

  
**JOHN PAUL**  
CATHOLIC HIGH SCHOOL®  
DIOCESE OF RALEIGH

2020-2021

# STUDENT-PARENT HANDBOOK

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# GENERAL INFORMATION

## Mission Statement

John Paul II Catholic High School embraces the mission of Jesus Christ: to form men and women of faith, knowledge, and service in church and community. Within the tradition of our Catholic faith we build character through the development of the whole person in mind, body, and spirit and instill a commitment to lifelong learning.

## Philosophy and Goals of John Paul II Catholic High School

JP II is a co-educational high school in the Diocese of Raleigh that shares the Good News through quality Catholic education. Under the guidance and leadership of lay and religious faculty, staff, and administration, JP II seeks to prepare young men and women to live out gospel values. We believe that quality education calls us to integrate Gospel teaching and values with real life. We seek to foster these values with emphasis on Roman Catholic identity and the teachings of Jesus Christ. We recognize that parents are the primary educators and work closely with them in both school and parish. JP II welcomes families of all faiths, ethnic origins, and economic levels.

## Mission Statement of the Catholic Schools and Early Childhood Centers of the Diocese of Raleigh

The mission of the schools of the Diocese of Raleigh is to engage our school/center communities in creating quality education within a Catholic environment that fosters the current and future development of the whole child.

## Philosophy of Total Catholic Education

Total Catholic Education meets the needs of every parishioner, birth to adult, by developing and enriching faith within the parish community. Faith development is promoted through formation classes, schools and early childhood centers, community service, and prayer experiences. The Good News of the Gospel is proclaimed during formal and informal instructional programs in liturgy, sacraments, doctrine, and beliefs.

In all phases of life parishioners require different educational approaches. The family introduces faith to the child through Baptism. This entry into the Church community requires nurturing his/her spiritual, psychological, and emotional growth. Total Catholic Education is both a goal and a method for accomplishing these tasks and fulfilling parish community responsibilities.

Schools/centers, one component of Total Catholic Education, provide academics in a Catholic environment for the holistic growth and development of children. This environment integrates academics with instruction in the message of Jesus, doctrine, values, moral standards, and attitudes. The integration facilitates the development of the emerging self-concept basic to meet the challenges and opportunities of living in a complex global world. It provides students the opportunity to grow and develop in the knowledge and love of a Triune God. The needs of children at all stages of development, pre-school through high school, are addressed within the context of a Catholic school. "Catholic schools afford the fullest and best opportunity to realize the threefold purpose of Christian education among children and young people" (*To Teach as Jesus Did*, 1973). The purpose being message, community, and service.

Each school/center operates under the precepts of the Philosophy of Total Catholic Education by providing



religious instruction that finds expression in liturgical and sacramental celebrations. The diversity of these celebrations is central to the development of community and nourishes the service and outreach programs of the school.

### **Philosophy of Catholic Educators in the Diocese of Raleigh**

We believe quality Catholic education calls us to integrate Gospel teachings and values with real life. We believe all secular subjects need to be taught in the light of these values.

We recognize and accept that parents are the primary educators of their children therefore we work closely with them in both the school and parish context.

We believe students of all faiths, ethnic origins, and economic levels contribute to the world community and thus we welcome these students and strive to create an environment that reflects the dignity of each person.

We believe the faith shared with parents, teachers, and students is nourished by prayer and worship within the total life of the school and parish community.

We believe students reach their individual potential by thinking clearly, forming strong convictions, and acting in ways consonant with their beliefs for the betterment of their own lives, their Church, and society as a whole.

### **Goals of Catholic Schools – Diocese of Raleigh**

The goals of Catholic schools, message, community, service, and worship are consonant with those expressed in *To Teach as Jesus Did* (1973). Catholic schools are to make “faith become living, conscious, and active, through the light of instruction.” Primarily, Catholic schools are delegated to further the command of Jesus “to teach all nations.” To teach the children is to present Jesus’ “good news,” the gospel message in word and example. Children are instructed in Catholic doctrine, values, and moral standards. The religious and academic message is experienced in community shared by the people of the school environment and expanded in service to the broader local and civic community.

Worship and celebration are means of offering thanks and praise to God who has gifted people with freedom to grow and develop in a constantly changing world.

### **History of John Paul II Catholic High School**

In 1996, a self-study was conducted by an outside consulting firm commissioned by the Diocese of Raleigh for the purpose of determining the feasibility of establishing a Catholic high school in the eastern region of North Carolina. The consultants concluded that there was an enormous market for a Catholic high school based on the waiting lists in the parish elementary schools. The consultants also concluded that there was substantial financial potential in support of Catholic education in the Tar River Deanery. The consultants recommended for the Tar River Deanery to move forward independently of a parish-based appeal, to consider a major capital campaign to raise \$3M. The Tar River Deanery concluded that there was a need to develop a Catholic secondary school within the deanery which could serve Catholics in the eastern region of NC.

In 1997-98, a self-study was conducted by a Greenville group to determine the feasibility of establishing a Catholic high school in Greenville, NC. The Greenville group concluded that there was the potential for an



enrollment of 400 students based on the 40% population of Catholic students in St. Peter School and the increased influx of Catholics into Greenville and the eastern region. It was estimated that a building complex and auxiliary facilities needed to accommodate 400 students would cost \$8.7M which included land.

Although surveys of the Tar River Deanery region (including Greenville) indicated that more than 70% of the population surveyed would support a Catholic high school, the Greenville initiation plan was put on hold because of other financial obligations and building needs of the Greenville Catholic community which took priority.

John Paul II Catholic High School (JP II) opened in 2010 on the campus of St. Gabriel Church with a freshman class of 20 students. The high school added one grade each year. In 2013, JP II started with a full complement of all four grade levels (9-12) and had its first graduation in the spring of 2014. In 2015, JP II relocated to 14th Street and has since expanded the campus to include an athletic campus. JP II now serves 150 students across grades 9-12.

### **Accreditation**

John Paul II Catholic High School is accredited by Cognia (formerly AdvancEd) which represents the unified policies and procedures for accreditation as set by the Southern Association of Colleges and Schools Council on Accreditation and School Improvement (SACS CASI). It is also recognized and associated with the North Carolina Department of Non-Public Schools, which is a part of the State of North Carolina Department of Public Instruction.

### **Non-Discrimination Policy**

John Paul II Catholic High School does not discriminate on the basis of sex, race, or national origin in the administration of its academic and admissions policies, scholarship and financial aid programs, and other school-administered services. We welcome all applications for students entering 9th through 12th grade.

### **Board of Advisors 2020-2021**

John Paul II Catholic High School is advised by a Board of Advisors. The board promotes the mission, philosophy, and purpose of the school.

Dr. Janet Moye (Chair)

Caroline Blick

Paula Brown

Fr. Jim Buchholz

Dr. Joseph Chalovich

Joe Dooley Jr.

Brett Lenyszyn

Valerie Neal

Laurie Stallings

Dr. Joan Wynn

Advisors: Rich Balot and Dr. Tom Ruffolo



### Staff Responsibilities and Duties

Principal.....	Craig Conticchio
Assistant Principal.....	Debbie Sommer
Main Office Manager .....	Sarah Warren
Business Office Manager.....	Trish Blanchard
Athletic Director.....	Sean Murphy
Assitant Athletic Director.....	Matt Mason
Chaplain.....	Fr. Jim Magee
Director of Admissions and Marketing.....	Doug Smith
Business Manager.....	Melonie Bryan
College Counselor & Registrar.....	Kali Hanson
Facilities Coordinator .....	Mike Morgan
Custodian.....	Glenn Dickens
Transportation.....	Marcus Waller

### School Faculty

Rufino Cadierno .....	Theology/World Language
Tommy Dorsey .....	Social Studies/Humanities
Steve Elliott.....	English/Humanities
Clint Gibson.....	Science
Megan Goodman.....	Music
Glenn Joyner .....	Construction/Shop
Anita Koen .....	Math
Kathy Lyles.....	Science
Matt Mason.....	Social Studies
Sean Murphy .....	PE/Health
Hilary Paolantonio.....	Theology
Charetta Walls.....	English
Pat Waters.....	World Language
Rebecca Wilson .....	Math
Charles Wright .....	English
Rebecca Wright.....	Science
Zeke Zylis .....	Theology

#### Class Advisors

Student Government Association (SGA): Rebecca Wilson  
 Class of 2021: Debbie Sommer  
 Class of 2022: TBA  
 Class of 2023: Kali Hanson  
 Class of 2024: Pat Waters

#### JPII Family Association Executive Officers

President: Sherelle Hunt  
 Vice President: Becky Goetz  
 Secretary: Stephanie Smith  
 Treasurer: Natasha Thompson





## 2020-2021 ACADEMIC CALENDAR

The dates below are subject to change. As changes occur, they will be reflected on the online calendar at [jp2highschool.com/calendar](http://jp2highschool.com/calendar).

### August

- 10-14 Faculty/Staff Workdays
- 13 Back to School BBQ
- 17 Jump Into JPII for all New Students & Parents
- 18 Jump Into JPII for all New Students
- 19 First Day of School for All Students (1/2 Day)

### September

- 2 Mass of the Holy Spirit with Bishop Zarama
- 4 1/2 Day - AM Classes
- 7 NO SCHOOL (Labor Day)
- 18 Progress Reports
- 25 NO SCHOOL (Diocesan Development)

### October

- 2 Homecoming
- 9 Virtual Learning Day
- 12 NO SCHOOL (weather makeup day if needed)
- 14 1/2 Day - PSAT Testing
- 16 Progress Reports
- 22 JPII Feast Day / Retreat
- 29 Virtual Learning Day
- 30 NO SCHOOL

### November

- 11 NO SCHOOL (Veterans Day)
- 13 Progress Reports
- 24 1/2 Day - PM Classes
- 25-27 Thanksgiving Break

### December

- 11 Progress Reports
- 14-18 Midterm Exams (1/2 Days)
- 18 1st Semester Ends  
Report Cards Sent via Email
- 21 Christmas Break Begins

### January

- 1 Last Day of Christmas Break
- 4 2nd Semester Begins
- 15 1/2 Day - AM Classes
- 18 NO SCHOOL (MLK Holiday)
- 29 Progress Reports
- 31 Catholic Schools Week Begins

### February

- 1 Re-Enrollment Period Ends  
(re-registration form and fees due)
- 6 Catholic Schools Week Ends
- 12 NO SCHOOL (Faculty Service Day)
- 15 NO SCHOOL (weather makeup day if needed)
- 26 Progress Reports

### March

- 2 PreACT/ACT Testing
- 5 1/2 Day - PM Classes
- 8-9 NO SCHOOL (weather makeup days if needed)
- 26 Progress Reports

### April

- 1-11 Easter Break
- 23 1/2 Day - AM Classes  
JPII Prom
- 27 JPII Canonization
- 30 Progress Reports

### May

- 27 Progress Reports
- 28 1/2 Day - PM Classes
- 31 NO SCHOOL (Memorial Day)

### June

- 1-4 Final Exams (1/2 Days)
- 3 Baccalaureate Mass
- 4 Report Cards Sent via Email
- 5 Graduation
- 7-10 Faculty/Staff Workdays



## Re-Enrollment

Re-enrollment for the 2021-2022 school year starts on November 15, 2020 and ends February 15, 2021. Re-enrollment fees are as follows:

- \$575 if paid by 5:00 p.m. on January 15, 2021
- \$650 if paid between January 16 and 5:00 p.m. on February 15, 2021
- \$750 if paid between February 16 and 5:00 p.m. on April 15, 2021
- \$850 if paid after April 15, 2021

## Admission for Students with Special Needs

The Diocese of Raleigh Catholic Schools acknowledge that there are students who require special services to meet their full human potential. JP II is committed to all students succeeding to the best of their abilities. In the event that a student has a diagnosed special need (documented by licensed medical personnel) accommodations may be offered that can be reasonably made within the normal general education classes and when the school has the resources (academic/staff) available to accommodate the students' needs. However, modifications to academic requirements or alterations in general course of studies will not be made. The Diocese of Raleigh Catholic Schools are exempt from the mandate of providing services for IEPs and 504 Plans. If a student cannot be accommodated within the school program, every effort is made to assist with placement in another school program beyond JP II.

## Course Registration Requirements and Conditions

When registering for classes, students and parents should take a four-year view, keeping in mind graduation requirements and college entrance requirements. The school academic counselor, registrar, and assistant principal are available to assist students individually in selecting courses.

Keep the following points in mind when planning an academic program:

- The required minimum course load is seven courses.
- The school reserves the right to place students in the grade level and subjects most appropriate for their school experience.
- The school reserves the right to drop elective courses for which there is insufficient enrollment or no teacher available.
- Students must obtain all necessary approval before enrolling in a particular course. Review the individual course descriptions (see the Course of Study) to determine which courses require prior approval of the department or instructor.
- Juniors and seniors who have an overall unweighted GPA of 2.8 or greater may take dual enrollment courses through Pitt Community College as part of the North Carolina Career & College Promise (CCP) program. Expenses such as tuition, fees, and books for dual enrollment classes are not included in the JP II cost of attendance.
- Juniors and seniors who have demonstrated superior overall performance during their high school career and who have secured parental and administration permission may take an approved course online via an approved educational institution. **This course must be one not available in the high school curriculum.** College courses do not give high school credit.



## Finances/Tuition

JPII offers several payment plans to meet the needs of students and their families. A tuition payment plan must be selected at the time of registration.

2020-2021 tuition payment options are as follows:

- One payment in full, due by July 15th (no credit cards)
- 60/40 payment: 1st payment due July 1st, 2nd payment due December 1st
- FACTS automatic tuition payment method eight-month plan: August 1—March 31
- FACTS automatic tuition payment method ten-month plan: August 1—May 31

An enrollment fee is required for all students. For those who use FACTS payments, the fee may be incorporated into the FACTS withdrawal. **All fees are non-refundable.** To set up your tuition plan please go to [factsmgt.com](http://factsmgt.com).

Beginning with the 2021-2022 school year, a transportation fee of \$20/month will be charged for all students who utilize the morning and/or afternoon bus service.

Tuition and fees are expected to be paid regularly and on time. If tuition is past due families will be notified in writing. After 60 days past due JPII reserves the right to suspend attendance.

JPII shall not be liable for any failure or delay in the performance of its duties or obligations to the extent such failure or delay is caused by a force majeure or an event beyond the school's reasonable control. This includes but is not limited to a fire, flood, Act of God, war, government action, act of terrorism, epidemic, pandemic, natural disaster, or other major upheaval which renders performance impractical, illegal, impossible, or otherwise inadvisable. In such an event, the school's duties and obligations shall be suspended until such time as the school, in its sole discretion, determines that it may safely and ably resume performance. The school shall provide notification of such a suspension by a reasonable time and method. During such a suspension parents shall make all payments due to the school and there will be no refund of tuition, fees or other payments previously made. As an alternative to suspending performance under this section, the school may elect to operate on a remote-learning basis, may choose to extend its school year, and may adopt an alternative schedule to complete its school year curriculum.

## Withdrawal Policy

Families must notify the school in writing and sign the official JPII withdrawal form if a student is withdrawing from the school.

- Registered students who withdraw before the first full day of school are responsible for 1/3 of the full tuition amount.
- Registered students who withdraw between the first day of school and December 15th are responsible for 1/2 of the full tuition amount.
- Registered students who withdraw after December 15th are responsible for the full tuition amount.
- The school will not forward records for students who withdraw with an outstanding balance.



## Parent Involvement

### Required Parent Volunteering

All parents are asked to volunteer throughout the school year with our different fundraisers. Each family is required to volunteer a minimum of 10 hours.

### JPII Family Association

Volunteering is a great way to meet other parents, stay informed, and have fun. All parents and staff are invited to attend regular meetings. Your involvement through the generous sharing of time and talent is also very important to maintaining John Paul II Catholic High School as a leading edge, college preparatory high school. Please consider volunteering for JPII through the JPII Family Association, our school's parent-volunteer organization. The Family Association coordinates volunteers, conducts fundraisers, and organizes school community-building events. We welcome all who would like to volunteer and we offer a large variety of opportunities to fit into our parents' busy schedules. Please visit the JPII website for additional information on the Family Association. (*See 2020-2021 JPII Family Association Executive Committee List on page 7.*)

### Fundraising

All fundraising activities must be sponsored and approved by the principal or assistant principal.

## Tuition Assistance

Limited tuition assistance is available based on demonstrated financial need. All applicants must apply through the FACTS Grant & Aid assessment and update their information annually during re-enrollment. Annual tuition assistance applications will not be reviewed until registration fees are paid. Please keep in mind aid is reserved for those who demonstrated the greatest need. To apply for tuition assistance, please visit [www.factsmgt.com](http://www.factsmgt.com).



## DAILY LIFE

### School Day & Schedules

The school is open from 7:30 a.m. to 4:00 p.m. Students should not be dropped off at school before 7:30 a.m., and they must be picked up by 4:00 p.m. Students who arrive between 7:30 and 7:45 will enter through the dining hall doors and will remain in the dining hall until 7:45 a.m. when they can access the rest of the facility. Students who arrive after 7:45 a.m. will enter through the front (main) entrance. The school assumes no responsibility for students who remain at school after 4:00 p.m. unless they are participating in a school-sponsored activity under the supervision of a faculty/staff member. The school doors will be locked/secured at 4:00 p.m. each day.

### Remote Learning

A plan is in place for transitioning to remote learning strategies in the event of a natural disaster, disease outbreak, or any other circumstances that make it unsafe or imprudent to continue on-campus education. The judgment of the school administration, in consultation with the Diocese of Raleigh Catholic Schools Office, will determine when the change to our school's normal instructional model warrants the transition to distance learning. In the case of a public health crisis/pandemic situation, guidance from public health experts (i.e. NCDHHS and/or CDC) shall be incorporated for prudent precautions for the health of the school community. This plan may be modified as necessary. Parents accept and assume all risk of returning their child to school.

REGULAR SCHEDULE			EARLY DISMISSAL AM		
Assembly	8:00 a.m.	8:05 a.m.	Assembly	8:00 a.m.	8:05 a.m.
1st Period	8:09 a.m.	8:54 a.m.	1st Period	8:10 a.m.	9:05 a.m.
2nd Period	8:58 a.m.	9:43 a.m.	2nd Period	9:10 a.m.	10:05 a.m.
3rd Period	9:47 a.m.	10:32 a.m.	3rd Period	10:10 a.m.	11:05 a.m.
4th Period	10:36 a.m.	11:21 a.m.	4th Period	11:10 a.m.	12:05 p.m.
Lunch A	11:21 a.m.	11:46 p.m.	EARLY DISMISSAL PM		
5th B	11:25 p.m.	12:10 p.m.	Assembly	8:00 a.m.	8:05 a.m.
5th A	11:50 p.m.	12:35 p.m.	5th A/B	8:10 a.m.	9:05 a.m.
Lunch B	12:10 p.m.	12:35 p.m.	6th Period	9:10 a.m.	10:05 a.m.
6th Period	12:39 p.m.	1:24 p.m.	7th Period	10:10 a.m.	11:05 a.m.
7th Period	1:28 p.m.	2:13 p.m.	8th Period	11:10 a.m.	12:05 p.m.
8th Period	2:17 p.m.	3:02 p.m.			

MASS SCHEDULE			EARLY DISMISSAL AM - MASS		
Assembly	8:00 a.m.	8:05 a.m.	Assembly	8:00 a.m.	8:05 a.m.
1st Period	8:09 a.m.	8:49 a.m.	1st Period	8:10 a.m.	8:55 a.m.
Mass	8:53 a.m.	9:28 a.m.	Mass	9:00 a.m.	9:35 a.m.
2nd Period	9:32 a.m.	10:12 a.m.	2nd Period	9:40 a.m.	10:25 a.m.
3rd Period	10:16 a.m.	10:56 a.m.	3rd Period	10:30 a.m.	11:15 a.m.
4th Period	11:00 a.m.	11:40 a.m.	4th Period	11:20 a.m.	12:05 p.m.
Lunch A	11:40 a.m.	12:06 p.m.	EARLY DISMISSAL PM - MASS		
5th B	11:44 a.m.	12:24 p.m.	Assembly	8:00 a.m.	8:05 a.m.
5th A	12:10 p.m.	12:50 p.m.	5th A/B	8:10 a.m.	8:55 a.m.
Lunch B	12:24 p.m.	12:50 p.m.	Mass	9:00 a.m.	9:35 a.m.
6th Period	12:54 p.m.	1:34 p.m.	6th Period	9:40 a.m.	10:25 a.m.
7th Period	1:38 p.m.	2:18 p.m.	7th Period	10:30 a.m.	11:15 a.m.
8th Period	2:22 p.m.	3:02 p.m.	8th Period	11:20 a.m.	12:05 p.m.



## Student Participation

All JPII students are required to participate in ALL school activities. This includes all field trips, Masses, and religious retreats. In keeping with our open enrollment policy, we do not schedule any events that are for Catholic students only. Class, group, or school assemblies are mandatory and part of the school day. By enrolling your student at JPII you have agreed to participate in full in the entire program offered.

### Extracurricular Activities & Clubs

JPII students are encouraged to participate in one or more school-related activities. Clubs meet at various times and for various occasions. A club is a faculty/staff-sponsored organization with five or more students who meet at least once a month. In general, most clubs operate in a manner that allows students to participate as they choose or when they can. In other words, there is not a mandatory attendance policy for the whole year. Clubs may start at any time, by either student initiative or faculty/staff initiative, in order to meet the school's needs and desires with the approval and help of the coordinator. The faculty advisors coordinate the scheduling of activities for various clubs at JPII. Students are encouraged to participate, organize, and develop clubs.

### Service Hours

JPII students are expected to record service hours throughout the school year in the spirit of faith, knowledge, and service. The service hours should be tracked and submitted on a standard form from the spiritual life office and turned in to the head of the theology department no later than April 1 of each year. Guidelines are provided to students in their theology class.

### Dances, Athletic Events, and Parties

School dances and parties must be approved by the administration. All students are to enter the designated area for the dance, event, or party when they arrive on the premises. **Once an attendee (student or guest) enters and leaves the areas designated for the dance, event, or party, they may not return to that function.** All dances or parties, except the Prom, must be terminated by 11:30 p.m. All rules and regulations concerning alcohol and drugs apply.

For certain dances, seniors are permitted to bring one guest provided that a guest form is filled out and submitted to the principal or assistant principal by the assigned deadline.

#### General Policies for Dances

- All dances are chaperoned by faculty and staff.
- Students may not leave the dance and return (including going to a car).
- Dances are limited to students and their guests.
- In order to be admitted, students and guests must be dressed according to the previously announced dress code. An attendee's attire should reflect the Christian values of modesty and respect for the individual person and the school community.
- A minimum may be set for pre-door sale of tickets. If this is not met by the date set, the dance may be canceled.
- Students will not be admitted two hours after the opening of the dance. Students may leave the dance at any time.
- Students should pre-arrange with parents to pick them up immediately after the dance.
- All school policies regarding drugs/alcohol and appropriate behavior apply to dances and other school-sponsored activities.



## School Uniforms

Students attending John Paul II Catholic High School are expected to be appropriately dressed. A student's attire should reflect the Christian values of modesty and respect for the individual person and the school community at all times while on campus and at all school-sponsored activities.

Students are expected to be in uniform and to abide by uniform guidelines at all times. Uniforms must fit appropriately. Clothes should not be too tight, too baggy, ripped, or tattered. Facial hair on male students should be kept neat. JP II staff reserve the right to determine at any time if any piece of clothing, jewelry, or anything worn by the student is unacceptable in the school environment and may ask the student to change or remove it. Students are required to comply with all staff instructions regarding dress and appearance. If a student is out of uniform or not following guidelines, the appropriate disciplinary action will be applied. Students who violate the dress code may be subject to disciplinary action. Questions about this policy should be directed to the main office.

- Students must come dressed for school. They cannot dress at their locker or in the bathroom.
- Clothing that is overly tight or form-fitting is not acceptable.
- There should be no cleavage and no bare midriffs, whether this is caused by shirts "rising up" or skirts "riding down."
- Shorts and skirts should be cut no higher than 3 inches above the knee.
- Only modest ear piercing is allowed.
- Any hairstyle that causes a disturbance in the learning environment is not allowed. If a student dyes their hair, it must be of a natural color.
- Tattoos must be covered at all times.

There are 3 uniform types:

- Daily Uniform: Typically worn Mondays through Thursdays (unless otherwise specified), students are to wear a polo embroidered with the full school logo; shorts, pants, or skirt (for females); and tennis shoes.
- Spirit Uniform: On Fridays (unless otherwise specified), students can wear any licensed JP II shirt with their daily uniform bottoms and tennis shoes.
- Business Casual: On special occasions students will be required to wear business casual clothing of their choosing. Guidelines for what students should wear on these designated days are included below.

### ALL FEMALE STUDENTS

#### Daily Uniform

Students can wear white, navy, gray, or yellow polo shirts embroidered with the full John Paul II Catholic High School logo. (Light blue polos are grandfathered but can no longer be purchased.) Polos can be ordered through Lands' End or purchased locally. Polos cannot have a brand logo or symbol on the shirt. Polos can be embroidered at Boston Bags & Tags, Monograms Plus, Parrott Canvas, or through Mary Buddo at High Tide Embroidery (contact information for these businesses can be found at [jp2highschool.com/store](http://jp2highschool.com/store)).

Students can wear khaki or navy blue "khaki style" skirts, pants, or Bermuda-length shorts ordered through Lands' End or purchased locally. Unacceptable items include, but are not limited to:

- black or other colors
- cargo pants
- leggings or jeggings
- joggers
- khaki or navy colored denim jeans

Tennis shoes must be worn with the daily uniform.



### **Business Casual Days**

Ladies should wear blouse-style shirts, cardigans, or sweaters with dress pants, skirts, or dresses. Skirts and dresses must fall to at least 3" above the knee. Shoes can be closed-toe flats, wedges, booties, or heels that are no more than 3" high (remember them must be worn all day). Items that are not appropriate: yoga pants, athletic wear, shorts, rompers, T-shirts, cargo pants, flip-flops, sandals, tank tops, cold shoulder shirts, tennis shoes, and anything too revealing, too small/tight, or too large. If you wonder whether or not something is appropriate, it probably is not.

### **ALL MALE STUDENTS**

#### **Daily Uniform**

Students can wear white, navy, gray, or yellow polo shirts embroidered with the full John Paul II Catholic High School logo. (Light blue polos are grandfathered but can no longer be purchased.) Polos can be ordered through Lands' End or purchased locally. Polos cannot have a brand logo or symbol on the shirt. Polos can be embroidered at Boston Bags & Tags, Monograms Plus, Parrott Canvas, or through Mary Buddo at High Tide Embroidery (contact information for these businesses can be found at [jp2highschool.com/store](http://jp2highschool.com/store)).

Students can wear khaki or navy blue "khaki style" pants or Bermuda-length shorts ordered through Lands' End or purchased locally. Unacceptable items include, but are not limited to:

- black or other colors
- cargo pants
- joggers
- khaki or navy colored denim jeans

Tennis shoes must be worn with the daily uniform.

#### **Business Casual Days**

Gentlemen should wear a button-down dress or Oxford shirt (tucked in) with or without a tie with khaki or khaki style dress pants (no rips or holes) with a belt. A blazer, sweater, or sweater vest can be worn over the shirt. Shoes can be a "Sperry" style boat shoe, dress shoe, or loafer. Items that are not appropriate: athletic wear, shorts, rompers, T-shirts, cargo pants, flip flops, tank tops, tennis shoes, and anything too revealing, too small/tight, or too large. If you wonder whether or not something is appropriate, it probably is not.

### **ALL STUDENTS**

#### **Outerwear**

- Outerwear consists of vests, zip-up pullovers, light jackets (no coats), and sweatshirts (crewneck or hoodies). These can be worn over a student's JPII shirt (polos must still be worn on daily uniform days and a JPII shirt must still be worn when the spirit uniform is appropriate).
- Outerwear color options are collegiate navy, white, gray, or collegiate gold.
- Outerwear can have any JPII logo. Items must be purchased from a school-sponsored spirit wear store (see below) or be one of the approved styles, colors, and logos purchased elsewhere and embroidered at one of the embroiderers listed below.
- Non-JPII outerwear is not to be worn on the academic or athletic campus between 7:30 a.m. and 4:00 p.m. on school days or at JPII events.
- If a student is wearing outerwear that includes a hood, at no time should the hood be on their head.

#### **PE Uniform**

For each physical education class a student attends they are expected to be dressed to participate in that day's activity. This helps to ensure student safety during activity and student hygiene for the rest of the



school day. Appropriate attire includes:

- JPII T-shirt (an appropriate length that covers the stomach but does not cover the shorts)
- athletic shorts (an appropriate fit; not too baggy, tight, or short)
- tennis shoes

Sweatpants, athletic pants, and sweatshirts are appropriate for colder days.

### **Spirit Wear**

Official JPII spirit wear can only be created by and purchased from:

- E. B. Sports
- High Tide Embroidery
- Ink'd Threads

See [jp2highschool.com/store](http://jp2highschool.com/store) for direct links to these businesses.

### **Home Game Dress Code for Sports Teams**

As a means to generate school spirit, encourage attendance at home games, and promote attention to JPII sports programs, student-athletes may observe the following exceptions to the regular JPII dress code on the days of home sporting events only:

- Team polos or approved team shirts may be worn instead of the school uniform polo shirt. Team coaches will designate what is acceptable for the team to wear.
- Game jerseys may be worn except for tank-top styles (i.e. basketball jerseys).
- Regular school uniform shorts, pants, or skirts are to be worn according to JPII dress code on all days; team shorts, sweat pants, or warm-up pants are not permitted.
- This does not apply for days that are designated business casual.

## **Attendance and Related Policies**

### **Rationale**

Regular attendance is essential if a student is to receive maximum benefit from his/her education at John Paul II Catholic High School. Parents as the primary educators of their children have the responsibility to see that their children do not miss school unnecessarily.

The school has the duty to ensure that the academic progress of the classes is not impeded by students who miss school frequently. Teachers are not obligated to serve as private tutors for students who miss school unnecessarily. Nor are teachers obligated to give students work in advance of the absence. Students must accept full responsibility for making up missed work, including staying after school (if this is required by the teacher).

### **Absence**

- Ten (10) absences (excused or unexcused) in a course may result in a failing or incomplete grade or necessitate make up time outside of the school day.
- In rare cases, appeals may be made through the assistant principal to the Academic Council.
- Students must be free from fever, vomiting, or diarrhea 24 hours before returning to school. Students who are sent home during the school day with these symptoms will not be allowed to return to school the next day as this would not allow for the 24-hour protection of the entire school community.
- If a student is to be excused for any absence, they must provide an official medical or official appointment validation from a professional establishment. The validation must show date and time of the appointment or absence. (A note from a parent does not excuse the absence.)
- Excused notes must be turned in to the office within five school days of absence.
- Other absences can be reviewed on a case-by-case basis.





- A student must be in school for a minimum of four consecutive class periods in order to participate in afterschool activities that day.
- In determining eligibility for academic credit, a student must be in class a minimum of 70% of a class period (32 minutes in a 45-minute class).
- Students with excessive numbers of absences may not participate in activities that require the student to miss class.

Please plan family vacations and doctor's appointments prior to the first day of school, during school breaks, or after the last day of school. Please note that semester exams cannot be made up (see Semester Examinations).

### Parent Notification of Student Absence

Parents must call in the office the day of their child's absence by 8:20 a.m.

### Pre-Arranged Absence

- The administration does not condone student loss of class time due to personal holidays or trips. Although we do not condone loss of time for trips, prior notification in writing is required. The note should give the dates and reason for the absence and be signed by one of the parents/guardians.
- The purpose of pre-arranging an absence is to give the teacher an opportunity to express academic concerns about the student missing school. It is the student's responsibility to notify his or her teachers prior to the absence.
- Pre-arranged absences are still absences and as such are included in the count of days/periods missed.

### Early Dismissals

- If a student needs to leave school early, parents are asked to email the office or give their child a signed note to bring to the office before school starts that morning. (Please note that the office may call to verify.)
- Students are not allowed to leave campus without permission of their parent/guardian or emergency contact person. Students will sign out in the administrative office and exit via the main door.
- Phone calls will be allowed in the case of emergency only.

### Make-Up Work

When a student is absent from school, it is the student's responsibility to make specific arrangements for making up work they missed during the absence. Students should contact their teachers via email to receive make-up work when absent. All make-up work for absences should be completed as soon as possible. If the work is not completed, a failing grade will be recorded. Extended absences will be handled individually. All work shall be made up in a reasonable length of time, as determined by the respective teacher in his or her written classroom guidelines.

A teacher's policy regarding due dates for assignments takes precedence over the above statement. A teacher may require that an assignment be handed in by a particular date regardless of whether the student is in school that day.

### Tardiness

School begins at 8:00 a.m. The official school attendance is taken at this time.

- 1st five tardies and/or unexcused absences to school will result in one detention to be served from 3:15-4:00 p.m. on Wednesday.
- The 6th tardy will result in a second detention.
- The 7th tardy will result in a third detention.
- The 8th tardy will result in In-School Suspension (ISS).
- The 9th tardy will result in Out-of-School Suspension (OSS).



Excessive tardiness is one of the most significant factors in poor student performance. It also has deleterious effects on the student's sense of personal responsibility. Moreover, such tardiness is most disruptive to the teaching process. When tardiness become chronic, the office and/or the principal will then address it as a discipline problem. Consequences for excessive tardiness can include dismissal from the school. Respective class teachers will implement their specific attendance policies in regard to tardies.

### **Off Campus Permission**

If it is necessary for a student to leave the campus once he/she has arrived at school, he/she must have written permission of a parent and the office. Any student leaving and/or returning to school must sign in/out at the office. These students must exit and return via the main entrance.

## **Books**

Textbooks and iPads are distributed at the beginning of the school year. Students are responsible for returning their materials at the end of the school year in good condition. Failure to do so will result in fees for those materials. Please see the Acceptable Use Policy for more information on the iPads.

## **Drills**

### **Drills: Fire**

Fire safety is always important. To ensure this safety, regular fire drills are conducted.

- Directions for leaving the building are posted in every classroom and students are expected to familiarize themselves with these instructions.
- There must be no talking during a fire drill.
- Students should close doors and windows and turn out the lights as they leave.
- Students must remain in line and stay close to their instructor for an outside attendance check.
- At the end of the drill a signal is given for all classes to return to their rooms in absolute silence.
- Misconduct concerning fire drills is subject to serious disciplinary action.

### **Drills: Lock Down**

In the event that there is a need to lock down the school for a safety reason it is to be taken seriously by everyone on campus.

- Directions for a school lockdown are posted in every classroom, gym, dining hall, and performing arts center.
- Instructions will be conveyed to classrooms via intercom and or individual staffers, depending on the situation and equipment capability.
- Teachers are instructed to lock any hallway or exterior door to their classroom and account for all students.
- Teachers are to move students away from all windows and doors.
- Staff members must ensure that students and adults who may be outside are brought into a locked interior area.

Special instructions will apply for the gym, dining hall, performing arts center, and chapel. Please note that specific procedures are practiced with the students.

### **Drills: Severe Weather**

Safety in severe weather is very important and is to be taken seriously by everyone on campus. To ensure a safe procedure for evacuation in severe weather, drills will be conducted as often as deemed necessary.

- Directions for relocation are posted in every classroom.
- There is to be no talking during severe weather drills.
- Students will be taken by a teacher to the relocation area if they are to relocate.
- The teacher will ensure that students are in a curled position with arms covering heads.



- Students will be notified by their teacher when the drill is over and will be taken back to their respective classroom.
- Misconduct concerning severe weather drills is subject to disciplinary action.

### **Food/Drinks & Lunches**

The dining hall is open before school and during lunch. Food is not allowed in the building otherwise; students are allowed to have water bottles with lids in the classrooms. Students have the option to purchase lunch from a food service each day. Lunch will not be provided on half days. **No 'outside' lunches allowed** (fast food, delivery, or restaurant food); only lunches brought from home or those provided by the food service will be allowed. Students will not be permitted to exit the building to retrieve a lunch from any delivery service, parents, or guardians.

#### **Lunch Responsibilities**

Students may be asked to help serve during lunch throughout the year. In addition, ALL students will be responsible for keeping the lunch room tidy and clean during and at the end of any breakfast or lunch.

### **Guardianship**

If parents are going to be out of town, the office should be notified and provided an emergency contact phone number, as well as the name of the adult locally responsible for the student.

### **Inclement Weather**

School closings, late openings, and early dismissals are announced on our website [jp2highschool.com](http://jp2highschool.com), Facebook, local TV news media, and JupiterEd. Students should listen specifically for John Paul II Catholic High School. Please contact the main office if you need to update your contact information.

### **Insurance**

John Paul II Catholic High School provides accident insurance coverage for students and athletes while they are participating in school-sponsored and school-supervised sports and activities. This coverage is on an excess basis, which means that it pays secondary to any other insurance which may be in effect at the time of an injury. This coverage is not intended to be the primary coverage for the student. There is no additional cost to the parents for this coverage.

### **Injuries**

All injuries, whether in or out of school, must be reported to the school office by the student as soon as possible.

### **Locks and Lockers**

A locker and lock are provided for each student. Since lockers are the property of the school, the school administration retains the right to inspect them and to take the necessary steps to ensure that lockers are used in accordance with the philosophy of the school. It is the student's responsibility to take care of the lock and locker throughout the school year. It may not be vandalized or decorated in a way inappropriate to the school's policies and values. Non-school locks are not allowed and will be cut off. Students must lock up their personal possessions during gym class and during athletic events. All locks must be turned in at the



end of the school year to the main office. If a lock is not turned in at the end of the school year, then a \$5 fee will be assessed. Students are expected to keep their lockers free of food and drink and failure to do so may result in revoking the right to have a locker.

### Medications

All medications including over-the-counter and special medical care needs must be addressed through the school office. Medications given during school hours by school personnel should be kept to a minimum. Every effort should be made so that medications can be given at home before and/or after school. Medications will be given to students that need medication to sustain attendance, students that have chronic health problems, or students with a special need per parent/guardian's permission. To receive prescription medicines that are scheduled for an extended period of time (more than 2 weeks) will require a completed Medication Authorization Form A signed by a physician.

### Student and Parent Communications

Students are encouraged to communicate their concerns via a number of channels. Students may consider going to their teacher, faculty advisor, student council officers, any staff or faculty member, the chaplain, or principal. Please follow the principle of "subsidiarity" addressing concerns first with the persons closest to the situation and then proceed up the chain of communication if not satisfied. (Please refer to the contact list at the beginning of this handbook.)

### Messages

Messages and deliveries to students during the day will be relayed *only in case of emergency* and only from a parent/guardian. Messages should be given to the main office.

### Student Parking

Students must have permission from their parent in order to ride to school with another student or to leave school with another student. Students can obtain a parking permit at the beginning of the school year from the main office. The school reserves the right to reclaim and hold, or revoke, parking hangers from students who engage in reckless driving, rule violations, or other disciplinary or safety violations, according to the discretion of the administration. You must return the hanger at the end of the school year to the main office.

- Students will park on the north side of the building in view of the main office, known as the student parking lot.
- Students may not linger in cars before or after school, or visit their vehicles during the school day.
- Students may not leave school property during the day without specific written permission from the administration.
- Students will not routinely leave the school premises during lunch, break, or between classes.
- Any articles prohibited from possession or display at school are likewise prohibited from possession in student vehicles in the parking lot.
- Any unlawful articles or items visible inside a car from outside the car may result in the student being required to open the car and forfeit such items.
- Any violation of these regulations may result in a temporary or permanent revocation of parking privileges at the discretion of the administration, without refund of parking fees.
- A student who is tardy to school more than **ten (10) times for the year** will lose their parking privilege for the remainder of the school year and possibly the following year. An accumulated list of students' tardies will be kept on file in the office.



- Students are not to move cars after they are parked until the dismissal bell. **No one is to be at or in parked cars during lunch or class periods. Students are not to go to their cars to retrieve items such as a lunch.**
- Students may not park in reserved parking or in the loading zones.
- School parking is a privilege which students may forfeit by failure to observe parking regulations or safety standards. Disciplinary action can occur for failure to do so.

### Field Trips

Participation in field trips is a privilege not a right of the student. Field trip forms and overnight forms, when they apply, must be properly completed by the parent/guardian. **Phone calls will not be accepted.**

- In order for the student to participate in a field trip, the parent must complete the permission form by the date required by the teacher organizing the trip. Students may not participate in the trip unless all required forms are completed on time.
- All literature concerning trips will clearly indicate sponsorship by John Paul II Catholic High School as well as the faculty moderator of the trip. All school regulations are in effect during school trips. Parental permission forms are required.
- All student rosters of trips are submitted to the office for approval.
- No student, parent, or other person may organize, publicize, or in any way solicit for non-sanctioned school trips while on school property.
- Students not participating in all school events will be marked absent.

### Security

Students must either keep their personal possessions in their lockers, cars, or in their possession at all times. In the event that an item is lost or missing the student is to report the matter to the main office immediately. The sooner the report is made the sooner action can be taken in the attempt to recover the item(s). Outside doors will be locked and alarmed at 8:00 a.m. All visitors, faculty, staff, and students must enter/exit via the front door after that time.

#### Fireworks

The possession of fireworks is illegal and jeopardizes the safety of students and others. The possession or use of fireworks in school or at any school activity is strictly forbidden. Violation of this regulation is a very serious offense.

#### Weapons

Students may not possess weapons of any kind on campus including on their person, in their cars, or in their lockers.

#### Vandalism

Vandalism will result in cancellation of user privileges and may result in a suspension or expulsion from John Paul II Catholic High School. Vandalism is defined as any malicious attempt to harm or destroy equipment and/or data of anyone connected to the Internet. This includes, but is not limited to, uploading, creating, or transmitting computer viruses.

#### Visitors

All visitors must report to the office and sign in before commencing a visit. No other visitors are permitted to remain in the school building during or after school hours. A visitors badge is required for all visitors while on the JPII campus.



## Student Services

### Academic Counselor

A college counselor is available to assist students with the college application process and the advisement of academic planning, performance assessment, and remediation of student performance or lack of. Students should make an appointment with the college counselor and work closely with them throughout the year.

### Spiritual Direction

The development of the spiritual well being of every student is essential. Students are encouraged to seek spiritual guidance through the school Chaplain and/or their theology instructor.

### Cumulative Folder

In addition to the official transcript, an informal folder is maintained on each student. This folder is only active while the student is enrolled, and is subject to the same examination as the transcript. Upon departure the informal folder is inactive and destroyed. The informal folder contains written excuses, permission slips, disciplinary referrals, results of conferences, etc.



# CONDUCT & DISCIPLINE

## General Disciplinary Regulations

John Paul II Catholic High School has the authority to make reasonable and necessary rules governing the conduct of students in school. All students are considered to be under the jurisdiction of the regulations while going to, remaining at, and returning from school. This includes all school-related activities. Students whose conduct is unsatisfactory and who violate good order and common sense are subject to disciplinary action.

If students violate school policies, rules, or regulations, they may be subject to the following disciplinary actions as determined by the principal and assistant principal.

### 1. Denial of Privileges

Students may be excluded from activities and otherwise denied privileges that are normally accorded to them.

### 2. Probation

Students may be placed on disciplinary probation when their conduct is not in keeping with the rules and regulations as set forth by the school. If while on disciplinary probation a student's conduct is lacking in improvement, then the student may be liable for expulsion. The principal will determine the period of time for the disciplinary probation. Positive improvement must be evident before the probation is lifted.

### 3. Detention

*(Any faculty or staff member may make a recommendation or "referral")*

The time and form of detention will be determined by the administration. After School Detention occurs with a faculty member from 3:15-4:00 p.m. on Wednesdays. Detention may involve manual labor. Failure to fulfill detention hours will result in In-School Suspension (ISS) or Out-of-School Suspension (OSS).

### 4. Suspension

*(Principal or assistant principal may impose)*

There are two kinds of suspension:

- In-School Suspension (ISS) which may involve both manual labor throughout the school day
- Out-of-School Suspension (OSS) where the student will not be allowed on campus for a specified duration

### 5. Expulsion and Dismissal Policy and Procedure

*(Only principal may impose)*

A student's expulsion is dependent ultimately on the decision of the principal. Serious offenses, in addition to those outlined elsewhere in this handbook, include the following: bringing weapons to school, sexual harassment, fighting, bullying, stealing, cheating, vandalism, serious moral transgressions, defiant actions, civil disobedience, or any other action that brings discredit upon the school.

## Substance Abuse

The illegal use of drugs and alcohol by high school students is a serious problem. If such activity takes place on school grounds and during school hours or at school activities, it can be dangerous for the entire school community.



**Alcohol**

A student who is found using or possessing alcohol on school grounds or at any school activity (including transit to school) will incur serious penalties including suspension and loss of privileges and may be expelled.

**Drugs**

The possession, use, or sale of illegal drugs will not be tolerated. If a student is found possessing, using, or selling illegal drugs on school property during school hours (which includes transit to school), or at school activities, the matter will be investigated by the principal and assistant principal and they will determine the penalty, which may result in expulsion, for those students found possessing or using illegal drugs on campus or at school activities. A student found selling illegal drugs will incur automatic expulsion. Legal action may be involved as well.

If the school administration has strong suspicion that a student is possessing, using, or selling illegal drugs outside of school, they will contact parents to inform them of their concerns and to assist them in finding assistance for their child.

**Smoking**

John Paul II Catholic High School recognizes that the use of tobacco products is a health, safety, and environmental hazard for students, employees, visitors, and school facilities. We believe that the use of tobacco products on school grounds, in school buildings and facilities, on school property, or at school-related or school-sponsored events is detrimental to the health and safety of students, employees, and visitors.

We acknowledge that adult employees and visitors serve as role models for students. We recognize that they have an obligation to promote positive role models in schools and promote a healthy learning and working environment, free from unwanted smoke and tobacco use for the students, employees, and visitors on the school campus.

**E-Cigarettes (Vaping)**

Students caught using e-cigarettes (commonly known as vaping) or in possession of vaping devices can be found in violation of substance abuse policies. Students caught vaping or with vaping devices may face suspension and loss of privileges.

**Tobacco Use Prohibited**

No student, employee, or school visitor is permitted to use any tobacco product at any time (including non-school hours) in any building, facility, or vehicle owned, leased, rented, or chartered by John Paul II Catholic High School on any school grounds and property (including athletic fields and parking lots) owned, leased, rented, or chartered by JP II or at any school-sponsored or school-related event on campus or off campus.

In addition, John Paul II Catholic High School employees, school volunteers, contractors, or other persons performing services on behalf of JP II are also prohibited from using tobacco products at any time while on duty and in the presence of students, either on or off school grounds. Further, no student is permitted to possess a tobacco product while in any school building, while on school grounds or property, or at any school-sponsored or school-related event or at any other time that students are under the authority of school personnel.





## Conduct

### Student Harassment

The school is to be free of discrimination and inappropriate and unlawful harassment. Actions, words, jokes, or comments based on an individual's sex, race, ethnicity, age, or religion are inappropriate in a Catholic environment. Each school is to include educational approaches and disciplinary procedures which ensure that differences among students are respected (diocesan policy).

### Communicating Threats

Communicating threats serious or otherwise is a matter of critical school safety. Students found to have communicated threats to other students, employees, or the school community will be required to seek a psychological evaluation and clearance by a certified mental health care provider and at the expense of the student's family. Students will not be allowed to return to the JPII campus or activities until this requirement has been met to the satisfaction of JPII administration.

### Student Pregnancy

Student pregnancy is a sensitive issue requiring charity and understanding. Every effort, (tutorial or in class) for the student to continue schooling up to the delivery is to be made by the principal. The principal shall work with the student, parents/guardians, and Catholic Charities or social service agency to provide counseling and medical services that may be needed. After delivery, the student shall be received back in school if the infant is being adequately cared for by an appropriate adult (diocesan policy).

### Conduct Outside of School

John Paul II Catholic High School students' activities are subject to review at all times. Any student who becomes involved in public misconduct, whether it be connected with a school activity or not, will be reviewed by the assistant principal and/or principal for possible disciplinary action.

It is important to remember that misconduct outside of school has a deleterious effect on the school's ability to form men and women of faith, service, and leadership. John Paul II Catholic High School has the right to protect the reputation of the school, including employees and families.

### Academic Integrity

Academic integrity is honesty and responsibility in scholarship. Academic assignments exist to help students learn; grades exist to show how fully this goal is attained. Therefore all work and all grades should result from the student's own understanding and effort.

Academic misconduct is any act which improperly affects the evaluation of a student's performance or proficiency. Examples of academic misconduct include but are not limited to:

- improper collaboration
- plagiarism
- submitting the same assignment for different classes
- fabrication, forgery, or alteration of documents
- cheating or copying from another student
- destruction of property
- helping someone else cheat

Committing or attempting to commit academic misconduct will result in disciplinary action being taken by the school administration. Consequences for academic misconduct can include suspension, expulsion, and a failing grade for the class in which the misconduct occurred.



# ACADEMICS

## Course Changes and Withdrawals

All course changes require written approval from a student's parent and the school administration. Faculty assignments are based on student registration requests made during the previous spring. Course changes are approved only for sound academic reasons. Course change requests must occur within the first 10 days of school.

### Submitting Course Requests

All current students will set up an appointment with the registrar to request courses using JupiterEd. You will only be able to register for courses if your account has been paid in full.

### Change in Placement

Current teachers, using guidelines from their departments, recommend students' courses for the next school year. One or more of the following pre-requisites determines these placements: PSAT score in math, writing, and/or verbal sections, a readiness test, and/or placement in another course.

Students seeking a change in placement must contact their current teacher. Teachers will discuss with students their pre-requisite requirements and determine if a change in placement is necessary or if the student will need to submit a signed parent waiver for a change in placement.

### Parent Waivers for a Change in Placement

Students who would like to have a change in placement against a teacher recommendation and who do not meet the minimum pre-requisite requirements must have a parent contact the teacher regarding a change in placement. Once a parent and teacher have discussed the placement and potential concerns the current teacher has about a change in placement, the parent can request a Parent Waiver form for a change in placement. These forms must be signed and returned to the teacher. All parent waiver requests for a change in placement must be complete by May 30, 2021. Students seeking a change in placement after May 30th must contact the registrar.

*\*Please note that once students have started a course, a change in placement (drop/add) will only be granted for a sound academic reason.*

## Types of Courses

John Paul II Catholic High School offers five types of courses:

### College Preparatory

The courses at JPII are designed for students enrolled in a college preparatory program.

### Honors

Honors courses represent an academic challenge for students and are weighted in quality points. Students are placed in these courses by recommendations of the respective departments.

### Advanced Placement (AP)

AP courses are weighted by quality points and present college-level material according to the course requirements of The College Board Advanced Placement program. They conclude with the Advanced Placement examinations. All students in AP courses must take the AP exam in May. Students who perform



successfully on the AP examination may receive college credit (although many colleges no longer accept AP credit). AP courses are designed for 11th and 12th graders; rare exceptions can be made for 10th graders. Students must fulfill all prerequisite requirements and receive recommendation of the respective teacher to enroll in AP courses. AP courses require a fee set by the College Board. This fee is separate from tuition fees. Parent(s) will be billed for this fee in the summer by the business office. Failure to pay the AP course fee prior to the start of the course will result in the student being removed from the AP course. The school reserves the right to drop AP courses for which there is insufficient enrollment or no teacher available.

### Dual Enrollment

As part of the Career & College Promise (CCP), North Carolina's dual enrollment program for high school students, JPII juniors and seniors can receive credits toward college through Pitt Community College (PCC) without leaving the JPII campus. Partnership courses will vary from year to year based on student demand. Classes taken by JPII students through the CCP program are \$48.20 per class plus the cost of any textbooks or other materials required for the class.

### Senior Internships

Senior internships allow our students the opportunity to consolidate and apply the learning from their high school coursework into a meaningful and relevant on-the-job experience. The program allows students to connect with the local community in a way not possible within the closed school classroom. Through working with an adult mentor at a local business, students have the opportunity to develop a foundation of general workplace skills and to acquire information and skills in their area of career interest. These internships include our students working at the local hospital, radio station, marketing firm, nursing home, as well as others.

## Recommended Course Sequence

<p><b>Freshman Year</b></p> <ul style="list-style-type: none"> <li>• Theology I</li> <li>• English I</li> <li>• World History</li> <li>• Integrated Math I or II</li> <li>• Conceptual Physics</li> <li>• PE/Health</li> <li>• Foreign Language</li> <li>• Elective</li> </ul>	<p><b>Junior Year</b></p> <ul style="list-style-type: none"> <li>• Theology III</li> <li>• English III</li> <li>• Integrated Math III, IV, or Pre-Calculus</li> <li>• Biology</li> <li>• US History</li> <li>• Foreign Language</li> <li>• Fine Arts Elective</li> <li>• Core Elective</li> </ul>
<p><b>Sophomore Year</b></p> <ul style="list-style-type: none"> <li>• Theology II</li> <li>• English II</li> <li>• Integrated Math II or III</li> <li>• Chemistry</li> <li>• Civics and Economics</li> <li>• Foreign Language</li> <li>• Fine Arts Elective</li> <li>• Core Elective</li> </ul>	<p><b>Senior Year</b></p> <ul style="list-style-type: none"> <li>• Theology IV</li> <li>• English IV</li> <li>• Integrated Math IV, Discrete Math, Pre-Calculus, AP Calculus, or AP Statistics</li> <li>• Science Elective and/or Social Science Elective</li> <li>• Senior Thesis Seminar</li> <li>• Fine Arts Elective, Foreign Language Elective, or other Core Elective</li> </ul>



## Minimum Credit Requirements for Graduation

4 English  
 4 mathematics  
 4 theology  
 3 science  
 3 social sciences  
 2 core electives  
 2 fine art electives  
 2 foreign language  
 1 health/physical education  
 1 Senior Thesis Seminar (senior year requirement)  
**26 credits total**

### Minimum Undergraduate Admissions Requirements

The minimum undergraduate admissions requirements for all 16 constituent institutions of the University of North Carolina include:

#### Six course units in language, including:

- Four units in English emphasizing grammar, composition, and literature
- Two units of a language other than English

#### Four course units of mathematics, in any of the following combinations (the fourth unit of math affects applicants to all institutions except the NC School of the Arts):

- Algebra I and II, geometry, and one unit beyond algebra II
- Algebra I and II, and two units beyond algebra II
- Integrated math I, II, and III, and one unit beyond integrated math III

#### Three course units in science, including:

- At least one unit in a life or biological science (for example: biology)
- At least one unit in physical science (for example: physical Science, chemistry, or physics)
- At least one laboratory course

#### Two course units in social sciences, including:

- One unit in US history (an applicant who does not have the unit in US history may be admitted on the condition that at least three semester hours in that subject will be passed by the end of the sophomore year)

### NC Academic Scholars Endorsement

<http://www.ncpublicschools.org/curriculum/scholars>

*then go to*

<http://www.ncpublicschools.org/docs/curriculum/scholars/endorsement-require.pdf>

1. The student shall complete the Future-Ready Core mathematics sequence of math I, II, III; **or** algebra I, geometry, algebra II; **or** integrated math I, II, III and a fourth mathematics course that meets University of North Carolina system minimum admission requirements that include a mathematics course with either math III, algebra II, or integrated mathematics III as a prerequisite.
2. The student shall complete three units of science including an earth/environmental science course, biology, and at least one physical science course that must include either physics or chemistry.



3. The student shall complete four units of social studies including world history, American history, civics and economics, US history, and US government & politics.
4. The student shall complete two units of a world language (other than English).
5. The student shall complete four elective credits constituting a concentration recommended from one of the following: career and technical education (CTE), JROTC, arts education, second languages, or any other subject area.
6. The student shall have taken three higher level courses during junior and/or senior years which carry quality points such as Advanced Placement (AP); International Baccalaureate; dual or college equivalent courses; advanced CTE and CTE credentialing courses; online courses; honors level courses, OR two higher level courses during junior and/or senior years which carry quality points such as Advanced Placement; International Baccalaureate; dual or college equivalent courses; advanced CTE and CTE credentialing courses; online courses; honors level courses, and a graduation project.
7. The student shall earn an unweighted grade point average of at least 3.50.

## Grading

### 10-Point Grading Scale

Since the 2015-2016 school year, the Diocese of Raleigh high schools have utilized a modified 10-point grading scale:

Grade	Minimum
A+	97%
A	93%
A-	90%
B+	87%
B	83%
B-	80%
C+	77%
C	73%
C-	70%
D	65%
F	0



### Grade Point Averages

This defines how letter grades are converted to GPA numbers for report cards and transcripts. Any letter grade not listed does not affect the GPA:

Grade Min.	College Prep.	Honors	AP
A+ (97%)	4.00	4.83	5.33
A (93%)	4.00	4.50	5.00
A- (90%)	3.67	4.17	4.67
B+ (87%)	3.33	3.83	4.33
B (83%)	3.00	3.50	4.00
B- (80%)	2.67	3.17	3.67
C+ (77%)	2.33	2.83	3.33
C (73%)	2.00	2.50	3.00
C- (70%)	1.67	2.17	2.67
D (65%)	1.00	1.50	2.00
F (0%)	0.0		

### Semester Examinations

Exams at the end of each semester are worth 20% of the student's semester average; each semester grade counts 50% of the final grade. Absence from semester exams will be excused only for emergencies.

### Exam Exemption Policy

Seniors may, at the discretion of the principal *and* specific course teacher, be exempt from *second* semester exams (a.k.a. final exams) if and only if they have earned an "A" for the fall semester (semester one) as well as an "A" as of the second progress report of the spring semester. Seniors with more than five tardies in any semester or more than 10 absences during the school year are not eligible for exam exemptions.

### Honors and Awards

Students must take a minimum of seven courses to be eligible for Honor Roll. The following honors are recognized:

Principal's List	All "A"s for the year
Honor Roll	All "A"s and "B"s for the year
Service Recognition	Students who have gone above and beyond in service to the community
Service Award	One student who records the most community service hours for the year
Junior Marshals	The four National Honors Society juniors with the highest academic achievement (a fifth student is also honored in the event that one of the top four students is unable to attend graduation)



Highest Academic Achievement	Presented to one student from each grade with the highest academic achievement for the current school year
Departmental Awards	These students have been selected by each department for their passion, hard work, and engagement in class as they show enthusiasm for learning the particular subject
Truth & Virtue Awards	These students have modeled the attributes of humility, living their lives in a truthful way and striving to emulate the life of our school's patron, Saint John Paul II (one student per grade is selected)
Faith & Spirit Awards	The Faith and Spirit award is given to two graduating seniors who have best exemplified the JP II characteristics of Christian FAITH and SPIRIT in service to the community. Recipients are chosen by the JP II faculty on behalf of the Ruffolo family who sponsor this award. A \$250 scholarship will be provided to each recipient. Their names will also be engraved on the Faith & Spirit plaque along with all the prior award recipients. This plaque is on permanent display in the hallway near the school entrance.
Leadership Award	The John Paul II Leadership Award is given to the student who establishes a clear vision, and shares that vision with others so that they will follow willingly. This student is a servant leader. They lead by example in the academic setting, athletic setting, and social setting. They draw out the best qualities of those involved. They lead with enthusiasm and charisma.
Saint John Paul II Award	This award is John Paul II Catholic High School's most prestigious award. The Saint John Paul II Award is presented to the student whom over the course of their career has most exemplified what JP II Catholic High School stands for: education of the mind, body, and spirit within the Catholic culture and intellectual heritage. This student embodies qualities and characteristics which our patron, Saint John Paul II, emulated and encouraged: respect for the dignity of the human person, faith-filled, unafraid to engage the world, active in school, community and society, knowledgeable of Catholic social teaching and eager to live by it. The recipient's name will be engraved onto our Saint John Paul II Award Plaque, which is displayed in our school entrance.

### National Honor Society

The National Honor Society is a highly-regarded honor group consisting of students in grades 10-12. In order to be selected, a sophomore must have a 3.8 cumulative weighted grade point average or higher, a junior must have a 3.65 cumulative weighted grade point average, and a senior must have a 3.5 cumulative weighted grade point average as well as demonstrated excellence in leadership, service, character, and citizenship.

### Determination of Valedictorian and Salutatorian

Determination of the valedictorian and salutatorian is calculated after the second progress report of the spring semester of senior year. No student will be considered for valedictorian or salutatorian unless he/she has been a student at JP II for at least five semesters. The valedictorian and salutatorian must be a student in good standing as determined by the administration. Only high school courses are included in the GPA and determination of valedictorian and salutatorian. High school credit is not given for college or middle school courses. School administration reserves the right to make changes to the selections prior to graduation should a student fail to maintain the academic excellence that earned them their designation.



## Report Cards

Report cards are distributed by email twice a year at the end of each semester. Progress reports will be emailed about every four weeks as posted. They are also available via JupiterEd. Credit is given by course and at least the final grade will be recorded to the student's permanent record. The year-long grade and GPA will be the calculated average of semester one and semester two grades. Specific weighting will depend on the instructor. However, semester exams will count 20% of a student's semester grade. See Semester Examinations.

## Failures

An "F" in a required course must be remediated. All such credits must be made up before the student is admitted to school the following year. Students who receive three or more semester "F"s may be asked to withdraw from JPII. Students with multiple failures may be placed on academic probation. (See Academic Intervention). Students on academic probation who do not improve may be asked to withdraw from JPII.

## Academic Intervention Program

When students fall behind in their academics, it is typically due to one of two issues: performance concerns in which the student is struggling to learn the course content or motivational concerns where the student is not properly engaged in the necessary effort and work to succeed. Motivational concerns are usually best addressed by having a system of direct accountability instituted for the student – someone who calls them into regular account for their work. In the cases of performance concerns, a more complete program of tutorial help is called for. In both types of cases, however, JPII faculty must consider how to intervene on the student's behalf to help them with their struggles.

Students will be considered for placement in JPII's Academic Intervention Program based on the following criteria:

- Any student whose grade report (progress or semester grade) shows an overall GPA of 2.33 or above, with persisting "D" average in one or more courses, or failing one class will be considered for the first tier of intervention: **Academic Alert**
- Any student whose grade report (progress or semester grade) shows an overall GPA lower than a 2.33, with persisting "D" average in one or more courses, or failing one class will be considered for the second tier of intervention: **Academic Risk**
- Any student whose grade report (progress or semester grade) shows an overall GPA of 2.00 or lower, or failing more than one class will be considered for the third tier of intervention: **Academic Probation**

**"Academic Alert"** status will involve the following steps:

- Parent/student/teacher conference to discuss the concern in Academic Alert classes
- Action steps will be written and copied to parent/student/teacher/academic counselor
- This report should clearly state what type of concern is at hand: motivational or performance, and what specific steps will be taken to address the concerns
- Jupiter report to assistant principal and/or principal, who will then oversee progress
- The grading report will determine if the student is removed from Academic Alert status, remains in it, or moves to Academic Risk status
- Student remains eligible for extracurricular activities but must attend at least one mandatory tutoring/help session per subject per week with their Academic Alert teacher(s). If student must miss extracurricular practice, meeting, games etc. for extra help/tutoring, they will be excused by their team or club coach or coordinator.





- Students will remain at Academic Alert status until the next grade report (progress or semester grade) when a new evaluation of the student's academic status will be determined

**“Academic Risk”** status will involve the following steps:

- Parent/student/teacher conference to discuss the concern in Academic Risk classes
- Action steps will be written and copied to parent/student/teacher/academic counselor
- This report should clearly state what type of concern is at hand: motivational or performance, and what specific steps will be taken to address the concerns
- Jupiter report to assistant principal and/or principal, who will then oversee progress
- The grading report will determine if the student is removed from Academic Risk status, remains in it, or moves to Academic Probation status
- Student remains partially eligible for extracurricular activities but must attend at least one mandatory tutoring/help session per subject per week with their Academic Risk class teacher(s). Academic Risk students will not be allowed to dismiss from school early or travel with their clubs or teams. Academic Risk students will still be eligible to practice and participate in home activities/competitions so long as they do not interfere with tutoring/extra help sessions. If a student must miss an extracurricular practice, meeting, game, etc. for extra help/tutoring they will be excused by their team or club coach or coordinator.
- Students will remain at Academic Risk status until the next grade report (progress or semester grade) when a new evaluation of the student's academic status will be determined

*\*Students at Academic Risk are required to attend tutoring/extra help sessions as prescribed. Failure to attend will result in student becoming ineligible for extracurricular activities.*

**“Academic Probation”** status will involve the steps above, as well as the following additional steps:

- Weekly meeting with assigned faculty member or administrator to review progress
- A formal parent/student/administrator conference at the end of the grading period if progress has not been made to determine if student may remain enrolled at JPII
- Student will remain ineligible for extracurricular activities and must attend at least two mandatory tutoring/help sessions per subject per week with their Academic Probation class teacher(s)
- Students will remain at Academic Probation status until the next grade report (progress or semester grade) when a new evaluation of the student's academic status will be determined
- If a student should fail a course for the year they will remain on Academic Probation until credit for that course is recovered. Students can only recover credit for two failed courses before being considered for permanent dismissal.

*\*Students on Academic Probation are required to attend tutoring/extra help sessions as prescribed. Failure to attend will result in student evaluation for continuation at JPII.*

## Acceptable Use Policy

### Introduction

Access to mobile devices at John Paul II Catholic High School is to help provide a common means for all teachers and students to pursue better learning. Providing common access to the Internet and mobile devices will allow students and teachers to collaborate in a larger learning environment. Over time our students will be afforded changes in instructional practices across the curriculum. The use of electronic devices will also allow students to have more opportunities to learn away from the classroom setting by having the information pipeline at their fingertips. These policies and procedures include expectations, responsibilities, and direction of student use of electronic devices as a tool to enhance teaching and learning.



### **The Acceptable Use Policy (AUP)**

John Paul II Catholic High School provides every student with:

- a Google-branded school email account
- a JupiterEd account
- an iPad
- in-school access to the Internet
- access to network resources such as printers, projectors, distribution lists, and subscriptions
- appropriate software based upon course enrollment

The Acceptable Use Policy has three main components:

All electronic devices can only be used by students when:

- they have permission from a faculty member
- they are in direct supervision by a faculty member
- the use is for educational purposes

The following specifics give some applications of the AUP; a more complete listing of policy and procedure can be found in our Mobile Device Policy.

Students are expected to exercise good judgment and to utilize technology with integrity. The Internet is to be used in a responsible, efficient, ethical, and legal manner and must be in support of the educational objectives and the student behavior guidelines of John Paul II Catholic High School. Transmission of any material in violation of any federal or state regulation is prohibited.

Any violation of the AUP will result in disciplinary action to include detention, suspension, or expulsion. Realizing that every situation cannot be anticipated, the JPII administration and the Diocese of Raleigh reserve the right to determine consequences for actions and behavior not included in this Acceptable Use Policy.

### **Acceptable Use of Electronic Devices**

- Keep passwords private and do not attempt to discover passwords of other users.
- Make available for inspection by an administrator or teacher, upon request, any messages or files sent or received at any Internet location. Files stored and information accessed, downloaded, or transferred on school-owned technology are not private.
- Use appropriate language in all communications, avoiding profanity, obscenity, and offensive or inflammatory language.
- Report to responsible school personnel (administrator, counselor, or teacher) any incident of cyber bullying.
- Observe rules of JupiterEd and jp2highschool.com while conducting oneself in a responsible, ethical, and polite manner.
- Exercise extreme caution when sharing personal information.
- Follow copyright laws and only download or import music, files, software, or widgets with legal permission.
- Back up data/files regularly.
- Will not interfere with computer hardware or software, including settings that permit school personnel to monitor your computer while you are on campus.
- Will not attempt to override, by-pass, or otherwise change the Internet content filtering software, sonic wall.



### Parent/Guardian Responsibilities

Parents are asked to talk to your children about values and the standards that your children should follow on the use of the Internet just as you do on the use of all media information sources such as television, telephones, movies, and radio.

### School Responsibilities

The school will provide:

- Internet access to students on campus
- access through the Internet to a school-issued email account
- Internet blocking of inappropriate materials as able while in the school facility
- staff guidance to aid students in doing research and help ensure student compliance of the Acceptable Use Policy

JPII reserves the right to review, monitor, and restrict information stored on or transmitted via school-owned equipment and to investigate inappropriate use of resources.

### Student Responsibilities

Students will:

- use computer/devices in a responsible and ethical manner.
- obey general school rules and school policy concerning behavior and communication that apply to electronic device/computer use.
- use all technology resources in an appropriate manner so as not to damage school equipment. This “damage” includes, but is not limited to, the loss of data resulting from delays, non-deliveries, misdeliveries, or service interruptions caused by the student’s own negligence, errors, or omission. Use of any information obtained via the school’s designated Internet system is at your own risk. JPII specifically denies any responsibility for the accuracy or quality of information obtained through its services.
- help the school protect its computer system/devices by contacting an administrator about any security problems they may encounter.
- monitor all activity on their account(s).
- turn off and secure their electronic device after they are done working in order to protect their work and information.
- report any email containing inappropriate or abusive language or questionable subject matter to the office.

### Cell Phone Policy

With the exception of lunch, students may not use their cell phones (or other personal devices) at school between the hours of 8:00 a.m. and 3:02 p.m. During their designated lunch period students are permitted to be on their personal cell phone. If cell phones are out and/or visible at any other time of the day JPII faculty and staff have the right to confiscate the device. The consequences for a confiscated device are:

- 1st & 2nd offense - cell phone is confiscated and put in assistant principal’s office and the student can pick it up at the end of the day. A parent notification is sent through Jupiter.
- 3rd offense - cell phone is confiscated and placed in assistant principal’s office. A parent is called and the parent may pick up the device at the end of the day.

Cell phone violations are treated as a three strikes and you’re out policy. On the 4th offense the student loses their privilege to have the device on campus for the remainder of the semester.

Please note that Apple and/or other smartwatches can be just as distracting for a student as a cell phone. Smartwatches should not be used on campus. This is treated in the same regard as having a cell phone and the same rules apply.



## Transcripts

All transfer transcripts will be reviewed to determine a cumulative GPA and credit awarded by John Paul II Catholic High School. Transcripts are an official record of a student's course grades, GPA, SAT, and/or ACT scores. Transcriptions, or any information contained therein, may not be released to any third party, except for members of the staff or faculty having an official need for the information, without the expressed (in writing) approval of the student, if 18 years of age or a high school graduate, or parents or legal guardians if the student is not 18.

Parents and/or students may review any record maintained on the student at any time. Further, parents and/or students have the right to challenge any information contained in the records.

- Official transcripts sent to third parties will be requested in writing by the student, if 18, or student's parents if under 18. Request for transcripts are available in the main office or from the registrar.
- The *official* transcript must be sent directly to the third party by the registrar. Normally it will not be accepted as official if hand carried, unless it is in a sealed envelope with the registrar's signature.
- A student may obtain an unofficial copy of their transcript at any time.

The original copy of the transcript will remain on file at John Paul II Catholic High School indefinitely. Students should be aware that the transcript is a permanent, official record. It may contain final grades, grade point average, standard test results, awards, offices held, activities participated in, as well as tardies and absences. Colleges and employers often ask that this record be provided. The student should recognize the importance of this document as it reflects his/her achievement and aptitudes. When transcripts are released, all information is relayed.

During the school year official transcripts will be delivered within 10 business days.

## Records

School records pertaining to the individual student are to be used only for the promotion of the welfare of the student and are not to be made available to any outside person or agency, unless it is clear that such person or agency will use the records to the advantage of the student or his/her family or unless such outside individual or agency has a legal right of access to the records. Copies of the academic record may be obtained only by personal contact or upon written request and written permission of the student (18 years of age and older) and/or his/her parents.

By law, parents must provide a copy of an applicant's birth certificate and immunization record to be officially enrolled. It is the responsibility of divorced parents to furnish the school with a notarized copy of the custody section of the divorce decree. Schools voluntarily comply by the provisions of the Buckley Amendment with respect to the rights of non-custodial parents. In the absence of a court order to the contrary, a school will provide the non-custodial parent with access to the academic records and to other school-related information regarding the child. If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the school with an official copy of the court order.

Access to student records is limited to the superintendent, the professional staff of the school, the parent or guardian of the pupil, a court of competent jurisdiction, and to such other persons as the parent, guardian, or principal may authorize in writing.

When a student transfers to another school, the principal via the registrar must forward the necessary records after a release is signed by the parent. Official records are the property of the school until all outstanding tuition and fees are paid. Under these circumstances, schools may retain the student's records. Transcripts must never be issued to an unnamed school. Under no circumstances may a school accept a student from another school without receiving a proper transcript or some other appropriate notification from the sending school.



# ATHLETICS

## Athletic Philosophy

At John Paul II Catholic High School, we believe that athletics are an important part of the educational process. Participation in sports and in other activities are critical elements in helping our students to get to know one another and in teaching them key lessons they will carry with them for the rest of their lives. As such, we treat athletics as an integral part of our students' education, whether they are participants or spectators. We feel it is an extension of the school day, during which the learning process continues. Indeed, being a member of an interscholastic competitive athletic team, regardless of the time spent in actual competition, teaches the values of commitment, selflessness, integrity, honor, and sportsmanship. Athletics teach students the importance of working with their peers to meet a team goal and helps them learn how to accept constructive criticism. Additionally, they learn respect for others, how to win and lose with dignity, self-control, and to accept responsibility for their actions. We feel these values not only help our students to improve their academic and athletic performances, they help them to become better people.

Our sports teams will always strive to win, but never at the expense of character, healthy attitudes, and good judgment. We will always emphasize excellence, effort, improvement, and respect for coaches, teammates, and officials. All John Paul II Catholic High School athletes should be known for their character and class; humble in victory and gracious in defeat. We believe that the sports experience should not only be rewarding but fun.

## Privilege of Representing JPII through Athletics

Participating in the athletic programs at John Paul II Catholic High School is a privilege. Participating in athletic programs offers our students the opportunity to represent our entire school community. As such, any student wishing to represent JPII through athletics must be above reproach. His or her conduct and attitude must comply with the stated rules of the JPII handbook. Students may be denied participation in athletics if they fail to meet academic or behavioral expectations, including out-of-school conduct.

## Governing Bodies

John Paul II Catholic High School is a member of the North Carolina Independent Schools Athletic Association. The NCISAA exists to encourage interscholastic competition among North Carolina independent schools that are committed to integrity, sportsmanship, and fair play. JPII is also a member of the Coastal Plains Independent Conference.

The goals of the athletics program at John Paul II Catholic High School are for participants to:

- Develop their physical, social, emotional, and mental skills.
- Learn the rules and the skills for the sport.
- Learn to work as a team for the common good of all.
- Learn loyalty and commitment to a team.
- Allow as many students as possible to participate and share the experience and benefits derived from team members.

## Eligibility

In order to participate in athletics at JPII, all student-athletes must:

- Be enrolled as a full-time student. No non-family student-athlete may reside with a coach of the sport in which they both participate during the school year.
- Be 18 or younger on August 1 of the current school year.



- Have a valid physical examination completed within twelve months/365 days of seasonal participation dates, signed by the examining physician to be held on file in the office.
- Have a signed release form, which includes: emergency contact information, insurance information, student agreement, and complete a concussion baseline test.

For academic requirements to participate in athletics, see the Academic Intervention Program on page 30.

### **Commitment**

Each member of an athletic team must:

- Commit to being present at all team activities, practices, meetings, and contests with other schools.
- Dedicate themselves to becoming an excellent team member and school citizen.
- Strive to continually improve as an athlete.
- Demonstrate pride in team performance and in himself/herself as members of a team.

### **Code of Conduct**

Students are expected to be courteous, polite, and respectful at all times. Any conduct, which is detrimental to the reputation of the school, will be subject to disciplinary action. If a student wishes to represent JP II in extracurricular activities, his/her school conduct and attitude, as well as out-of-school behavior, must represent the ideals of the school. Participation in sports is a privilege, and students may be denied participation if they fail to meet academic, attendance, or behavioral expectations.

### **Sportsmanship**

All student-athletes are expected to demonstrate the highest degree of sportsmanship at all times. Students are expected to respect opposing players, coaches, officials, spectators, and support groups.

### **Ejection Policy**

An ejection is a judgment call; therefore, there are NO appeals. If the wrong player is identified, a correction can be made. Penalties are cumulative from sport to sport and from sport season to sport season, but not from one academic year to the next academic year. Ejections in the last game of a given season carry over to the next sport in which the individual participates that year.

If a player is ejected from any contest, he/she will not be allowed to participate in the next scheduled contest but may sit on the team bench. If the same player is ejected a second time from any contest, he/she will not be allowed to participate in the next two scheduled contests but may sit on the team bench. If the same player is ejected from any contest a third time, he or she will not be able to participate in or attend any athletic event until the beginning of the next school year.

### **Transportation**

The administration will provide transportation to all school events held outside of Pitt County. Within the Pitt County limits, students may transport themselves. The school cannot assume responsibility for any transportation arrangement other than what the school provides. Directions to a playing site may be obtained from the athletic director's office. Student athletes will sign a transportation waiver.

### **Spectators**

All spectators and fans of John Paul II Catholic High School are also expected to exhibit sportsmanship and to be courteous at all times.

### **Daily Attendance in School**

Regular, punctual attendance in school is critical to the learning process and is the responsibility of the student and parents. It is expected that absences, lateness, and requests for early dismissal will be



infrequent and only for the most serious circumstances. Inability or unwillingness to comply with the school's attendance policies will result in disciplinary action that may include suspension or dismissal from an athletic team. Any student-athlete absent from school the day of scheduled game or practice session will not be allowed to participate in that game or practice. A student must be in school for a minimum of four classes in order to participate.

#### **Home Game Dress Code for Sports Teams**

See the School Uniforms section for exceptions to the regular JP II dress code on the days of home sporting events only.

#### **Equipment and Uniforms**

JP II provides our teams with the best equipment and uniforms possible. Students are responsible for and expected to maintain proper care of all equipment issued to them. Students are responsible for payment of any lost, stolen, or damaged items. Each item not returned will be assessed at a rate comparable to the current replacement cost. All equipment is to be returned at the completion of the season.

#### **Absence Policy**

Unexcused absences from practices may jeopardize retaining a position on the team or playing time at the coaches' discretion.

Excused absences from practices may impact position on the team and playing time, not as a punitive measure, but for the safety of that individual, fairness to others on the team, and strategic reasons.

It is our hope that each athlete and parent have a wholesome experience at John Paul II Catholic High School and leave with the expectation to live each day with our mission in mind that the JP II graduate will be formed as a whole person who has integrated his/her spiritual, intellectual, physical, emotional, and social dimensions according to the teachings of Jesus Christ.

