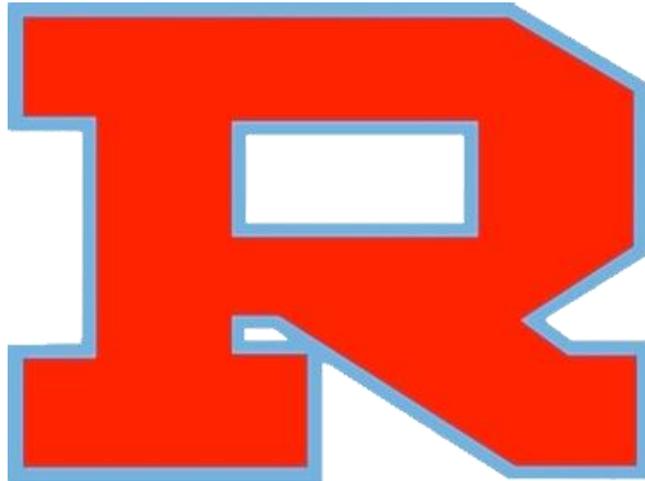


# **Student Handbook 2016 – 2017**



**Archbishop Rummel High School**  
**1901 Severn Avenue**  
**Metairie, Louisiana 70001**

**School Office | 504.834.5592**

**Facsimile | 504.832.4016**

**School Website | [www.rummelraiders.com](http://www.rummelraiders.com)**

**School Email | [info@rummelraiders.com](mailto:info@rummelraiders.com)**



**LASALLIAN**  
EDUCATION

## ***Mission Statement***

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**Archbishop Rummel High School educates each student according to the principles of the Catholic Church in the Lasallian tradition of faith, community, and service. In a caring, disciplined environment of social awareness and academic excellence, Archbishop Rummel High School challenges each student to recognize the dignity of life and to develop and share, to the best of his ability, his unique talents.**

## ***Raider Code of Pride***

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**An Archbishop Rummel Raider strives to be a Christian gentleman – one who takes to heart Jesus’ command to love God and to love one’s neighbor. He shows his commitment to this command by his actions. He is courteous to his fellow Raiders, respectful of his elders and protective of his school and its property. He supports his commitment by word, gesture and posture in such a way that he witnesses to his belief that he is a Temple of the Holy Spirit. His general behavior gives evidence of his pride in being a member of the Archbishop Rummel Family.**

**1901 Severn Avenue • Metairie, LA 70001 • 504.834.5592**  
**www.rummelraiders.com**

**Under the auspices of  
The Archdiocese of New Orleans  
Educating the Youth of the Archdiocese  
Since 1962**

**A Recognized School of Excellence  
by the  
U.S. Department of Education**

**Approved by  
The Department of Education of the State of Louisiana**

**Accredited by  
AdvancED  
Louisiana State Board of Education**

**Member of  
National Catholic Educational Association  
Association for Supervision and Curriculum Development  
National Association of Secondary School Principals  
Louisiana High School Athletic Association**

Archbishop Rummel High School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities accorded or made available to students at its school. Applicants and students are not discriminated against on the basis of race, color, national and ethnic origin in administration of admission and educational policies, scholarship and loan programs, and in athletic and other school-administered programs.

The rules and policies for Archbishop Rummel High School are outlined in the student handbook which is posted on the school website. The rules and policies in the Archbishop Rummel High School student handbook are a material condition of the contractual agreement between the school and the student and his parents/guardians. In developing the rules and policies for Archbishop Rummel High School, we have tried to be as explicit as possible, but we are aware that during the academic year new and unusual circumstances may arise. The president and/or principal will have the authority to use his discretion in making decisions regarding unforeseen circumstances. The president and/or principal may also amend the student handbook, and parents and students will be given notice.

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## ***Archbishop Joseph Francis Rummel***

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Born in Germany on October 14, 1876, Joseph Francis Rummel was destined for greatness. After obtaining his doctorate in Rome and serving as a priest in New York City and Omaha, NE, for twenty-five years, he headed south on March 9, 1935, when he was named the ninth Archbishop of New Orleans upon the death of Archbishop John William Shaw.

Archbishop Rummel served as the local leader of the Catholic Church for twenty-nine years. During his tenure in New Orleans, the Church enjoyed a period of great growth. From 1935 until 1960, the number of students in Catholic schools in the Archdiocese grew from fewer than 40,000 to more than 85,000. The number of church parishes increased from 135 to 180. Recognizing the need for expansion, Archbishop Rummel launched the Youth Progress Program in 1945 to raise money for education and the building of schools. Some seventy new schools were opened by the Archdiocese under the direction of Archbishop Rummel.

In 1953 Archbishop Rummel issued a pastoral letter entitled “Blessed are the Peacemakers.” In this letter, which was read in every Catholic Church in New Orleans, Archbishop Rummel officially ordered the end of segregation in the Archdiocese by stating, “Let there be no further discrimination or segregation in the pews, at the Communion rail, at the confessional, and in parish meetings, just as there will be no segregation in the kingdom of Heaven.”

During 1958 Archbishop Rummel began an archdiocesan-wide campaign to finance the construction of four new high schools in Jefferson Parish, all of which opened in 1962. Archbishop Rummel High School was one of those schools and was named for him, despite his protests.

Archbishop Rummel’s health began to fail in 1960. Despite his age, his poor health, and an almost total loss of sight, he maintained an active interest in Church affairs. He participated in the dedication of Archbishop Rummel High School in the fall of 1962 and he journeyed to Rome for the opening of the Second Vatican Council.

On November 9, 1964, this strong, determined spiritual leader went to his eternal reward, leaving behind a heritage of good works – including the school that bears his name. The spirit of Joseph Francis Rummel continues to live in the faculty, the student body, and the alumni of Archbishop Rummel High School, a spirit characterized by Archbishop Joseph Francis Rummel’s own motto, *animam pro ovibus onere*, or “to give one’s life for the sheep.”

## ***History***

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With Archbishop Rummel High School celebrating its 50-year anniversary during the 2011-12 school year, school leaders wanted to get information on the early days of the school. First, they studied the writings of former Archdiocesan Superintendent of Schools, Msgr. Henry

Bezou, about the events leading up to the actual opening of the school. Next, they drove to Covington, LA, to speak with Brother John Fairfax, FSC, now residing at St. Paul's School, who spoke about the actual opening of the new Metairie Catholic high school.

In his "Origins of an Educational Monument," Msgr. Bezou wrote about Archbishop Rummel's naming a committee "to consult with real estate agents in the area to find suitable sites for four secondary schools – two on the east bank and two on the west bank of Jefferson Parish."

The committee reported that "Interstate 10, then being built, was bound to be a magnet with its several strategic ramps for vehicles." Committee members speculated that Causeway Boulevard, along with nearby Severn Avenue, would eventually be major arteries in the parish, so the search committee focused its attention on the Shrewsbury area of Metairie for the boys' high school.

Archbishop Rummel's committee recommended purchasing six lots of land, known as the Hyland Plantation, for the new high school at a cost of \$200,000. A member of the legal firm that negotiated the sale said the site "was pasture land fenced for cattle grazing." The act of sale took place on August 25, 1960, feast of St. Louis King of France, patron of the Archdiocese.

When it came to staffing the new school, Archbishop Rummel wanted the first invitation to go to the Christian Brothers. When Msgr. Bezou called the Provincialate in Lafayette, he was told that all Provincial Superiors were in Rome. The superintendent then placed a transatlantic call and spoke in French with the Superior General of the Christian Brothers, Brother Nicet Joseph, FSC.

"The conversation was pleasant but Brother Nicet made it clear that the decision would have to rest with the Provincial and his Council. After prayer and consultation at the local level, the Christian Brothers became involved in planning and operating the new school," he wrote.

Early in the spring of 1961, the firm of Nolan, Norman, and Nolan was chosen as architect for the boys' school in Shrewsbury. On August 1, 1961, the architects sent letters of invitation to fourteen contractors to bid on the project. Two weeks later the low bid was accepted and the winner was Southern Builders, Inc.

The firm offered to do the entire job of constructing the religious residence, administrative suite, library, cafeteria, chapel, classrooms, and auxiliary areas for \$922,250.

The Shrewsbury boys' school groundbreaking and site blessing took place in September 1961, with Archbishop Rummel digging the first spade of dirt. By May 1962, construction was reported as 87% done.

In his book, Msgr. Bezou wrote, "It is interesting to recall that up to the time of groundbreaking, all legal and other documents of both architects and contractors referred to the new school as Catholic High School for Boys. Occasionally, many thought the new high school should bear the name of its location and be called 'Shrewsbury Catholic Boys' High School,' since the English town of Shrewsbury is surrounded on three sides by the Severn River."

The monsignor said when it was suggested that the boys' school in Metairie be titled Archbishop Rummel, the Archbishop felt it inappropriate since he was still alive. He said it took the combined efforts of all school board members, clerical and lay, to convince the Archbishop that from the beginning, all four new schools would bear the names of 20<sup>th</sup> century Archbishops. They argued that since he had lived beyond the biblical lifespan of three-score and ten, and had achieved more for education than all his predecessors combined, it was an obligation that the new school be called ARCHBISHOP JOSEPH FRANCIS RUMMEL. After much protestation, the Archbishop relented.

"Some of the Archbishop's fellow priests would tell him that once athletics were under way at the new boys' school, newspaper pages may carry such headlines as: RUMMEL TROUNCES or RUMMEL BEATS COR JESU; or RUMMEL SLAYS THE BLUE JAYS. The Archbishop took such jests with a chuckle," Msgr. Bezou wrote.

While the first buildings were still under construction, the Nelson-Smythe family of Chicago made an offer to the Archbishop that he accepted for the school's gymnasium building. The archdiocesan building committee approved plans of May 9, 1962, for a cost of \$441,126.30. The gym was dedicated on May 6, 1963. In time, the gym became the place of assembly on Sundays for the new parish of Blessed (later St.) Benilde.

By late spring of 1962, it was clear that all four new Catholic high schools would be functioning before autumn, so the about-to-open Archbishop Rummel High School scheduled two meetings for prospective students - one at St. Catherine of Siena and the other at St. Agnes. The sessions drew packed houses.

The school's charter freshman class numbered 245 boys, a number that exceeded expectations. Four years later, when all class levels were functioning, Rummel had an enrollment of 1,104 students.

The school eventually added more land to the school's landscape. In 1976, school officials purchased two large, wooded lots on both sides of Severn Avenue that now face West Napoleon. This land became the band practice field and the outfield of the baseball field. The cost was \$200,000.

Then in 1985, the Archdiocese approved the school's purchase of the Stuart Prep School for \$1,050,000. The property eventually became the campus of the school's junior high.

\* \* \*

From an administrative perspective, Brother John Fairfax spoke about the actual opening of the new school on the first day. Looking back on the early days, he remembers "sand." He said, "In the beginning, truck load after truck load of river sand was brought in to raise the ground level by three feet." He added that in windy weather, the sand covered student desks, and floors were always gritty with sand.

When the school opened its doors, the teaching faculty consisted of five Christian Brothers and four laymen.

As assistant principal and disciplinarian, Brother John wanted to form a school newspaper, so he called together a group of students who were interested in journalism. During one of the early meetings, Ronald Frenz came up with the suggestion of calling the paper *The Raiders' Digest*. The name remains today.

Since Archbishop Rummel was a brand new school of only freshmen, it had no school colors, no nickname, no traditions and no uniforms. In October, students had suggested several colors for the new school, and they were green and gold, maroon and gold, green and white, green and silver, and Columbia blue, red, and white. The latter won in a November vote of the student body.

When it came to a school mascot, several suggestions had much support, and they were the Gladiators, the Dragons, the Lancers, the Griffins, and the Raiders. Four years later, the Raider mascot was named for senior Rufus Cressend.

To capture the Raider image on paper, Brother Ephrem, FSC, principal, commissioned famed New Orleans artist John Chase to sketch the new mascot. At the time he was the local newspaper's editorial cartoonist.

In 1979 sophomore Paul Joseph won the "Name Rufus's Horse Contest" with the popular entry of "Rumpus." The name Rumpus was selected by a student body vote conducted by the Raider yearbook staff.

Joseph explained, "'Rumpus' means a loud disturbance, just like a typical Rummel pep rally. I think Rufus and Rumpus go together as well as Rummel and Raider."

For the school Fight Song, students took the song "Hey, Look Me Over" from the 1960 Broadway musical, "Wildcat," starring Lucille Ball and changed the words. One student, Coleman Hardin, '66, came up with a few lines of the Fight Song, and Brother Fidelis, FSC, completed the words to the song.

"We had adopted 'Hey, Look Me Over' as our Fight Song way before LSU did," said Brother John.

For Archbishop Rummel's Alma Mater, the song and words were penned by Professor Howard Voorhies, the school's first band director.

Early in the first year, students formed four clubs. The Benilde Club made students aware of their vocations, the Debate Team had a dozen members, the Journalism Club produced the *Raiders' Digest*, and the Altar Boys Club provided servers for morning mass.

"An unofficial club was the Beautification Club that planted shrubs around campus and was ably assisted by detention students," Brother John remembered.

The Raiders' athletic beginning did not predict future glories. The freshmen Raiders had games against Holy Cross, Metairie Junior High, St. Paul's, and Jesuit.

Finally, what about the student body? The charter freshman class numbered 245 and was divided into seven homerooms. On April 30, 1963, the first Student Council officers were elected. The first officers were President Thomas Boudreaux, Vice President Douglas Borne, Secretary Michael Pisciotta, and Treasurer Ronald Long, who became the first deceased alumnus of the school.

"Of the 245 students who entered the freshman class, half did not wear Rummel caps and gowns since they did not graduate, although we awarded diplomas to 221. That means that roughly half of the Class of '66 entered as sophomores, juniors, and seniors," he said. Brother added, "And by the way, tuition was \$200 back then. Not a month, but \$200 for the whole year."

While Brother John was still principal, he was awarded the school's first Honorary Diploma at graduation on May 22, 1977.

In 2002 on the 40<sup>th</sup> anniversary of the school's dedication, Brother John Fairfax, FSC, was asked to address the student body at a celebratory mass and ceremony in the gym. At the conclusion of his speech, he said, "In 40 years, things have changed and things haven't changed. There are many, many things that I could have included, but didn't. And I know some of the Class of '66 will tell me lots I should have included, but enough is enough. If you want to hear the rest of the story, come back in 10 years for the 50<sup>th</sup> anniversary celebration."

Ten years later on Friday, September 9, 2012, the school again re-dedicated Archbishop Rummel High School with a mass in the school gymnasium celebrated by Archbishop Gregory M. Aymond. At the conclusion of the mass he unveiled a commemorative plaque located in the administrative wing of the school. The special mass was the first of numerous 50<sup>th</sup> anniversary events planned for the 2011-12 school year.

Two months later, the school again celebrated its 50 year anniversary by sharing a mass with its sister school, Archbishop Chapelle High School. The mass was celebrated by Archbishop Gregory Aymond at the St. Louis Cathedral in New Orleans with several alumni priests of the school. After mass the assembly walked a half block for a celebratory reception at Muriel's Jackson Square Restaurant.

The 2011-12 school year concluded its 50<sup>th</sup> Anniversary celebration with Brother John Fairfax, FSC, speaking to a gym assembly on May 17, 2012 during the end of year liturgy. As he did 10 years prior, Brother John told the audience of students, faculty, parents, alumni, and guests of the school about the Christian Brothers' commitment to Archbishop Rummel High School in 1962 and fifty years later in 2012.

## ***Landmarks***

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### **Brother Raphael Conference Room**

To honor the school's first principal, Brother Raphael Bodin, FSC, school administrators approved naming Archbishop Rummel's primary conference room after Brother Raphael. Following a two-year term as principal that began in 1962, Brother Raphael was named provincial by the Superior General of Brothers of Christian Schools. After he finished his term as Visitor among the Brothers, he was named principal at St. Michael's High School in Santa Fe, NM, before he returned to Metairie in 1977 as a mathematics teacher. In 1981, the Brothers elected him provincial again. At the conclusion of his term, he volunteered to work with the Brothers' missionary work in Ondo, Nigeria. On June 13, 1997, he was murdered in Africa by bandits who broke into his room at night and suffocated him to death. Brother Raphael is buried in Africa.

### **Chapel Doors**

The doors of the Chapel of St. Joseph on campus were donated by Mr. and Mrs. Wayne Wilson in memory of their son, Darryl Joseph Wilson, '82. After his untimely death in 1999, the Wilson family wanted to honor Darryl's memory. When Ms. Lynda Grass, admissions secretary in 2003, told her cousin, Darryl's mother, that students were having trouble identifying the location of the chapel, the Wilsons knew chapel doors would be a suitable memorial to their son.

The family contracted renowned artists Mr. Edward Goldman, Jr., who designed the doors, and Mr. Claude Lipps, glass craftsman who also crafted the original glass windows in the chapel.

The Wilson family dedicated the chapel doors in May 2003, in memory of their son Darryl, an honor student, drum major, and young man strong in his faith, with love and loyalty for his alma mater.

### **Raider Room Cross**

By 1994 the Raider Room was used by students daily, so the school determined that a large cross was needed in the area to assist students in focusing on faith and purpose. The large crucifix and a plan were established by the Student Council to fund it through a collection from students during Spirit Week and presented on Rummel Day. The fund was supplemented by Student Council.

The large cross hangs in the Raider Room between pictures of Archbishop Joseph Francis Rummel, the school's founder, and St. John Baptist de la Salle, Christian Brother founder. Through the efforts of then German teacher, Ms. Christine Struppeck, contact was made with Ms. Marge Ward, a local nationally renowned sculptor. There were several meetings with the artist to establish the type of cross envisioned.

The cross is cast bronze with a dark patina, hanging on a wooden cross. Jesus is cast in a pose of the Resurrection. The background wood of the cross is framed in narrow, decorative wood.

Each of the four ends of the cross has one of the symbols from the school crest: the hunting horn is from Archbishop Rummel's crest, the book of knowledge, the star of the Christian Brothers, and the pelican feeding its young is from the Louisiana State seal. Each of the four symbols is cast bronze with a dark patina to match the Risen Christ.

### **Senior Candle**

Proposed by Archbishop Rummel's Chaplain, Father Wayne Roca, SJ, the tradition of the senior candle began with the class of 1995. Following his request, student council moderator Ms. Mary Ann Roberts secured the candle and stand. These were presented to the senior class at the end of the ring ceremony. Fr. Roca's original blessing of the senior candle has been passed down through the years.

The senior class officers took on the responsibility of hanging and lighting the senior candle. The class president is responsible for keeping the candle lit throughout the year. The idea behind the senior candle went along with the class of 1995's theme – "Let us be the Light" – and serves as a reminder to each senior class to be that guiding light for the rest of the school. The tradition remains steadfast, and the senior candle can always be found on display in the senior wing, guiding each school year.

### **Statue of St. La Salle**

In 1982 when Brother Louis Welker, FSC, was appointed the school's Campus Minister by Brother Brendan Hayden, FSC, principal, Brother Louis approached the Brothers' Retirement Community in Lafayette, LA, asking if they would lend a statue of St. La Salle to Archbishop Rummel High School. The community agreed, so Brother Louis Welker and then chaplain Fr. Randy Roux drove to Lafayette in a school van and brought the statue back to school.

Mr. Elward Whitfield, AFSC, maintenance craftsman, built the stand where the statue rests. The statue is located at the main entrance on the school campus across from the receptionist desk.

## ***Symbols***

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### **School Crest**



The crest or coat-of-arms of Archbishop Rummel High School symbolizes the school in a fourfold manner. In the upper left quadrant is the star of faith of the Christian Brothers. This star symbolizes the faith of the faculty in youth and the faith that they seek to foster in their students. Archbishop Joseph Francis Rummel is symbolized in the upper right quadrant by a hunting horn from his own coat-of-arms. Dominating the lower left quadrant is an open book, symbolic of the knowledge provided by Archbishop Rummel High School and which is the basis of all the education and culture that is available to the students.

The seal of the state of Louisiana completes the crest in the lower right quadrant. The pelican is the state bird of Louisiana. This bird, which gives its blood to sustain its young, symbolizes the devotedness, which should characterize the Archbishop Rummel High School student. Separating and joining the quadrant is the cross, symbolizing religion, which keeps each endeavor of the school in its proper perspective and joins them all under its benevolent influence.

Each Archbishop Rummel High School student proudly wears the school crest every day on his school uniform.

### **School Logo**



The official school logo of Archbishop Rummel High School is the "R". The "R", as we know it today, was introduced to the Archbishop Rummel community in 1972 by head football coach Don Perret. From 1972 through 1979, the football teams at Archbishop Rummel High School wore the same "R", as we know it today, on the sides of their football helmets. This was the start of the era of very successful athletic programs at Archbishop Rummel High School.

In 1995, new head football coach, Jay Roth '81, was hired to bring his alma mater's football program back to prominence. Head Coach Jay Roth was a 3-year starter as the Raider quarterback (1978-1980) and captain on Rummel's undefeated district championship team in 1980. One of the first things that Coach Roth did in 1995 was to bring the tradition of the "R" back to the football program. The "R" that Coach Perret introduced to the world in 1972 is still being used today as a hallmark of the football program at Archbishop Rummel High School.

The "R" has become the most recognizable symbol of Archbishop Rummel High School. Archbishop Rummel High School, after completing an intense marketing survey in 2005, chose to adopt this most recognizable symbol of the school as the official logo for the institution. This "R" has been heavily marketed throughout the State of Louisiana and across the country as the official symbol of Archbishop Rummel High School. This "R" represents the same ideals that Archbishop Joseph Francis Rummel stood for – being **BOLD, STRONG, AND UNAFRAID**.

### **School Colors and Mascot**



After the school colors (Columbia blue, scarlet red, and white) and the Raider mascot were established, the school had New Orleans artist John Chase draw the then unnamed Archbishop Rummel Raider. In 1966, the Raiders were participants in the District Track meet when Mrs. John Cressend, the mother of a senior track member, suggested her son's name, "Rufus," as an appropriate mascot name to Principal Brother John Fairfax.

Brother John told Puffy Cressend that if her son won his upcoming mile race, the name of Archbishop Rummel High School's mascot would be "Rufus." Sporting a broken arm, senior Rufus Cressend won the race, and the school's new mascot has been called "Rufus" ever since.

In 1978, the Archbishop Rummel High School student body had an election to name Rufus' horse. After reviewing hundreds of names, the students finally selected "Rumpus" as the name of Rufus' horse.

The nickname "Super Ants" is sometimes associated with Archbishop Rummel Raider football. This nickname dates back to 1972 when a tiny group of Raiders defeated the Chalmette Owls by a 3-0 score. The Owl coach said the Rummel defense was so thorough that it was like stepping into an ant pile.

## ***Profile of an Archbishop Rummel High School Graduate***

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### **Catholic Lasallian Tradition**

The Archbishop Rummel High School graduate:

- Personifies the teachings of Jesus Christ and the Catholic Church by practicing his faith
- Models the traditions of faith, community, and service espoused by St. John Baptist de La Salle as stated in the Lasallian Five Core Principles
- Strives to be a Christian gentleman through his compassion for others
- Fulfills his civic responsibilities through active participation in the community
- Honors and enhances the traditions of Archbishop Rummel High School

### **Social Awareness**

The Archbishop Rummel High School graduate:

- Embodies the spirit of our namesake, Archbishop Joseph Francis Rummel
- Respects the dignity of others
- Displays high morals and values
- Exhibits intellectual, spiritual, and social maturity
- Epitomizes school pride through his words and his actions
- Applies self-discipline in adverse situations
- Accepts ownership of his actions
- Exemplifies self-confidence in an ever-changing, culturally diverse world
- Dedicates himself to his family
- Promotes justice and social awareness

### **Academic Excellence**

The Archbishop Rummel High School graduate:

- Engages in learning as a life-long process
- Commits himself to personal and professional excellence
- Promotes honesty and integrity
- Thinks critically to solve problems
- Communicates effectively
- Identifies and cultivates his unique talents
- Makes informed decisions
- Strives to reach his full potential

## ***Alma Mater***

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Rummel High, we raise our voices loud,  
Your virtues to proclaim.  
Thru the years we never shall forget you,  
We'll be faithful to your name.

Hail to you, our Alma Mater,  
We'll pledge undying loyalty.  
Our thoughts, our love, and gratitude  
Will ever more belong to you,  
Though far we wander thru the years  
May all our actions prove to you  
That every good you strove to teach  
Has made us loyal, brave, and true!

- *Words and Music by Mr. Howard Voorhies, 1965*

## ***Fight Song***

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Roar, Rummel Raiders  
Red, white, and blue;  
Roll, Rummel Raiders,  
Ramble right on through.

Onward and upward  
We're flying high;  
The Raiders are out for a victory;  
It's written in the sky.

We are the pride of the Southland,  
We're here to stay,  
Raiders, the champions,  
Boldly show the way.

Oh, we never give in 'til we get a win,  
And we will win today.  
Rummel Raiders shout HOORAY!  
FIGHT!

# General Information

Archbishop Rummel High School is an Archdiocesan Catholic Junior/Senior High School for young men and is administered and staffed by the Christian Brothers, lay men and women. Archbishop Rummel High School primarily serves the sons of Catholic families on the East Bank of Jefferson Parish.

The purpose of the school is to educate, according to the teachings of Jesus Christ and the Catholic Church. In this endeavor, the Archbishop Rummel community educates young men of varied backgrounds and abilities and strives to develop the intellectual, physical, social, moral, and spiritual well-being of each individual, challenging him to be a living witness to Catholic values in the world today. Thus, in keeping with the Lasallian tradition, it is the philosophy of Archbishop Rummel High School to educate the whole person.

The school is dedicated to the principles of American democracy and endeavors to develop in students high ideals as well as a willingness and ability to work for the greater good of all people. It challenges each student to reach his full potential in life to become a happy, well-adjusted, productive member of his community, society, church and the world.

Within an academic program that is college preparatory, Archbishop Rummel High School attempts to meet the academic needs of each student by using appropriate means to identify individual differences among students and to provide an educational program for students that truly addresses their personal educational needs. Course content, discipline, and procedures to accomplish this purpose are determined through various committees and departments in cooperation with the administration.

Furthermore, this holistic approach to learning places due emphasis on the recognition of the dignity of the individual and the consequential development of each student to his fullest potential. The school believes that all students may learn and achieve at their maximum ability. The school strives to provide instruction of high quality in an environment that is conducive to learning. Archbishop Rummel High School promotes the highest standards for maximum individual growth and total development of each young man.

## ***Admissions Policy***

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### **Introduction**

Archbishop Rummel High School, an archdiocesan Catholic school, welcomes all applicants who can benefit from and contribute to the Lasallian traditions of faith, community, and service. Students of any race, ethnicity, religion, academic ability, or socio-economic background are encouraged to apply. The Archbishop Rummel High School experience is not limited to the academic, social, or athletic elite.

Ordinarily, all applicants for initial admission are selected according to evaluation of cumulative records and standardized test scores from elementary schools as well as personal interviews with a school representative. Applicants to the eighth and ninth grade must meet the following requirements: satisfactory academic and conduct grades and favorable recommendations from principals and disciplinarians of previous schools. Students applying must also have a genuine interest in and understanding of Archbishop Rummel High School.

Applications for grades higher than ninth are based on available openings and on Archbishop Rummel High School's ability to fit the student into the school's curriculum. All such applicants are required to go through a formal interview process. In addition, all transfer students will be drug tested at the beginning of the application process. If the transfer student tests positive, the student will not be accepted. Students previously asked to withdraw or expelled from Archbishop Rummel High School or any other high school will not be accepted into Archbishop Rummel High School.

All admissions to Archbishop Rummel High School are for one year at a time. After the initial year of admission, the school reserves the right to refuse admission for the next year.

### **Withdrawal Procedure**

The assistant principal handles official withdrawal from Archbishop Rummel High School. No official transcript of credits will be forwarded until the following requirements are met:

- The Finance Office clears all tuition and fees. Tuition is prorated through the month of withdrawal. Once calculated, any tuition overpayment will be refunded. All other fees are non-refundable.
- The librarians clear all library fees, books, and rentals.
- All technology equipment (iPad, laptop, chargers, etc.) is returned in working order and condition.
- Student has returned to the assistant principal the student ID card; all textbooks, excluding those bought by the student; any athletic, band, or club uniforms and equipment.

### ***Asbestos Management Plan***

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In accordance with the Asbestos Hazardous Emergency Relief Act (AHERA), a Management Plan has been prepared and approved by the State Department of Environmental Quality (DEQ). This management plan is available for anyone to review in the library during regular school hours. If anyone desires a copy of the plan, it will be made available at the cost of \$25.00 (which covers the cost of reproduction).

## ***Awards Program***

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The school awards program is designed to recognize and honor the unique contributions and talents of each student in the activities in which he chooses to participate. During ceremonies organized by the Director of Student Activities and the Athletic Director, school letter awards, certificates, plaques and other special awards are presented during the fall, winter, and spring seasons of the school year. An academic awards ceremony will be held at the end of the school year. All awards and special recognitions (curricular, co-curricular, and extracurricular) presented to a student are subject to the approval of the Principal, the Director of Student Activities and the Athletic Director.

## ***Confirmation***

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It is Archdiocese of New Orleans policy that the preparation and celebration of the sacrament of Confirmation are the responsibility of the student's church parish. Even though the school's curriculum in religious education follows archdiocesan guidelines, it does not include the added preparation for confirmation. Students are encouraged to contact their local church parish for its requirements concerning confirmation.

## ***Emergency School Closings***

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Archbishop Rummel High School follows both the closure and reopening schedules of Jefferson Parish. School closings will be reported to local TV stations. Listen and look for an announcement regarding Archbishop Rummel High School or all archdiocesan schools on these stations. Notice of any school closing will also be communicated through the School Messenger system and by a posting on the school website at [www.rummelraiders.com](http://www.rummelraiders.com).

## ***Field Trips***

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Students participate in field trips in order to enhance classroom learning. Permission slips are issued prior to the activity. Students are expected to behave in a manner that reflects the high standards of the school. All policies of the school are in effect during field trips. The proper attire will be announced prior to the trip and all students must adhere to the dress code if they wish to be included on the trip. The student is expected to complete any work missed while on the field trip. No field trips will be conducted during the school day in the 4<sup>th</sup> quarter of the school year.

## ***Finances***

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School leadership sets registration, tuition and fees on a yearly basis. The school advisory board and the Archdiocese of New Orleans approve these amounts. Total charges for the

school year include, but are not limited to, the use of state-provided textbooks, student school insurance, subscription to the school newspaper and specific school activities and some athletic events. Current students re-register for the next school year during the months of February and/or March. New students pay registration at the time of acceptance.

Special course related fees are due at the time of student orientation. Certain courses require the use of privately purchased textbooks. Students are responsible for all texts and materials provided for use and must pay for them if they are lost or damaged.

The school reserves the right to suspend educational services to students for nonpayment of tuition. All indebtedness to the school must be paid in order for students to continue educational services.

### **Tuition**

The tuition for the 2016-2017 school year is \$7,850. Full tuition is payable on May 1. Parents who wish may finance the tuition with a tuition bank loan during the spring. Those who find it impossible to afford full tuition may apply for financial aid after the registration fee has been paid. If a student withdraws from school, tuition refunds are prorated through the month of withdrawal.

### **Registration/Activity Fee**

A registration/activity fee is charged annually. This fee covers the cost of scheduling students, student school insurance, some testing services, and admission to some athletic events.

The registration fee for new students is paid by applicants upon notification of admission. Any fees received after the published registration deadline will be assessed a \$200 late fee. The registration fee for current students is \$300 and is due on a specified date in February and/or March. Any fees received after the published due date are assessed a \$200 late fee.

If a student is not readmitted into Archbishop Rummel High School for academic or disciplinary reasons after the fee has been paid, the school refunds the registration fee. If a student withdraws after paying the registration fee, the fee is not refunded.

### **Building Fee**

A building fee of \$700 per student is due on May 1. This fee is refundable only if the student withdraws prior to the first day of the school year. This fee may be included in the bank loan offered to parents each spring.

### **Graduation Fee**

A \$260 senior graduation fee is due on May 1 of the student's junior year to cover graduation expenses. This fee is non-refundable after the first semester. This fee may be included in the bank loan offered to parents each spring.

### **Other Fees**

Fees are charged for computer technology, arts, retreats, advanced placement testing, yearbook, service program, and parents club. Each grade level has a course fee in lieu of separate charges for science, speech, reading, and computer science. These fees are due and payable on student orientation days prior to the opening of school.

### **Book Costs**

Many textbooks are supplied free of charge by the state, but there are courses that require paperbacks, additional texts, and workbooks. Most of these books can be purchased online prior to the opening of school.

### **Bus Transportation**

Transportation to and from school is provided free of charge to residents of East Jefferson (Metairie, Kenner, River Ridge, Harahan, Jefferson). No bus transportation is provided by Jefferson Parish School bus system if the student lives within a two-mile radius of the school.

### **Re-registration**

Unless granted an exception, students with an outstanding tuition balance may not re-register for the following school year. If a student has an outstanding tuition balance, the school will apply any payment received during the re-registration period to that balance.

### **NSF Charge**

A student's tuition account will be charged a \$25 NSF fee for any check returned or EFT denied by the bank.

### **Financial Assistance**

Through the generosity of the school's benefactors and allocations in the school's operating budget, Archbishop Rummel High School provides financial aid each year to families in need. Financial aid is awarded annually to Archbishop Rummel students who are registered for the following year and have qualified based on financial need. Parents/guardians must apply for financial aid annually by the published deadline.

A student who receives financial aid must perform work as assigned by the Financial Aid Program Administrator. The work performed involves labor on the school's campus. The Financial Aid Program Administrator and the principal must approve work projects in advance. The Financial Aid Program Administrator determines the work schedule for each financial aid recipient and is responsible for keeping written verification of the work performed.

The student's participation in the work study program will be discontinued and the remainder of the tuition will be payable in full if the student:

- Does not perform assigned tasks satisfactorily
- Does not make himself available at required times
- Does not pass multiple classes
- Is placed on probation

- Misses more than 10 days of school

For further information regarding the financial aid process, please contact the school's Finance Office at (504) 834-5592.

### **Scholarships**

Beginning with the 2013-14 school year, Archbishop Rummel High School awards two academic scholarships to new eighth and ninth grade students.

#### **Archbishop Joseph Francis Rummel Honors Scholarship**

*\$3,600 Each Year*

Requirements: 95-99 percentile on placement test, "A/B" work at elementary school, recommendation from grammar school principal, and earn a 3.50 GPA each semester in the honors curriculum

#### **St. John Baptist de La Salle Honors Scholarship**

*\$1,800 Each Year*

Requirements: 90-94 percentile on placement test, "A/B" work at elementary school, recommendation from grammar school principal, and earn a 3.50 GPA each semester in the honors curriculum.

Prior to the 2013-14 school year, Archbishop Rummel High School awarded four academic scholarships to eighth and ninth grade students.

#### **Archbishop Joseph Francis Rummel Honors Scholarship**

*\$1,000 Each Year*

Requirements: 98-99 percentile on placement test, "A" work at elementary school, and maintain a cumulative 3.50 GPA in the curriculum assigned by the school

#### **St. John Baptist de La Salle Honors Scholarship**

*\$800 Each Year*

Requirements: 96-97 percentile on placement test, "A" work at elementary school, and maintain a cumulative 3.50 GPA in the curriculum assigned by the school

#### **Rummel Raider Honors Scholarship**

*\$600 Each Year*

Requirements: 94-95 percentile on placement test, "A/B" work at elementary school, and maintain a cumulative 3.50 GPA in the curriculum assigned by the school

#### **Lasallian Honors Scholarship**

*\$400 Each Year*

Requirements: 90-93 percentile on placement test, "A/B" work at elementary school, and maintain a cumulative 3.25 GPA in the curriculum assigned by the school.

All applicants must be entering the eighth or ninth grade and are required to take the high school placement test. All students must take the placement test when administered by the school on the official Application Day in January.

On the basis of placement test scores, the school's Scholarship Committee, headed by the principal, considers students who potentially qualify for scholarships. Previous school records and recommendations from principals are sought.

The school has no limit on the number of grants available for distribution. All scholarships are renewable on an annual basis provided the recipient maintains his cumulative GPA and performance criteria.

Scholarship award winners will be notified in writing. A scholarship awards ceremony is held in the spring on a date to be announced.

### ***Parent Booster Club***

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All parents of Archbishop Rummel students are encouraged to become active members of the Parent Booster Club. The dues are payable on the student check-in day in August. The Parent Booster Club will meet approximately once every nine weeks to keep parents informed about school activities and policies. The agenda usually includes reports from various board members, student recognition, athletic updates, and presentation of clubs or teams associated with the school, club projects, and a brief address from the school's principal and/or president. Teachers are available for consultation with parents 90 minutes before each mid-quarter meeting. Representatives of the Parent Booster Club work with the school's administration to help with fundraising activities, to serve as hosts and hostesses for various school functions, and to organize other school sponsored events.

### ***Public Information & Communication Release***

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Enrollment of a student at Archbishop Rummel High School constitutes a consent of his parents and guardians for the student's name, voice or likeness to be used in news publications, audiovisuals and other electronic transmissions issued by employees or designees of Archbishop Rummel High School or by members of the media with permission of Archbishop Rummel High School or offices within the Archdiocese of New Orleans without compensation or reimbursement of any kind related to its use. These information items may include, but are not limited to, photographs, video recordings, live broadcasts, sound recordings, Internet postings or electronic transmissions related to school activities.

## ***Raider Pride Store***

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The school Raider Pride Store handles uniform shirts, P.E. uniforms, fleece outerwear, school ties, Archbishop Rummel school bags, school belts, and school locks. Uniform shirts and school-approved outerwear must be monogrammed with the student's first initial and last name in bold, navy blue print. All monograms must go through the school Raider Pride Store. The school Raider Pride Store also sells hats, visors, sweatshirts, t-shirts, shorts, blankets, stadium seats, and other fanfare items. Raider Pride Store hours can be found on the school's website.

## ***Readmission of Students***

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A student who has been asked to leave Archbishop Rummel High School for academic or behavioral reasons will not be readmitted. If a student has left Archbishop Rummel High School for any reason acceptable by the school administration, readmission will be considered depending upon available space at the time the student wishes to be readmitted. If space is available, as determined by the principal, then regular admission criteria and procedures apply.

## ***Safe Environment Announcement/Reporting Abuse***

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In continuing our commitment to support and to facilitate healing, we invite and encourage individuals who have been hurt or sexually abused recently or in the past by clergy, religious, an employee or a volunteer of the Archdiocese of New Orleans to call the Victims' Assistance Coordinator at (504) 861-6253.

Please call 855-4LA-KIDS (855-452-5437) for anyone in the state to call and report child abuse or neglect, one number, 24 hours a day, 7 days a week to speak to a trained child welfare worker to report possible abuse and neglect. You can also call your local police station to report abuse.

## ***School Announcements***

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Each day during the homeroom period or the first class period of the day and at the end of the academic day, announcements are made to the student body over the school's public address system. During these announcement periods, all movement and activity is discontinued so that full attention, in silence, may be given to these announcements. All announcements are posted on the school's website.

## ***Student Insurance***

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The fee for the student insurance is included in the registration fee that is charged to all students at the beginning of the school year. If a student is injured during team practice, team play, or during the school day, he reports to the Athletic Director for insurance forms. The Athletic Director handles all insurance forms. Reports of injuries must be made without delay for claims to be honored.

The following procedure is to be followed by a student or student/athlete who has been injured at school or in a school-sponsored function:

- The student or student/athlete is to report to the Athletic Director to complete an accident claim form. The Athletic Director will complete the school's portion of the claim form (Part I), and he will give it to the student or student/athlete to bring to his parents for completion. The Athletic Director will assist the student and parents if they would like his assistance.
- Do not return the form to the school. Read the instructions on the back of the insurance form.

A claim must be filed with the insurance company within 90 days of the accident for the insurance company to honor a claim. It is the responsibility of the parent of the student to secure a claim form from the school and to file the necessary claim with the insurance company. Reports of injuries must be made without delay for claims to be honored.

## ***Student Academic Records***

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Archbishop Rummel High School abides by the provisions of the Family Educational Rights and Privacy Act (FERPA) with respect to the rights of parents and, in the event of divorce, the rights of custodial and non-custodial parents. In the latter case, absent a court order to the contrary, the school will provide the non-custodial parent access to academic records and to other school-related information regarding the student. If there is a court order specifying that no information is to be given, then it is the responsibility of the custodial parent to provide the school with a copy of the court order.

## ***Summer School***

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Archbishop Rummel High School conducts summer school for all Archbishop Rummel High School students as well as students from public, Catholic, and private high schools. The summer school program is accredited by the Louisiana State Department of Education. Archbishop Rummel High School students are required to remedy failures at the Archbishop Rummel Summer School, except for those students not returning due to disciplinary policies. The major areas of concentration are make-up subjects for junior high and high school failures.

A maximum of two full credits may be made up in a summer session. More information about the Archbishop Rummel Summer School is available beginning in the month of April.

## ***Supervision of Students***

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### **Supervision before School Hours**

The time of before school supervision is based upon bus transportation and parental drop-off. No students are allowed to arrive on campus unsupervised before 6:45 a.m.

Students arriving before 7:00 a.m. are required to go to the Raider Room or the Cafeteria. Students arriving after 7:00 a.m. are required to go to the Raider Room, the Cafeteria, or the Library. The classroom buildings are opened for students at 7:20 a.m.

### **Supervision after School Hours**

The time of after school supervision is based upon bus transportation and student departure from the student parking lot.

Supervision of students who are not involved in supervised extra-curricular activities ends at 3:05 p.m.

### **Extracurricular Activities before and after School Hours**

The principal is responsible for the direction of all activities of the school, including those occurring outside of the school building or day. The principal has the right to delegate the duty of supervision, but he remains ultimately responsible for all activities.

Moderators and coaches of extracurricular activities are to be qualified and approved by the school administration. Overall responsibility will be given to qualified and experienced moderators and coaches. Non-faculty moderators and coaches should be instructed and familiar with all policies and procedures for an activity.

Students are to be picked up within 30 minutes of the end of an event held on campus.

## ***Transportation***

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Transportation to and from school is provided free of charge to residents of East Jefferson (as of the date of publication). Jefferson Parish School Bus System does not provide bus transportation to homes located within a two-mile radius of the school.

For school-sponsored field trips, school buses are the preferable means of transportation of students to and from the activities. If private vehicles are used, the driver must be 21 years of age and present a copy of a valid driver's license and a copy of proof of insurance. Additionally, parents are to sign the school activity permission slip. The permission slip must include details regarding the method of transportation.

Use of passenger vans is prohibited in light of the National Transportation Safety Board's recommendation.

## Academics

### ***Introduction***

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Classroom instruction at Archbishop Rummel High School always seeks to fulfill the spiritual and academic potential of each student. Teachers work to foster a sense of Catholic community through daily prayer and a commitment to Catholic principles. In addition, teachers design academic programs so that students use their knowledge in the service not only of self but also of others.

In the image and likeness of God, each student is capable of great intelligence and learning. To this end, teachers plan lessons based on sound academic principles. They challenge their students to think critically and continually assess the work of their students, remediating when necessary to make sure students gain the academic skills they need. Above all, teachers encourage the pursuit of life-long learning.

Archbishop Rummel High School seeks to provide academic opportunities that assist in the personal growth and development of each and every student. In order to encourage students to perform to their fullest potential and to use their unique gifts and talents, Archbishop Rummel High School encourages each student to plan his course selections with input and assistance from his teachers, counselors, and parents. Ultimately, the student takes responsibility for establishing and meeting his academic goals.

Archbishop Rummel High School conducts a four-year high school and an eighth grade program of studies. Students must complete four years of high school studies before they are graduated.

### ***Program of Studies***

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Archbishop Rummel High School's academic program is distinguished by a rigorous and comprehensive curriculum design unique to each course and each academic discipline. This curriculum, taught by dedicated professional educators, offers the students a variety, both broad and deep, of college preparatory courses, including those recognized by the College Board as fulfilling the criteria for Advanced Placement.

Upon successful completion of Archbishop Rummel High School's academic program, each student will have earned sufficient credits in the courses necessary not only to meet, but also exceed the criteria established by the Louisiana Department of Education, AdvancED, and the

Louisiana Tuition Opportunity Program for Students (TOPS).

In accordance with Archbishop Rummel High School’s mission statement, the objective of the academic program is to provide an environment of academic excellence that challenges each student to the best of his ability. Therefore, after dialogue with the student, it is incumbent upon the Guidance Office and the assistant principal to provide the student with a class schedule that is adapted to meet the student’s needs and abilities and fosters his academic success.

Students will be placed into Honors, Academic, or Core courses. Placement into Core courses is based on the placement exam for incoming students and on teacher and Guidance Office recommendations for continuing students. Poor grade performances or work ethic is not sufficient to allow a student into a Core level course.

## Graduation Requirements

Courses	Honors Requirements	ARHS Requirements
English	4/5 credits	4/5 credits
ACT and/or PSAT Prep	1 credit	0.5 credit
Fine Arts	1 credit	1 credit
Foreign Language		
Modern	-----	2 credits
Latin	2 credits	-----
Mathematics	4/5 credits	4/5 credits
Physical Education	2 credits	2 credits
Religion	4 credits	4 credits
Science	4 credits	4 credits
Social Studies	4 credits	4 credits
Electives	3/6 credits	2.5/4.5 credits
<b>Total</b>	<b>28/34 credits</b>	<b>28/32 credits</b>

## Curriculum (5 year student)

### 8th Grade

Honors (Band and Non-Band)	Academic	Band or Biomedical or Engineering or Law
Religion 8	Religion 8	Religion 8
Algebra I H	Algebra I Part I	Algebra I Part I
English I H	English 8	English 8
World Geography H	Reading 8	Reading 8
Physical Science H	World Geography	World Geography
Latin I H	Physical Science	Physical Science
Band or PE	PE	Band or PE

### 9th Grade

Honors (Band and Non-Band)	Academic	Band or Biomedical or Engineering or Law
Religion I	Religion I	Religion I
Geometry H	Algebra I Part II	Algebra I Part II
English II H	English I	English I
Western Civilization H	Reading I	Biology
Latin II H	Biology	Spanish I
Fine Arts Survey H	Spanish I	PE
Band or Biomedical or Engineering or Law	PE	Band or Biomedical or Engineering or Law

### 10th Grade

Honors (Band and Non-Band)	Academic	Band or Biomedical or Engineering or Law
Religion II	Religion II	Religion II
Algebra II H	Geometry	Geometry
English III H	English II	English II
Biology I H	Western Civilization	Western Civilization
Latin III H**	Science Elective	Biology I
Computer Science I H**	Spanish II	Spanish II
PE (½) and PSAT Prep (½)	PE (½) and Elective (½)	Band or Biomedical or Engineering or Law
Band or Option: Biomedical or Engineering or Law		

### 11th Grade

Honors (Band and Non-Band)	Academic	Band or Biomedical or Engineering or Law
Religion III	Religion III	Religion III
Pre-Calculus H	Algebra II	Algebra II
English IV H or AP	English III	English III
American History H or AP	American History	American History
Chemistry H	Chemistry	Chemistry
PE (½) and ACT Prep (½)	PE (½) and ACT Prep (½)	PE
Elective or Band Option: Biomedical or Engineering or Law	Elective	Band or Biomedical or Engineering or Law

### 12th Grade

Honors (Band and Non-Band)	Academic	Band or Biomedical or Engineering or Law
Religion IV	Religion IV	Religion IV
Calculus H or AP	Advanced Math	Advanced Math
English V H or AP	English IV	English IV
Civics H or AP	Civics	Civics
Physics H or Biology II H	Physics or Biology II or Environmental Science	Physics or Biology II or Environmental Science
PE	Fine Arts Survey	Elective (Band) or Fine Arts Survey
Elective* or Band Option: Biomedical or Engineering or Law	Elective	Band or Biomedical or Engineering or Law

\* At least one elective must be an Honors or AP course.

\*\* Honors students in Biomedical Studies, Engineering, or Law Studies curriculum may choose between Latin III H and Computer Science I H. All other Honors students take both courses during 10<sup>th</sup> grade.

## Curriculum (4 year student)

Band | Biomedical Sciences | Engineering | Law Studies

### 9th Grade

Honors	Academic	Band or Biomedical or Engineering or Law
Religion I	Religion I	Religion I
Algebra I H	Algebra I	Algebra I
English I H	English I	English I
World Geography H	Reading I	World Geography
Physical Science H	World Geography	Physical Science
Latin I H	Physical Science	Spanish I
Fine Arts Survey or Band or Biomedical or Engineering or Law	Spanish I	Band or Biomedical or Engineering or Law

### 10th Grade

Honors	Academic	Band or Biomedical or Engineering or Law
Religion II	Religion II	Religion II
Geometry H	Geometry	Geometry
English II H	English II	English II
Biology I H	Western Civilization	Western Civilization
Latin II H	Biology I	Biology I
PE (½) and PSAT Prep (½)	Spanish II	Spanish II
Band or Option: Biomedical or Engineering or Law	PE (½) and Elective (½)	Band or Biomedical or Engineering or Law

### 11th Grade

Honors	Academic	Band or Biomedical or Engineering or Law
Religion III	Religion III	Religion III
Algebra II H	Algebra II	Algebra II
English III H	English III	English III
American History H or AP	American History	American History
Chemistry H	Chemistry	Chemistry
PE (½) and ACT Prep (½)	PE (½) and ACT Prep (½)	PE
Latin III H** or Computer Science H** Band or Option: Biomedical or Engineering or Law	Elective	Band or Biomedical or Engineering or Law

### 12th Grade

Honors	Academic	Band or Biomedical or Engineering or Law
Religion IV	Religion IV	Religion IV
Pre-Calculus H	Advanced Math	Advanced Math
English IV H or AP	English IV	English IV
Civics H or AP	Civics	Civics
Physics H or Biology II H	Physics or Biology II or Environmental Science	Physics or Biology II or Environmental Science
PE	Fine Arts Survey	PE and Fine Arts Survey***
Elective* or Band Option: Biomedical or Engineering or Law	PE	Band or Biomedical or Engineering or Law

\* Elective must be an Honors or AP course.

\*\* Honors students not in Band, Biomedical Sciences, Engineering, or Law Studies curriculum choose between Latin III H and Computer Science I H in 11<sup>th</sup> grade.

\*\*\* Students in Biomedical Sciences, Engineering, or Law Studies curriculum take Fine Arts Survey as independent study while taking PE at Archbishop Rummel; Band students take PE.

## ***Electives***

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As part of the scheduling process, students are offered several choices to select electives that meet their interests and needs as they work toward completion of their required program of studies. During the scheduling process, which begins in January, students are given descriptions of each elective by their grade level guidance counselor and the assistant principal. Electives available for students to choose from are listed below.

Elective Course	Length of Course		Available to Students in Grade				
	Sem.	Year	8	9	10	11	12
Art I		✓		✓	✓	✓	✓
Art II		✓			✓	✓	✓
Art III		✓				✓	✓
Art IV		✓					✓
Ceramics		✓				✓	✓
Band, Advanced (by audition)		✓	✓	✓	✓	✓	✓
Band, Beginning		✓	✓	✓	✓	✓	✓
Computer Science II AP		✓				✓	✓
Latin IV AP		✓				✓	✓
Statistics AP		✓			✓	✓	✓

### **Biomedical Sciences, Engineering, and Law Studies**

Three four-year sequences of electives are available to students in grades 9-12.

In the Biomedical Sciences curriculum, students work independently and in teams to solve authentic problems related to the biomedical sciences and human health. Students produce papers and poster sessions for peer and professional review, applying their knowledge to innovative designs using computer-based models and situations from the real world. They work frequently with professionals in the field including doctors, nurses, allied health care professionals, bioethicists, bioinformatics specialists, and others.

In the Engineering curriculum, students solve authentic problems related to engineering. Students apply their knowledge to innovative designs using computer-based models and situations from the real world. They work frequently with professionals in the engineering field.

In the Law Studies curriculum, students learn how to think logically and construct and deliver effective speeches and debates. Students understand how to act as entrepreneurs by setting up a model business, playing the stock market game, setting contracts, and applying both ethics and law to the management of a business. They also develop an understanding of local, state, and federal law, and analyze evidence to present and judge in a forensic setting.

Students may sign up for either track beginning in 9<sup>th</sup> grade. A student who elects to begin a track starts at the first-year course for that track, regardless of the student's grade level. For

example, a junior would begin with Biomedical Sciences I, Engineering I, or Law Studies I and could continue in his senior year to Biomedical Sciences II, Engineering II, or Law Studies II. A student who begins in a track in his freshman year can complete all four years of the track sequence; he will earn a special designation on his graduation diploma.

## ***Scheduling of Courses***

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### **Incoming Students**

The Placement Committee uses past grades and scores from the High School Placement Exam to determine the placement of courses for all incoming students. The assistant principal makes all final decisions concerning placement.

### **Current Students**

Current students register for the following school year early in the spring semester. Students, in coordination with their teachers, parents, and guidance counselor, choose their electives and discuss placement. The assistant principal makes all final decisions concerning placement.

### **Dual Enrollment Courses**

In cooperation with Southeastern Louisiana University, Archbishop Rummel High School students complete college-level courses. These courses are taught by Archbishop Rummel High School teachers on the Archbishop Rummel High School campus, in partnership with Southeastern Louisiana University professors.

The students earn both high school and college credit that is recorded on the Archbishop Rummel High School transcript and on a Southeastern Louisiana University transcript. The credit is transferrable to all public universities and colleges in the state of Louisiana and to many other colleges - including private universities in Louisiana and colleges outside the state. The college credit counts towards the student's eventual college grade point average.

### **Honors and Advanced Placement Courses**

Archbishop Rummel High School offers honors courses in mathematics, English, social studies, science, and foreign language. Students are placed in honors courses based on their High School Placement Exam, excellent grades in their courses, and their overall study habits and work ethic. Students are allowed to continue enrolling in honors courses as long as they maintain an "A" or "B" average. Students with grades of "C" may be allowed to continue enrolling in honors courses after consulting with their teachers, parents, and guidance counselor. The assistant principal makes all final decisions concerning the placement of all students.

Archbishop Rummel High School also offers Advanced Placement courses to juniors and seniors. Advanced Placement courses are available for:

- American Government & Politics

- Calculus AB
- Computer Science A
- English Language & Composition
- English Literature
- Latin
- Statistics
- Studio Art-Drawing
- United States History

Students are required to take the AP exam at the end of the course. All academically qualified students are encouraged to enroll in AP courses, with the assistant principal making all final decisions concerning placement.

### ***Honors Program***

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Students enrolled in all required honors courses during their sophomore year are invited to participate in the Honors program. A student participating in the Honors program will be required to complete successfully all honors courses for sophomore year as well as continue taking honors or advanced placement courses in his junior and senior years, including courses in English, mathematics, science, and social studies. Students must take an honors elective during junior or senior year. A student's successful participation in the Honors program earns him an honors diploma at graduation, provided he has met all course requirements and the following requirements by the end of his senior year:

- Cumulative grade point average of 3.0 or higher
- No semester grade of D or below in any course
- Placement in Honors or Advanced Placement courses
- Adherence to the Academic Honesty Policy

### ***Grading***

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#### **Promotion Requirements**

A student is promoted to the next grade level only after successfully completing all courses for the present grade level including service hours for Religion. Any student who fails any course must make up the failure in the Archbishop Rummel Summer School before entering the next grade.

Archbishop Rummel High School eighth-graders may not repeat their eighth-grade year to substitute as remediation of any failed course. An eighth-grader who fails any course must make up the failure in the Archbishop Rummel Summer School.

An eighth-grader who fails Algebra I or English I must re-take the course as a freshman. As a

way to better prepare the student, he must also take a skills course in the Archbishop Rummel Summer School.

### Seniors

In order to receive an Archbishop Rummel High School diploma, a senior must pass all seven credits in the senior year including service hours for Religion.

A senior who has passed all required courses in the school curriculum will be awarded the Archbishop Rummel High School diploma. A senior who fails to meet the school's established curriculum but who has met graduation requirements of the Louisiana Department of Education will receive an Archdiocesan high school diploma.

A senior who has not fulfilled the requirements of either the Archbishop Rummel High School curriculum or the Louisiana Department of Education curriculum will not be allowed to participate in graduation events. In order to earn a diploma, he must make up the failure(s) in the Archbishop Rummel Summer School. Once those classes are successfully completed, he receives an Archbishop Rummel High School diploma.

### Scale

The scholastic year is divided into four quarters. A letter grade in the range of A+ to F is given in each subject at the end of each quarter. All grades at Archbishop Rummel High School will be determined according to the following grade scale:

A+ 98-100	B+ 87-89	C+ 78-79	D 67-71
A 94-97	B 83-86	C 74-77	
A- 90-93	B- 80-82	C- 72-73	

### Grade Point Averages

In determining grade point averages (GPA), quality points are assigned to each letter grade as follows:

#### Advanced Placement Courses

A+ 6.33	B+ 5.33	C+ 4.33	D 3.00
A 6.00	B 5.00	C 4.00	
A- 5.67	B- 4.67	C- 3.67	
	F 0.00		

#### Honors Courses

A+ 5.33	B+ 4.33	C+ 3.33	D 2.00
A 5.00	B 4.00	C 3.00	
A- 4.67	B- 3.67	C- 2.67	
	F 0.00		

### Academic Courses

A+ 4.33	B+ 3.33	C+ 2.33	D 1.00
A 4.00	B 3.00	C 2.00	
A- 3.67	B- 2.67	C- 1.67	
	F 0.00		

Archbishop Rummel High School computes a grade point average (GPA) on an internal adjusted scale for a yearly class rank, final class rank, all academic awards, and all academic honors presented within the school.

The school also computes a simple grade point average on a 4.0 scale for the Louisiana High School Athletic Association (LHSAA), the National Collegiate Athletic Association (NCAA), and the Tuition Opportunity Program for Students (TOPS). Only certain specific courses are used to determine eligibility for NCAA and TOPS. For a student in Honors or Advanced Placement courses, his grade point average for TOPS will be computed by using the TOPS weighted scale for letter grades A, B, C, and D.

A student's grade point average and final transcript will be determined by using only and all subjects and high school credits printed on the report card from grades eight through twelve.

However, beginning with the 2015-2016 school year, a student's grade point average for the purpose of rank and valedictorian/salutatorian merit will be determined using only the courses printed on the report card and taught by an Archbishop Rummel High School teacher on the Archbishop Rummel High School campus. Final ranking includes the fourth quarter of senior year.

High school credits earned in eighth grade will be posted on the transcript. However, only high school credits earned in eighth grade taught by an Archbishop Rummel High School teacher on the Archbishop Rummel High School campus will be used to determine grade point average and rank.

### Passing Grades/Failures

The grades in each subject for the two grading periods during the course of the semester are averaged, giving a student his semester grade for each subject.

At the end of the first semester, if a student's grade in a full year subject is below 67%, then the student continues in the subject during the second semester; however, the grade that he earns at the end of the second semester must raise his yearly average to 67%. Failure to earn 67% results in failure in the subject for the academic year. A student must then earn the credit by enrolling in the Archbishop Rummel Summer School.

If a student passes the first semester in a full year subject, but fails the second semester, and has a yearly average above 67%, then he must attend Archbishop Rummel Summer School to

earn the second semester half-credit.

If a student passes the first semester in a full year subject, but fails the second semester, and has a yearly average below 67%, then he must attend Archbishop Rummel Summer School to earn the full credit.

If a student fails the fourth quarter of a full credit subject or the second quarter of a half-credit subject, then he automatically fails the semester and must attend Archbishop Rummel Summer School to earn the necessary credit.

If a student fails five semesters of course work, then he is not eligible to return for the following school year. A student failing four or fewer semesters of course work may be allowed to return on the condition that the credits are earned in Archbishop Rummel Summer School.

At the middle of each quarter, progress reports are sent to all the parents/guardians.

At the end of each quarter, each student will receive a report card listing his grades for each course.

### **Transcripts**

The Archbishop Rummel High School transcript serves as the official student record. All high school level courses and their respective semester and final grades are recorded on the high school transcript. Grades acquired in Archbishop Rummel Summer School are included, but these grades do not replace grades earned during the regular school year. The assistant principal makes all decisions regarding student transcripts.

### **PlusPortals and Progress Reports**

Student grades in each course are updated at least once every two weeks by teachers of those courses. Parents and students are provided with PlusPortals accounts at the beginning of the school year so that they may have access to information posted on PlusPortals. Progress reports are also emailed at the middle of each quarter to all students.

### **Cumulative GPA**

A student's cumulative grade point average is reported on a student's high school transcript. The cumulative grade point average is determined by each set of semester grades that a student earns during his high school years. Summer school grades are not included in these calculations. Please note that colleges, universities, and other scholarship institutions reserve the right to recalculate a student's cumulative grade point average according to their requirements and regulations.

## ***Recognition***

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### **Valedictorian/Salutatorian Awards**

The valedictorian and salutatorian of the graduating class are the seniors ranked first and second respectively through the fourth quarter of their senior year. To be eligible for this distinction, the valedictorian and salutatorian must have attended Archbishop Rummel High School for all four years of high school.

### **Honors Graduates**

Seniors who were enrolled in the Honors curriculum and have maintained a 3.0 grade point average (GPA) or higher through the fourth quarter with no semester grade of D or below are designated as Honors Graduates. At commencement exercises, these graduates receive the Archbishop Rummel Honors Diploma and wear the blue honor stole.

### **Commended Graduates**

Seniors who have maintained a 3.50 grade point average (GPA) or higher through the fourth quarter are designated as Commended Graduates. At commencement exercises, these graduates receive the Archbishop Rummel Diploma and wear the red honor stole.

## ***Academic Probation***

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Academic probation is a temporary status that provides a student the opportunity to acknowledge his academic difficulties while working toward academic success. A student is placed on academic probation if he does any of the following:

- fails two or more subjects in any nine-week grading period
- violates the school's Academic Honesty Policy

The probationary period will be set for one quarter.

A student on academic probation will meet regularly with his guidance counselor, develop a plan of action for improving his grades, and implement the plan under the counselor's supervision. After the probationary period, if the student has demonstrated measurable evidence of academic improvement, he will be removed from academic probation. If the student shows little or no evidence of academic improvement, the assistant principal may extend the probationary period for another quarter. If a student remains on academic probation for more than two quarters, the student will not be allowed to remain at Archbishop Rummel High School.

## ***Academic Honors and Awards***

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### **Torch Award**

The Torch Award is presented to each of the top five students on each grade level. Rank is determined by the grade point average (GPA) in subjects printed on the report card and taught

by Archbishop Rummel High School teachers on the Archbishop Rummel High School campus up to and including the first semester of the current school year.

### **Subject Awards**

Subject Awards are given in each academic subject to the student who demonstrates the most distinguished work in the designated subject.

### **Perfect Attendance Awards**

Students who have never been absent, tardy or dismissed from school during the day, except for approved school functions, during the entire year are given Perfect Attendance certificates. Students who achieve perfect attendance for four or five years receive an attendance plaque.

### **Honor Roll**

At the end of each quarter, students can merit honor roll recognition. There are two honor roll levels: Alpha and Beta.

Alpha Honor Roll status is earned by students whose grade point average is 3.50 and above with no grade of C or lower in any subject.

Beta Honor Roll status is earned by students whose grade point average is between 3.00 and 3.49 with no grade of D or lower in any subject.

No student may be placed on the honor roll if he has received an Academic Honesty Policy violation during that quarter.

## ***Graduation Awards***

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There are three commencement awards given at the Archbishop Rummel High School graduation exercises. No student may receive more than one of these awards.

### **American Legion Award**

The American Legion Award is presented to a senior who, in the estimation of his classmates, has been an outstanding leader in academics and in school activities.

### **St. La Salle Award**

The St. La Salle Award, a gold medal, is presented to the senior who has proven to be outstanding in the practice of his faith both by fidelity to religious practices and by Christian service to others.

### **Archbishop Joseph Francis Rummel Award**

This award, a silver bowl, is given to the senior who, in the estimation of the faculty, has been outstanding in leadership, in academics, and in school activities.

## ***Examinations***

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### **Exam Schedule**

In each subject, a seventy-minute examination is administered the last week of each quarter, with no more than two examinations given each morning.

### **Exemption Policy**

Exemptions from exams will be allowed in the second quarter of one-semester courses and in the fourth quarter of one-year courses. Students on all grade levels meeting the criteria for exemption will be eligible for exemption. Exemption criteria will be the same for all students. If the teacher chooses to exempt, then the teacher must exempt all students that meet the exemption criteria. No other criteria are allowed for exemption.

In a full credit course, a student must have earned an A in the course for the first, second, and third quarters and have an A average in the fourth quarter.

In a half credit, one semester course, a student must have earned an A in the course for the first quarter of the semester in which the course is taken and have an A average in the second quarter of the semester.

## ***Academic Honesty Policy***

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The ethical well being of the school community and the moral development of students depends on each student's accepting responsibility for his personal conduct in academic

endeavors. Therefore, students are expected to attend Archbishop Rummel High School ready to learn and demonstrate the ability to discern right from wrong. A student's moral awareness as it applies to the academic environment is essential for his success at Archbishop Rummel High School, where students must engage in an honest pursuit of knowledge. Academic honesty requires that students produce work that is their own work. In contrast, academic dishonesty is a student's attempt to claim possession of knowledge and/or skills that he does not possess.

### **Academic Dishonesty**

The following actions are reflective of academic dishonesty and are subject to academic probation by the school. Some offenses may be criminal in nature and therefore prosecutable under local, state, or federal laws. For purposes of this policy, "assessment" means any graded assignment including homework, quiz, test, project, and exam that the teacher assigns for an individual student to complete. Unless otherwise directed by a teacher, students should complete all assignments individually.

Examples of academic dishonesty include, but are not limited to:

- Using notes or resources to complete an assessment in a way other than permitted by the teacher
- Talking during an assessment without permission from the teacher - the teacher cannot be expected to determine the content of a conversation between students
- Copying from another student's assessment or allowing another student to copy from one's assessment
- Providing or selling assessment information to another student
- Using deceptive or fraudulent means to obtain or attempt to obtain credit for academic work; lying about attendance, ability to complete a test, or already turning in an assignment; missing class in order to avoid turning in an assignment or taking a test
- Tampering with a teacher's records or grades
- Retaining an assessment that the teacher has asked students to return
- Plagiarizing materials: using any material from a written work or from the Internet without proper citation and appropriate credit - plagiarizing includes omitting quotation marks for directly quoted material, omitting bibliographic references either in the text or on a source page at the end of the assignment, and/or closely paraphrasing an author without giving credit to that author for the use of his or her ideas - paraphrasing is the student's use of an author's idea by rewording and/or rearranging that author's original text (to avoid the charge of plagiarism, the student should include bibliographic references along with a quote or loose paraphrase from any author consulted)

### **Responsibilities of Students, Parents, Teachers, and Administrators**

The **student** is expected to uphold the letter and the spirit of this policy both philosophically and behaviorally in completing all school-related tests, quizzes, projects, reports, homework assignments, and in-class assignments. No assignment is exempt from this policy.

The **parent** is expected to adopt the philosophical wholesomeness of this policy and uphold the letter and the spirit of it by reviewing it with his or her son and encouraging the student to practice academic honesty throughout his years at Archbishop Rummel High School.

The **teacher** is expected to clarify expectations about homework and projects and acceptable test behavior on the course syllabus posted on PlusPortals. The teacher is also expected to review with the students the Academic Honesty Policy at the beginning of each semester and other times during the year as he or she deems appropriate. The teacher will enforce the policy in all instances of academic dishonesty following the process outlined below.

### **Process for Disciplinary Action**

The process whereby a student will be punished for infraction of the Academic Honesty Policy includes the following steps:

- The teacher will confer with the student and contact the parent/guardian by phone to review the academic dishonesty incident within one school day of the teacher's awareness of the incident.
- The teacher will submit a written referral, with appropriate documentation, to the assistant principal within one school day of the incident.
- The assistant principal will record the infraction in the student's permanent file.
- If the infraction is of a criminal nature: Local, state, or federal law enforcement officials will be alerted, and the student may be dismissed from Archbishop Rummel High School.

### **Disciplinary Action for Student Violation of the Academic Honesty Policy**

Consequences for a student's involvement in an act of academic dishonesty include the following actions:

#### **Assessment Weighted as Test, Quiz, or Exam**

1. The student will receive an automatic zero on the assessment. No make-up work will be offered to compensate for the zero.
2. The student will be placed on academic probation for one quarter.
3. For a second offense during a student's time at Archbishop Rummel High School, a conference will be held with the assistant principal, parent/guardian, teacher, counselor, and the student. The same consequences outlined in above will be enforced. If the second offense occurs in the same class as the previous offense, the student may receive an "F" in that course for the grading period. The assistant principal determines whether or not the student fails based on the circumstances.
4. For a third offense, the student faces suspension or expulsion from school, at the determination of an academic honesty committee of administrators and teachers convened for that purpose. If the student remains enrolled at Archbishop Rummel High School, then the same consequences above will be enforced.

**Assessment Weighted as Homework or Other Type**

1. The student will receive an automatic zero on the assignment. No make-up work will be offered to compensate for the zero.
2. The student will be placed on academic probation for one quarter.
3. For a second offense during a student's time at Archbishop Rummel High School, a conference will be held with the assistant principal, parent/guardian, teacher, counselor, and the student. The same consequences above will be enforced.
4. For a third offense, the student faces suspension at the determination of an academic honesty committee of administrators and teachers convened for that purpose. The same consequences outlined above will be enforced.

## ***Courses at Other Schools***

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Archbishop Rummel High School students may enroll in classes at other schools, including independent/correspondence study and virtual school programs, only with advance permission from the assistant principal. However, while the student may receive credit, the grade in the course WILL NOT be used to compute the student's grade point average for purposes of rank and valedictorian/salutatorian merit.

## ***Outside Credit***

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Programs scheduled outside the regular school day may not replace any course scheduled during the regular day. Any such programs may be scheduled for extra credit. One such course is Drivers' Education, which is open to all students with preference given to upperclassmen. One-half (1/2) credit can be earned.

## ***Guidance***

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### **Introduction**

The primary objective of the Guidance program is the overall growth of its students. Archbishop Rummel High School has a complete guidance program that consists of four counselors. College counseling services are also available to assist students with their college planning needs. These components are vital to the educational process that enable students to assess their needs, recognize their abilities, and formulate strategies to achieve their potential. School counselors guide students to self-awareness so that the students can make sound decisions and become responsible, productive, life-long learners.

Students, parents, and teachers are welcome at any time to initiate contact with the appropriate counselors for their help. For students in need of specialized assistance, referral services are available.

The Guidance Department administers a comprehensive standardized testing program. The results of these tests are provided to students and are available to parents upon request. The testing program includes the ASPIRE, PSAT, ACT and SAT.

### **College Placement**

The college counselor provides students with the resources needed to research future opportunities and to make decisions regarding post-secondary education and career choices. The college counselor assists students as they engage in procedures necessary for the college admissions process, including information about scholarships and financial aid.

The college counselor is available to discuss the college process with all students. During junior and senior year, the counselor schedules conferences to assist students in making a realistic assessment of college choices.

All Archbishop Rummel High School students are encouraged to discuss their post-secondary education plans with the college counselor as they investigate all the pre-requisites necessary for admission to the college of their choice.

### ***Resource Program***

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The Archbishop Rummel High School Resource Program assists students who have a documented learning disability or medical condition that qualifies them for special services. Students that are first admitted to the school and qualify are mainstreamed in all but one of their classes. For one of their class periods, students in the Resource Program receive remediation or tutoring in any areas they are having difficulty. Services are also available before and after school and during the student's lunch period.

### ***Tutoring Labs and Academic Assistance***

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Study rooms and tutoring labs are available during the academic period for students who need academic help or wish to study. Students come to the lab voluntarily or as required by teachers. Teachers are available to provide help to students.

Study rooms and tutoring labs are under adult supervision. Students are encouraged to develop a sense of responsibility for their own academic success as they learn to utilize their time and use the resources available to them.

Students are also encouraged to contact their teachers for more individualized assistance.

The assistant principal and grade level guidance counselors assist students as they plan for their academic success.

### ***Campus Ministry***

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#### **Introduction**

Archbishop Rummel High School builds its campus ministry program both on the foundation of St. John Baptist de La Salle's deep faith and his awareness of living each moment in the "holy presence of God" and on Archbishop Joseph Francis Rummel's sense of justice and respect for human dignity. Inspired by these two men, the campus ministry program offers the Archbishop Rummel students the opportunity to discover and to deepen their faith by engaging in frequent and varied religious experiences and programs. Through the guidance of the campus ministry program, the students of Archbishop Rummel High School have the foundation to become men of deep faith who are bold in their faith, strong in their commitment, and unafraid to live their beliefs.

### **Raider-Lasallian Campus Ministers**

Assisting the campus minister in building Archbishop Rummel High School's faith community are the members of the Campus Ministry Religion Class. This class is comprised of members of the senior class who have demonstrated a commitment to give visible witness to their Christian faith and to model the Lasallian Core Principles. These students are recommended to participate in this class by faculty members. The campus minister, senior religion teacher, and school chaplain facilitate the class. The curriculum of this course addresses the Religion IV grade level standards, varied prayer and spirituality topics and the Catholic Church's social teachings. During this class, the students will work with the faculty team in planning and facilitating retreats, all school liturgies, prayer experiences, campus ministry evenings, and faith sharing rallies/discussion groups. The Raider-Lasallian Ministers also team with other Lasallian ministry teams in the area to publicize and represent Lasallian youth at various high school events sponsored by the Archdiocese of New Orleans.

### **Extraordinary Ministers of Holy Communion**

Designated members of the Raider-Lasallian Ministry Team who are seniors have the privilege of serving the Archbishop Rummel High School community as Extraordinary Ministers of Holy Communion. In this capacity, during both the all-school and daily masses, these students distribute Holy Communion to the students and faculty. Before serving as Extraordinary Ministers of Holy Communion, these seniors must complete a workshop presented by the Office of Worship of the Archdiocese. This workshop is held at the end of the previous school year.

### **Retreats**

The retreat program is a vibrant program at Archbishop Rummel High School. Each student is required to participate in a retreat at every grade level. These retreats are designed to deepen the students' awareness of the presence of God in their lives and to foster their relationship with God through prayer with particular emphasis on Lasallian spirituality and the Lasallian heritage that is shared among all Lasallian schools worldwide. In the event a student is unable to participate in his scheduled retreat, because of his involvement in a school-related activity OR serious personal circumstances, arrangements will be made with the campus minister to reschedule the retreat.

The themes of the retreats for the 2016-2017 school year are as follows:

- Senior Leadership Retreat: "Leaders of Faith and Service"
- Senior Retreat: "Answering Faith Questions at the Crossroads"
- Junior Retreat: "Walking in Justice"
- Sophomore Retreat: "Teamwork and Faith"
- Freshman Retreat: "The Body of Christ"
- Eighth Grade Retreat: "What it Means to Belong to a Lasallian-Raider Community"

### ***Service Program***

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The Archbishop Rummel High School Service Program encourages students to live out the Lasallian tradition of faith in action and service to God. Service creates possibilities for our students to be agents of compassion and change in the local community. In the course of fulfilling service requirements, it is the school's hope that our students' hearts and minds respond to the call of those in need. Through service, our students are able to recognize the dignity of life and to live in the spirit of Archbishop Joseph Francis Rummel's motto, "To give one's life for the sheep."

Every Archbishop Rummel High School student must complete a required service hour component for graduation or promotion to the next grade level. Information explaining the service program is posted on the school website. Students will work with the Director of Service Programs to complete this requirement.

Service hour requirements for the 2016-2017 school year are as follows:

- 12<sup>th</sup> Grade – 25 Hours
- 11<sup>th</sup> Grade – 40 Hours
- 10<sup>th</sup> Grade – 20 Hours
- 9<sup>th</sup> Grade – 10 Hours
- 8<sup>th</sup> Grade – 10 Hours

Each student is required to download a Service Proposal Form found by going to the Proposal Form link under the Service tab on the school website. This Service Proposal Form should be completed and submitted to room 106 by a specified date in the fall.

To document service hours completed, each student must complete and return the Service Report found under the Service Report link on the school website. This Service Report Form should be completed and submitted to room 106 by the last Friday in April for seniors. For other classes, the Service Report Form should be completed and submitted to room 106 by the Monday before 4<sup>th</sup> quarter exam week.

Students who miss the deadline for service hours will receive an F (Failure) grade in Religion for the 4<sup>th</sup> quarter, which automatically results in a failure at the semester. These students will be assigned summer school for Religion credit at the end of the year. They are expected to pay a summer school fee to recover the credit and finish their service hour requirement by the end of June. They will also have to complete a penalty of additional hours to be determined. At the successful completion of the service hours and any summer school requirements, the F grade will be changed to the academic grade earned during the regular school year in the 4<sup>th</sup> quarter. If they do not attend the summer session or complete their service requirement, then the semester grade for Religion will remain as an F, and they will not be allowed to return to Archbishop Rummel High School.

For seniors, completing the service requirement is mandatory for graduation.

Students have a sufficient amount of time to complete their service requirement and will be expected to do so without exception and on time with all supporting paperwork.

More detailed information explaining the Service Program and a Service Directory with suggested service partners will be posted on the school website. Students will work with the Director of Service Programs to complete this requirement.

## ***Library***

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The mission of the Kenneth J. Bossetta Library Media Program is two-fold:

- To provide the resources, services and instruction that will assist students and teachers in becoming effective and efficient seekers and users of information.
  - To assist students in developing an appreciation of the value of literature and of reading as a means of access to knowledge and as an enjoyable lifelong pursuit.
1. The library is open on regular school days from 7:00 a.m. until 3:15 p.m. Exceptions occur for faculty meetings, early dismissals, and exam days.
  2. The library is a place for QUIET STUDY, READING, and/or RESEARCH. Group study should be done in the Raider Room. The Reference Area is designated as a completely silent area.
  3. Students should always enter and leave the library quietly. While in the library, students must be respectful and considerate of other people and take proper care of materials and equipment.
  4. Passes are needed to come to the library during class periods. Passes are issued by the classroom teacher then presented to one of the librarians immediately upon entering the library.
  5. Students must not take book bags or bags of any kind into the stacks.
  6. Students must not bring food, drink, or gum into the library. NO eating or drinking.
  7. Students may check out books from the general collection for a TWO-WEEK period. Reference and reserved materials are checked out after the last class period of the day and must be returned before the first period of the following day. Calculators are checked out for specific periods and must be returned immediately after that class.
  8. Ten cents per day is charged on overdue books from the general collection. Twenty-five cents a day is charged on overnight, reference, and reserved materials. Overdue notices are a courtesy. The initial notices of the due dates of materials are these rules and the date due slip taken by the students at checkout.
  9. Students are responsible for lost or damaged library materials. Lost books will be paid for at the current retail price plus \$1.00 for processing.
  10. All library records must be cleared before each examination period. Library and/or school detentions will be issued if materials and debts are not cleared in a timely manner.
  11. Students will not take quarterly exams until all library debts are cleared.

12. Reading Counts quizzes may only be taken on completed books that are read for the first time during the current grading quarter.
13. Students must follow the Computer Acceptable Use Policy and library rules when using computers or mobile devices in the library. Students who violate this AUP will lose computer privileges.

## Student Life

### ***Student Activities***

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#### **Introduction**

Archbishop Rummel High School provides a variety of co-curricular, extracurricular, and athletic activities in an effort to promote and model the Lasallian traditions of faith, community, and service. The many activities help students to grow spiritually, as well as foster social awareness, talents, and leadership ability.

Archbishop Rummel High School requires that all students participating in any type of co-curricular or extracurricular activity must earn at least a 1.50 grade point average in all subjects pursued. Students who do not meet these requirements may not participate in activities until all requirements are met.

#### **Purpose**

All activities are designed to foster a sense of Raider Pride in all those who participate in or attend Archbishop Rummel High School events. All students should be involved in order to develop and share their unique talents with the rest of the student body. By participating in activities, students are afforded the opportunity to excel both inside and outside the classroom. Archbishop Rummel High School strives to develop the entire student into the complete man that God has created him to be.

#### **Conduct of Club Members**

At all times, including road trips, club members are to be dressed appropriately and must conform to the grooming policies in the handbook. Club members should constantly conduct themselves in a respectful manner, set forth in the handbook, as a Raider always should.

#### **General Activity Award**

The General Activity Award is presented to students each year who actively participate in at least 4 extracurricular activities. The moderator of the activity determines who qualifies as an active participant of an extracurricular activity.

The first time a student earns the award, he receives a certificate. The second time a student earns the award, he qualifies for a jacket, and the third and every subsequent time a stripe. **A student earns only one Archbishop Rummel High School jacket** during his high school years.

## ***Clubs and Organizations***

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### **Art Club**

The Art Club enters many artistic events throughout the school year as well as aids teachers, administrators, and organizations in artistic endeavors. The club is open to all art class students.

### **Big Brothers**

Big Brothers are responsible for integrating the eighth and ninth-graders into the school community. Big Brothers promote school spirit and organize socials throughout the school year. Membership is open to all seniors who complete the application process and must be approved by the moderator and the administration.

### **Campus Ministry**

Campus Ministry supports a spiritual environment on campus. Club members help to organize retreats, participate in music ministry, liturgies, social justice education, abstinence education, and various service projects. All students are welcome to join campus ministry.

### **Chess Club**

The Archbishop Rummel Chess Club meets every day of the week during the second half of lunch in room 105. All students are welcome to join the club, and no fees are required for membership. To sign up for the monthly tournament, please contact the moderator.

### **Genesian Players**

Named for St. Genesius, the Roman Comedian and Christian martyr, the Archbishop Rummel dramatics club is responsible for the drama program at the school. The organization was founded in 1963 and produces three shows a year. The Genesian Players is open to all members of the Raider community.

### **Jazz Band**

The Jazz Band is open to any member of the Honors Advanced Band Winds and Honors Advanced Band Percussion classes who meets the audition requirements. The Jazz Band performs at the Christmas and spring concerts, student activities, contests, and community functions. This ensemble stresses the performance of jazz literature and improvisation along with improving music reading and jazz theory skills.

### **Key Club**

The Key Club aims to develop leadership ability, Christian service, and good citizenship by following the Key Club International pledge to “build our homes, schools, and communities.” Sponsored by the Moisant Kiwanis Club, the Key Club routinely volunteers at Raider events and events throughout the New Orleans Metropolitan area. The Key Club is open to all students who wish to join.

**Latin Club**

The Latin Club is a cultural and social organization to further students' knowledge about Latin. Students watch films on ancient culture, listen to guest lecturers, pray and sing songs in Latin, and enjoy fun, fellowship, and refreshments. The Latin Club is open to all Latin students.

**Library Club**

The Library Club's main objectives are to increase student interest and participation in library work and to stimulate interest in reading, computing, and the evaluating of resource materials. Students in the club check library books in and out of the library on the OPAC computers, re-shelve books, and help keep the library clean. All students are eligible to join the library club.

**Lifeguards**

Under the patronage of Our Lady of Guadalupe, lifeguard members strive to promote the dignity of all human life, especially the life of the unborn child. The club accomplishes this mission through prayer, sacrifice, and involvement with local right to life groups. Membership is open to all students.

**Mu Alpha Theta**

A national high school mathematics organization, Mu Alpha Theta is primarily composed of students from the math honors classes, but it is open to other students, by invitation only, who have performed well in their math courses to date. Full membership is open to seniors, juniors, and second semester honors sophomores. Associate membership is open to first semester sophomores in the math honors classes. Meetings are held to discuss math and to prepare for the various math tournaments throughout the year and the competitions held at the annual state convention. The Archbishop Rummel chapter of Mu Alpha Theta participates in district meetings with other Jefferson Parish clubs as well as attends the national convention in August.

**National Honor Society / National Junior Honor Society**

Sophomores, juniors, and seniors who maintain a cumulative 3.50 GPA or better and who demonstrate qualities of character, service, and leadership may be nominated to join the National Honor Society. Eighth and ninth graders who display the same characteristics may be nominated for the National Junior Honor Society. To be inducted into NHS after nomination, candidates must submit proof of membership and participation in several school organizations. The faculty and administration must approve all nominations.

The National Honor Society creates enthusiasm for scholarship, stimulates a desire to render service, and promotes leadership and development of character. Club activities include an induction ceremony, tutoring throughout the academic year, and multiple service projects.

**Ping Pong Club**

The Ping Pong Club is open to all students. Members meet twice a week either on Tuesday, Wednesday, or Thursday in either room 112, 114, or 121 after school.

### **Raider Ambassadors**

Raider Ambassadors communicate the mission, beliefs, and philosophy of Archbishop Rummel High School to the public as official hosts to all Rummel and community events. They serve with pride at all functions, activities, and events throughout the school year. Members must complete an essay and must be approved by the administration.

### **Raider Hope**

Students assist with the rebuilding of New Orleans by cleaning and reconstructing flooded homes and neighborhoods. Students assist “Hope House” and St. John the Baptist Community Center in their service to their residents. The club also participates in community functions such as Christmas in October, the Rally for Orleans Schools, Parkway Partner gardens, and “Make a Difference Day.” Membership is open to all students.

### **Raider Marching / Concert Bands**

The Archbishop Rummel band program is a co-educational program in conjunction with Archbishop Chapelle High School. The first part of the Raider Band season is spent rehearsing music inside and performing field drill outside for the football games and competition. Preparing a competition field show for several marching competitions and halftime performances are the main objectives of the marching band. The Marching Band also performs in three to four Mardi Gras parades a year and in Disney World in Orlando, Florida every two years.

The Concert Bands are organized at the end of the football season by separating the marching band into three separate ensembles (symphonic, concert, and cadet) by means of a spring audition. The bands perform in competitions and at the Christmas and spring concerts.

### **Raider Yearbook**

The yearbook staff works throughout the year recording the events and experiences that make up a given year. There are a few staff openings each year. Any student interested in photography, copy writing, page design, reporting, data entry, graphics, or proofreading should enjoy the Yearbook staff.

### **Raiders’ Digest Newspaper**

The *Raiders’ Digest* staff publishes the student newspaper throughout the school year. Students run the editorial board, write the stories, edit, and proofread the layout. Several issues are distributed each year, and any student may become involved in the newspaper.

### **Rummel Review**

The Rummel Review, the school’s literary magazine, publishes the creative work of students, such as poetry, short stories, creative nonfiction, novel excerpts, and short plays. In addition to submitting pieces, students can also become copy editors or editors, helping to design and construct the magazine.

### **Student Council**

The Student Council acts as a liaison between the students and the administration, and promotes and organizes student activities. The Executive Board, consisting of President, Vice President, Secretary, and Treasurer, is elected by the entire student body. Class level officers are elected by each respective class level. Homeroom representatives and vice-representatives are also elected to represent each homeroom. The student council constitution can be found in the student council office.

### **Video Game Club**

The Video Game Club is open to all students. Members meet twice a week either on Tuesday, Wednesday, or Thursday in either room 112, 114, or 121 after school to play various video games. Club members determine which video games will be offered.

## **Athletics**

### **Eligibility**

To participate in any athletic program, students must pass, during the previous school year, at least six subjects that count towards the graduation requirements. For first semester participation, students must earn at least a 1.50 grade point average in all subjects pursued. For second semester participation, students must pass six subjects, with no GPA minimum requirement. All student-athletes must have a completed physical and a proper certificate of live birth on file with the school. All athletic departments and their athletes must abide by the rules set forth by the LHSAA in order to participate. All questions of eligibility should be addressed to the athletic director.

### **Extracurricular Student Athlete Packet**

All student-athletes, whether playing an LHSAA sport or a Club sport at Archbishop Rummel High School, are required to accurately complete the entire Extracurricular Student-Athlete Packet with completed physical examination before they are allowed to practice with any team.

The Extracurricular Student-Athlete Packet includes the following:

1. Student Information Questionnaire
2. Student Insurance Information
3. Medical Consent Form
4. Concussion Review
5. LHSAA Substance Abuse/Misuse Contract and Consent Form
6. LHSAA Athletic Participation/Parental Permission Form
7. LHSAA Medical History Evaluation
8. Physical Form Completed by a Licensed Physician

The Extracurricular Student-Athlete Packet can be downloaded from the school website at [www.rummelraiders.com](http://www.rummelraiders.com) or can be picked up at the receptionist desk at the school. This

packet should be completely filled out, with the exception of the physical form, when you arrive on the date of your athletic physical examination.

The Archbishop Rummel High School Athletic Department offers one day of athletic physical examinations each year on campus in the Raider Room. This athletic physical examination day is normally held on a Saturday at the beginning of August.

Any students who are unable to attend the one-day of athletic physical examinations held at Archbishop Rummel High School can take the completed packet to their personal physician to obtain their physical examination.

### **Conduct of Athletes**

Athletes must at all times dress appropriately and conform to the grooming and behavior policies detailed in the Regulations section of this handbook.

On the field of competition, athletes will conduct themselves in a respectful and cooperative manner, always displaying the highest level of class and sportsmanship.

## ***LHSAA Athletics***

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### **Archbishop Rummel High School LHSAA Athletic Teams**

Baseball	8th Grade, 9th Grade, Junior Varsity, and Varsity
Basketball	8th Grade, 9th Grade, Junior Varsity, and Varsity
Bowling	Teams of Four
Cheerleading	Varsity
Cross Country	Junior High, Junior Varsity, and Varsity
Football	8th Grade, 9th Grade, Junior Varsity, and Varsity
Golf	Junior Varsity and Varsity
Powerlifting	Junior Varsity and Varsity
Soccer	8th Grade, 9th Grade, Junior Varsity, and Varsity
Swimming	Junior High, Junior Varsity, and Varsity
Tennis	Junior Varsity and Varsity
Track & Field	Junior High, Junior Varsity, and Varsity
Wrestling	Junior High, Junior Varsity, and Varsity

## Archbishop Rummel High School LHSAA Head Coaches

Baseball	Mr. Nick Monica
Basketball	Mr. Troy Holley
Bowling	Mr. Travis Olivier '02
Cheerleading	Ms. Codi Amadeo
Cross Country	Mr. Alex Lorio '07
Football	Mr. Jay Roth '81
Golf	Mr. Dominic LaNasa
Powerlifting	Mr. Philip Maranto '00
Soccer	Mr. Tim Burns
Swimming	Mr. Joseph Fritscher '73
Tennis	Mr. John Schmidt
Track & Field	Mr. Kyle Weidenbacher '05
Wrestling	Mr. Jonathon Orillion

### **Championship Ring Policy**

When an Archbishop Rummel athletic team or athlete wins a National or State Championship, the school will allow that athletic team or athlete to order championship rings from Josten's with the design approval of the athletic director and the administration. The parents or guardians of each championship athlete are responsible for the cost of purchasing their son a National or State Championship Ring. Coaches will not be allowed to conduct formal solicitations of donations for the purpose of purchasing National or State Championship Rings. The alumni, parents, friends, and fans of Archbishop Rummel High School can make general donations to the athletic team. If a coach decides to use money from his fundraising account to offset the cost of championship rings for his team or an individual athlete from his team, then he can choose to do so with the approval of the athletic director and the administration. Archbishop Rummel High School is not responsible for purchasing championship rings for any members of its athletic teams.

### ***Club Athletics***

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#### **Inline Hockey**

The Inline Hockey team is open to all students. The team participates in the GCHSHL (Gulf Coast High School Hockey League) and plays games against teams from Louisiana and Mississippi. Archbishop Rummel Inline Hockey has a Varsity team and a Junior Varsity team.

#### **Intramural Athletics**

Intramurals provide an opportunity for students to participate in some form of athletic competition. All students are eligible to play any sport provided they do not participate in the

same sport at the varsity level.

### **Lacrosse**

The Lacrosse team is open to all students. The team participates in the LHSL (Louisiana High School Lacrosse League) and plays games against teams from other high schools in south Louisiana and Mississippi. Archbishop Rummel Lacrosse has a Varsity team and a Junior Varsity team.

### **Rugby**

The Rugby team is open to all students. The team participates in the NORFL (New Orleans Rugby Football League) that is sponsored by the USA Rugby Football Union. The team plays against teams from other high schools in Louisiana and Mississippi.

### **Ultimate Frisbee**

Ultimate Frisbee is a fast-paced and exciting game that requires endurance, hand-eye coordination, and the drive to learn new throws, skills, and strategies. Teams attempt to advance the disc up the field toward their end zone, similar to football. The school's team plays all year long against other metro high school and college teams. Practice is open to all students who are interested, regardless of experience or ability.

## **Regulations**

### ***Acceptable Use Policy***

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Failure to read the Acceptable Use Policy is not a valid reason for violating the following.

1. The use of technology is a privilege, not a right. Inappropriate use will result in the cancellation of this privilege. The school reserves the right to seek financial restitution for any damage caused by the student. The system administrators will deem what is inappropriate use. The administration, faculty, and staff may request that the system administrators deny, revoke, or suspend specific user privileges based on cause. Violations will be dealt with seriously.
2. The student will not use technological resources for non-academic purposes.
3. The student will protect the privacy of his and others' work. Violations of this rule include, but are not limited to, the following:
  - trying to learn another user's password(s)
  - copying, changing, reading, or using files from another user without prior permission from that user
  - attempting to gain unauthorized access to system programs of the computer equipment

- using computer systems to disturb or harass other computer users or use inappropriate language in communications
4. The student will honor the school's procedures for the storage of information. Files may be deleted from the system with or without prior notice to protect the integrity of the network and space limitations on the computer's hard drive.
  5. Archbishop Rummel High School reserves the right to examine all data to make sure that all users are in compliance with these regulations.
  6. The Internet is to be used for scholarly research and as a means of obtaining needed educational information. The student is prohibited from using the Internet for other purposes during the school day. This includes, but is not limited to, the following:
    - conducting or participating in any illegal actions according to local, state, or federal law
    - threatening, bullying, or harassing others
    - bypassing the school content filters using proxies
    - infringing upon software, copyright, or licensing agreements
    - viewing, displaying, storing, or transmitting any obscene or discriminatory material
    - sending unauthorized bulk or random messages
    - maliciously installing or invoking a computer virus or other disruptive mechanism
    - altering system files or configurations to disrupt computer functions
    - seeking or gaining unauthorized access to network resources or resources on the Internet
  7. Archbishop Rummel High School reserves the right to monitor the Internet usage of all students through specialized software as well as any other means available to teachers and the administration.
  8. The student may not use any email, chat, or collaboration program to communicate with others during class unless a teacher or administrator expressly authorizes him to do so.
  9. The student must take full responsibility for his own actions. Archbishop Rummel High School takes no responsibility for any information or materials that are transferred through the Internet. Archbishop Rummel High School will not be liable for the actions of anyone using the school's Internet connection. The student assumes full liability – legal, financial, or otherwise – for his actions.
  10. The student represents Archbishop Rummel High School in everything that he does. At no time should a student participate in a social networking setting that conflicts with the beliefs and policies of Archbishop Rummel High School. This includes, but is not limited to, Cinemagram, Facebook, Instagram, MySpace, Twitter, or Vine.

## ***Assemblies***

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When students assemble in the gym, they ordinarily sit in the bleachers. When they are all seated in the bleachers, the students of each class sit in the section assigned.

## ***Assignments***

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Either written or study assignments are usually given in each subject every day. In order to complete assignments satisfactorily, the student will need to work at home. If a student misses an assignment or a test, then it is his responsibility to contact his teacher to make up what he has missed.

## ***Attendance***

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### **1.ABSENCES**

**IMPORTANT: Eligibility for credit will be determined by a student's attendance in EACH class period.**

**Half Unit Courses: A student is considered ineligible for credit once the number of unexcused absences exceeds five for first semester half unit courses and exceeds six in second semester half unit courses.**

**Whole Unit Courses: A student is considered ineligible for credit once the number of unexcused absences exceeds eleven.**

**Note: Attaining the status of excessive unexcused absences means that a student will not receive a Carnegie credit or half credit even if a student has earned a passing final average.**

On any day that a student is absent from school, **the parent must contact the Attendance Office by calling 504-834-5592 ext. 250 or through email at ([attendance@rummelraiders.com](mailto:attendance@rummelraiders.com)) between 7:00 a.m. and 9:00 a.m. that day.** On the day of his return to school, the student must bring a dated note from a parent indicating the reason for the absence(s). The note must be turned in to the Attendance Secretary.

For any continuous absence over three days, the parent must provide some form of verification of illness from a medical doctor. **NOTE:** If the parent elects NOT to provide some form of verification of illness when the student returns to school, then each day's absence will be unexcused.

**In the case of a full day's absence, a student may neither attend nor participate in an athletic event, practice or extracurricular school activity without the specific permission of the Assistant Principal of Discipline. The granting of such permission will only occur when dire, verifiable extenuating circumstances are presented to the Assistant Principal of Discipline.**

**In the event of a partial absence, a student must attend at least half of the regularly scheduled school day in order to attend or participate in extracurricular activities.**

### **Excused Absences**

**Certain extenuating circumstances may be taken into consideration in order for an absence to be classified as excused.**

### **Examples of extenuating circumstances:**

1. Verification of illness from a medical doctor after three (3) or more days of continuous absence.
2. Extended time spent in a hospital that is verified by a medical doctor.
3. Extended time spent recovering from an accident verified by a medical doctor.
4. Recuperation from a contagious disease in a family that is verified by a medical doctor.
5. Death in the family.
6. Trips taken for school approved activities. Examples: Athletics, clubs, organizations, and retreats
7. Any natural disaster such as flooding, hurricanes, tornados, etc.
8. For any other extenuating circumstances, parents must have approval from the Assistant Principal of Discipline or the Principal.

The school will notify parents/guardians of the possibility of forfeiting academic credit whenever a student has accumulated three unexcused absences in half unit courses and eight unexcused in whole unit courses. This notification will serve as a warning indicating that the student is on the verge of not receiving credit in a specific course(s).

The school will notify parents/guardians whenever a student exceeds the maximum number of unexcused absences (in one or more classes) during the semester in which the excessive absences have occurred. Such notification will state that the student is ineligible to receive credit in a particular course(es) due to excessive unexcused absences.

## **2. TARDINESS**

A student is considered tardy if he is not present when the signal sounds to indicate the beginning of an activity, such as homeroom or the first class period of the day.

### **A. TARDY FOR HOMEROOM OR FIRST CLASS PERIOD OF THE DAY OR THEREAFTER:**

The school day begins with either a homeroom period or whichever class is scheduled first in the day's rotation. Any student who is not present when the final signal sounds to be in that homeroom or first scheduled period will be considered tardy to school.

A student who is tardy to school, whether during homeroom/first class period of the day or thereafter, **MUST** report to the Attendance Secretary to obtain an admit slip before he proceeds to any class or other location on campus. A student who arrives tardy to school will not be admitted into class without an admit slip. Failure to obtain an admit slip immediately upon arriving tardy to school may result in an after school detention.

**Any student who is tardy to school for the third time will be issued written punish work. Additional infractions will result in cafeteria duty, after school detention, probation, and suspension. A student will begin each semester with a clean slate in terms of tardiness to school.**

If after serving three conduct detentions (after school) for tardiness to school, a student will be suspended.

**B. LATE TO SCHOOL (Notification from Parent/Guardian)**

Any student who is late to school or misses part of a class(es) or an assembly must have his parents call the school to notify the Attendance Secretary why he will be late. Depending upon the circumstances, the phone call does not necessarily excuse the impending tardy.

**C. TARDINESS TO CLASS**

Any student who arrives late to class because he was delayed by another teacher should ask that teacher to write him a note explaining the reason for his delay. This note should be given to the teacher of the next class.

If a student is late for class and does not have an acceptable note explaining his delay, then the teacher will give the student a verbal warning on his first offense, written punish work on his second offense, and a conduct detention on his third offense. If the tardiness to class persists after a student has been issued a conduct detention, the teacher may refer him to the Discipline Office for further consequences.

**3. EARLY DISMISSAL FROM SCHOOL**

For a student to be dismissed from school premises during class hours, he must be dismissed through the Attendance Office.

Parental approval must be given for any dismissal in which the parent does not personally check out the student. If a parent wishes to give permission for someone

else to pick up a student or for the student to check himself out, then the parent must call the Attendance Office (504-834-5592 ext. 250) that day as early in advance as practical.

#### **4. SENIOR COLLEGE VISITS**

- A. Over the course of the first three quarters, seniors are allowed no more than two days for college visits, interviews, or auditions. Additionally, seniors are allowed no more than two (2) days during spring testing.
- B. In order for a senior to miss or leave school for the aforementioned, he must obtain a permission form from the College Advisor and have it signed by the College Advisor, his teachers and parent(s). **The completed permission form must be returned to the College Advisor three (3) days before the student's absence. The College Advisor will forward a copy of the permission form to the Attendance Secretary.**
- C. Upon the senior's return to school, he must return from the college with official notification from the admissions office or respective department verifying his presence on campus. **The senior must submit verification to the College Advisor.** Failure to comply with the above conditions will affect the student's ability to earn credit in his courses. He will also forfeit any remaining days left to visit the college(s) of his choice.

#### **5. PERFECT ATTENDANCE**

Students who have never been absent, late to school, nor dismissed from school during the day, except for approved school functions, during the entire year are considered to have perfect attendance for that year. A student who is absent due to illness, even if verified by a doctor's note, is ineligible for perfect attendance recognition.

### ***DISCIPLINE***

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Archbishop Rummel High School provides a caring, disciplined environment by establishing policies and procedures that respect the dignity of the individual. Rules and regulations create an atmosphere of academic excellence that minimize distraction from the learning process and reinforces Christian values. Within a structured, supportive environment, students at Archbishop Rummel High School learn the principles of self-discipline.

At all times, all students must show respect for our nation, our nation's flag, all of our political beliefs (though they may be different) and all of our religious beliefs (which may be different). Examples of showing such respect include but are not limited to standing for prayers and/or the Pledge of Allegiance, engaging only in reasonable, respectful discussion of political beliefs and attending and showing respect for any and all Roman Catholic activities that students are required to attend, including but not limited to the celebration of Mass and/or

participation in religion classes. Failure to abide by the foregoing may result in disciplinary action.

### ***Personal Conduct on Campus***

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NOTE: Surveillance of several types will be used on campus and in the school buildings in order to enhance student and staff safety and deter violations of school rules and laws.

1. All students are expected to conduct themselves as Christian gentlemen, by being considerate of others at all times, both in and out of school. They will consider it a privilege to attend Archbishop Rummel High School, and their conduct at all times will reflect their appreciation of this privilege, causing them to do nothing that could lead to its loss.
2. The greatest courtesy shall be manifested toward the faculty and other school personnel.
3. Students are to take pride in their school and assume the responsibility for the grounds, classrooms, lockers, and all campus areas. This pride should lead them to report acts of vandalism to school property to a faculty member or administrator as soon as it is detected.
4. Students must assume the responsibility for the repair or replacement of marred and damaged school equipment and property that results from other than ordinary use.
5. Defaced or damaged books will be charged to the student to the extent of the damage done. Lost books will be paid in full.
6. The metal railings along the school building and cafeteria are principally ornamental. For safety reasons, students must not sit on them.
7. Cigarettes, e-cigarettes, vapor pens, tobacco, lighters, and matches are not allowed on the campus, buses, or at school-sponsored activities.
8. Students are expected to maintain an atmosphere of quiet at all times in the school building, in the rooms and corridors, and near the building during class time.
9. Students are not to enter the building before 7:20 a.m. except to go to the library or assigned study rooms, or with the proper authorization to see a teacher in his/her classroom.
10. Students shall not loiter in the office, the halls, the restrooms or their cars once arriving on campus.
11. Lockers may be used at the beginning and the end of the school day and before and after each class period. Every effort should be made to open and close lockers as quietly as possible. Only the combination locks sold in the Raider Pride Store are permitted on these lockers, as well as the PE lockers. These locks have V56 or V61 printed on the back. The Assistant Principal of Discipline may also authorize the use of other locks for medical reasons. **Any lock that is does not have the V56 or V61 printed on the back or is not one authorized by the Assistant Principal of Discipline will be removed.** Books and school materials are not to be kept in the classroom desks but in the lockers. Inspection of lockers will be made periodically by teachers and the Assistant Principal of Discipline. Students may not switch lockers without the permission of the Assistant Principal of Discipline. PE students must use the lockers provided for them in the PE dressing room and use a school lock on their locker at all times. **NOTE:** The school is not responsible for items that are reported as missing or stolen from student lockers or book bags.

12. Students are not allowed to leave campus once they arrive (including before school) unless they have written permission from the Assistant Principal of Discipline. Students are not allowed to loiter in the neighborhood before or after school or to sit in their automobiles when they arrive for school.
13. Bicycles and motorcycles should be placed in the designated areas. Students should not loiter near them during the day. Students using motorbikes or motorcycles should not drive them uselessly around the neighborhood before or after school. **MOTORBIKES AND MOTORCYCLES MUST BE WALKED ON CAMPUS.** A speed limit of 5 M.P.H. must be maintained on the section of Severn Avenue running through the campus.
14. Drinking, eating and gum chewing are forbidden in the school building, unless special permission is granted. Containers of water or any type of plastic drink bottle will not be allowed in the school building. No food or drinks are allowed in the classrooms.
15. Fireworks in any form no matter how minor are not allowed on the campus. This includes snap-pops. Any student possessing or setting off stink bombs will face severe consequences for his actions including dismissal from Archbishop Rummel High School.
16. The following areas are off-limits to students before and during school hours. In front of the gym on North Hullen; the alley between the Field House and gym; behind the Band building; the horseshoe area on North Hullen; the parking lots; in front of the school on Severn Avenue; the chapel courtyard; and the patio and Genesian areas, especially the Wrestling Building or its parking lot area during the lunch periods.
17. Stealing/theft may result in expulsion and arrest. Also, any student selling, buying, distributing, or possessing stolen goods will be expelled.
18. Gambling of any type (including card playing) is strictly forbidden.
19. Fighting on or off campus is a serious offense at Archbishop Rummel High School and will result in suspension or expulsion.
20. Students are not allowed to bring laser pointers on campus.
21. DVD players, iPods, MP3 players, and other types of radios, CD players, televisions, or camcorders are not allowed on campus.
22. Earbuds are the only type of headphone device allowed on campus and may not be worn in the halls between classes or in classrooms, including the gym, without an administrator's or teacher's permission. Students may employ their earbuds during lunch. All other types of headphones, other than earbuds, are not permitted.
23. There will be no selling, distributing, or buying of any articles by students to students anywhere on campus unless it is school related and cleared by the Assistant Principal of Discipline or Principal.
24. Students are not allowed in the halls during lunch periods unless they are going to the chapel or seeking academic assistance. They may not go to their lockers after the first five minutes of the lunch period.
25. Students are not allowed in any classrooms without adult supervision.
26. Students are not allowed to tamper with any windows within the classrooms and hallways.

## ***Expectations in the Cafeteria/Raider Room/Under Gymnasium***

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Students are expected to observe the following regulations when dining in the designated areas:

- Manners befitting Christian gentlemen are expected.
- Books, binders, or school bags should be on the student's person or placed in his locker.
- Students are expected to walk from their classes to the food areas in an orderly manner.
- Students will enter the cafeteria through the two doors at the end of the covered walkway only.
- Everyone will wait his turn in each of the single-file lines. "Breaking in" the line or "letting in" the line is not permitted. Pushing and crowding are forbidden.
- When finished with his meal, the student is to deposit carefully all leftovers, cartons, plastic bottles, napkins, and all other trash in the proper receptacles.
- Students are not allowed to leave the school grounds during the lunch periods except for serious reasons and only with parental permission and approval of the Assistant Principal of Discipline.
- Students are not allowed to receive food deliveries during the school day.
- All students choosing to eat their lunch outside should properly dispose of all refuse in the designated receptacles.

Failure to follow the regulations above, as judged by the supervisor, may result in one of the following consequences:

1. cafeteria duty for either the first or second half of the student's lunch period
2. an assigned seating area
3. after school detention
4. external suspension from school

**NOTE:** Cafeteria duty consists of the cleaning of tables and/or floors for litter during a specified amount of time. It is the student's responsibility to eat and to report to his cafeteria duty during his lunch period. Failure to report to cafeteria duty or to complete his duty in a satisfactory manner will result in more serious disciplinary action. This type of duty is assigned to students for offenses committed not only in food areas but anywhere on campus. Lunch duty may also be issued for excessive unexcused tardiness to class or school. Lunch duty becomes part of a student's discipline record. The accumulation of lunch duty will result in more serious consequences due to habitual violation of school rules.

## ***Personal Conduct Off Campus***

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1. A school's reputation is often enhanced or suffers by the behavior of its students outside of school. Therefore, each student, **whether in or out of his school uniform**, shall conduct himself off campus in a manner which is consistent with the goals and standards of

Archbishop Rummel High School as set forth in the Student Handbook. Failure to do so could result in being asked to withdraw from school.

2. Any violation of civil or criminal law that adversely impacts the well-being of the school or its good name or reputation, or adversely reflects upon the moral, religious, or principles of the Roman Catholic Church, or the policies, goals, and statements of Archbishop Rummel High School as indicated in the Student Handbook will make a student subject to corrective consequences, including suspension and/or expulsion.
3. Students shall manifest the highest type of sportsmanship at all athletic contests. They should act as Christian gentlemen at student gatherings.
4. Respect for the privacy of the families in the neighborhood of the school demands that students avoid loitering within the vicinity of the school.
5. Hitchhiking to and from school is forbidden.
6. Smoking, or any other use of tobacco products, is forbidden at all school-sponsored activities, such as athletic contests, dances, retreats, school events, school functions, etc. Smoking by students within a four-block area surrounding the school, or smoking by students in school uniform is forbidden and violators will be severely disciplined. The use of electronic cigarettes or any device to inhale/exhale smoke or vapor is considered smoking.
7. If the students are out of school on a day when other schools are in session, they are expressly forbidden to set foot on any campus, unless sent there for a school-related activity.
8. Any use of drugs or hallucinogens of any type without a prescription from medical personnel is an act that will result in expulsion of the person(s) involved.
9. Fighting off campus or participation in a disturbance, in or out of school uniform, will result in suspension and/or expulsion for the person or persons involved. Any student(s) in the immediate area of a fight or disturbance off campus will make themselves subject to suspension.
10. Students must wear the school uniform properly and proudly at all times. Any misconduct while wearing the school uniform outside of school may result in severe consequences.

### ***Bullying and Harassment Policy***

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Archbishop Rummel High School is committed to creating a safe, caring, respectful learning environment for all students. Bullying of students occurring in the school is strictly prohibited and will not be tolerated. For the purposes of the policy, “school” includes school buildings, school grounds, and school-sponsored social events, trips, sporting events, buses, and bus stops. Reported incidents of bullying will be investigated promptly and thoroughly by school administration.

#### **Definition of Bullying**

Bullying is a pattern of aggressive, intentionally or deliberately hostile behavior that occurs repeatedly and over time. Bullying behaviors normally fall into three categories: physical, emotional, and verbal. They may include, but are not limited to: intimidation, assault, extortion, oral or written threats, teasing, putdowns, name-calling, racial or ethnic slurs,

threatening looks, gestures, or actions, rumors, false accusations, hazing, social isolation, and cyber-bullying.

Bullying behaviors are unacceptable. The school administration requires all staff members who suspect, observe, or become aware of an act of bullying to immediately notify an administrator. Archbishop Rummel High School encourages students and parents who become aware of an act of bullying to immediately report the incident(s) to a school administrator for further investigation. Any student who retaliates against another for reporting bullying will also be subject to consequences.

All students shall be informed of their rights to protection against bullying behaviors and the right to file a complaint if they believe they have been the victims of bullying behavior. School administrators are responsible for investigating each complaint, determining if the complaint is legitimate in accordance with the above definition, and taking appropriate corrective action.

Any student (whether they be the victim or the bystander) may initiate a complaint by completing a Complaint Form and returning it to the Assistant Principal of Discipline.

### **Intervention/Consequences**

Reports of bullying are taken seriously and shall be dealt with quickly and effectively. If a student is found guilty of bullying behavior, then the consequences shall depend on both the results of the investigation and the severity of the incident. Consequences may include but are not limited to mediation, a parent conference, counseling, suspension, expulsion, or referral to the Jefferson Parish Sheriff's Office.

### ***Cellular Phone Policy***

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Archbishop Rummel High School prohibits the use of all telecommunications devices, including cellular phones, Apple watches, and other wearable communication devices, by its students during the school day. In general, the normal school day is defined as whenever the student sets foot on campus for the first time each school day and ending at 2:45 p.m. This policy also applies to all field trips and retreats.

**Students shall be allowed to possess such devices as cell phones, but only under the following conditions:**

1. The only times when students are allowed to carry cell phones on their persons is before school prior to the time when students are first allowed in the building to go to their lockers (7:20 a.m.) and after 2:45 p.m. During the brief interval before school when students are waiting to enter the building, the cell phone must not be in use and must be stored in a student's clothing or school bag. It must not be visible.
2. Cellular phones may be used only after 2:45.
3. Cell phones must be locked in the student's locker throughout the school day. If a student chooses not to use a locker, he is not allowed to have a cell phone on campus.

4. Cell phones must be in the off mode during school hours while stored in lockers.
5. If the student drives to school, then the phone may be left in the car.
6. Archbishop Rummel High School is not responsible for the loss, damage, or theft of cell phones brought on campus.

**The following consequences will be implemented for any student violating the above conditions.**

1. The first violation will result in an after school detention. The cell phone will be confiscated and turned in to the Discipline Office. It will be returned to the student at the end of the school day provided that the student arrives in person to retrieve it. The offense will become part of the student's discipline record.
2. A second violation will result in a one-day suspension. The cell phone will be confiscated and turned in to the Discipline Office. It will be returned to the student's parent/guardian at the end of the school day, providing the parent/guardian and student arrive in person to retrieve it. The student will lose the privilege to bring and possess a cellular device on the school campus for the remainder of the school year. The parent will be informed that the next violation will result in the student being asked to withdraw.
3. A third violation will result in the student being asked to withdraw from Archbishop Rummel High School.

### ***Social Media and Use of Electronic Devices***

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Each student of Archbishop Rummel High School will be held responsible for anything that is posted, forwarded, or "liked" to or from their accounts to the accounts of other students, administration, faculty, staff, parents, alumni or any other persons associated with Archbishop Rummel High School, also as well as any individuals who are not affiliated with Archbishop Rummel High School in any way. Some examples of social media include but are not limited to: Facebook, Twitter, Instagram, Cinemagram, MySpace, Snapchat, Vimeo, Vine, etc. Students will also be held responsible for any comments that they choose to post on media blogs, forums, chat rooms, etc. Students will also be held responsible for all texts, videos, images and any other electronic content that they receive, post, forward, or may currently have on their phone.

Any student who is in violation of these guidelines may be subject to the following:

- Suspension from school-for-multiple days
- Asked to withdraw from school
- Expulsion

Note: In some instances, the appropriate law enforcement agencies may be notified, depending on the nature and the severity of the content.

## ***Dress Code***

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Archbishop Rummel High School requires that all students maintain a professional appearance indicative of Christian gentlemen. Students are required to wear the complete uniform every day. They are expected to be well groomed and wear their uniform in the proper manner.

**Failure to comply with any of the items pertaining to dress and appearance will result in the student receiving one of the following consequences: punish work, cafeteria duty, after school detention, or probation. Repeated violations will result in suspension.**

### **Uniform**

The Archbishop Rummel High School uniform consists of the following:

#### **Pants**

The official navy blue school pants must be purchased from Perret's. The official school uniform pants are pleated with no cuffs and have an "R" patch on the back. Pants should be worn on the waistline and should not be baggy or loose fitting, so that they drag on the ground. It is the parents' responsibility to see that their sons' pants are in good condition and fit properly.

#### **Shirts**

The official blue oxford school uniform shirts must be purchased from Perret's. The official school uniform shirts have the Archbishop Rummel crest embroidered on the right side of the front. School uniform shirts must be in neat condition – torn, stained, faded, or ripped shirts cannot be worn to school. Shirt collars must be worn in the normal position with collar buttons fastened. Only plain white short-sleeved undershirts may be worn underneath and they cannot extend past the sleeve of the school uniform shirt. Shirts must be tucked in at all times so that the belt is visible. All students are required to have their first initial followed by their last name monogrammed on the left front of all school uniform shirts as sold by the Raider Pride Store. All school uniform shirts must be submitted to the Raider Pride Store for monogramming. A student, who has a suffix at the end of his name, is allowed to have the suffix of his name monogrammed on the shirt immediately following his last name. **Examples** – (J. Doe or J. Doe, Jr. or J. Doe II or J. Doe III or J. Doe IV)

**NOTE: The school uniform shirt should be tucked in the pants in such a fashion that the belt is seen from all sides while on campus, after school hours, and off campus while the uniform is being worn.**

#### **Neck Tie**

The official school tie with red, blue and silver vertical stripes must be purchased on campus from the Raider Pride Store. This tie will be the only acceptable tie allowed to be worn at school as part of the school uniform during the school day. This tie must be worn for Orientation Day and special occasions, such as school masses, during the school year. The official school tie must be worn as announced by the school.

### **Belts**

The official navy blue web belt must be purchased on campus from the Raider Pride Store. This belt will be the only acceptable belt allowed to be worn at school as part of the school uniform during the school day.

### **Shoes**

The official tan harvest “Dr. Martens” lace-up oxford shoes must be purchased from Perret’s. These shoes will be the only acceptable shoes allowed to be worn at school as part of the school uniform during the school day. Students, who have medical problems and cannot wear the official tan harvest “Dr. Martens” lace-up oxford shoes must obtain a doctor’s note for any other type of shoe. **In most cases, tennis shoes will not be allowed to replace the official tan harvest “Dr. Martens” lace-up oxford shoes. The Assistant Principal of Discipline will determine what type of shoe the student is allowed to wear. If a student’s shoes need to be repaired or replaced, it must be done in a reasonable amount of time as defined by the Assistant Principal of Discipline.** Shoes should be cleaned and polished on a regular basis, so as to maintain their proper appearance.

NOTE: Any student not wearing the regulation school shoes must present a dated note from the parent explaining the reason for their son’s non-regulation shoes. This note must be presented, during the homeroom period or the first class period of the day, to be approved and signed by the Assistant Principal of Discipline. Failure to follow the above requirement will result in a disciplinary consequence.

### **Socks**

There are two official dress sock colors that will be allowed during the school year - solid navy blue dress socks or solid black dress socks only. Athletic socks, “footies” or ankle socks are not permitted to be worn during the school day as part of the school uniform. Archbishop Rummel High School recommends that you purchase the solid navy blue Railroad Cotton Crew Socks or the solid navy blue Wigwam Crew Socks from Perret’s. Socks that have any designs, insignias, emblems, colored heels or toes are not permitted.

### **Outerwear**

The official red fleece (full zip and ¼ zip) embroidered with the official Rummel “R” must be purchased from the Raider Pride Store. This red fleece is the only acceptable outerwear allowed to be worn **ON CAMPUS during the school day** as part of the school uniform. This red fleece must be submitted to the Raider Pride Store for monogramming. The members of the senior class have the option of wearing the official red fleece or the official Rummel senior class sweatshirt that is purchased during the summer through the Student Council office. The official Rummel senior class sweatshirt will be monogrammed with the student’s first initial and last name when they receive it in August.

**NOTE: Any other outerwear or sweatshirts, other than the ones described above, even if it is an activity, club, or athletic sweatshirt, may NOT be worn at school as part of the school uniform during the school day, but can be worn after school. Any student violating the above dress code for outerwear will have the item confiscated and could be issued a conduct detention.**

**NOTE: This policy will be strictly enforced during the school year so that the consistency and appearance of the entire student body coincide with the image of Archbishop Rummel High School.**

### **Jackets and Coats**

There is no required heavy jacket or coat. The Archbishop Rummel letterman jacket will be the only acceptable heavy jacket or coat allowed to be worn at school as part of the school uniform during the school day. Hooded coats, jackets, or sweatshirts are not allowed.

### **Hats/Caps**

Hats and caps are not permitted on campus with the exception of cold weather hats as sold in the Raider Pride Store or required athletic hats or headgear. Under no circumstances are hats allowed within any school building. Hats are not allowed at extracurricular activities where proper decorum is expected. Baseball caps are acceptable at outdoor extracurricular events, but they must be worn in the traditional manner with the bill facing forward.

### **School Bags/PE Bags**

All school bags must be clean and free of any markings, writing, printing, or designs. Only the student's name may be printed on the school bag. The same rule applies to the student's PE bag.

**NOTE: Students can have their school bag and PE bag monogrammed, if they wish, through the Raider Pride Store.**

***In case of doubt concerning the dress code or grooming regulations, students will be referred to the Assistant Principal of Discipline for final opinions. In general, clothing and personal grooming should be such as to reflect a serious-minded Christian student. Students should wear the school uniform properly at all times.***

## **Personal Appearance**

In keeping with the values of the school, students should strive to maintain a professional appearance at all times both on campus and at extracurricular activities. Students must maintain at least the minimum standards listed below:

### **Hair**

A student's hair must be neatly groomed and moderate in length in the front, in the back, on the top, and on the sides of the head. The student's hair cannot extend below the top collar of the school shirt, extend past the eyebrows, extend over the ears, nor be excessively bushy. Haircuts must be conventional.

Students will not be allowed to attend school with short/long hairstyles, Mohawks, extremely bushy, tails, layered, shingled, wedged, twists, dread locks, highlighted, bleached, dyed, shaved (**#1 or #2 guard cuts are not allowed on the top of the head and only a #2 guard or higher on the back and sides of the head**), lines or carving into the natural hairline/eyebrows, or any other extraordinary haircuts in which designs, lines, logos, letters, numbers, etc. are outlined in the hair.

Hair should always have a dry appearance. Any student that uses water, mousse, styling gel or hair spray in order to hold his hair in place, must have such holding agents dried, brushed or combed before arriving on campus for the beginning of the school day.

**Even when a student's hair is uncombed, it cannot extend past the eyebrows.**

**NOTE: Any dress or grooming code violations may result in a conduct detention and in some cases, the student may be sent home. The Assistant Principal of Discipline will have the final decision on the dress and grooming regulations.**

### **Grooming**

Students will arrive at school each day properly groomed. No facial hair of any type will be allowed. Sideburns may not extend beyond the middle of the ear. All students must be clean-shaven every school day and at all school-related functions or athletic events. Parents are encouraged to be alert to the need for their sons to begin shaving.

### **Tattoos**

Tattoos of any type are not allowed. Any pre-existing tattoo(s) must not be visible at any time while representing Archbishop Rummel High School or at any school activity or function.

### **Jewelry**

Students may wear one (small) gold or silver necklace. No other type of necklace, such as an ID necklace, is allowed. Only a Christian medal or crucifix may or may not be worn on the necklace. Students may also wear a scapular or religious item given to them by a member of the Retreat Program. **Bracelets, earrings and posts or any type of skin piercing jewelry are NOT ALLOWED at school or any school activity, such as athletic contests, school related events, dances or proms. The only rings that may be worn to school are the official senior class ring that must be purchased through the Jostens representative and any championship rings that were earned through participation at Archbishop Rummel High School.**

## ***Student I.D. Cards***

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Official student I.D. cards must be carried on a student's person at all times. If a student loses his I.D. card, then he should report it to the Assistant Principal of Discipline immediately. Lending an I.D. card to someone or failure to present it when requested by a school official is a violation of school regulations and could result in an after school detention. Student I.D. cards are void upon termination of enrollment and the end of the school year. If a student leaves school before the end of a term, then the student's I.D. card must be returned to the Assistant Principal of Discipline. To replace the I.D. card, the student must go to the Yearbook Office at the beginning of his lunch period and pay \$5.00 for the replacement cost.

### **CONSEQUENCES FOR SCHOOL OR CLASSROOM VIOLATIONS:**

**School personnel may issue the following disciplinary consequences:**

- Verbal Warning
- Contacting Parent/Guardian
- Written Punish Work
- Cafeteria Duty
- Teacher Detention (after school)
- Detention Issued by an Administrator (after school)
- Saturday Detention
- External Suspension
- Probation
- Expulsion

#### **1. CONDUCT DETENTION (AFTER SCHOOL):**

**After school detention is to be served on the day that it is scheduled. It lasts from 2:55 to 3:55 and is meant not only as a consequence for the committed offense(s), but also as a deterrent for future violation of school or classroom rules. After school detentions become part of a student's discipline record. If a student repeatedly receives conduct detentions throughout the school year, his continued enrollment at Archbishop Rummel High School will be jeopardized. Failure to serve an after school detention or failure to follow detention guidelines will result in a referral to the Discipline Office where further consequences will be administered such as multiple detentions or suspension.**

**Every student participating in an after school co-curricular or extracurricular activity is required to fulfill his responsibility of serving detention before reporting to any meeting, activity, practice, or game. Every student scheduled to serve a detention should report to the discipline room immediately following the dismissal signal at the end of the school day.**

**Detentions will not be rescheduled in order for a student to participate in an after school activity.**

**Every student serving a detention will be required to sign in as he enters the detention session.**

Students who receive detention slips must take them home for their parent(s)' signature. The signed notice is to be presented to the supervisor of the detention period. The students' parent(s) will also be notified via email that the student has received a detention. Parents/guardians are expected to arrange for prompt transportation immediately following detention.

**After School Detentions** may be issued for:

**REPEATED** infractions of the following school regulations including but not limited to:

- failure to bring supplies to class
- no book cover
- sleeping in class
- student using locker at an unauthorized time
- talking or lack of attention in class
- excessive tardiness to class or school
- any form of repeated class disruption
- refusal to follow instructions
- violation of dress or grooming code

**SINGLE** infractions of the following school regulations including but not limited to:

- cell phone violation
- cutting in lunch line
- disrupting a class or hallway
- eating/drinking in the building
- failure to do written punish work
- gum chewing
- leaving early for lunch (work study)
- leaving trash
- lying to a faculty member
- technology violation
- teasing or harassing students
- throwing food
- vandalism to school property
- vulgarity
- being in an unauthorized area
- violation of dress or grooming code

## 2. SUSPENSION

Depending upon the severity of an offense(s), the Assistant Principal of Discipline may elect to suspend a student without first placing him on probation or issuing an after school detention. A suspended student loses certain privileges that are given to other students, such as:

- He is not allowed to participate in any co-curricular or extracurricular activities while suspended.
- He must obtain and complete his assignments; however, for any missed quizzes, tests or exams, he may receive a zero.

**Offenses for which a student may be suspended include but are not limited to the following\*:**

- disrespect to a faculty or staff member
- possession of or bringing obscene or pornographic books and/or pictures to school; obscene or vulgar language, either written or spoken; lewd or obscene behavior
- leaving the campus without the permission of the school administration
- any forgery of notes or signatures of the parents, or impersonating them on the phone or through various forms of electronic communication
- receiving more than two conduct detentions in one day
- truancy
- fighting/or instigating a fight
- possession of or distributing any items (electronically or otherwise) such as pamphlets, drawings, pictures, messages or any type of publication that is offensive or disruptive to the Archbishop Rummel Community
- leaving the classroom during class time without a teacher's permission
- habitually tardy or absent (unexcused)
- habitual violation of school/classroom rules
- any form of graffiti
- vandalism of property belonging to the school, faculty or staff (restitution is required)
- harassment, verbal attack, threat, bullying or teasing of any student
- cutting a class or classes
- testing positive for illegal drugs
- possession of tobacco, tobacco products, or cigarettes (including any item related to electronic smoking)
- smoking in any form
- violation of off-campus personal conduct expectations
- disturbing class
- endangering the safety of oneself and/or others
- inappropriate use of electronic or social media
- participating in or instigating a campus disturbance
- inappropriate behavior at a school sponsored activity

**\*Note: Depending upon the severity of the offense(s), the commission of the aforementioned violations may result in expulsion.**

#### **4. PROBATION**

**The teachers at Archbishop Rummel High School possess high expectations of their students and are committed to resolving various forms of misbehavior in their classrooms themselves through progressive forms of disciplinary consequences such as a verbal warning, contacting parent/guardian, referral to a counselor, written punish work, lunch and/or after school detention. However, once some or all these attempts to correct the misbehavior(s) have proven unsuccessful, the student will be referred to the Discipline Office where the consequences will become more serious and less tolerated.**

The Assistant Principal of Discipline may place any student on disciplinary probation if his actions warrant it. Ordinarily, no student may have more than two disciplinary probation periods at Archbishop Rummel High School. **Any behavior requiring a third probation shall result in the student being asked to withdraw.**

The issuance of probation (Stage 1 or 2) may be coupled with other consequences such as after school detention(s).

##### **A. DISCIPLINARY PROBATION - Stage 1**

This type of probation is all inclusive of a student's behavior including his attendance record. It may also result from a single major infraction or after a student is guilty of habitual violation of school and/or classroom rules.

A student is not eligible for removal from probation during the quarter in which he has been placed on probation. He becomes eligible for removal from probation only at the end of the following quarter or on the date determined by the Assistant Principal of Discipline. Acting upon either a favorable or unfavorable evaluation from the teachers of the student on probation, the Assistant Principal of Discipline and Principal will decide whether or not the student should be removed from probation.

##### **B. DISCIPLINARY PROBATION – Stage 2**

This type of probation is issued when a student's continued enrollment at Archbishop Rummel High School is in serious jeopardy. It may be issued if a student violates the conditions set forth in Stage 1 or after the commission of a major offense. A student may be placed immediately on Stage 2 Disciplinary

Probation without having been placed on Stage 1 depending upon the severity of the offense(s). The probationary period for Stage 2 is for the remainder of the school year. Violation of this probation will result in a student's dismissal.

**IMPORTANT:** Any student while on probation for any reason (Stage 1 or 2) testing positive for illegal drugs, will be considered in violation of his probation

## 5. EXPULSION

Expulsion is an extreme measure that is used for certain acts of misconduct. The list below contains some offenses that could result in an expulsion. It is not all inclusive.

- bringing, distributing, using, selling, buying, possessing, smelling of, or being under the influence of drugs, such as marijuana, inhalants, stimulants, depressants, hallucinogens, anabolic steroids, narcotics, bath salts, synthetic drugs or other illegal designer type drugs either on or off the campus and/or at any school sponsored activity will result in expulsion
- bringing, distributing, using, selling, buying, possessing, smelling of, or being under the influence of alcoholic beverages either on the campus or at any school sponsored activity is sufficient reason for expulsion
- bringing, distributing, using, selling, buying, or possession of drug-related paraphernalia such as rolling papers, needles, syringes, clips, pipes, small decongestant containers either on the campus or at any school sponsored activity will result in expulsion - students in the company of others distributing, using, selling, buying or possessing illegal drugs make themselves
- any act which disrupts the class or school
- possession of or igniting any form of fireworks including but not limited to stink bombs (possession also includes within a student's vehicle)
- serious violation of the school rules and regulations while on probation or failure to follow the conditions of probation, such as receiving more conduct detentions while on probation
- bringing or possessing of any firearm or deadly weapon on campus and/or at any school sponsored activity; also any student transporting any type of firearm or deadly weapon by means of a vehicle onto school grounds or any school activity will be turned over to law enforcement in addition to being expelled
- any conduct, behavior, or action(s) requiring a third disciplinary probation while enrolled in Archbishop Rummel High School
- assault or battery – unprovoked attack on any faculty or staff member or student by another inflicting harm upon their person(s), or harmful or offensive contact with a person, resulting from an act intended to cause the person to suffer from the contact
- stealing – taking or possessing the property of another student or teacher without their permission; also, any student bringing, possessing, selling, distributing or buying stolen items, including homework, exams, tests, quizzes

and/or the answers to these, is subject to expulsion; and also, taking or attempting to take any food item(s) from the cafeteria lunch line without immediate payment for the item(s) at the place of payment

- fighting, on or off campus, where two or more students are involved in a physical exchange of blows to the other person(s) (See “Determining Consequences for Fighting” below.)
- any serious disrespect or threat toward a faculty member, staff member, administrator, or student of the Archbishop Rummel Community in the form of writing, picture(s), printing, word or gesture
- any form of lewd or obscene conduct - contrary to the teachings of the Roman Catholic Church, and local, state or federal laws
- receiving 10 or more after school detentions in a school year
- illegally setting off a fire alarm
- written or verbal assault/threat made against any student, faculty, or staff member (this threat also includes those aimed at the destruction of school property)
- any violation of civil or criminal law that adversely impacts the well-being of the school or its good name or reputation, or adversely reflects upon the moral, religious, or principles of the Roman Catholic Church, or the policies, goals, and statements of Archbishop Rummel High School as indicated in the Student Handbook will make a student subject to expulsion
- committing or attempting to commit acts of vandalism on property belonging to the school, students or to any of its employees, or vandalism of property belonging to other schools
- GANGS – any student who displays or communicates by the use of or in the form of writing, dress, speech, symbols, tattoos, gestures or any such gang related activities in the judgment of school officials, makes himself subject to expulsion
- continued harassment/bullying of any student(s) by any means
- continued truancy
- continued leaving campus without permission
- testing positive for illegal drugs a second time will result in the student being asked to leave immediately without appeal. If a student is on probation and tests positive for illegal drugs, this will be considered a violation of his probation and he may be asked to leave Archbishop Rummel High School
- any student willfully attempting to evade the drug test by shaving, cutting or altering the hair, both head or body, in any way, unless hair loss is the result of a diagnosed medical condition, will be considered a refusal to test and the student will be asked to withdraw from Archbishop Rummel High School immediately
- any student who is arrested for any reason regardless if school is in session, whether on or off campus, may be asked to withdraw from Archbishop Rummel High School
- any student who has had two probations and tests positive for illegal drugs after completing his two probations will be asked to leave immediately without appeal

- displaying any form of inappropriate conduct or behavior on social media
- any attempt to violate the cyber security of any website or software program associated with Archbishop Rummel High School
- any attempt to access or hack into an account belonging to another student or employee of Archbishop Rummel High School

NOTE: Students asked to leave Archbishop Rummel High School because of disciplinary reasons will not be allowed to attend Archbishop Rummel's Summer School.

NOTE: Firearms, Act 833, the Louisiana Legislature creates the crime of carrying a firearm by student or non-student on school property. The crime is defined as the intentional possession of any firearm by any student or non-student on a school campus during regular school hours or on a school bus.

NOTE: **Determining Consequences for Fighting:** If an employee of Archbishop Rummel High School or a representative of a law enforcement agency is unable to determine which party started a fight, or if neither student in the fight admits to starting the fight and being the aggressor, each individual will be suspended and may be expelled depending upon the severity of the fight and the resulting disruption.

### ***Drug Testing Policy***

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Archbishop Rummel High School reserves the right to require mandatory drug screening tests of any student who displays a behavior associated with drugs or suspected drug use, such as marijuana, inhalants, stimulants, depressants, hallucinogens, narcotics or designer type drugs. This policy also applies to the use of or being under the influence of alcoholic beverages. The student will be asked to begin mandatory drug counseling within ten (10) days of the conference and it must be at the parent's expense with a licensed and/or certified psychiatrist, psychologist, drug counselor, and/or social worker.

The drug-screening program for this school year will consist of random screening of the student enrollment in grades eight through twelve. These students will be selected randomly or by reasonable suspicion. Hair sampling will be the method used and will be performed by Archbishop Rummel personnel. One of the nation's leading drug testing companies will test the cortex of the student's hair for detection of the presence of five illegal drugs. This test can detect illegal drug use in the last 90 to 100 days and present a pattern of drug use, indicating the type and quantity used.

NOTE: Any student willfully attempting to evade the drug test by shaving, cutting or altering the hair, both head or body, in any way, unless hair loss is the result of a diagnosed medical condition, will be considered a refusal to test and the student will be asked to withdraw from Archbishop Rummel High School immediately.

If a student tests positive for illegal drugs, he and his parents will have a conference with the Assistant Principal of Discipline and his counselor.

NOTE: Any senior testing positive for illegal drugs during the last semester of his senior year will not be allowed to participate in the events of graduation, including his Senior Prom and After Prom Party. He receives his diploma privately. The student must participate in a mandatory drug-counseling program for continued enrollment at Archbishop Rummel High School. Mandatory counseling must begin within ten (10) days of the conference and must be at the parents' expense with a licensed and/or certified psychiatrist, psychologist, drug counselor, and/or social worker. All information regarding the test results and counseling will remain strictly confidential.

The student and the parents of the student required to undergo mandatory drug counseling must waive any right to confidentiality only to the extent that the counselor shall be required to notify Archbishop Rummel High School in writing when the student begins counseling and if the student terminates counseling prior to the time deemed appropriate for termination by the counselor. Records of the school, including but not limited to such records which the counselor provided to the school, may have to be produced based on an order of a court of competent jurisdiction. After an appropriate period of time, the student will be retested. Testing positive for a second time or at any future point in the student's stay at Archbishop Rummel High School will result in asking the parents to withdraw their son. If the parents refuse to withdraw their son, he will be subject to expulsion.

For the school year, the school will pay the screening costs for those students randomly selected. If the student requires a second screening, the parents must pay the expense. Other than the random selection, if the school has reason to ask that a student be tested, or if parents would like to voluntarily have their son tested, the test will be at the parents' expense.

Prevention of any type of substance use is for the protection and support of the students at Archbishop Rummel High School who choose not to use and want to be in a safe learning environment.

A balanced program of random, voluntary and mandatory drug testing impacts the entire school community by setting a norm that says it is necessary to take care of one's health and the acceptance of responsibility to obey federal and state laws, as well as school regulations.

### **Narcotics Disguised as Novelty Items**

Any type of food or drink that is affiliated with narcotic paraphernalia is not allowed. For example, (including but not limited to) candy that is sold with references to marijuana or any other illegal substance, synthetic or otherwise; water or other food products that have any logos, emblems or other insignia that advertises it may be a drug novelty item.

If students are caught with these items, they face expulsion from school. Any items mentioned above will be turned over to the Jefferson Parish Sheriff's Office for narcotics testing.

Archbishop Rummel High School makes no delineation between real, fake, or synthetic narcotics.

### ***Fire Drill Procedure***

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At the sound of the fire alarm, all students, teachers and staff must vacate the school buildings. On the bulletin board in each classroom is a notice indicating the exit to use and place of assembly. Students are to exit the classrooms in single file, in silence, and move quickly to the designated area. Once in the correct area, the teachers are to take roll and account for all of their students. If any student is missing, the teacher must notify the Attendance Secretary as soon as possible.

### ***Fraternities***

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Archbishop Rummel High School does not allow its students to belong to high school fraternities. High School students should not belong to these organizations which are outlawed in many states and which promote a clannish atmosphere detrimental to a school's unifying spirit. For these reasons, students are not allowed to wear clothing displaying fraternity symbols.

### ***Posters***

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In order to promote interest in athletic contests, school activities, or student council candidates, students may be allowed to hang posters in the Raider Room. Posters may not be put on any painted wall surfaces, windows or ceilings. All posters must be cleared with the club sponsor before being hung.

### ***Prescription and Non-Prescription Medication Policy***

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Parents are encouraged to administer any prescription medication to their children at home following a schedule as before or after school hours.

#### **PARENT RESPONSIBILITY**

1. All medication prescribed by a physician **MUST** be accompanied by a Physician Statement Form obtained from the school.
2. This form **MUST** be signed and dated by the student's physician and returned to school by the parent.
3. Parents are responsible for returning the form and the medication to the Attendance Secretary.

4. All medication **MUST** be in the original container properly labeled by a registered pharmacist.

### **SCHOOL RESPONSIBILITY**

1. All medication will be in a secure place, under lock and key.
2. Medication **MUST** be obtained by the student from assigned personnel and taken in their presence at the prescribed time.
3. All unused medication **MUST** be claimed by the parent within a two-week period of discontinued use.

With the exception of registered inhalers and EpiPens, students are not allowed to carry any medications on campus. All medications, prescription or over-the-counter, including vitamins and/or supplements, must be stored in the attendance office and administered by written permission only. Permission forms are available online.

### **NON-PRESCRIPTION MEDICATIONS**

The following medications or their generic equivalents are available in the attendance office and may be administered at the student's request if a parental permission form is on file: Tylenol, Pepto-Bismol, Maalox, and Imodium. If parents prefer another non-prescription medication to be administered, then they must provide the medication in the original packaging that the school will store for use as needed.

### ***Search***

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As protection for the students of Archbishop Rummel High School, the school reserves the right to search all students' possessions, including but not limited to school bags, gym bags, lunch boxes, lockers, cars, cell phones, iPads, and any other bags or devices that the students choose to bring to campus.

### ***Student Dances***

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Student dances are held periodically during the school year. Ordinarily, these dances are planned exclusively for Archbishop Rummel students and their dates.

These dances are sponsored by the Student Council and are chaperoned by faculty members and administrators. Students must have their school issued student I.D. card to enter the dance. A dress code is enforced for all dances and is available on the school website. All Archbishop Rummel High School rules and regulations are enforced for all student dances.

### ***Student Insurance***

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The fee for the student insurance is included in the registration fee that is charged to all students at the beginning of the school year. If a student is injured during team practice, team play, or during the school day, then he reports to the athletic director for insurance forms. The

athletic director handles all insurance forms. Reports of injuries must be made without delay for claims to be honored.

The following procedure is to be followed by a student or student-athlete who has been injured at school or in a school-sponsored function:

- The student or student-athlete is to report to the athletic director to complete an accident claim form. The athletic director will complete the school's portion of the claim form (Part I) and he will give it to the student or student-athlete to bring to his parents for completion. The athletic director will assist the student and parents if they need his assistance.

A claim must be filed with the school's insurance company within 90 days of the accident for the insurance company to honor a claim. It is the responsibility of the parent of the student to secure a claim form from the school and to file the necessary claim with the insurance company. Reports of injuries must be made without delay for claims to be honored.

## ***Telephone***

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Students will be allowed to make telephone calls from the attendance office only at designated times during the school day. Students will not be excused from class to make phone calls except in obvious extreme emergencies. The use of the phone should be limited to brief necessary calls. Consideration should be shown to other students waiting to use the phone.

## ***Telephone Calls/Visits***

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The school telephone number is **(504) 834-5592**. The school fax number is **(504) 832-4016**.

Teachers will not be called from their classes for telephone calls, but parents may leave a message on the teacher's voice mail or send an e-mail message to the teacher.

TELEPHONE MESSAGES WILL NOT BE DELIVERED TO STUDENTS DURING CLASS EXCEPT IN CASES OF EMERGENCY.

All visitors to campus must sign-in with the receptionist or attendance secretary. Visitors on campus are not allowed to roam the halls or visit classrooms without authorization.

## ***Transportation***

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**The reckless operation of a vehicle on or off campus will result in the student's suspension of driving privileges to and from campus and possible suspension from school.**

**NOTE: SEARCH OF VEHICLES – PARKED ON SCHOOL PROPERTY**

Permission to park on school property is granted subject to all rules and regulations of the school, which can be obtained from the school during regular business hours.

**NOTE: BE AWARE OF THE FOLLOWING**

By entering school property, the person driving any vehicle is deemed to consent to complete search of the automobile, with or without cause, by school officials or police. If any person in the car other than the driver is the current custodian of the vehicle, then consent to search is deemed given by the custodian also. The area of search will include the entire passenger compartment, engine compartment, trunk and all containers therein, locked or unlocked, and the undercarriage.

**Automobiles**

Only students in the 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grades are allowed to drive automobiles on campus. They must park on campus in the zones assigned to them. The fenced area, behind the field house, is assigned to all senior student drivers on a first-come, first-serve basis. Any student parking in the fenced area, wrestling building parking lot, in front of the gymnasium, baseball field parking lot or the football field parking lot, must have his decal hanging from the rear-view mirror at all times. Parking by students is forbidden in the parking zones marked for the faculty and visitors, such as the front of school parallel to Severn by the administrative area, the horseshoe area on N. Hullen, and the Multi-Media Lab area on N. Hullen. At no time is a student to park in any portion of the handicapped zone (depicted by blue paint), unless the student is handicapped and possesses a handicapped license plate. Any violation of a teacher or visitor-parking zone may result in an after school detention.

**NOTE:** No double parking will be allowed on campus, and an after school detention may result if any students violate this rule. Students are not allowed to loiter in or around their cars before or after school either on campus or in the neighborhood around campus.

**Buses:**

Bus service is provided by the Jefferson Parish Public School System. Any student who is not registered for bus service at the beginning of the school year may be added later by parental request to the Attendance Secretary. Such mid-year bus registrations may take several days for routing to occur. Students who ride on school buses are expected to behave at all times, giving consideration to other students and the driver, who should be allowed to devote all of his/her attention to safe driving.

Students should follow the rules of the Jefferson Parish Transportation System while boarding and in transit, including (but not limited to):

1. Students must line up in a single file line to board the bus.
2. Students may not use any tobacco products on the bus.
3. Students may not throw objects out of the bus.

4. Students must remain seated at all times.

Violation of the rules will initiate disciplinary action to be determined by the Assistant Principal of Discipline that may include removal from the bus.

NOTE: The school reserves the right to refuse bus transportation to any student who, in the judgment of the driver and the Assistant Principal of Discipline, causes a disturbance on the school bus. Also, the driver may deem it necessary to return to school because of unruly behavior of several students. If such an incident does take place, then the parents of those students must provide transportation home. In such cases, the school waives all responsibility and each offending students must make their own arrangements to be transported home.

## ***Principles for Open Communication***

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### **Strengthening the Parent – School Partnership**

As Catholic school educators at Archbishop Rummel High School, we are called to assist parents in fulfilling their obligation to provide for the faith formation and Christian education of their children. With this fundamental responsibility in mind, all communication will be given and received in a spirit of mutual support, charity, and with a desire to help young people grow in knowledge and responsibility.

As educators, we will:

- Respect parents' right to know and understand factors influencing their son's progress in school.
- Respect confidential information shared by parents with the school or with individual staff members.
- Work professionally with parents as partners in the education of Rummel students.

Communication will be governed at all times by two key principles. First, we encourage and welcome questions from students and parents. Such inquiries are the first steps toward understanding and progress. Students and parents should not be afraid to raise questions or make inquiries to a staff member because they fear consequences of any kind. Second, anonymous information or complaints will not be accepted or forwarded. Anonymity is a barrier to open communication and problem solving.

It is our hope that students should feel free to approach their teachers, coaches, or moderators with any concerns or questions. This step should be the first one toward resolving a difficulty, and often, a problem is easily correctable with discussion and the sharing of information. Such communication is welcomed and expected as a genuine way of learning. It is often an important step prior to parents needing to become involved in discussion with teachers or other staff members. Staff members are always willing to respond to an inquiry and are

committed to responding promptly to their students.

After an initial contact by students and/or parents has been made with a staff member, students and/or parents may feel free to contact an appropriate supervisor should they still have questions or feel that more discussion or clarification is needed. As a general rule, students and parents should direct their questions or concerns to the faculty/staff members in the following sequence:

- 1) Teacher or staff member with whom the student is directly involved related to the issue.
- 2) If no resolution, teacher's department chair, or staff member supervisor.
- 3) Guidance Counselor
- 4) Assistant Principal
- 5) Principal

All general questions or concerns regarding academics and curriculum should be directed to the assistant principal. Questions involving discipline should be directed to the Assistant Principal of Discipline. Questions related to athletics should be directed to the athletic director, and those questions related to student activities other than athletics should be directed to the director of student activities.

While we encourage voicemail and/or email as means to facilitate the scheduling of meetings or as ways to begin communication, these methods cannot serve as substitutes for direct telephone conversations or face-to-face meetings. When concerns/issues need to be addressed, parents, students, and staff members should try to discuss them in person in a direct and courteous manner.

The Archbishop Rummel High School counseling staff is an excellent resource for those students who may have questions or concerns about social development. Your son has been assigned a specific counselor. The director of guidance or the guidance department secretary can assist you in contacting your son's counselor.

It is our goal as a community founded on Christian values to be forthright and open in all communication with parents, students, and fellow staff members. We look forward to working together to provide Archbishop Rummel High School students a communication model that will serve them for a lifetime.

## Archbishop Rummel High School 2016 – 2017 Student Policy Acknowledgement Form

The rules and policies for Archbishop Rummel High School are outlined in the documents listed below and are a material condition of the contractual agreement between the school and the student and his parent/guardians. Each student and his parent/guardian is required to read and understand the:

- Student Handbook
- Academic Honesty Policy
- Acceptable Use Policy
- Bullying and Harassment Policy
- Student iPad Policy

In developing the rules and policies for Archbishop Rummel High School, we have tried to be as explicit as possible, but we are aware that during the academic year new and unusual circumstances may arise. The Principal will have the authority to use his discretion in making decisions regarding unforeseen circumstances. The principal may also amend any of these documents, and parents and students will be given notice.

By signing below, parents and students indicate that they have read and that they understand the policies, rules, and regulations of Archbishop Rummel High School and agree to abide by these rules during the 2016-2017 school year.

Student Name \_\_\_\_\_ Grade \_\_\_\_\_  
(Please print)

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

