WORLD”

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Hollywood, Florida 33021-5800

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Website: www.cmlions.org

School Testing Number: 100-678

Accredited by the Southern Association of Colleges and Schools (SACS)
Recognized Blue Ribbon School of Excellence by the US Department of Education

Property of: _____

Address: _____

Phone #: _____

In case of emergency, please notify:

Name: _____ Phone #: _____

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INTRODUCTION

An interesting and challenging experience awaits you as a student or parent of Chaminade-Madonna College Preparatory. To answer some of your questions concerning the school's policies, the school has prepared this Parent/Student Handbook. Please read it thoroughly and retain it for future reference. The policies stated in this handbook are only guidelines and are subject to change at the sole discretion of the school, as are all other policies, procedures, or programs of the school. From time to time, you may receive updated information concerning changes in policy. However, the school has the right to add, delete or revise any school policy or procedure with or without notice. This handbook is not a contract, express or implied, and none of the policies or provisions should be construed as such. If you have any questions about the school's policies, please ask the principal for assistance.

HISTORY AND PHILOSOPHY OF SCHOOL

MESSAGE FROM THE PRINCIPAL

Welcome to a new year at Chaminade-Madonna College Preparatory. You have selected a school community rich in Catholic and Marianist traditions. A school committed to the message of Blessed William Joseph Chaminade, to excellence in all aspects of education, and to the teachings and traditions of the Catholic Church. We are looking forward to working with you to create a family-like atmosphere where all can grow in their faith and achieve excellence.

You, parents and students, are a crucial part of our educational community. In order for us to succeed in our mission, we must create a partnership. We must work together toward the same end.

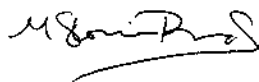
Recognizing the need for order and discipline in the formation of faith, the school has established rules and policies to create an atmosphere of respect for God, self, and others. As members of our school community, as parents and as a student of this school, you are expected to know and abide by the policies set forth in this book. Any serious action which would bring discredit to you or our school, either on campus or off campus, may be considered a cancellation of your enrollment.

This handbook provides a guide for both parents and students to facilitate the smooth operation of the school. While the handbook serves as a guide to the operations of Chaminade-Madonna, it also contains an outline of the obligations and responsibilities of parents and students. Please read the book carefully and completely. It is your responsibility to become acquainted with its contents. Changes have been made that will affect each of you; ignorance is not an excuse. After you, parents and students, have read it carefully, both must sign the form found at the end of this section and return it to the school as directed.

We are aware that through the course of the year new and unusual situations may arise, and policies may be revised as needed.

As we start a new academic year under the patronage of Our Lady, let her serve as our model as together we work Toward a Better World.

Sincerely,



M. Gloria Ramos, Ed.S.

Principal

PHILOSOPHY OF THE SCHOOL

Chaminade-Madonna College Preparatory, a private Catholic High School, provides an education for grades 9-12 with emphasis on the development of faith, the cultivation of moral values, and the preparation for higher education which will lead to a successful life.

The school bears the name of Father William Joseph Chaminade, a priest who lived during the era of the French Revolution and who founded the religious congregation known as the Society of Mary (Marianists). The role of Mary was central to Father Chaminade's vision. True to his vision, the entire staff at Chaminade-Madonna possesses a firm commitment to the total education of our students. Madonna in the school's name comes from the former Madonna Academy which is a tribute to The Mother of Jesus.

At Chaminade-Madonna education is not restricted to the confines of the classroom; a wide range of religious, athletic, cultural, and social, activities is an integral part of the total education program.

Discipline is a necessary part of growth, and is administered in such a way as to enhance the personal development of the students. Our disciplinary system balances justice with mercy and encourages individual responsibility.

An understanding of the multidimensional aspect, the cultural diversity, and the various needs within the community, allows the students to exhibit respect for others, self-discipline, and community service in the fulfillment of their lives as our Creator intended.

In the spirit of Mary, Chaminade-Madonna College Preparatory balances an active life with prayer, reflection, and service.

HISTORY OF THE SCHOOL

Both Chaminade High School for boys and Madonna Academy for girls began in 1960. Chaminade was under the administration of the Marianists; Madonna under the School Sisters of Notre Dame (Baltimore Providence). In 1988, the two schools merged, taking the name of Chaminade-Madonna College Preparatory, with the Marianists retaining the administration of the school.

THE MARIANISTS AND OUR HERITAGE

Blessed William Joseph Chaminade, a French Catholic priest, founded the Society of Mary (Marianists) in 1817. After the French Revolution, Blessed Chaminade and his associates became key players in the revitalization of Christianity in France. Brothers and priests of the society, known as the Marianists, espoused his ideals and chose education as a means of furthering those ideals throughout the world. Today, the Society is composed of more than 1,300 men engaged in parish work, education, and in other professional works outside the classroom. Marianists are serving others throughout the United States and in twenty-nine foreign countries. Chaminade-Madonna is one of 8 schools owned by the Marianist Province of the United States; an additional 8 secondary schools in the US and Ireland are sponsored by the Marianist.

OPEN ADMISSION POLICY

The school has an open admission policy. No person, on the grounds of race, color, disability or national origin, is excluded or otherwise subjected to discrimination in the receiving of services. Nor does the school discriminate in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral and other aspects of employment on the basis of race, color, disability, age, gender, or national origin.

GENERAL SCHOOL INFORMATION

HOURS OF OPERATION

When school is in session, the Main Office is open Monday through Friday from 7:30 AM to 4:00 PM; the Library is open from 7:00 AM to 4:00 PM; the Bookstore is open from 7:00 AM to 3:00 PM; and the Cafeteria is open from 7:20 AM to 3:00 PM.

SCHOOL COLORS

Scarlet, White, and Blue. The scarlet represents the blood of the martyrs and their courage in spreading the word of God throughout the world. White stands for goodness, the totality of a world at peace that includes all colors, creeds, and races. The blue is the color of Our Lady. The three colors together represent the colors of the former schools.

SCHOOL MASCOT

The Lion. Our teams carry two names, the Lions and the Lady Lions.

SCHOOL MOTTO

Ad Mundum Meliorem - Toward a Better World

SCHOOL SEAL

The outermost circle contains the name of our school, Chaminade-Madonna College Preparatory, Hollywood, Florida, which is the result of the consolidation of the two schools founded individually in 1960. Encircled within is a globe signifying the world in which we live. Centermost is the letter "M" standing for Mary, the Madonna, who is the protectress of the Society of Mary. Radiating out from the center are semicircular arrows reflecting our desire to share throughout the entire world the knowledge and love that Mary has for her son, Jesus. The school's motto, Ad Mundum Meliorem, sits under the globe as a reminder of the work to be done.

SCHOOL ALMA MATER

As Lions we roar so proud and strong. And raise our voices in this our song.
Daughters of Madonna in white and blue, Sing praise to Mary beautiful, good, and true.
The Sons of Chaminade in scarlet and blue, Give laud to Your name, so holy are You.
Now scarlet, blue, and white are we, Chaminade-Madonna we'll always be.
"Toward a better world" will ever be our goal, in love, in truth, in heart, in soul.
Alma Mater hear our cry: Hail! Chaminade-Madonna on high!

MARIANIST PRAYERS

Doxology

May the Father and the Son and the Holy Spirit be glorified in all places through the Immaculate Virgin Mary. Amen.

Three O'clock Prayer

Lord Jesus,

We gather in spirit at the foot of the cross with your Mother and the disciple whom you loved. We ask your pardon for our sins which are the cause of your death.

We thank you for remembering us in that hour of salvation and for giving us Mary as our Mother.

Holy Virgin, take us under your protection and open us to the action of the Holy Spirit.

Saint John, obtain for us the grace of taking Mary into our life, as you did, and of assisting her in her mission.

LEADERSHIP

OWNERSHIP

Chaminade-Madonna College Preparatory is owned and operated by the Marianist Province of the United States.

BOARD OF TRUSTEES

Sr. Marie Danielle Amspacher, SSND

Rev. Larry Doersching, S.M., D. Min.

Mr. Anthony Hernandez '93

Rev. Joseph Kozar, S.M.

Mr. Thomas Oliveri '82

Mrs. Christy Peña

Mr. Michael Williams

Mr. Dan Casey, Esq.

Deacon Pierre Douyon

Mrs. Patricia King-Grogan '67

Rev. John McGrath, S.M.

Mrs. Jane Pedrogo '69

Mr. Greg Vitale

Mr. William Zei, Esq., Chairman '69

SCHOOL ADMINISTRATION

President

Principal

Assistant Principal, Curriculum & Instruction

Assistant Principal, Student Affairs

Dean of Students

Rev. Larry Doersching, S.M., D. Min.

Ms. M. Gloria Ramos, Ed. S.

Mrs. Raiza Echemendia

Ms. Colette Varese '95

Mr. Marcelo Rodriguez

Director of Alumni and Development

Director of Athletics

Director of Financial Services

Director of Guidance

Director of Campus Ministry

Director of Enrollment Management

Director of the Learning Center

Mr. Paul Herfurth '83

Mr. Carlton Preston

Mrs. Kristi Tucker-Herrero

Ms. Carol LaMont

Mr. Tim Tyrrell

Mrs. Kristi Tucker-Herrero

GUIDANCE SERVICES

Director of Guidance

Director of the Learning Center

Director of College Placement

Campbell House Counselor

Danielle House Counselor

Doyle House Counselor

Grace House Counselor

Roggemann House Counselor

Mrs. Kristi Tucker-Herrero

Mrs. Kristi Tucker-Herrero

Mrs. Linda Fisher-Meerow

Mrs. Kristi Tucker-Herrero

Bro. Kevin Whelan

Bro. Kevin Whelan

Mrs. Kristi Tucker-Herrero

Mrs. Kristi Tucker-Herrero

CAMPUS MINISTRY

SPIRITUAL PROGRAM

We believe that all education must lead to the development of a mature and personal relationship with Our Lord Jesus Christ. Emphasis is placed on instruction in the classroom, a common prayer life, participation in Mass and the sacraments and community service. The program includes, but is not limited to, the following:

- At 8:00 A.M. each school day, there is a school-wide prayer and pledge of allegiance.
- Each class begins with a prayer or moment of spiritual reflection.
- School Masses are held monthly. All students are required to attend and participate in school Masses. No early dismissals allowed prior to school liturgies.
- Weekly Masses are held every Friday at 7:25 AM in the school chapel.
- During the school year, various religious programs including class Masses, Stations of the Cross, Respect Life Presentations, and special guest speakers from the community may supplement the Theology Program.

RETREATS

Antioch

Antioch is a 2 night – 3 day retreat open to all students in the tenth grade to experience the risen Christ in a communal setting. Students wishing to participate are open and willing to grow in their relationship with God and others. There is a fee to attend Antioch.

Encounter

Encounter is a 3 night – 4 day retreat required for all students in the eleventh grade. During this retreat, students are brought to a greater realization of self-worth and the importance of others and God in their lives. There is a fee to attend Encounter.

Freshmen Day of Reflection

By means of this experience, ninth grade students are given an opportunity to reflect on the importance of God in their life.

Senior Retreat

This overnight spring retreat for members of the senior class provides an opportunity to reflect on their high school years before they embark upon the future. There is a fee to attend this retreat.

ACADEMIC POLICIES

ACADEMIC CALENDAR

The 2010-2011 school year begins for students on August 23rd, 2010. Updated daily, weekly, and monthly calendar of school events are available on our website.

GRADUATION REQUIREMENTS

Students must meet the following requirements to receive a diploma from Chaminade-Madonna College Preparatory:

- A 2.0 unweighted cumulative GPA
- 28 Credits as outlined below:
 - 4.0 credits Theology
 - 4.0 credits English
 - 4.0 credits Mathematics
 - 4.0 credits Social Studies
 - 3.0 credits Science
 - 2.0 credits Foreign Language (consecutive years of same language)
 - 1.0 credits Personal Fitness and Life Management
 - 0.5 credits Practical Arts (Computer Applications 1)
 - 0.5 credits Fine Arts
 - 5.0 credits Electives (0.5 Physical Education is required for all students without two full seasons in a varsity or junior varsity sport).
- 80 hours of community service (20 hours completed each year enrolled at C-M)
- Participation on Encounter Program
- Full payment of financial obligations

GRADING POLICIES

Grading Scale

Chaminade-Madonna's grading scale is in accord with the Archdiocese of Miami and the State of Florida.

Percentage	Grade	Points
90 - 100	A	4
80 - 89	B	3
70 - 79	C	2
60 - 69	D	1
0 - 59	F	0

Grading and Report Cards

Chaminade-Madonna awards credit at the completion of each course (annual or semester). Report cards are issued quarterly; midterm/semester exams are administered to conclude the 2nd and 4th quarters. Grades reflect the overall performance of the student on assignments, class work, quizzes, tests, and exams. In annual courses, the final grade will be determined by averaging the two semester grades. A grade of "incomplete" changes to "F" after a two week period. It is the responsibility of the student to make up the deficiency.

Semester Exams

Semester exams are very important. Students must sit for the exam on the exam day; no exams are given early. Any student who misses an exam must make it up within the designated exam make up period; a \$25.00 fee per exam will be charged. If the exam is not made up, the grade for both the exam and the semester will be an Incomplete.

Students perform better on exams when they take them along with their classes; they usually achieve lower grades on make-up exams.

Seniors may be exempt from a semester exam in a particular course by earning a grade of "A" in both quarters leading up to the exam.

Testing Days

To minimize student stress in preparing for tests, the Academic Committee assigned testing days to each department. Students may have a quiz in any subject on any day, but they should only have announced tests on the day(s) assigned to a teacher's department.

Monday:	Math, Science, Theology
Tuesday:	English, Foreign Language, Fine Arts, Health/PE
Wednesday:	Business, Health/PE, Social Studies, Theology
Thursday:	Fine Arts, Math, Science
Friday:	Business, English, Foreign Language, Social Studies

Honor Rolls

Academic Honors are awarded quarterly and on a semester basis. Honors Criteria are:

1. Principal's Honors: Student must receive all A's.
2. First Honors: Student must receive a 3.7 grade point average with no grade below a B.
3. Second Honors: Student must receive a 3.5 grade point average with no grade below a B.

Failures

A student who fails a course must successfully remediate the failure in order to advance to the next grade level. A maximum of two credits may be made up in summer. Students failing more courses may not return to Chaminade-Madonna. Tutoring, independent study, seminars, correspondence courses, or credits earned at another school, during night or summer sessions are not accepted for credit. All remediation credits must be taken at Chaminade-Madonna Summer School.

Academic Probation

Students are on Academic Probation when their cumulative GPA falls below a 2.0. Students are removed from academic probation when they obtain a cumulative GPA of 2.0. Students who are on probation and receive one or more "F's" at the end of the next marking period may be asked to withdraw. Students on academic probation for one year will be reviewed by the administration. A student asked to withdraw from Chaminade-Madonna for academic reasons may reapply for admission after he/she has successfully completed one semester in another school with appropriate classes and grades.

Forgiveness Policy

Students who have received a "D" or "F" as the final grade in a course may repeat that course in order to improve the grade previously earned. The higher of the two grades will be used to compute the cumulative GPA, while the lower grade will be replaced by an "R" and will be part of the student's permanent record.

Guidelines for the Forgiveness Policy at Chaminade-Madonna are as follows:

1. All classes for forgiveness must be taken at Chaminade-Madonna during the following summer.
2. All students enrolled at Chaminade-Madonna are eligible.
3. Seniors needing a class not offered at Chaminade-Madonna must receive permission from the Principal prior to enrolling in the course at another institution.

Summer School

Summer School at Chaminade-Madonna will be offered for students to remediate a course previously taken or to take a course for the first time. Absence from Summer School is to be avoided at all costs; credit may be denied for excessive absence.

Summer School is organized each year by the Administration. Information is available in the Main Office or on the web site after Easter vacation.

MONITORING STUDENT PROGRESS

Appointments

Parents should address any questions regarding their child's performance in a class to the teacher first. If a conference is necessary, it should be scheduled in advance. Appointments for a conference with a teacher, guidance counselor, or administrator may be arranged by telephone call, email, or note. A list of extension numbers and email addresses can be found in the communication section of this book or on our website. Impromptu visits to the classroom are prohibited during class time.

Agenda and Homework

All students are given a Parent/Student Handbook. This handbook includes a school calendar, which functions as an agenda. Students are encouraged to record all assignments in every class in the agenda. Parents can use the agenda to monitor homework, projects, tests, and quizzes. Understanding that homework includes reading and studying as well as written work, students and parents should expect approximately 3 hours of homework daily. Students cannot become educated with class work only; their work extends beyond school hours. If they do not do homework, they may not attain success.

Edline

Parents can monitor their child's academic progress through Edline, our secure web portal. With a unique login username and password, parents and students can access Edline for grades, assignments, and general school information.

Academic/Interim Status Reports

At the midpoint of each marking period, Academic Status Reports are issued to all students. Issue dates for these reports are noted on the school calendar.

COURSE OF STUDY

Course Selection

Students will receive an Enrollment Agreement and course selection sheet in the spring for the next academic year. The Curriculum Guide which is available on the school's website provides detailed information on course selections and requirements. A parent's signature is required on both the Enrollment Agreement and the course selection sheet, after courses have been chosen. A registration fee must also be paid.

Students are placed in appropriate classes based on course prerequisites and the recommendation of the student's present teacher and his/her counselor.

However, when students and/or their parents want a course that is not recommended, they may appeal the decision to the assistant principal, who will consider the merits of each case individually. Parents are encouraged to contact their son/daughter's counselor for advice on course selection.

Requested changes will be reviewed along with the following considerations: teacher recommendation; student progress in subject; student preparation for requested course; availability of space in class; student's reason for change request; and parent information.

The final decision for ALL course change requests rests with the assistant principal.

Changing Courses in General

If there is an error in a schedule, they are placed in the wrong course, placed in a course for which they have previously earned credit, or one that they should not be taking at this time, students must notify their counselor immediately at the beginning of each semester. Counselors will remedy scheduling mistakes immediately.

Schedule changes are discouraged after the first two days of a semester as they disrupt the student's education. Counselors will not change a schedule to accommodate a request for a different teacher. Part of the educational process requires that students develop methods of succeeding with a variety of personality types; not every student will like every teacher, but he/she should learn how to successfully work with every teacher.

Honors and Advanced Placement Classes

Students in honors or advanced placement classes must maintain a consistently good academic standing. Students enrolled in these classes must meet the requirements of the class. If the student fails to maintain a "C" average it may be recommended by the teacher/counselor that he/she transfer from the course, whereupon a determination will be made by the assistant principal. Students who seek to enroll in more than three honors and/or advanced placement classes should seek the advice of their guidance counselor.

Students in honors classes who earn a grade of "C" or better are granted one additional quality point on the grading scale. Students in advanced placement classes who earn a grade of "C" or better are granted two additional quality points on the grading scale. AP (Advanced Placement) Courses require students to take the AP test in the subject, at an additional expense, which allows the student the possibility of earning college credit. The additional AP quality points will not be awarded to a student who does not take the advanced placement test.

DUAL ENROLLMENT

Juniors and Seniors may be eligible for dual enrollment status and receive high school and college credits for passing certain courses. College fees may apply. The following courses may be offered for dual enrollment:

Honors/AP Calculus, AP English III, Honors/AP English IV, Honors/AP US History, AP Biology, Honors Anatomy & Physiology, Honors/AP American Government, AP European History

ADDITIONAL EDUCATIONAL PROGRAMS

THE HOUSE SYSTEM

The house system is a unique method of creating small communities of students through various student activities and mentor groups. The mentor groups are designed to provide all seniors with opportunities to serve as leaders and all students with the opportunity to develop meaningful relationships with students in all grade levels and at least 2 adults.

THE LEARNING CENTER

The Learning Center provides resource support for students who have academic learning disabilities which have been diagnosed by an independent psychologist. Students in this program are expected to go on to college, but require some type of additional support or modification to perform at their potential. The Learning Center will focus on making reasonable adjustments to help students succeed in our college preparatory curriculum during the regular school day. The goal of the Learning Center is to have students develop the skills necessary to become independent learners by acquiring organizational skills, test-taking techniques, study strategies, and self-advocacy. Detailed information may be obtained by contacting the Director of the Learning Center.

SERVICE LEARNING PROGRAM

Each student is required to perform 20 hours of service per year with nonprofit organizations. It is a graduation requirement that adds an essential element to the development of future citizens. Chaminade-Madonna represents a diverse community with numerous students of various ethnic and religious backgrounds. Our service learning program requires that all service hours worked by a student be submitted on the service hours form provided by the school. Service hours are tracked in the C-M student database and are reported on the quarterly report card. These records form an important part of the college application. We encourage students to do more than just meet a requirement and to do more than one type of project. We offer service opportunities in a variety of interest areas (Youth in Government, Memorial Hospital, etc.) which would require longer commitments but would satisfy the student's yearly requirement. Our program offers projects that allow our students to work together. Our service learning program allows students to appreciate the blessings they have and to help put their lives in perspective by seeing and working with the less fortunate. We hope to develop in our students a lifelong sense of service to the community. Visit our website for more details.

SPRING SESSION

Chaminade-Madonna is pleased to offer a special educational experience for its students during spring session. Our faculty presents a week of unique course work, cultural trips, service learning experiences, college visitations, and career directed experiences which are not normally offered within the regular curriculum. Additional fees are charged for most courses offered in this program. This week is required for all students. Full details regarding course offerings will be given to students and parents at the beginning of the second semester.

TUTORING

Teachers are available to their students each day from 2:45 to 3:15 p.m. for additional help. The National Honor Society as well as the Math Honor Society provides student tutors for any student who requests additional help. This service may be arranged through the Guidance Department or the NHS moderator.

COLLEGE PLACEMENT SERVICES

COLLEGE APPLICATIONS

Assistance with college applications and transcripts is provided by the C-M College Placement Office. The College Placement Office is open to parents and students all 4 lunches and after school. The application process is reviewed for completion and transcripts are sent directly from the College Placement Office. The cmlions.org website has links and information for all aspects of the process.

COLLEGE FAIR

On Tuesday, October 12, 2010, students have the opportunity to attend our annual College Fair. Over 70 colleges distribute information on entrance requirements, college offerings, and financial packages. In addition, many colleges visit our campus throughout the year. To participate, students sign up in the Guidance Department.

COLLEGE SCHOLARSHIPS

Scholarship information is available in the Guidance Department area and on our C-M website.

STATE OF FLORIDA SCHOLARSHIPS

The State of Florida offers the following scholarships to encourage students to attend Florida colleges. Bright Futures recipients will receive a fixed cost per credit hour award based on award level, institution type (4-year, 2-year, or Vocational/Technical), and credit type (semester, quarter, or clock hour). See the award amounts on the Bright Futures Web site at www.FloridaStudentFinancialAid.org/ssfad/bf/newsrenew.htm. Listed below are requirements for the different award levels. Visit the Bright Futures website for the latest information on requirements.

Florida Academic Scholars Award (FAS) - 3.5 weighted GPA in core classes, 1270 on SAT Test (based on the combined Critical Reading and Math sections only) or 28 on ACT (excluding the writing section) plus 75 hours community service.

Florida Medallion Scholars Award (FMS) - 3.0 weighted GPA in core classes, 970 on SAT (based on the combined Critical Reading and Math sections only) or 20 ACT (excluding the writing section). No Community Service requirement. For more information:

Bright Futures WEB SITE: www.FloridaStudentFinancialAid.org/SSFAD/bf.

STANDARDIZED TESTING

C-M monitors each student's progress toward competency to handle college level work. The testing program has been carefully constructed to evaluate student progress and to identify areas needing extra work. Parents will be informed of their children's test results. All freshmen, sophomores and juniors will take the PSAT test on October 13, 2010. There is no additional fee for this test.

It is also recommended that all juniors take the SAT Test in the spring of 2011. Seniors should take the ACT and/or the SAT Test in the fall of 2010.

C-M'S TESTING NUMBER IS 100-678

Members of the Guidance Department review standardized testing results with individual students. Copies of test results with explanations are sent home to update parents. Several times each year the Guidance Department offers special meetings with parents to explain standardized testing results, college testing, applications, and finances. Notice is given in the monthly Excellence and calendar. Personal interviews may be scheduled with the Director of Guidance upon request.

WORKSHOPS

General college information workshops will be offered to 9th and 10th grade parents in the fall. A college application workshop will be offered to 11th grade parents in the Spring and financial aid workshops in December and March.

ATTENDANCE

SCHOOL HOURS

The school day begins at 8:00 AM daily; students are expected to be in first period class by 8:00 AM. The school day ends at 2:45 PM. The monthly school calendar outlines any deviations from these hours.

GENERAL POLICY

Regular attendance at school is vital to the learning process. Frequent absenteeism weakens the student's interest in learning and interferes with scholastic achievement. School attendance is the responsibility of both parents and students. Attendance is recorded on all report cards. Excessive absenteeism may result in the student being dismissed from the school.

PROCEDURES FOR REPORTING ABSENCES

Daily Absence:

1. Parent is required to call the school the day of the student's absence between 7:30 A.M. and 12:00 noon (954-989-5150 x100).
2. Leave a message stating the student's name, grade, and reason for absence (Failure of parents to call may result in disciplinary action for the student).

Hospitalization/Long-term Illness (more than 3 consecutive days):

1. Parent is required to call the school on the day of the student's absence between 7:30 A.M. and 12:00 noon (954-989-5150 x100).
2. Leave a message stating the student's name, grade, and reason for absence (Failure of parents to call may result in disciplinary action for the student).
3. Upon return to school, student must present written verification by a medical doctor to the Dean's Office.
4. Parent is encouraged to communicate with the guidance office to obtain course assignments.

Chronic Illness:

Parent must provide documentation to the Dean's Office at the beginning of each school year.

Anticipated Absence:

1. Note from parent must be submitted to the attendance secretary in the Main Office specifying the reason and date(s) of the absence.
2. If approved, student will be given a Pre-arranged Absence Form to be completed by each of his/her teachers.

CONSEQUENCES OF EXCESSIVE ABSENTEEISM

In accordance with the laws of the State of Florida and the policy of the Archdiocese of Miami, Chaminade-Madonna College Preparatory will enforce the following attendance policies. Absences are not regarded as being "excused" or "unexcused."

Semester Courses: If a student is absent in excess of nine (9) days in any one course, he/she may not receive credit for that course.

Full-year Courses: If a student is absent in excess of eighteen (18) days in a year-long class, he/she may not receive credit for that course.

The following procedures will monitor excessive absences:

1. Parents will be reminded of the importance of regular attendance to the learning process and C-M's excessive absence policy, via a letter, after the fifth (5) absence.
2. After the 10th absence, parents and student are required to attend a conference with the Guidance Counselor.
3. After the 15th absence (seventh in a semester class), parents and student are required to attend a conference with the principal or her designee.
4. After the 18th absence (ninth in a semester class), credit may be denied. The decision to deny credit will be made by the principal after careful consideration of the circumstances involved and consultation with the administration and guidance counselor. If credit is denied, the student will be required to attend summer school to receive credit in the course.

In addition to the academic penalties, students with excessive absences may be disqualified from participation in co-curricular or extra-curricular activities.

TARDINESS

Students are considered tardy to school when they are not in first period by 8:00 A.M (9:00 A.M. on Late Start Schedule). Students who arrive to school between 8:00 A.M. and 8:20 A.M. must report to the guidance office for a pass to be admitted to class.

PROCEDURES WHEN ARRIVING LATE TO SCHOOL

Students who arrive to school after first period is half over must report to the Main Office for a pass to report to class. Students will be marked absent from first period and all other periods prior to arrival at school.

CONSEQUENCES OF EXCESSIVE TARDINESS

Students will be marked tardy to school and are subject to the following consequences:

Students who accumulate more than three (3) tardies in a semester will be fined \$10 per incident (Late Fees). These fees will be posted to the student's account at the end of each month. Report cards, diplomas, and/or transcripts may be withheld until all late fees are paid.

Students may not accumulate more than 10 tardies per semester. On the tenth (10th) tardy, the student will be assigned a Saturday School session (\$25). This fee is posted to the student's account. If tardiness continues, the student may be subject to additional consequences, which may include but are not limited to, suspension or withdrawal from school.

MAKING UP WORK

Each student is expected to have the names and phone numbers of two classmates in each of his/her classes; whenever he/she misses class for any reason, he/she must contact one of them to find out what was done in class and what the homework is. This keeps students from getting behind in their work and prevents them from not knowing about announced quizzes and tests.

In general, a student is allowed one day to make up his assignments for each day of absence. Students are required to make up assignments missed during their absences.

Assignments missed due to a suspension can be made up; the grade for each assignment will be dropped 2 letter grades (20 points).

LATENESS TO ANY CLASS WITHOUT A PASS

Students are expected to arrive to every class on time. In instances when students arrive to class late from a previous class without a pass from a teacher, teachers establish their own policies for consequences. These consequences may include serving a teacher detention on the day of the infraction. A record of the lateness is made in the teacher's gradebook. If the student is more than 5 minutes late, the teacher may submit write an Incident Report to the Dean of Students.

LEAVING SCHOOL WITHOUT PERMISSION AND/OR TRUANCY

No student may leave the premises during the school day, including the lunch period, without written authorization from the Dean of Students or designee. The school day begins when the student arrives on school grounds. If a student must go home due to illness, his / her parents are contacted by the school.

SCHOOL EVENTS/ACTIVITIES

Students must be in school for 4 consecutive periods in order to participate in any school-sponsored activity or event.

Students may leave school for school-sponsored activities, retreats, sporting events, competitions, field trips, etc., with proper permission. In such cases, these absences from class will not be tallied as part of student's absences.

CANCELLATION OF SCHOOL OR CLASS

In the case of storm or threat of storm (hurricane, tornado, or severe weather) or public disturbance, Chaminade-Madonna will follow the decision of the Broward County Public Schools with regard to the cancellation of classes for the day. Please listen to local radio and TV stations for statements. Whenever possible, our school website, www.cmlions.org, will have the latest news regarding school closings. Should it be necessary to dismiss during the school day, students who need transportation will have an opportunity to call home. Please do not call the school during emergency situations.

In the event that severe weather or any other unforeseen emergency causes the closing of the school, whether by order of the superintendent or civil authority, the calendar will be adjusted accordingly, wherever possible, to make up days lost by emergency closings. Certain holidays, in-service days, or days during Easter vacation may become class days. As a last resort, the school year may be extended several days.

PARENT/TEACHER CONFERENCES

Parent/Teacher conferences are usually scheduled for the day following the distribution of Academic Status Reports in the First and Third Quarters. Parents whose children are not achieving at an acceptable level are encouraged to attend these conferences. Parents are able to schedule individual appointments with teachers as needed throughout the year.

SCHOOL REGULATIONS

SCHOOL RULES

Arrival and Dismissal Procedures

Student Drop Off/Pickup Areas

The designated drop off and pickup area is the circular driveway off of East Chaminade Drive. Students should not be dropped off or picked up in any of the parking lots off of West Chaminade Drive.

Early Dismissal

Students requesting early dismissal from school are required to submit a written/faxed note bearing a legible parental signature stating the time the student should be dismissed and the reason for leaving early. The note should be submitted to the Attendance Secretary in the Main Office prior to 7:55 A.M. on the specified day. In cases when students do not bring a note, students will only be paged during the change of classes. The student will be marked absent for all periods missed after departure from school. Early dismissals will be tallied as part of the student's absences. No early dismissals will be allowed prior to any school liturgy or assembly.

Parking Policies

Students may purchase a parking permit from the bookstore for a fee of \$100.00. The school does not guarantee to any student an absolute right to park. Permits are sold to seniors first, then juniors. Generally, sophomores and freshmen are not permitted to drive to school and park on school property. Students may park only in the designated student parking lot (Northwest lot, near Nativity). Students are not to park in the swale area around the school; students parking in the swale are subject to towing and fines, as well as revocation of parking privileges. Cars that are illegally parked or without a valid C-M parking permit may be towed by Extreme Towing (3325 Griffin Road, Fort Lauderdale, 954-922-0000). All parking lots are considered off limits during school hours. Cars may not be used as lockers. Bicycles, mopeds, and motorcycles are to be locked on the north side of the gym. A student's privilege to drive on school property may be revoked by the Dean of Students for driving infractions within the lot or when entering and leaving the school zone. The school is not responsible for the security of vehicles or their contents while parked in the lot; nor is the school responsible for damage to any vehicle parked on school property during the day or night.

Bus Transportation

C-M provides one-way, round-trip and day pass transportation for students. Bus routes are customized each year based upon the number and location of students requiring transportation. Transportation fees are assessed each semester, and can be paid monthly along with tuition. Transportation fees are non-refundable. Daily bus passes can be purchased in the Bookstore. The transportation office can be reached by calling extension 150.

Students riding the bus are expected to comply with the same standards of behavior as if they were on campus, and infractions will not be tolerated.

Visitors

All visitors must register in the main office upon arrival to campus. Students should report any strangers without a visitor's pass to a staff member who can then direct them to the proper location. Students from other schools are not permitted on campus unless approved by an administrator.

Change of Address/Telephone Number/Email Address

It is the intention of the school to keep in close contact with parents and students alike. It is imperative that the school maintain the most up-to-date demographic information for each of its students. The Main Office should be notified immediately regarding a change of address, telephone numbers, or email addresses.

Search and Seizure Policy

The principal and his/her designee has access to any lockers, handbags, electronic devices, cell phones, book bags, desks, cars or any other object that is brought onto the campus of the school or any school sponsored event, and may remove or confiscate any object which is illegal or contrary to school policy.

Use of Cell Phones or Electronic Devices

Cell phones may not be used during the school day and will be confiscated from students. Cell phones are not to be used by students to call parents for any reason during school hours without the permission of an administrator. Confiscated phones may be retrieved from the Main Office after school for a \$20 fine. The phone may not be returned until the \$20 fine is paid.

Public telephones are available for student use before or after school only. Students needing to use the phone during the lunch period are required to obtain permission in the Main Office. Campus phones that are out of order should be reported to the main office receptionist.

Students are not allowed to use any electronic gadgets during the school day. These would include pagers, CD players, I-Pods, MP3 players, cameras or any other gadgets which would be considered a distraction to the educational enterprise. Students in possession of any of these items may have them confiscated until the end of the school day and subject to disciplinary action.

Lost and Found

Lost and Found books are sent to the bookstore. All other items are sent to the Main Office. Items are usually not held for more than three weeks.

SAFETY AND SECURITY

Safety Plan

The safety and well being of every student is a primary concern of the administration, faculty, and staff at Chaminade-Madonna. To this end, a safety committee/crisis response team meets regularly to review and update the safety procedures for the school community.

Safety Hotline

A Safety Hotline exists to receive any information the school community feels should be shared with the administration. Any report of violence or threat of violence will be dealt with using the utmost concern for confidentiality. The hotline can be reached by dialing the school's main number (954.989.5150) and extension 411.

Identification Cards

At the beginning of the school year, each student is issued a C-M ID card and lanyard which must be worn at all times during the school day. This card must be presented in the library to check out books, in the cafeteria to purchase food, at home athletic events, and at school dances. In the event the card is lost, the student should get a replacement card immediately (\$5 replacement fee will be charged to the student's account). Not wearing the ID card and lanyard is considered a dress code violation and will be subject to the appropriate demerits.

Medications

Students are not permitted to carry or distribute any prescription or non-prescription drugs or treatments, including aspirin, on the school grounds or at any school function. The administering of medicine to a student outside the doctor's office or a health institution is a parental responsibility and should not be delegated to school personnel except under unusual circumstances. Parents should ask their physicians if it is possible to prescribe medication so it can be administered at home. Only when necessary will the school allow the administration of medication on campus, and only under the following guidelines:

1. An "Authorization for Medication" form must be completed and submitted by a parent or legal guardian of the student. The name of the medication and dosage should be indicated on the form.
2. Medications to be taken by students must be personally brought by the parent or legal guardian to the School Office. Medications to be dispensed at school must be labeled with the child's name and the exact dosage. The name and telephone number of the physician should also be on the label. Students may not bring the medication to school alone.
3. If a student must take any medication during the school day, the medication must be kept with School Office and the student must go there to take it.
4. While the school will monitor a student taking the medication, the school will not remind students to come and take their medication.

Parental Cooperation

The school views the education of a student as a partnership between the parents and the school. Parents and students are expected to comply with the school rules and policies, and to accept and support the authority of school officials. Just as a parent can withdraw a child from the school if desired, the school has the right to disenroll a student if it determines at its discretion that the parent or student partnership with the school is irretrievably broken.

CODE OF CONDUCT

Chaminade-Madonna would like each of our students to “Do unto others as you would have them do unto you.” In a Catholic school our goal is not mere “law and order,” but to develop the student’s self discipline and sense of responsibility to God, community, family, and self.

DRESS CODE

There is a direct correlation between a young person’s appearance and his/her overall attitude toward school. Since attendance to C-M is a privilege, every student is expected to abide by the dress code.

Students are expected to be in uniform when they arrive on the property. Students who arrive at school improperly attired may not be allowed to attend class. Parents may be contacted to bring appropriate attire to the school.

The school uniform must be purchased from Sunshine School Uniforms. During the school year, the C-M Campus Store carries a limited inventory of uniform apparel. The C-M Campus Store also carries penny loafers.

Uniform Dress Requirements:

Boys:

- Shirt White Oxford Long Sleeve shirt with C-M logo or White Oxford Short Sleeve shirt with C-M logo (purchased from Sunshine School Uniforms)
- Slacks Navy Flat Front Slacks or Navy Pleated “Relax Fit” Slacks with Sunshine Uniforms label above back pocket (purchased from Sunshine School Uniforms)
- Tie Red with diagonal blue and white stripes or Clip-on Red with diagonal blue and white stripes (purchased from Sunshine School Uniforms)
- Belt Black leather (purchased from Sunshine School Uniforms)
- Shoes Option 1: BLACK leather Lace-up Dress Shoe (Suggestions: Bass, Eastland, Rockport, and JC Penney)
Option 2: BLACK leather Penny Loafer (Suggestions: Bass, Eastland, Rockport, and JC Penney)
- Socks Black dress socks, mid-calf length
- ID Card Student issued C-M identification card worn with C-M lanyard (\$5 replacement fee for lost ID card will be charged to student account)

Hair and Facial Grooming

- Professional, “clean cut” appearance of moderate length (above the ears, above the eyebrows, and above the shirt collar)
- Clean shaven with sideburns not longer than bottom of ear lobe
- NOT ACCEPTABLE: Eccentric hair coloring, unusual cuts, pony tails, corn rows, rubber bands, Mohawks, etc.

Girls:

- Blouse White Long sleeve Oxford w/ invisible buttons with C-M logo or White Long sleeve Oxford w/ invisible buttons with C-M logo; no tie (purchased from Sunshine School Uniforms)
- Skort Navy Front/Back Flap w/ or w/out elastic (purchased from Sunshine School Uniforms)
Length: skort length must be within 3 inches of the knee
- Slacks Navy Flat Front no belt loops with Sunshine Uniforms label (purchased from Sunshine School Uniforms)
- Shoes BLACK leather penny loafer (Available in the C-M Campus Store; Bass, Eastland, Rockport, JC Penney)

- Socks Not required; if worn – white footliner
- ID Card Student issued C-M identification card worn with C-M lanyard (\$5 replacement fee for lost ID card will be charged to student account)

Students are required to wear the uniform properly. Students dressed inappropriately may be sent home.

- Boys: Shirts tucked in at all times so the belt is clearly visible
Tie knot may not be loose
Plain white undershirts
Plain white long sleeve undershirts may only be worn with the long sleeve oxford shirts
Pants must be worn at the natural waist line
- Girls: Blouses do not need to be tucked in
Blouse length cannot be altered
Plain white undershirts (must be tucked in)
Skorts/Pants must be worn at the natural waist line
Skort length must be within 3 inches of the knee
Skort waist may not be rolled up

Optional Outerwear:

- C-M logo v-neck sweater or sweater vest (purchased at Sunshine Uniforms or in the C-M bookstore)
Jacket with C-M logo (purchased at Sunshine Uniforms or in the C-M bookstore, or received through participation in athletics or club).
Only sweaters and jackets with the C-M logo may be worn during the school day; even on extreme cold weather days.

Unacceptable Appearance and Grooming:

Visible tattoos are strongly discouraged. Every effort must be made to cover tattoos during the school day. For example, students with tattoos on their forearm must wear long-sleeve uniform oxford or C-M jacket at all times. ***At no time are facial tattoos permitted. At no time are tattoos with vulgar language or inappropriate symbols permitted.***

- Facial hair
Sweatshirts worn during the school day
Head coverings (hats, scarves, etc.)
Earrings larger than the size of a \$.25 coin (girls)
Earrings of any kind (boys)
Other Visible body piercings, including tongues
Sweaters tied around the waist
Heavy makeup, colognes, or lotions
Eccentric hair coloring and unusual cuts

C-M Spirit Days

- On Fridays, students may wear a C-M club, house or sport collared shirts. Seniors may wear their class senior jerseys.
- T-shirts may be worn on special occasions; students will be given notice of these days.
- Special dress days may be authorized during Homecoming Week.
- Flip flops, hats, short shorts, miniskirts, tank tops (boys or girls), spaghetti straps, midriffs, tube tops, or hooded sweatshirts are not allowed.

Dress Code Policy for Field Trips

Refer to Field Trip Policy in the School Activities, Organizations, and Co-curricular Activities section of this handbook.

Dress Code Policy for Ceremonies

A ceremony is a formal act prescribed by ritual, protocol, or convention. The attire to be worn for ceremonies should be one of reverence. Therefore, the following dress code will be enforced at all Chaminade-Madonna ceremonies and/or assemblies conducted in church:

For the Young Ladies: Dresses (no shorter than 3 inches above the knee), pants with dress blouses, and/or skirts (no shorter than 3 inches above the knee) with dress blouses. Strapless, backless, or tank top style dresses or blouses are prohibited. Midriffs should never be exposed and necklines should be modest and appropriate.

Flip flops and sneakers are prohibited. Earrings should only be worn in the ear and no larger than the size of a quarter.

For the Gentlemen: Dress trousers or slacks should be worn with a dress shirt and tie with dress shoes. Flip flops, sandals, and sneakers are prohibited. All gentlemen should be clean-shaven and not wear earrings of any kind.

HARASSMENT AND DISCRIMINATION

The school is committed to providing an environment that is free of discrimination and harassment. In keeping with this commitment, the school will not tolerate harassment or discrimination on the basis of a person's protected status, such as gender, color, race, ancestry, national origin, age, physical disability, mental condition, marital status (for employees), veteran status, citizenship status. All employees, faculty members and students are protected under this policy. In addition, this policy applies to all conduct occurring on school grounds, at assignments outside the school, or at school-sponsored events. All students are responsible for helping to assure that any harassment or discrimination is reported. If a student witnesses or learns of any conduct that violates this policy, the student must immediately report the incident to his/her principal. If, however, the principal is the individual who is believed to have engaged in the inappropriate conduct, the student should notify the Superintendent of Schools of the Archdiocese of Miami. If an investigation reveals that inappropriate conduct has occurred, the school will take corrective action based on the circumstances.

DRUG AND ALCOHOL POLICY

The use or possession of illegal drugs or illegal mood altering substances, alcoholic beverages, drug-related paraphernalia, or the abuse of prescription or over the counter drugs by any student on school property or while attending or participating in any school sponsored activity or at anytime the student is wearing a school uniform is forbidden. Transgression of this rule will result in disciplinary action, which may include expulsion from the school, even for a first offense.

Any student selling drugs on school property or at school functions may be immediately expelled. The school is committed to a drug-free environment. This commitment may, under some circumstances, prompt a need for testing of students for evidence of substance abuse.

If a student exhibits the symptoms, or is suspected of substance abuse, the school may require that the student undergo substance abuse testing at the parents' expense. If the results of the test suggest abuse (and the substance was not used on or brought to campus or a school related activity), the school will normally use this information to help the student seek assistance. Refusal to participate in such a test may result in expulsion from the school.

At times, the school may choose to conduct random drug testing of the student body at the parents' expense. While this measure may not often be implemented, given the seriousness of substance abuse, the administration may consider it an effective and justifiable way of combating the problem. A school may conduct random searches as set forth in this handbook.

ANTI-BULLYING POLICY

The school is committed to promoting a safe, healthy, caring, and respectful learning environment for all of its students. As such, bullying is strictly prohibited and will not be tolerated. Therefore, this policy prohibits any unwelcome verbal or written conduct or gestures directed at a student by another student that has the effect of:

- (1) Physically, emotionally, or mentally harming a student;
- (2) Damaging, extorting or taking a student's personal property;
- (3) Placing a student in reasonable fear of emotional or mental harm;
- (4) Placing a student in reasonable fear of damage to or loss of personal property; or
- (5) Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities or the Catholic mission of the school.

I. Definition

- a. Bullying may involve but is not limited to: teasing, name-calling, slurs, rumors, jokes, false accusations, intimidation, stalking, innuendos, demeaning comments, pranks, social isolation, gestures, cyber-bullying or other verbal or written conduct. Cyber-bullying includes the following misuses of digital technology: teasing, intimidating, or making false accusations about another student by way of any technological tool, such as sending or posting inappropriate email messages, instant messages, text messages, digital images or website postings (including blogs and social network sites).
- b. This definition includes students who either directly engage in an act of bullying or who, by their behavior, support another student's act of bullying.

II. Scope

- a. This policy prohibits bullying that occurs either:
 - i. on school premises before, during, or after school hours;
 - ii. on any bus or vehicle as part of any school activity; or
 - iii. during any school function, extracurricular activity or other school-sponsored event or activity.

III. Reporting Complaints

- a. Each student and parent has a duty to report any bullying to the school immediately. If a student experiences (or a parent witnesses or learns of) any incident of bullying, the incident must be promptly reported to the school principal. The principal will provide the student/parent with the Bullying Complaint Report Form which must be completed, dated and signed by the complaining party so that the school may initiate further inquiry, when appropriate.

IV. Disciplinary Action

- a. Any student found to have violated this policy may be subject to appropriate disciplinary action, which may include: temporary removal from the classroom, loss of privileges, detention, counseling, parent conference, suspension, expulsion, and/or notification to appropriate authorities. The disciplinary action may be unique to the individual incident and may vary in method and severity based on the principal's discretion.

False reports or accusations of bullying also constitutes a violation of this policy and may subject the offending party to appropriate disciplinary action.

WEAPONS POLICY

Weapons are not permitted anywhere on school grounds. Anyone who brings a weapon on school grounds, who is in possession of a weapon, or who threatens others with a weapon may be expelled from the school. Any item used to threaten or cause bodily harm may be considered a weapon.

THREATS OF VIOLENCE

- a. The disciplinary consequences for a student whose verbal or written comments, including email messages, that threaten serious bodily harm to another student or member of the faculty or staff or destruction of property, may include, but not be limited to:
- b. Immediate suspension from the school;
- c. Treatment or consultation by a psychologist or psychiatrist at the parents' expense and/or by the school counselor, both of whom may be asked to submit a written evaluation. If it is determined that the child was serious about the threat and has the capacity to carry it out, the child may be expelled from the school. If it is determined that the child did not seriously intend to do harm to others, the child may be allowed to return to the school, at the discretion of the school principal.
- d. If allowed to return to school, the student may be placed on probation with an indication that, should a similar threat occur, the student may be asked to withdraw or may be expelled from school;
- e. The school should inform the Department of Schools of these cases. The school may submit an informational report to the police.

PUBLIC DISPLAY OF AFFECTION

The Catholic school promotes friendship, charity, kindness, love and respect for self and others. However, inappropriate displays of affection, such as kissing or embracing which connote more than simple friendship, are not permitted in school, at school dances, or at any school event. Those who violate these rules may be subject to disciplinary measures, including detention, suspension or expulsion. The administration reserves the right to determine what is, or is not, appropriate behavior in a Catholic school.

CHEATING

The following Honor Pledge is signed by students at the beginning of every test: "I recognize the importance of honesty and integrity in all areas of life. Therefore, I promise I will not cheat or help others to do so."

The act of cheating includes any of the following: copying homework or allowing others to copy, giving or receiving answers for a test in advance, not documenting sources, plagiarizing, misusing calculators or other electronic devices, giving or receiving unauthorized aid on a test, quiz, or other academic work, sharing a test, quiz, or other type of academic work.

In addition to demerits, the following disciplinary actions are imposed for students breaking the Honesty Code: 1st Infraction: "0" grade on assignment; incident report to Dean of Students; parental notification; 2nd infraction: same as 1st; withdrawal from Honor Societies; notification of coaches and moderators; loss of leadership positions; 3rd Infraction: Possible Withdrawal/Expulsion.

PERSONAL PROPERTY/STEALING

Students are responsible to safeguard their personal items. Students are not to touch the property of others without the other person's expressed permission. This is true also of items found on or in a teacher's desk. Items found are presumed to be lost and should be turned into the main office. To do otherwise may be considered stealing. Books, book bags, purses and the like should never be left unattended. If a student cannot watch them, it should be locked in his/her locker. Items of value including large amounts of money should not be brought to school. The school is not responsible for personal items. Any student caught stealing or in possession of stolen items will be dealt with accordingly. Financial restitution will be made along with the appropriate disciplinary action.

VANDALISM

Defacing or destroying school property or the personal property of other students, faculty, and staff, will result in disciplinary action. This may include cooperation with the proper authorities, full restitution and may be subject to expulsion.

INAPPROPRIATE LANGUAGE

The ways we speak to and treat one another directly correlates with respect. Profanity, crude or inappropriate language and rude gestures are never acceptable. Students should always show the utmost respect for faculty, staff, and their fellow students. Violating this ethic may result in disciplinary action.

CONTRABAND

Contraband refers to those items, some more serious than others, which are considered unwholesome or inappropriate for students to have in their possession. Contraband includes: tobacco products, alcohol, drugs, weapons, fireworks, chains, playing cards, and other items so deemed by the administration. Such items are not permitted on campus or at school-sponsored activities; they may be confiscated. In some cases the possession of such items may result in immediate expulsion.

GAMBLING

Gambling and card playing are prohibited.

OUT OF BOUNDS

The term "out of bounds" refers to a student being in a place other than where he / she are supposed to be at any given time, or in a place which is off limits to students. For example, students are not permitted in the parking lot during school hours without permission, and students are never permitted in areas reserved for the faculty and staff, nor are they to be off the property in nearby alleys. Students who are sick or who have been removed from a class are to report to the main office.

CAFETERIA CONDUCT

Students are permitted in the cafeteria before and after school and during their assigned lunch periods only. Running and shouting are considered improper behavior in the cafeteria. Students are responsible for cleaning up for themselves, by placing their own trash in the proper receptacles and helping to maintain a clean eating environment.

Recycling cans and plastic bottles is a way to show respect for the Earth. Students are not permitted to send out for food. Students are to report promptly to their lunch period and are not permitted to leave the cafeteria or patio area without the permission of the moderator.

DISCIPLINARY PROCEDURES

Student Conduct

Students are expected to behave consistent with the mission, philosophy and spirit of the school and the moral teachings of the Catholic faith. Because the school cannot anticipate all conduct that violates this policy, it reserves the right to take any form of disciplinary action, including expulsion, against any behavior that violates this policy, even if not specifically stated in this handbook.

Consequences of Code of Conduct Infractions

Violations of the Code of Conduct will result in the assignment of demerits and/or Dean's detentions.

1. Dean's detentions are held after school for one hour. A detention must be served as assigned by the Dean of Students. Failure to attend a Dean's Detention will result in Saturday Detention (\$25). Detention takes precedence over any other after school activity, including athletics.
2. Demerits and detentions are assigned at the discretion of the Dean of Students and vary depending upon the seriousness of the violation.
3. A Dean's Detention is assigned when 5 demerits are accumulated.
4. Parents are contacted, via a letter, informing them of violations when 10 demerits are accumulated. A copy of the letter is placed in the student's file.
5. A student is assigned Saturday detention when 15 demerits are accumulated. Saturday detentions are arranged by the Dean and extend from 8:00 a.m. to 12:00 noon on the assigned Saturday. A \$25 fee will be posted to the student's account.
6. A student will be suspended from Chaminade-Madonna when 20 demerits are accumulated. A suspended student may not attend school or any school event until the suspension is lifted. A second letter is sent to the parents, and a copy is placed in the student's file.
7. A student may be asked to withdraw or be expelled when 30 demerits are accumulated. This decision is made after review of student's record and recommendation of the Principal's Discipline Committee. Students may be asked to withdraw or be expelled for a single offense. Only the Principal, after consultation with the President, may expel a student.
8. A second suspension may result in a student being asked to withdraw.
9. The Administration may deem it necessary to place students on disciplinary probation. Students placed on strict disciplinary probation shall be liable for expulsion from Chaminade-Madonna upon reception of the tenth demerit. Students placed on disciplinary probation may be asked to withdraw or may be expelled from Chaminade-Madonna upon reception of the twentieth demerit.
10. While the Administration retains the right to impose penalties according to the seriousness of the offense, under ordinary circumstances the following guidelines exist:

Minor Infractions – two demerits:

Dress code violations (including failure to wear the Student ID)

Late to class without a pass

Loitering in the hallways/restrooms

Chewing gum

Food outside the cafeteria/patio area

Public display of affection

Excessive talking in class

Failure to report to a teacher's detention

Serious Infractions – five demerits and one detention:

Contraband

Disobedience

Disrespect/Insubordination

Disturbing class

Out of bounds

Vulgar language

Skipping class

Failure to report to Dean's detention (including Saturday detention)

Unauthorized sale of goods

Major Offenses – ten demerits and two detentions:

Truancy

Smoking/possession of cigarettes (also carries a \$50 fine)

Theft (restitution required)

Technology abuse

Cheating

Grave Offenses – suspension or expulsion:

Fighting/Bullying/Harassment

Vandalism (restitution required)

Possession of a weapon

Controlled substances: drugs or alcohol

Instigating a false fire alarm (also carries a \$50 fine)

Students expelled or asked to withdraw from Chaminade-Madonna for disciplinary reasons are prohibited from attending Chaminade-Madonna school events, whether on or off campus.

SCHOOL FACILITIES

CARE OF PROPERTY

The neatness and cleanliness of the school facilities is everyone's responsibility. Every student, faculty, and staff member should do their part to care for the cleanliness of bathrooms, lockerrooms, lounges, hallways, classrooms, and all other common areas. Generally, food, candy, soda, water bottles, etc. are not permitted in classrooms or the library.

COMPUTER SERVICES

Computer Use Policy

The school may provide its administrators, faculty and students with access to computers and various information technology resources including email and Internet access in order to enhance the teaching and learning environment of the school and to improve the school's operations. Students must use these resources in a responsible, ethical, and legal manner in accordance with the mission of the school and the Catholic teachings. Therefore, students must abide by the following general rules of conduct:

1. Respect and protect the privacy of others;
 - a. Use only assigned accounts and passwords;
 - b. Do not share assigned accounts or passwords with others;
 - c. Do not view, use or copy passwords, data or networks to which you are not authorized;
 - d. Do not share or distribute private information about yourself or others.
2. Respect and protect the integrity, availability, and security of all electronic resources;
 - a. Observe all network security practices;
 - b. Report security risks or violations to the school principal;

- c. Do not vandalize, destroy or damage data, networks, hardware, computer systems or other resources;
 - d. Do not disrupt the operation of the network or create or place a virus on the network;
 - e. Conserve and protect these resources for other students and Internet users.
3. Respect and protect the intellectual property of others;
- a. Do not infringe on copyright laws including downloading or copying music, games or movies;
 - b. Do not install unlicensed or unapproved software;
 - c. Do not plagiarize.
4. Respect the principles of the Catholic school;
- a. Use only in ways that are kind and respectful;
 - b. Report threatening or discomfoting materials to a school administrator;
 - c. Do not access, transmit, copy or create materials that violate the school's code of conduct (such as indecent, threatening, rude, discriminatory or harassing materials or messages);
 - d. Do not access, transmit, copy or create materials that are illegal (such as obscene, stolen, or illegally copied materials or messages);
 - e. Do not use the resources to further any other acts that are criminal or violate the school's code of conduct;
 - f. Do not use the resources for non-educational purposes such as visiting chat rooms, social websites or networks like My Space or Facebook;
 - g. Do not send spam, chain letters or other mass unsolicited mailings;
 - h. Do not buy, sell, advertise, or otherwise conduct business or political campaigning without prior written approval from the school's principal.

Supervision and Monitoring

The school and its authorized personnel may monitor the use of information technology resources to help ensure that users are secure and in conformity with this policy. The school reserves the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline or security of any student or other person or to protect property. It may also use this information in disciplinary actions and may furnish evidence of a crime to law enforcement.

Unacceptable Use of Outside Technology

The school expects students to use information technology (including, but not limited to, the Internet, email, instant messaging and text messaging) in a responsible and ethical fashion in compliance with all applicable laws and with Christian moral principles, both in and out of the school setting. Accordingly, students may not post, place, upload, share, or communicate any images, photographs, statements or inferences relating to or including profanity, vulgarity, indecency, illegal use of drugs, illegal use of alcohol or other illegal or illicit activities. Additionally, students may not use information technology for the purpose of defaming, threatening, teasing or harassing any other student, staff member, parent, faculty member, or other person. This includes, but is not limited to, communications on social networks such as My Space and Facebook. In addition, this rule applies to communications both during the school year and while students are on vacation or summer breaks. Students are responsible for all materials and communications made on personal websites and social networks and the materials and communications should be consistent with Christian moral principles, including any materials or communications posted on their sites by other individuals. Moreover, any unauthorized use of the school's name (or common names associated with the school) or any likeness or image of the school or its employees or agents is strictly prohibited.

Consequences for Violations

A violation of these rules may result in disciplinary action, including the loss of a student's privilege to use the school's information technology resources and any additional consequences at the principal's discretion including expulsion.

OTHER FACILITIES

Queen of Peace Chapel is open during the school day for students to pray. The Marianist Community invites all students to the Friday morning school community Eucharist. Optional Communion services are held during the Advent and Lenten seasons.

Library and Media Center is open to all Chaminade-Madonna students, faculty, and staff. It is open daily from 7:00 a.m. to 4 p.m. Students may use the library before and after school for group study. Proper dress and acceptable behavior are expected at all times.

Bookstore is open from 7:00 A.M. to 3:00 P.M. weekdays during the school year (Call for summer hours). The bookstore carries a full line of school supplies, required readings, and workbooks. Uniform ties, uniform sweaters, school spirit apparel and PE uniforms are available for purchase, along with an assortment of sundry items. The bookstore is required to charge and collect sales tax on all taxable items.

Cafeteria is open from 7:20 A.M. until 3:00 P.M. and serves breakfast, lunch, snacks, and an extensive variety of cold drinks. Breakfast service concludes at 7:50AM daily. Students may bring food from home, but may not order food for delivery on campus. The cafeteria accepts cash and Lions Express cards only.

Thomas N. Kearns Hall contains the administration offices and Guidance Department of Chaminade-Madonna. All visitors are required to check in at the office before entering the campus. Mr. Kearns, a Founder, has been a stalwart supporter of our program from its inception and a true believer in the value of a strong, Catholic educational system.

Dan J. Connor Gymnasium is the home of the Lions and Lady Lions. It has a seating capacity of 1,500 and includes locker room facilities. Dan Connor was Mr. Chaminade - seen at games and assemblies supporting the Lions.

Leonia A. Parker Sports Annex houses the weight room, training room, locker rooms, and athletic offices. Its namesake was an avid supporter and Founder of Chaminade-Madonna who referred to us as her family. The **Vince Zappone Field** is adjacent to the Annex and is home to the 2-time state champion football Lions. Its namesake was a longtime athletic director and head football coach of C-M.

Brother John Strickroth Hall is a classroom wing named in memory of a well loved member of the Marianist Community who worked at Chaminade as a member of the guidance staff.

Jimmy Sepielli, Jr. Music Room is named after a 1970 graduate who was killed by a drunk driver while he was attending Santa Fe Community College in Gainesville. His family donated the funds to establish the room and purchased much of the band equipment in his honor.

Albert and Birdie Einstein Technology Center was opened in the fall of 1996; it brings focus on the necessity of training our students in future technologies.

SCHOOL ACTIVITIES, ORGANIZATIONS, AND COCURRICULAR ACTIVITIES

FUNDRAISING/SALE OF GOODS

No student may solicit funds in the school's name unless such solicitation has been authorized in writing by the principal.

Students may not sell any goods on school property or at school sponsored events without the expressed approval of the Principal.

FIELD TRIPS

At various times throughout the school year, field trips are offered to our students. These events are a privilege and no student has an absolute right to participate in a field trip. Students may be denied participation if they fail to meet academic, financial, or behavioral requirements. Field Trip Permission Forms are to be returned to the field trip's sponsor prior to the event. Students who fail to return the proper form will not be allowed to participate. Unless otherwise noted on the permission form, the dress code is regular school dress.

In general, field trips are an additional expense. Field trip expenses, including initial deposits for overnight trips, are nonrefundable.

SCHOOL SPONSORED EVENTS

The school does not sponsor, oversee, or in any way control parties or social functions at private residences. School-sanctioned events are specifically identified in this Handbook or are identified as such in written notices generated and distributed by the school.

Parents, by executing this acknowledgement of receipt of this Handbook, HEREBY RELEASE the school, the Archdiocese of Miami, and their corporate members, officers, employees, and agents, from any claims or liabilities that allegedly arise from or are related to attendance at parties or social functions at private residences or from attendance at functions not sponsored by the school. Students engaged in conduct that is contrary to the mission and philosophy of the school may be subject to disciplinary action regardless of whether the conduct occurred at a school-sponsored function.

PARTICIPATION IN SCHOOL ATHLETICS OR ORGANIZATIONS

The school recognizes the following clubs, activities and sports:

School Clubs/Activities:

Art Club

Best Buddies

Choir

Environmental Club

French Honor Society

Interact

Key Club

March for Life

Model U.N.

National Honor Society

Pax Christi

Science Fiction Club

Students Against Destructive Decisions (SADD)

Yearbook

Dances:

Homecoming Dance

Prom

Athletics:

Lions

Baseball – JV, Varsity

Basketball – JV, Varsity,

Cross Country

Football - JV, Varsity

Golf

Soccer – JV, Varsity

Swimming

Tennis

Track and Field

Volleyball

Wrestling - JV, Varsity

Band

Chess Club

C-M Ambassadors

Franklin Society

Grad Nite (Grad Bash)

International Thespian Society

Literary Magazine, The Sojourner

Marianist L.I.F.E.

Mu Alpha Theta (Math Honor Society)

Newspaper, The Lions' Print

Science Club

Spanish Honor Society

Tri-M Honor Society

Lady Lions

Basketball - JV, Varsity

Cheerleading – JV, Varsity

Cross Country

Golf

Lacrosse

Soccer

Softball – JV, Varsity

Swimming

Tennis

Track and Field

Volleyball-JV, Varsity

ATHLETIC PROGRAM

A properly controlled, well-organized sports program meets the students' needs for self-expression, mental alertness, and physical growth. Our hope is to maintain a program that is sound in purpose and that will further each student's educational maturity. A full range of athletic teams in 16 different sports spread over three seasons of the year (Fall, Winter, and Spring) are made available on junior varsity, and varsity levels. The Chaminade-Madonna Lions and Lady Lions compete against private and public schools as a member of the Florida High School Athletic Association.

It is understood that being a part of an athletic team does not guarantee a minimum amount of playing time. Head coaches and their staff will determine who will represent the school in the sport for which they are responsible. High school athletics is a co-curricular activity; it a privilege to participate and not a right.

Participating in sports can be a dangerous activity involving risk of injury. Agreeing to participate hereby releases Chaminade-Madonna College Preparatory, its coaches, teachers, administrators, and agents from liability for any injury or illness that may be sustained while participating in a Chaminade-Madonna sponsored athletic activity.

Academic Eligibility

Students participating must maintain a cumulative 2.0 GPA on a 4.0 unweighted scale.

Athletic Physicals and Parent Permission Forms

A physical exam and Parent Permission Form must be obtained each year of eligibility dated any time between April 1st and the first day of participation (summer conditioning, off-season conditioning, tryouts, practice, etc). All physicals must be on the official Athletic Physical Form provided by the C-M Athletic Trainer's office. The physical forms and Parent Permission Form must be notarized and kept on file in the Athletic Trainer's office.

Birth certificates and proof of age must be on file in the registrar's office.

Insurance

All students wishing to participate in athletics must have a copy of student's health insurance card on file in the Athletic Trainer's office. The school provides a blanket Accident insurance policy on all students without cost to the parents. This insurance pays only in excess of the family insurance which must contribute its maximum first. Students who do not have health insurance coverage must contact the finance office (ext. 130) to receive information about the options available to receive necessary coverage.

Finances

Students may be required to purchase their own shoes, personal equipment, and similar equipment.

DANCES

Student dances will follow the calendar of dances recommended by the House Captains and House Deans and approved by the Administration. Students will pay the price of admission for dances at the door upon entering. The gate off the main student parking lot is the entrance for all dances. Once the student has entered the dance and leaves, he/she will not be permitted back into the dance. Students arriving more than one hour after the start of the dance may not be admitted. The parking facilities at Chaminade-Madonna are to be used only by those coming to the dances. Students found loitering outside the entrances or in the parking lot, inside or outside of cars, will be told to leave the premises. In a support role to the adult in charge of the dance, several teachers, House Deans, and police officers are present. The general length of the dances is 8:00 - 11:00 P.M. Parents should pick up their children promptly at 11:00 P.M. in the main student parking lot or instruct them to leave the premises at that time.

Casual dress, such as nice clean jeans, is acceptable for dances unless otherwise specified. The Administration reserves the right to refuse entry to anyone who is not dressed appropriately.

In general, dances are limited to members of the student body. If a dance is open to non-C-M students, those wishing to bring a friend must register their guest's name with the Assistant Principal for Student Affairs or designee. The Administration reserves the right to refuse admission to any guest.

CLUBS AND ACTIVITIES

CAMPUS MINISTRY PROGRAM

Purpose: To nurture the presence of the Lord Jesus in the lives of the Chaminade-Madonna family.

Activities: Retreats, Marianist LIFE Groups, Ministry Leadership Training (Eucharistic Ministers, retreat leaders, LIFE Summer Program), School wide Liturgy Planning and Participation (Lectors, Music Ministry, Liturgical Dance and Movement), Prayer Services for athletic teams

Eligibility: Open to all students.

Responsibilities: Participation in various ministerial opportunities, attendance at monthly general Campus Ministry meetings.

MARCH FOR LIFE

Purpose: To promote the Catholic Church's teaching on the dignity of every human life, from conception until natural death.

Activities: To participate in Archdiocesan activities related to the Pro-Life movement, primarily in the annual "March for Life" in Washington, D.C. The date of the March marks the anniversary of the January 22, 1973, Supreme Court decision Roe vs. Wade. The goal of the March is to raise awareness of the importance of all human life and to continue to petition our government for redress.

Eligibility: Open to all students.

Finances: TBD

Responsibilities: To be present at all scheduled meetings and events.

MARIANIST L.I.F.E.

Purpose: To share within a small group the personal experiences of our life journeys; to grow through these experiences and to discover at a deeper level the faith that supports our lives. L.I.F.E. is an acronym for Living in Faith Experience.

Activities: Small group meetings every other week.

Eligibility: All students.

Responsibilities: Since the enrichment of a small group is determined by the commitment of its members, regular attendance at meetings is expected.

PAX CHRISTI

Purpose: Pax Christi USA strives to create a world that reflects the Peace of Christ by exploring, articulating, and witnessing to the call of Christian nonviolence.

Eligibility: Open to all students

Finances: None

Responsibilities: Students must participate in events and attend meetings.

ART CLUB

Purpose: To enjoy the experience of art, especially for those who are unable to take the art electives, to offer service to the school and other departments through quality art designs, displays, and decorations, and to form an atmosphere for easy communication and relations between students. Students earn community service hours participating in school projects.

Activities: Painting murals, painting set designs for drama department, working on school projects, drawing posters for school events and activities.

Eligibility: Energy, interest, willingness to spend time with others, open to all students.

Finances: None

Responsibilities: Attendance at meetings, participation in projects.

BAND

Purpose: To learn the dynamics of performing music as a group.

Activities: Play at all home football games and other events such as concerts, graduation, and other special events.

Eligibility: Desire to learn to play a musical instrument, open to all students. Auditions for symphonic band.

Finances: \$50 instrument rental fee.

Responsibilities: Students must practice at home as well as attend rehearsals and performances.

BEST BUDDIES

Purpose: To pair Chaminade-Madonna students with intellectually disabled students from the local Quest Center.

Activities: Participate in monthly group activities, such as: bowling, picnics, and the Best Buddies Ball.

Eligibility: Open to all students.

CHESS CLUB

Purpose: To allow interested students to participate in an activity that is both intellectually stimulating and intellectually rewarding.

Activities: Weekly meetings and competitions.

Eligibility: Open to all interested students.

Finances: \$10 dues.

Responsibilities: Regular attendance at meetings.

C-M AMBASSADORS

Purpose: The Student Ambassador Program is a voluntary, public relations program developed to assist with the promotion of Chaminade-Madonna College Preparatory to the various school events and activities including prospective students, parents, and alumni.

Activities: Student Ambassadors are a dynamic team of student leaders dedicated to representing Chaminade-Madonna College Preparatory in its best light. Our Student Ambassadors represent and promote the school at special events ranging from Open House to the Alumni Reception. Working closely with the Office of Enrollment Management, students can earn community service hours by providing service to Chaminade-Madonna College Preparatory.

Eligibility: Open to all students; must participate in one training session; must be willing to learn important facts about the school; must participate in at least one school activity; and must exhibit good manners and proper etiquette.

ENVIRONMENTAL CLUB

Purpose: The club focuses on environmental issues.

Activities: The club sponsors the collection of used paper, cans, and the like for recycling, and aids in beach clean-ups.

Eligibility: Open to students of all divisions.

FRANKLIN DEBATE SOCIETY

Purpose: To promote political awareness, responsible citizenship, and cultural experience.

Activities: Bi-weekly meetings to discuss issues of current political, social, and cultural significance; field trips to sites of interest.

Eligibility: Open to all students with an interest in politics and law. Participants should be prepared to engage in open debate on pre-arranged topics. Topics will be determined at the beginning of each semester.

Finances: \$10 dues.

Responsibilities: Active participation requires regular attendance at all meetings and events. The moderator, in consultation with the club officers, has ultimate discretion as to the above.

FRENCH HONOR SOCIETY

Purpose: To recognize high achievement in French and to promote continuity of interest in French studies.

Activities: Service projects, peer tutoring, cultural field trips.

Eligibility: Members must have a semester average of B+ in French and a cumulative B average at the second semester of the second year French. The student must continue to French III.

Finances: Annual Dues.

Responsibilities: Members must attend all meetings and participate in activities.

GRAD NITE (GRAD BASH)

Purpose: To celebrate graduation with an evening at Disney World /Universal Studios (approx. 4 p.m. to 9 a.m.)

Eligibility: Seniors in good disciplinary standing.

Finances: Students pay their own expenses. Price includes bus transportation and admission to Disney World or Universal Studios. Fee is nonrefundable.

Responsibilities: Student behavior is expected to be consistent with the code of conduct. Disney World/ Universal Studios publishes a dress code.

INTERACT CLUB

Purpose: To provide opportunity for our youth to work together in a world fellowship dedicated to service and understanding.

Activities: Service projects include: Adopt-a-Family food drive and other fundraising events and drives for our local and global communities.

Eligibility: Open to all students.

Responsibilities: Attend meetings and participate in the activities sponsored by the club.

INTERNATIONAL THESPIAN SOCIETY

Purpose: To offer students and teachers a forum for sharing theatre expertise and for gaining recognition of their skills through participation, competition, and college scholarships.

Activities: Performance in competition on the district, state, and international level providing an opportunity for college scholarships; participation in workshops by professionals in the field.

Eligibility: Open to all students. Membership fee required. Twenty points of performing arts work needed in first year to register student into the Society. Ten points are needed each consecutive year to maintain membership.

Finances: Participation is at student expense. Costs are defrayed by ticket sales, membership fees, and fund-raisers.

Responsibilities: Attend monthly meetings, maintain 2.5 GPA, and pass all required subjects.

KEY CLUB

Purpose: To develop leaders among the student body by sponsoring activities which give service to the school and the community.

Activities: Key Club convention, Horses for Handicapped, Kiwanis International Luncheons, Kiwanis Annual Pancake Breakfast, services for the poor or homeless, services for special children, and other school functions as the need arises.

Eligibility: Open to all students.

Finances: Dues and profits from fund raising activities.

Responsibilities: Participate in one major project per quarter.

LITERARY MAGAZINE, THE SOJOURNER

Purpose: To produce a literary magazine, a collection of students' art and writings.

Activities: Collecting and arranging students' submissions in an attractive layout.

Eligibility: Open to all students with an interest in literary publication.

Responsibilities: Laying out pages, typing, promoting interest in the magazine through advertising, collecting and editing entries, proofing copy.

MODEL U.N.

Purpose: To provide an opportunity for hands-on simulation of global issues and negotiation towards solutions.

Activities: Mock U.N.'s, role-playing, debate according to Robert's Rules. Travel to Harvard's Model United Nations Conference.

Eligibility: Open to students in the 10th, 11th and 12th grade; interview required; must receive approval from moderator. .

Finances: Lippmann Scholarship; students are responsible for travel expenses.

Responsibilities: Attend weekly meetings during 1st semester.

MU ALPHA THETA (MATH HONOR SOCIETY)

Purpose: Promote enjoyment of, scholarship in, and understanding of, mathematics among our students.

Activities: Throughout the school year Mu Alpha Theta members are available for tutoring assistance as announced. Members are encouraged to participate in both on and off campus mathematics competitions, including county, state, and national conventions.

Eligibility: Membership is open to students enroll in any mathematics course beyond Geometry and who have an unweighted GPA of at least a 3.5 in mathematics as well as an unweighted 3.25 overall GPA.

Finances: Annual membership dues are \$10.00 which includes both national and state memberships.

NATIONAL HONOR SOCIETY

Purpose: To create an enthusiasm for scholarship, to render service, to promote worthy leadership, and to encourage the development of character in all students.

Activities: Tutoring, Community Service events, Special Projects.

Eligibility/Responsibilities: In order to be eligible to be invited into the National Honor Society, all candidates must have (a) at least a 3.7 Cumulative GPA, (b) have fulfilled and submitted to the Service Learning Coordinator the minimum number of Service Hours required for their grade level by Easter recess, and (c) have demonstrated their good character as evidenced by a lack of documented disciplinary action and by the affirmation of the Faculty. The moderator will verify that all the criteria are met.

Finances: \$20.00 annual membership fee.

Responsibilities: Monthly and AD HOC meetings, peer tutoring when called upon, maintain the minimum 3.7 GPA every semester of membership, and participation in any service projects and required functions. The moderator has ultimate discretion as to the above."

NEWSPAPER, THE LIONS' PRINT

Purpose: To provide a medium to report school activities and concerns.

Activities: Preparation and printing of the school newspaper during the school year which involves writing, editing, proofing, layout, and interviewing. .

Eligibility: Open to all students with an interest in writing, a willingness to learn, and the ability to meet deadlines.

Finances: Sale of advertisement

Responsibilities: Meet deadlines, attend certain school events, write assigned articles, and sell advertisements.

SCIENCE CLUB

Purpose: This program is designed to educate and allow students to examine career opportunities and their personal interests within the different fields of science. Club officers, under the direction of a moderator, will closely with members to learn about science from a more informal, cooperative and hands-on approach.

Activities: Club members, will organize hands-on activities, participate in projects that will enhance the Chaminade Madonna Community, be informed of and participate in local and national science competitions and attend a variety of field trips.

Eligibility: Open to all interested students.

Responsibilities: Monthly meeting attendance, \$5.00 quarterly dues, and active participation in activities.

SCI FI CLUB

Purpose: To share common interests in science fiction, fantasy, manga, anime, and gaming.

Activities: Meets weekly to enjoy literature, films, gaming, and art related to science fiction and fantasy.

Eligibility: Open to all interested students.

Finances: Annual Dues

SPANISH HONOR SOCIETY

Purpose: To recognize high achievement in Spanish and to promote continuity of interest in the Hispanic studies.

Activities: Service projects, peer tutoring, cultural field trips.

Eligibility: Members must have a semester average of B+ in Spanish and a cumulative average of B at the second semester of second year Spanish. The student must continue in Spanish 3.

Finances: \$15 Dues.

Responsibilities: Members must attend meetings and participate in activities to be considered an active member.

STUDENTS AGAINST DESTRUCTIVE DECISIONS (SADD)

Purpose: To promote the idea through peer influence that drinking, drugs, and other negative behaviors are hazardous to health and life.

Activities: SADD assembly, SADD contracts, sponsoring various contests, providing SADD posters and messages at Prom and graduation time, and other fundraisers and events.

Eligibility: Any student who is willing not to drink or do drugs and to spread this message to others.

Finances: Annual membership dues.

Responsibilities: Attend meetings at least twice a month and live out the motto "Students Against Destructive Decisions."

YEARBOOK

Purpose: To teach graphic communication through the production process and to create a lasting memento of the students' years in high school.

Activities: All aspects of yearbook production, including layout and design, copywriting, and photography.

Eligibility: Open to students in grades 11-12; interview required; must receive approval from moderator.

Responsibilities: Must be willing to meet deadlines; conduct interviews; write copy and captions; take photographs as needed at major school events; design layouts using E-Design.

ADDITIONAL POLICIES

STUDENT RECORDS

Emergency Contact Information

It is the responsibility of the parent/guardian to provide the school with current mailing address, contact information, email address, and emergency contact information.

Immunization Records and Physical Examinations

Before attending classes, students must submit a current State of Florida physical examination form number H-3040 and a State of Florida certificate of immunization form number 680. Students who participate in athletics must submit the FHSAA approved physical examination form annually.

Notification of Rights Under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should complete the Request for Release of Student Records and submit it to the School principal [or appropriate school official] identifying the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the School principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person or company with whom the School has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, DC 20202-5920

EMERGENCY PROCEDURES

Fire Drills

Fire drills are held periodically throughout the school year. They are very serious exercises that could mean life or death in an emergency. One hundred percent cooperation is required of the students. When the fire alarm sounds, students are to leave the room in single file according to directions posted in the classroom. Swift movement and silence are of absolute necessity.

Individual Student Emergencies

We ask parents to keep us informed of any special medical needs or problems that would be necessary to know should an emergency occur involving their child, e.g., diabetes, heart condition, allergy, or antibiotics, etc.

Should a student become seriously ill or injured during school or in a school activity, the supervising teacher/coach will attend to the student's needs immediately to determine the severity of the situation and the appropriate course of action. Every attempt will be made to notify the parent/guardian immediately.

FINANCIAL POLICIES

2010-2011 Tuition and Fees

Tuition/Fee	\$ Per Student	Due Date
Registration Fee (non-refundable)	\$300	at time of registration
Book Rental Fee	\$350	June 1, 2010
Building Fee	\$400	July 1, 2010
Tuition	\$9,700	August 1, 2010
Learning Center Supplement (Director's Approval Req'd)	\$3,250	August 1, 2010
Graduation Fee (Seniors Only)	\$200	August 1, 2010

The following DISCOUNTS are effective for the 2010-11 school year:

- Parish Support Discount of 100% of the total donated support to a Catholic parish, up to a maximum of \$2,000 per student. (Cannot be combined with Catholic Discount; itemized tax receipt required)
- Catholic Discount of \$750 for each student with baptismal certificate
- Sibling Discount of \$500 for the second and subsequent children attending Chaminade-Madonna from the same family. Children do not need to attend C-M at the same time.
- Legacy Discount of \$500 per student if parent and/or sibling(s) is alumnus (a) of Chaminade-Madonna College Preparatory, Chaminade High School, Madonna Academy or any Marianist high school or university.
- Catholic Church Employee Discount of \$500 per student for children of parents who work full-time for a Catholic diocese, parish, school, charity organization, etc (proof of employment required).

Payment Plans

Families have the option of paying their tuition in full, in 10 monthly installments beginning in August, or 22 bi-weekly payments also beginning in August.

Late Fees

A late charge of \$40 will be added to account for any delinquent payment. A delinquent payment is defined as a payment not received within 5 days after the due date. Returned check fees will be charged at the maximum permitted by Florida law.

Participation in School-Sponsored Activities

School-sponsored activities or events are a privilege and no student has an absolute right to participate in such. Students may be denied participation if they fail to meet academic, financial, or behavioral requirements.

Financial Obligations

The satisfaction of all financial obligations to the school, including tuition and fees, constitutes a material condition for continued enrollment in the school. The school may disallow students from taking quarterly, semester, or final examinations if the parents or legal guardians fail to meet any financial obligation to the school. In addition, the school may withhold the issuance of transcripts or any other student records and/or disallow participation in or access to school activities, and/or disenroll the student if any financial obligations are not met. All financial obligations from the previous year must be met before a student is allowed to continue his/her education at C-M.

Books & Textbooks

Chaminade-Madonna provides parents with a cost effective textbook rental service for \$350 per student per year. Books are issued to students on the first day of school by inventory ID number; the condition of book at time of issuance is recorded. Each student is responsible to safeguard the books that have been issued to them. Student's accounts will be charged for lost or damaged books. The textbook rental service does not include workbooks and novels that are required for some classes (please refer to the course curriculum guide for details).

Financial Assistance

There is a limited amount of financial assistance available to students based on financial need. Certain restrictions and requirements are placed on those students receiving assistance. Applications for financial assistance are available in the Finance Office to registered students. Parents must complete an application and provide supporting documentation to TADS in a timely manner to be considered for financial assistance each year. Financial assistance awards are partial grants toward the cost of tuition, and parents are responsible for all remaining fees and charges. Financial assistance is awarded based upon demonstrated need and total funds available.

Lion's Express

C-M maintains a free on-campus debit card program that allows parents to fund accounts for student out-of-pocket expenses. Lion's Express cards can be used in the cafeteria, bookstore, and library. Unspent balances are refunded to parents upon request.

CHILD PROTECTIVE INVESTIGATIONS

Florida law provides that any person who knows or has reasonable cause to suspect that a child is abused by a parent, legal custodian, caregiver or other person responsible for the child's welfare must report such knowledge to the Department of Children and Families. The school will cooperate with all child protective investigations by DCF or the local law enforcement agency. Reports should be made to Florida's Department of Children and Families by calling the Abuse Hotline at: 1-800-96-ABUSE (1-800-962-2873).

Child protective investigations by DCF or local law enforcement agencies sometimes include interviews of students at school and may occur without advance notice. When it is reasonably possible, the school will seek to notify the parents that their child has been asked to participate in a child protective investigation. The school may also request the presence of a school staff member during investigative interviews on school property. However, please note that, under Florida law, DCF and local law enforcement have the discretion to conduct unannounced interviews and to disallow school staff member's presence during these interviews.

LEGAL AUTHORITIES

Chaminade-Madonna cooperates with local, state, or federal authorities. The school will notify the parents of any student sought to be interviewed by the authorities unless prohibited from doing so. The school will attempt to have a representative present during such an interview, unless this is not permitted by the authorities.

TESTIFYING IN ALL LEGAL PROCEEDINGS INCLUDING DIVORCE OR CUSTODY PROCEEDINGS

The Catholic Church recognizes marriage as a Sacrament. In the Union of Christian spouses, the sacrament of Matrimony celebrates the relationship of Christ to the Church. Therefore, the school strongly supports the sacrament of matrimony as the foundation of family life and of the domestic Church. In recognition of the importance of the matrimonial sacrament to the Catholic faith, parents agree not to compel the attendance, testimony, or deposition of any school or church employee in any divorce, custody, or other legal proceedings which may in any way involve the dissolution of marriage or the determination of parental/custody rights.

In the event that a parent or legal guardian breaches this policy, any school or church personnel who are required to attend legal proceedings may be represented by an attorney. In addition, any and all legal fees and costs incurred by the school will be charged and become the responsibility of the parent or legal guardian.

PREGNANCY POLICY

It is essential that we keep paramount the basic belief in the value of life. Because we are pro-life, we will do all we can to preserve life and will do nothing which might encourage a girl to have an abortion. Therefore, it is advised that the parents, guidance personnel, and administration, as well as the couple involved, come to a workable solution. In every case, professional counseling of both the boy and girl is strongly recommended as they face important decisions. The Respect Life Office and Catholic Social Services are available for counseling.

Girls who are pregnant may remain in school if they wish. This should be decided in conjunction with the parents, principal, and doctor. Whether the girl decides to give up the baby or not will not affect her readmittance. As Catholics, we are committed to preserving and honoring the sanctity of human life.

USE OF PHOTOS

The school reserves the right to use student or parent photos in any school publication and on the school's website. Any parent who does not wish his or her child's picture or video to be used accordingly must notify the school's principal in writing prior to the beginning of the school year. Parents, by executing this acknowledgement of receipt of this Handbook, HEREBY RELEASE the school, the Archdiocese of Miami, and their corporate members, officers, employees, and agents, from any claims or liabilities that allegedly arise from or are related to the use of student or parent photos.

BELL SCHEDULE

Period	Regular	Noon Dismissal	AM Assembly	PM Assembly	Late Start	Wednesday Early Dismissal Schedule
A/1st	8:00-8:50	8:00-8:29	8:00-8:40	8:00-8:40	9:00-9:42	8:00-8:43
B/2nd	8:53-9:38	8:32-8:56	8:43-9:18	8:43-9:18	9:45-10:22	8:46-9:24
C/3rd	9:41-10:26	8:59-9:23	9:21-9:56	9:21-9:56	10:25-11:02	9:27-10:05
D/Mentor Group	10:29-10:44	9:26-9:41	9:59-10:14	1:09-1:24	11:05-11:25	None
E/4th 1st lunch	10:47-11:32	9:44-10:08	11:38-12:13	9:59-10:34	11:28-12:05	10:08-10:46
F/5th 2nd lunch	11:35-12:20	10:11-10:35	12:16-12:51	10:37-11:12	12:08-12:45	10:49-11:27
G/6th 3rd lunch	12:23-1:08	10:38-11:02	12:54-1:29	11:15-11:50	12:48-1:25	11:30-12:08
H/7th	1:11-1:56	11:05-11:29	1:32-2:07	11:53-12:28	1:28-2:05	12:11-12:49
I/8th	1:59-2:45	11:32-12:00	2:10-2:45	12:31-1:06	2:08-2:45	12:52-1:30
Assembly	None	None	10:14-11:38	1:24-2:45	None	None

Bell Schedule	Regular	Noon Dismissal	AM Assembly	PM Assembly	Late Start	Wed Sched
Class Time:	45 min.	24 min.	35 min.	35 min.	37 min.	38 min.
AM Announce:	5 min.	5 min.	5 min.	5 min.	5 min.	5 min.
PM Announce:	1 min.	1 min.	1 min.	1 min.	1 min.	2 min.
Assembly:	--	--	84 min.	81 min.	--	--
Mentor Group:	15 min.	15 min.	15 min.	15 min.	20 min.	--

- Students' schedules indicate they go to lunch during a specific period: 4, 5, or 6.
- All schedules have 3 minutes between classes.

LOCKERS

Since all locker space is assigned, no student may use any other locker. The unauthorized use of any locker will result in the forfeiture of the lock and the contents of the locker. Cars may not be used as lockers. A new combination padlock must be purchased through the bookstore for an \$8.00 fee and used on the lockers. Any padlock not purchased through the bookstore will be removed. The Dean of Students can remove a lock should it become necessary.

The school does not assume or accept responsibility for loss of, or damage to personal property/books. Students should not bring valuables or large amounts of money to school. Items left in the school or gym lockers are at your own risk.

The school has an "absolute right" to search a student and his/her locker or possessions.

SHADOW PROGRAM

The Shadow Program allows a prospective student to spend the day attending classes with a current student. This program is only available to those students considering enrollment at Chaminade-Madonna. A prospective shadow host must return the completed official Shadow Program form to the Enrollment Management office one week prior to the visit date. This form requires parent approval. All shadow students must dress appropriately (as outlined below), obtain a shadow pass the morning of the visit, and follow all school rules. Shadow hosts will be responsible for informing each teacher of the visitor's presence. Failure to follow any of these rules may result in the visitor being asked to leave and/or disciplinary action for the host.

Shadow Dress Code

- Male visitors are expected to wear dress slacks, a collar or button-down shirt, and brown or black shoes. No earrings or facial hair are acceptable.
- Female visitors are expected to wear dress slacks, a dress or skirt (hem must be within 3" of the knee) with a collar or button-down shirt, and shoes.
- Grade school students may wear their current school uniform, if applicable.
- Jeans, shorts, t-shirts, sleeveless shirts, tank tops, midriiffs, high heels, tennis shoes (sneakers), and sandals are prohibited.

STUDENT ACCIDENT INSURANCE

Chaminade-Madonna provides a blanket ACCIDENT insurance policy covering students for accidents that occur on school property or during school-sponsored events. This insurance is considered an excess policy, and only pays benefits after the primary insurance has been used correctly and has processed the claim. Students without primary insurance may not participate in sports.

STUDENT HEALTH POLICIES

If a student becomes ill during the school day, the parents or guardians will be notified and the student will be sent home. Students who are sick or who have been removed from a class must report to the main office. Students who leave without permission from the office will be considered truant and are subject to disciplinary action. Special consideration may be given to a student with a diagnosed health problem, with a doctor's note. In the interest of others, students are asked not to attend school with a contagious illness such as the flu or sore throat.

No medications, such as aspirin or Tylenol, will be dispensed by the school. The school takes no responsibility for medications self-administered by the student. However, if a student must take a prescription medicine during the school day, parents should obtain an Authorization for Medication form available in the main office, which is to be filled out by the parent/legal guardian and the student's physician. Any prescription medication should be brought into the main office in the original container labeled by the pharmacy or physician.

STUDENTS ON SCHOOL GROUNDS

Student use of school grounds and facilities is limited to those times during which there is adequate supervision available by members of the school staff. In general the grounds open at 7:30 A.M. and close at 4:15 P.M. (3:00 P.M. on Fridays). The school cannot be responsible for students who are dropped off early or picked up later. Parents are advised not to place their child in an at risk situation outside these times.

TRANSFERS/WITHDRAWALS FROM CHAMINADE-MADONNA

In the event a student withdraws from Chaminade-Madonna, the following procedures should be followed to ensure the best possible transition to the new school:

1. Parent/Guardian must complete an Exit Interview with the Director of Enrollment Management.
2. Parent/Guardian must complete and sign a Withdrawal Form.
3. An immunization form and a copy of the most recent report card are issued only after all financial obligations have been met.
4. Official transcripts will be sent directly to the new school upon receipt of written request from new school and all student account balances are paid in full. This includes any balances in the bookstore, cafeteria, library, etc.

PARENTAL PARTICIPATION

HOME AND SCHOOL ASSOCIATION

Voice Mailbox: (954) 989-5150 Ext. 400

Executive Board 2010-2011

President	Susan Farinhas
Vice-President	Maria Folgueira
Recording Secretary	Rita King
Corresponding Secretary	Wendy Elkins
Treasurer	Dee King
Development Office Liaison	June Dominguez
Moderator	Ms. M. Gloria Ramos

ASSOCIATION ACTIVITIES

Home and School Association is a parent support group which meets usually every first Wednesday of the month to encourage communications, keep parents informed about school events, and to organize social projects. Parental support of our school promotes the success of our children. Every parent within the family of Chaminade-Madonna is a member of the Home and School Association. During the school year, the H & S Association: supports the teachers with monthly appreciation breakfasts; helps out at Back to School Night and Open House; furnishes supplies for Red Ribbon Week; gives Christmas gifts to our faculty and staff, and decorates C-M with Christmas decorations; sponsors the Grandparents Day Celebration, the Mother/Son Dinner Dance, the Father /Daughter Dance and Faculty/Staff Appreciation Week; serve as ushers at Graduation; and undertakes new projects as needed.

Parents can participate in the fund-raising activities by assisting with the planning or by simply attending our functions and parents can help Chaminade-Madonna by becoming involved in as many activities as your schedule permits. During the course of the year, parents will be advised of the upcoming events, along with ways in which they can become involved.

All students are required to perform service hours. Parents can be examples to their children of the value of volunteering.

ALUMNI & ADVANCEMENT/DEVELOPMENT

THE ANNUAL FUND

The Chaminade-Madonna Annual Fund was created to provide a way for graduates, parents, and friends to play a significant role in strengthening Chaminade-Madonna; parents, faculty, and staff are expected to participate in this effort. Unrestricted gifts to the Annual Fund assist the school in meeting its annual operating needs. Gifts may also be directed to a specific area of interest by the donor. Every gift is an investment in our excellence, making it possible for Chaminade-Madonna to build on its strengths and address the challenges it faces by helping to fund faculty and staff salaries, academic, co-curricular and athletic programs, facility enhancements, and library, laboratory, and computer resources.

MATCHING GIFTS

Many companies have a matching gifts program, where they will match, double, or triple your gift to C-M. Check with your spouse and/or your spouse's human resources office to learn if you are eligible to participate in a matching gift program.

PLANNED GIFTS

The Development Office is also ready to facilitate bequests, gifts of property, securities, or real estate. Additional information is available by calling the Development Office, (954) 989-5150 ext. 127.

GOLF CLASSIC

For many years the Golf Classic has been an opportunity for supporters of all ages to have a fun time while enjoying a day of golf! Join us as part of the Committee, a corporate sponsor, a foursome or a student player for a round of golf, lunch, dinner, awards, raffle prizes, and silent auction. Contact the Alumni and Development Office early in the year to be part of this event. This year's Golf Classic will be held on Friday, May 13, 2011 at the Fort Lauderdale Country Club.

FOUNDERS' GALA DINNER DANCE

The Founders' Award was established thirty-five years ago to recognize individuals who have built a foundation that benefit the students of Chaminade-Madonna. This premier event is the culmination of weeks of festivities in honor of our founders, Blessed William Joseph Chaminade, Venerable Adele de Batz de Trenquellion, and Marie Therese de Lamourous.

C-M GALA/AUCTION

This event began in the 2008-2009 school year. C-M parents, alumni and guests gather for a memorable evening of dining, dancing and bidding for spectacular auction items. This event provides many opportunities for parents to give of their time, talents and treasures.

COMMUNICATION

COMMUNICATION BETWEEN PARENTS AND THE SCHOOL

There are a number of significant forms of communication between parents and C-M. The monthly newsletter, Excellence, provides up-to-date information on schedules, policies, and future events. Edline is a very practical tool to help parents monitor academic progress. Email “blasts” are sent to parents when the situation warrants immediate communication and attention (email addresses should be kept current to ensure quality communication). Phone messages to administrators, faculty, and staff may be left through the school’s voice-mail system (954-989-5150; extension list provided below). Written correspondence will be answered as quickly as possible. Parents are encouraged to keep in communication with the school regarding their student’s progress or about policy issues which may need further explanation. Anonymous letters are not acceptable means of communication since it is not a true form of communication; because the sender is unknown a response is not possible thereby making any kind of dialogue impossible. Such letters will be shredded upon receipt.

TELEPHONE EXTENSIONS AND EMAIL ADDRESSES

Up-to-date listings can be found on our website at www.cmlions.org under the Contact Us navigation button. Email addresses below must have the [@cmlions.org](mailto:) extension added to them; for example, the President can be reached at ldoersching@cmlions.org.

Administration

President	Father Larry Doersching, S.M.	137	ldoersching
Principal	Ms. M. Gloria Ramos, Ed.S.	101	gramos
Assistant Principal, Curriculum	Mrs. Raiza Echemendia	104	rechemendia
Assistant Principal, Student Affairs	Ms. Colette Varese	103	cvarese
Dean of Students	Mr. Marcelo Rodriguez	142	mrodriguez
Athletic Director	Mr. Paul Herfurth	118	pherfurth
Director of Alumni and Development		127	
Director of Campus Ministry	Ms. Carol LaMont	119	clamont
Director of Enrollment Management	Mr. Tim Tyrrell	112	ttyrrell
Director of Financial Services	Mr. Carlton Preston	130	cpreston
Director of Guidance	Mrs. Kristi Tucker-Herrero	106	rechemendia
Director of Learning Center	Mrs. Kristi Tucker-Herrero	138	ktucker

Faculty

Mrs. Luigina Billisi		417	lbillisi
Mrs. Rosa Blake		431	rblake
Mrs. Cristina Boyd		407	cboyd
Mrs. Lauren Broeckelmann		143	lbrockelmann
Mr. Jeffrey Caballero		132	jcaballero
Mrs. Angela Canosa		401	acanosa
Mr. Daniel Carlson		447	dcarlson
Mr. Joseph Catalano		134	jcatalano
Mrs. Raiza Echemendia		104	rechemendia
Bro. George Endres, SM		158	gendres
Mrs. Dorothy Escobar		402	descobar
Mrs. Linda Fisher-Meerow		405	lfisher
Mr. Patrick Heffernan		418	pheffernan
Mr. Sebastian Heredia		406	sheredia
Mr. Paul Herfurth		118	pherfurth
Mr. Jason Johnson		157	jjohnson
Mr. Robert Kirkley		163	rkirkley
Ms. Carol LaMont		119	clamont
Ms. Vesselina Nikolov		433	vnikolov
Mrs. Denise Ogonowski		166	dogonowski
Mr. Ryan Parrish		421	rparrish
Ms. Pamela Peckham		156	ppeckham
Mr. Anthony Perkins		165	aperkins
Ms. Brooke Pinney		417	bpinney

Ms. Gloria Ramos.....	101.....	gramos
Mr. Matt Saunders.....	128.....	msaunders
Mrs. Rosemary Sierra-Cohen.....	455.....	rcohen
Mr. Ken Stover.....	442.....	kstover
Mrs. France Tortora.....	454.....	ftortora
Mr. Tim Tyrrell.....	151.....	tyrrell
Ms. Colette Varese.....	103.....	cvarese
Mrs. Christine Wehnes.....	420.....	cwehnes
Mrs. Desiree Wilcox.....	403.....	dwilcox

Guidance/College Placement

Guidance Director/Counselor.....	Mrs. Kristi Tucker-Herrero.....	106.....	rechemendia
College Placement Director.....	Mrs. Linda Fisher-Meerow.....	131.....	lfisher
Guidance Counselor.....	Bro. Kevin Whelan, S.M.....	125.....	kwhelan
Learning Center Director.....	Mrs. Kristi Tucker-Herrero.....	138.....	ktucker
Guidance/College Placement Sec.....	Mrs. Blanca Garcia.....	107.....	bgarcia
Enrollment Management Assistant.....	Mrs. Carol Manzella.....	136.....	cmanzella

Staff

Athletics –Assistant Athletic Director.....	Mr. Dan Rovetto.....	150.....	drovetto
Bookstore Manager.....	Mr. John Corvino.....	108.....	jcorvino
Communications Coordinator.....	Ms. Julie Rentz.....	149.....	jrentz
Dean of Students - Admin. Asst.....	Mrs. Laura Friscia.....	100.....	lfriscia
Development Assistant.....	Ms. Rachel Koebel.....	117.....	rkoebel
Development, Special Events.....	Ms. Gina Varese.....	140.....	gvarese
Disbursements Accountant.....	Mr. Jim Stamos.....	114.....	jstamos
Financial Accountant.....	Mr. Joe Mullen.....	129.....	jmullen
Front Office - Receptionist.....		100.....	
Home & School.....		400.....	
Library/Media Specialist.....	Mr. Ron Belanger.....	111.....	rbelanger
President's Office - Admin. Asst.....	Mrs. Joanne Bolooki.....	137.....	jblooki
Principal's Office - Admin. Asst.....	Mrs. June Dominguez.....	101.....	jdominguez
Registrar.....	Mr. Dennis Keller.....	105.....	dkeller
Student Accounts Coordinator.....	Ms. Dianne Mistelske.....	113.....	dmistelske
Technology Director.....	Mr. Andres Quintero.....	124.....	aquintero
Transportation Director.....	Mr. Dan Rovetto.....	150.....	drovetto

Athletics

Athletic Director.....	Mr. Paul Herfurth.....	118.....	pherfurth
Athletic Trainer.....	Mr. Steven Emery.....	135.....	semery
Baseball - Head Coach.....	Mr. Paul Herfurth.....	118.....	pherfurth
Basketball - Boys Head Coach.....	Mr. Tony Perkins.....	165.....	aperkins
Basketball - Girls Head Coach.....	Mr. Ian Wilkinson.....	150.....	iwilkinson
Cheerleading - Varsity.....	Mrs. Sherry Bowe.....	150.....	sbowe
Cheerleading - JV.....		150.....	
Cross Country Head Coach.....	Mr. Larry Lynch.....	150.....	llynch
Football - Head Coach.....	Mr. Tim Tyrrell.....	151.....	tyrrell
Football - JV Head Coach.....			
Golf - Boys & Girls.....	Br. George Endres.....	158.....	gendres
Lacrosse – Girls Head Coach.....	Mr. Ryan Parrish.....	421.....	rparrish
Soccer - Boys Head Coach.....	Mr. Sebastian Heredia.....	406.....	sheredia
Soccer - Girls Head Coach.....	Ms. Brooke Pinney.....	417.....	bpinney
Softball Head Coach.....	Mr. Joe Villella.....	150.....	jvillella
Swimming Head Coach.....	Mr. Vincent Gemayl.....	150.....	vgemayl
Tennis Head Coach.....	Mr. Pablo Morales.....	150.....	pmorales
Track and Field - Head Coach.....	Mr. Ian Wilkinson.....	150.....	iwilkinson
Volleyball Head Coach (Boys and Girls).....	Mr. Jason Johnson.....	157.....	jjohnson
Wrestling Head Coach.....	Mr. John Herl.....	150.....	jherl

CHAMINADE-MADONNA COLLEGE PREPARATORY PARENT/STUDENT HANDBOOK ACKNOWLEDGEMENT FORM

I, as Parent or Legal Guardian, acknowledge that I have read the entire contents of the Parent-Student Handbook and understand the consequences of any violations of the rules and policies of the school.

I agree to cooperate with the school in the interpretation and enforcement of the policies outlined in the Parent-Student Handbook. I also understand that the school has the ultimate authority over the administration of the school and the interpretation of the school's rules and policies. Moreover, I further understand that all of the school's policies whether written or verbal are only guidelines and are subject to change at the sole discretion of the school with or without notice.

I also hereby acknowledge that I have read and agree to the terms of the releases outlined in the School Sponsored Events Policy, the Participation in School Athletics or Organizations Policy, and the Use of Photos Policy.

(Print Parent/Legal Guardian Name)

(Date)

(Signature Parent/Legal Guardian)

(Print Student Name)

(Grade)

(Signature Student)

(Date)

This form must be submitted to the mentor teacher at Chaminade-Madonna by Thursday, September 3, 2010.



