



St. Mary Central High School
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Vision Statement

St. Mary Central High School will be the educational leader in promoting and fostering student spiritual, academic and social growth.

Mission Statement

St. Mary Central in partnership with family, Church, and community, provides a quality Catholic education focused on Faith, Academics, and Service to influence a rapidly changing world.

School Song

St. Mary Central we're true to you
Our alma mater to you is true
All our loyalty and love,
we ask God's blessing from above
Send out a cheer and raise voices high
Thunder a loud cheer up to the sky
From our path we'll never waver
For you we'll carry on.

School Colors

Columbia Blue with Gold & Navy Trim

Team Mascot

Zephyr Train

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I. Academic Information

ACADEMIC LETTERS OF EXCELLENCE

The Academic Letter is designated to support the recognition of student academic achievement. The criteria for awarding the Academic Letter is as follows:

- three semesters of 3.75 GPA or above
- four semesters of 3.50 GPA or above
- six semesters of 3.00 GPA or above

After receiving an Academic Letter, a student may receive an Academic Medal if he or she maintains a GPA of 3.5 or above for five consecutive semesters.

After receiving an Academic Letter AND an Academic Medal, a student may receive an Academic Plaque if he or she maintains a GPA of 3.50 or above for seven consecutive semesters. Awards are received at the Academic Awards Ceremony in the spring.

ASSISTANCE FOR STUDENTS

If a student experiences academic difficulty (indicated by his or her **Edline** reports, mid-term progress reports, quarter grades and/or semester grades), assistance may be facilitated by:

- communicating via phone conferences, written contacts, or email messages among the student's teacher(s), the learning specialist, and principal and/or guidance counselor regarding student progress;
- setting up meetings with the learning specialist, guidance counselor, principal, teacher(s), the student and the parent(s);
- monitoring the weekly homework and grades recorded on **Edline**;
- collaboratively developing individual learning contracts to support the student's academic success;
- providing supervised study halls immediately before and/or after school or during the school day, if schedules permit.

The guidance counselor, principal and/or learning specialist, teachers, the student and parent(s) will determine together strategies that will enhance the student's learning process.

INCOMING FRESHMEN/UPPERCLASS STUDENTS

After freshmen and new upper class students/families are registered at SMC, course selections will take place. All

returning and pre-registered incoming freshman and upper class students select their courses in early spring. Any other incoming students select their courses after they are registered at TCCES/SMC. All students and their families need to meet annually with the guidance counselor to develop a year-by-year course educational plan at guidance conferences. All course selections require parental signature.

TRANSFER STUDENTS

All students transferring into SMC must have an entrance conference with the principal before the registration process can be finalized. New students must provide an official copy of their transcript before course selections may be determined. Course selection for transfer students and freshmen occur as needed. Appointments must be made with the guidance office directly for class selections. (722-2296 Ext. 156).

COURSE LOAD

All students are required to have a minimum of 3.5 credits per semester, unless excused by the principal.

RETAKE A FAILED CLASS

If an SMC student fails a required course, he or she must retake and pass it (not necessarily at SMC) in order to meet graduation requirements. The transcript will reflect a retaken class by substituting an "R" for the original grade (which is not calculated into the cumulative GPA). The class will be re-listed on the transcript with the new grade, which *will* be calculated into the cumulative GPA. The new grade **may not** be used to determine a valedictorian or salutatorian.

No student will be permitted to repeat any course more than once without prior approval of the principal. Students considering repeating a course must obtain guidance and/or instructor approval prior to enrolling in the course. (Policy # 6010.2)

DROPPING/ADDING A CLASS

A student may drop and/or add a class only within the **first three days** of each course. Permission for dropping or adding a class must be obtained from the student's parent(s), teachers involved in the change, the guidance counselor and the principal before the change is finalized. **A \$5.00 service fee will be required for each drop/add procedure.** If a student withdraws **after the third class day**, he or she will receive an F for the semester in that course.

These guidelines are waived if the withdrawal is teacher-initiated and approved by the principal. Students and parents need to request a schedule change well before new classes begin.

STUDENT/PARENT/TEACHER CONFERENCES

Student/parent/teacher conferences are held one time each semester (twice a year). The purpose of conferences is to be proactive with regard to students' academic performance. Any time a student, parent and/or teacher feels it is necessary to discuss the student's academic progress, individual conferences may be arranged.

EARLY GRADUATION REQUESTS

Under special circumstances, graduation may be granted at the end of seven semesters. This procedure requires that the student and the parent(s) who wish to request early graduation submit to the principal a written letter of intent before May 1 of the student's junior year. (TCCES/policy # 6010.1)

EXAM INFORMATION—Plan Ahead!

Students will not be excused for appointments or family vacations during final exam days. Students are required to be in school only during the time of their scheduled exams, and are required to be in dress code each day.

ISSUANCE OF REPORT CARDS

Report cards are distributed at the end of each quarter. Only semester grades are recorded on the permanent record.

GRADE POINT AVERAGE

Grade point averages are calculated on a 4.0 scale at the end of each semester, and are cumulative.

HONOR ROLL

Grade point average scores needed for Honor Roll listings are as follows:

Highest Honors: 3.75-4.00
High Honors: 3.50-3.74
Honors: 3.00-3.49

GRADING STRUCTURE

Grade	Credit	Percentage	Grade Point
A	0.5	95-100	4.00

A-	0.5	94-93	3.670
B+	0.5	92-91	3.330
B	0.5	90-87	3.000
B-	0.5	86-85	2.670
C+	0.5	84-83	2.330
C	0.5	82-79	2.000
C-	0.5	78-77	1.670
D+	0.5	76-75	1.330
D	0.5	74-72	1.000
D-	0.5	71-70	0.670
F	0.0	Below 70	0.000
P*	0.5	N/A	N/A
W**	0.0	N/A	N/A
R***	0.0	N/A	N/A
AUD****	0.0	N/A	N/A

*P: class passed; credit given, no grade point value

**W: withdrew from class, no credit nor grade point value given

***R: class retaken, credit and grade point value given (value not calculated for Valedictorian/Salutatorian)

****AUD: class audited, no credit nor grade point value given

NATIONAL HONOR SOCIETY

Students may qualify for induction into the National Honor Society as early as the second semester of their sophomore year. The membership criteria are based on leadership, service, character and knowledge.

VALEDICTORIAN/SALUTATORIAN (Policy # 5020.1)

The class rank selection process will be used for determining Valedictorian and Salutatorian. A student must attend SMC for at least three semesters to be eligible to be the Valedictorian or Salutatorian. Class rank is determined by using the following criteria in descending order:

- Highest cumulative GPA in five academic classes and religion after seven semesters (the five academic disciplines are math, science, English, social studies and world language)
- Greatest number of credits earned in advanced, AP, CAPP or honor level courses, excluding classes taken during the summer, summer school or summer college courses

- Greatest number of overall credits earned after seven semesters, excluding classes taken during the summer, summer school or summer college courses
- Highest composite ACT score taken by the December national test date of his/her senior year
- Selection by a committee of administration and faculty, who will make the final decision

The only circumstance under which a student may be eliminated as the Valedictorian or Salutatorian is for a serious decline in grades in the eighth semester (below 3.0) or a serious breach of conduct. Under such circumstances, the TCCES/SMC Board of Education will consider each case individually.

II. Attendance/Tardiness

Regular attendance and punctuality are essential for learning. Students need to be in school every day, on time. Attendance is recorded at the beginning of each class period.

EXCUSED ABSENCES

Students who will be absent for the day due to illness must be excused by a parent contacting the school office before 8:00 a.m. The school may request a written statement from a student's health care provider as verification of illness, especially if the absence is more than three days in length.

Absent students are responsible for obtaining class information, which can be obtained through **Edline** or directly from individual teachers via email. If a student is absent for several consecutive days, office staff will email the teachers to collect assignments not posted on **Edline**. Related materials may be picked up from the school office by parent(s).

Any student who is absent for five consecutive days must have a written permit by a physician or permission from the principal for the absence to be excused (TCCES/SMC policy # 5080.13).

UNEXCUSED ABSENCES

A parent must prepare a written excuse prior to absence in the following state-regulated excusable circumstances:

- Absence due to a family member's wedding or funeral

- Absence for religious instructions allowed by W.S. 118.155
- Absence for family observation of a religious holiday that falls on a school day
- Absences that have the principal's approval
- Absence for a court appearance or other legal procedure that requires the student's attendance
- Absence for taking a driver's license examination

Students and families are asked to schedule appointments after school or during school breaks and vacations. **According to the WI state law cited above, pre-excused absences in excess of ten school days are considered unexcused. Family trips and vacations need to be limited to only those that cannot be taken when school is not in session.**

Requests for exceptions to this ten school day limit should be addressed to the principal by the parent(s) prior to the student's absence.

ABSENCE DUE TO TRAVEL

Every effort should be made to have vacations coincide with the school calendar. If this is truly not possible, please contact the school office **at least two weeks before** the anticipated absence, and present a parent/guardian note explaining the reason and length of absence. An **SMC Student Pre-Absence Form** must be obtained from the office and signed by all the student's teachers and the principal.

The student assumes full responsibility for completing assignments missed during the prolonged absence. Academic standing could be jeopardized because of prolonged travel. **No travel is allowed during semester and final exams.**

Any student who has been absent from a class 16 days in a semester will not receive credit for that class unless the following conditions are met:

- Beyond the 15th absence a physician's written excuse or the principal's permission is obtained
- A withdrawal grade, approved in advance by the principal, is issued by the teacher if competency has not been achieved in a subject because of repeated excused absences

All absences from school for reasons other than those listed above are considered unexcused and the student shall be

considered truant. Truant students should expect disciplinary action, which may include:

- Not receiving credit for any assignments and/or tests missed during the period of truancy
- Loss of credit for a course in which student has two or more unexcused absences
- Possible ineligibility for co-curricular activities

TARDINESS

Students are expected to be in their classrooms when the bell rings at the beginning of each period including CONVO/BEAR. If a student is more than three minutes tardy for the first class of the day, he or she must report to the school office to receive a **Student Pass**. If a student is tardy for other class periods, the student must bring an agenda pass to that class that has been signed by the previous teacher or by office personnel knowledgeable about the tardiness. Students arriving without such a pass may be issued a detention by the teacher.

UNEXCUSED TARDINESS

Situations such as traffic or car trouble, oversleeping, forgotten lunches, homework or gym clothes, etc., are unexcused. An unexcused tardy that extends beyond the first half of the first hour is considered an unexcused absence. The principal will determine specific disciplinary action for each individual case.

SCHOOL DAY APPOINTMENTS/ BRIEF ABSENCES

If a student will miss part of the school day, he/she must bring a note signed by a parent stating the date and the time of the appointment. The note must identify the reason for the absence and must state the time that the student is expected to return to school. This written note must be turned into the office **before 7:45 A.M.** The student will be given a **Student Pass** from the front office allowing them to leave class at the designated time. The **Student Pass** must be turned into the office immediately before departure and the student must sign out at the front office before leaving. When the student returns from his/her appointment, he/she must report to the office to sign in and receive a **Student Pass** allowing him/her to return to class.

ILLNESS DURING THE SCHOOL DAY

Any student who becomes ill during the school day will be sent to the office by his/her teacher. A member of the school staff will care for the student temporarily. If the student continues to feel ill after resting, a parent or emergency contact person will

be notified. In the event of a serious medical problem, the school may contact emergency medical personnel.

III. SMC Protocol

BOOKBAGS AND BACKPACKS

Students will not be allowed to carry book bags, backpacks, oversized purses or similar items in the school during the school day. These items may be used to transport material to and from the building, but must remain in their lockers during the school day.

LOCKERS

A hall locker and individual lock are assigned to every student at the beginning of the school year. Lockers must be **locked at all times** in order to protect personal belongings and valuables. Students must report any damage, missing items or needed repairs to the school office. Students may decorate the **inside** of their lockers appropriately. No open liquid or glass containers may be stored in school lockers. All personal items must be placed inside student lockers. **St. Mary Central reserves the right to inspect the lockers assigned to students at any time.**

The locker and the padlock are the property of St. Mary Central. If lost or damaged, the student will be held responsible for recovery of this property. Missing locks result in a fee of \$5.00. Only SMC padlocks are allowed on SMC lockers. School officials will remove any other **lock immediately. SMC is not responsible for articles or money lost or stolen from an unlocked locker.**

ATHLETIC LOCKERS

SMC students are required to **secure in a locker** their personal items **while participating in physical education class and/or athletic practices. No personal locks are allowed.** Students must obtain a lock from the athletic director or physical education teacher.

If the lock is not returned at the end of the season, a fee of **\$5.00 will be assessed. School officials will remove locks that do not belong to SMC.** Any personal belongings not stored in lockers and unclaimed usable articles will be donated to St. Vincent de Paul Society. **SMC is not responsible for articles or money lost or stolen from an unlocked locker.**

BUS RULES

Students who are eligible to be transported to SMC by their local public school district will receive pertinent information prior to the beginning of the school year, and must make arrangements with that district. All students who ride the bus must abide by the rules of the transportation provider. Bus drivers will report misconduct to the local school authorities.

CELL PHONES, PAGERS, IPODS, etc.

Students may bring cell phones, pagers, iPods, etc. to school, as long as the devices are stored in school lockers during the formal school day. **These devices may not be turned on or used during the regular instructional day (7:45 a.m. to 3:01 p.m.), including lunch period. This includes school bathrooms, locker rooms and hallways.** Exceptions include: 1) the use of such devices (in common areas only) by seniors during their senior privilege class period 2) if a teacher allows devices to be used in his/her own classroom during specific classes for educational purposes. Students may not extend this privilege to other areas of the school building.

Students may not use cell phones (instead of going to the school office) to call their parents in cases of unexpected illness, missing assignments/clothing/class materials or field trip permission forms. During school hours, parent(s) wishing to contact students must call the school office to leave messages for and or contact their students.

During school-sponsored activities/field trips students must receive permission from coaches and/or advisors to use cell phones, unless there is an unexpected emergency.

EMERGENCY SCHOOL CLOSINGS

SMC is closed if either the Neenah or Menasha public schools are closed. Listen to WNAM (1280 AM), WHBY (1150 AM), WAPL (105.7 FM) or any local television station for closings.

FIRE AND TORNADO DRILLS

Drills are held periodically throughout the year. Students are asked to remember basic rules:

- Check posted instructions in each classroom indicating the direction to be taken for leaving the school building.
- Walk. No talking. Move quickly and quietly to designated areas
- If an assigned exit or area is blocked, follow the

directions of the teacher in charge of the group

NON-LUNCHTIME FOOD AND BEVERAGES

Food and beverages are not permitted in the classroom, hallways or locker rooms at any time. Clear plastic containers of water are allowed in the classrooms at the discretion of the teacher.

INFORMATION MEDIA CENTER (IMC)

The IMC is available for student use during the school day, before school at 7:30 a.m., and after school until 4:00 p.m. All IMC materials must be checked out with a student ID before removing them from the IMC. Fines are imposed for overdue materials. There is a \$5.00 fee to replace a lost student ID.

LUNCH PERIOD

St. Mary Central is a closed campus. Students, except those seniors who have 'senior privileges', must remain in their designated areas during the lunch period. Food and drinks must remain in the Commons. Some club meetings are held during this period in specified classrooms in which food and drinks are allowed. When weather permits, students will be allowed to eat outside in the south courtyard off the Commons.

No student is allowed to go to any vehicle during lunch without the permission of a faculty or staff member.

MEDICATION

Any student who requires medication during the school day must get permission from his/her teacher to come to the school office where meds will be dispensed according to specific instructions received from parent(s). Students are allowed to carry personal inhalers with them during school, as long as the school office has a signed medical release form and a medical authorization form on file.

Parent supplied medication must be in its original, labeled bottle. For each prescription a medication authorization form must be on file. A non-aspirin product will be dispensed to students as needed, provided a parent-signed **medical release form** is on file in the front office. It is the responsibility of the parents to inform the school office of any chronic medical conditions their student(s) may have.

Asthma, diabetes, epilepsy, seizures and rare heart conditions are examples of conditions that should be recorded on the medical information sheet collected from

families at the beginning of each school year.

PARKING

All vehicles must be parked in the designated areas. Students are required to park in the east lot (back of school) during and after school hours. The west lot (front of school) is reserved for faculty, staff and school visitors.

All school visitors are expected to report to the front office upon arrival, sign in and obtain a visitor's pass. Upon leaving the school building, visitors are expected to sign out at the front office desk.

SENIOR PRIVILEGES

Seniors must have a quarterly **GPA of 2.5**, have passed all of their classes (**no F's**) and maintained the **positive behavioral expectations** stated in the agenda handbook in order to enjoy this privilege. Seniors who meet these requirements will be allowed open campus during lunch and their 'senior privilege' class period. The principal will make the final determination if privileges are to be removed due to behavior.

ACCEPTABLE USE AGREEMENT

The educational goal at St. Mary Central is to ensure that our students be proficient and ethical computer operators. Students at SMC have access to Internet resources for educational purposes only. Each user is held responsible for his/her usage of the Internet.

The **Acceptable Use Agreement** must be signed at the beginning of each year by all students and their parent(s). Any cost incurred due to a student's improper use of the computer system will become the violator's responsibility.

FIELD TRIPS

Student field trips serve valid instructional purposes when they are thoughtfully planned and related to classroom learning. The **SMC Field Trip Permission Form** must be signed by parent(s) and is required for each field trip. Forms need to be returned to school *before a student may participate*. Usually students travel by bus; however, SMC vans may be used. Bus and van safety rules will be enforced at all times.

TUITION/FEES

Prior to the opening of each school year, a tuition payment plan must be selected by each family. Additional school fees include

sports, fine arts, standardized testing fees (grades 10, 11) and possibly yearly retreats. All financial responsibilities must be met at the conclusion of each semester during the school year.

VISITORS

Students who wish to bring a visitor to school are required to obtain approval from the principal based on the purpose of the visit. This should be done at least two days in advance in order that arrangements can be made with the teachers. The visitor is required to observe regular school rules. Upon entering the building, all visitors must register at the school office. Visitors need to sign out at the front office desk as they leave.

WORSHIP

St. Mary Central provides for students, faculty and staff a religious environment. Faith is expressed in personal prayer, liturgy, reconciliation services, devotions, etc. All who enter SMC are encouraged to use the school Chapel as a place for personal prayer, meditation and reflection. Students may use this space as time and availability permit. Eucharistic Adoration is available monthly to all. Before-school, weekly Mass and noon hour weekly rosary prayer is a regular part of the school schedule. Any unusual exception for not attending scheduled religious services must be pre-arranged through the principal.

IV. Student Behavior

EXPECTED SMC STUDENT BEHAVIOR

- Respecting the rights of peers to learn and to be and feel safe
- Respecting the rights of teachers, staff, volunteers and any adult to teach and direct students
- Respecting the rights of the school property, resources, tradition and good reputation

DETENTIONS

A detention is the enforced delay of a student after regular class time. Detentions usually last between fifteen and sixty minutes, and are used as a legitimate consequence of student misconduct, misbehavior or violation of a classroom rule or procedure.

DETENTION: CLASSROOM MISBEHAVIOR/VIOLATIONS

Teachers and students have a right and a responsibility to create and maintain a classroom environment that supports

and enhances student learning. At the beginning of each course, classroom expectations will be communicated clearly by teacher and understood thoroughly by students.* Detentions may be required of a student for misbehaviors/violations that occur during class. Teacher-initiated detentions may be administered before or after school, or during the lunch period if the teacher so chooses. Teacher-initiated detentions are supported and encouraged by the principal as a means of enforcing classroom respect, discipline, rules and procedures.

*Classroom rules may not contradict school rules.

DETENTION: BEYOND CLASSROOM VIOLATIONS

The following behaviors may result in school detentions:

- Unexcused tardiness
- Dress code violations
- Repeated lack of preparation for class or activity
- Disorderly conduct in hallways, gym, lunchroom, etc.
- Minor violations of any school rules
- Minor defacing or damaging of school property
- Inappropriate or disrespectful language toward others
- Disobedience and/or disrespect of teachers/staff/adults
- Wandering the halls without signed agenda pass
- Being in an unauthorized area without signed agenda pass
- Teasing, bullying, disrespectful treatment of peers
- Minor incidents of fighting (verbal or physical)
- Dishonesty or stealing
- Eating or drinking in non-designated area or during class

Detention must be served no later than the school day immediately following the issuance of that detention.

Detention takes precedence over any co-curricular activity, personal appointment and employment obligation. Special arrangements must be made by the student with the principal prior to detention time arrives if a conflict occurs. The principal will inform the detention moderator of any detention changes.

BEHAVIOR RESULTING IN SERIOUS DISCIPLINARY ACTION

The principal attends to violations that seriously affect the safety and/or good order of SMC. Consequences including in-school or out-of-school suspension or expulsion* may be warranted by behaviors such as:

- Possessing a dangerous weapon on campus or at a school-sponsored activity
- Belonging to a gang or engaging in criminal, gang-like activity

- Having serious criminal charges reported to the school by authorities; engaging in any act that is grounds for arrest or citation in the criminal or juvenile court system (excluding minor offenses such as traffic or ordinary circumstances surrounding hunting/fishing violations)
- Engaging in serious insubordination, verbal, or physical abuse toward a faculty/staff member or any adult on the school premises
- Using, selling or possessing chemicals, drugs, alcohol, steroids or chemical paraphernalia on campus or at a school-sponsored activity
- Physically assaulting another student
- Excessively inappropriate or offensive conduct such as assaulting staff or students, or gross insubordination (talking back or refusing to cooperate with authorities)
- Stealing or vandalism to school or others' property
- Serious hazing or harassment (including sexual harassment) of anyone (this includes group conduct)
- Representing oneself or others unlawfully or inappropriately on the Internet (on blog sites, instant messaging, on-line profiles and/or social networking sites, etc.)
- Igniting fused or incendiary devices (fireworks, stink bombs, etc.)
- Engaging in misconduct (during or outside the school day) that is seriously detrimental to the reputation of SMC
- Engaging in any situation or problem not specifically covered herein that may be viewed by the administration as seriously threatening

In all cases where expulsion is being considered, the TCCES/SMC policies and the Green Bay Diocesan policies must be followed before expulsion is finalized. The process is as follows:

a. First Violation

The principal meets with the student. After investigation, the parent(s) will be asked to attend a conference with the student and principal at which consequences and plans to prevent a repeat violation will be determined. If the violation is serious enough, a suspension or expulsion may occur at this level.*

b. Second Violation

The principal meets with the student. After investigation, the parent(s) will be asked to attend a conference with the student

and principal, at which a consequence of a one- to three-day suspension (in-school or out-of-school) may be imposed. The student will be required to submit a written plan as to how behaviors will be rectified in the future. If the violation is serious enough, expulsion may occur at this level.*

c. Third Violation

The principal meets with the student. After investigation, the parent(s) will be asked to attend a conference with the student and principal, at which extended suspension (no more than five days), expulsion or dismissal may be imposed.*

***Parent(s) are always involved in this process.**

PLAGIARISM

Anytime a student hands in class work that is not his/her own, that student has plagiarized. At SMC, the penalty for plagiarism is a zero on the test, quiz, assignment, work sheet or research project (see **SMC Communications Manual**, p. 2).

DRESS AND GROOMING CODE

Proper conduct and appropriate dress are essential to maintaining a positive atmosphere for learning. The principal, in consultation with parents, students, faculty and board members, shall determine the code of conduct and dress code. This determination includes regulations regarding behavior, clothes, accessories, shoes, cosmetics and hairstyles. All student attire must comply with the dress code. (TCCES/SMC Policy # 5180.3)

Dress Pants: Ladies and Gentlemen

Students must wear full-length dress pants to the ankle. These pants must not be torn or tattered. Pants cannot be too baggy or too tight. *Shorts of appropriate length (top of the knee or longer) or capris may be worn during August, September, May and June.* Denim is NOT allowed. Students cannot wear any *gothic looking* apparel.

Tops: Ladies and Gentlemen

Shirts must have a neckline that is modest and appropriate for the school work place environment with sleeves (long or short). Sweaters: crew neck, v-neck, hooded or cardigan must be modest or have a modest shirt underneath.

NO T-shirts are allowed at any time, except Zephyr and TCCES logo clothing. (No other brand name clothing is allowed.) If a non-Zephyr or non-TCCES Logo t-shirt is worn, a dress shirt must be worn over it and buttoned down. On game days, team members may wear official uniform tops. If the uniform top is sleeveless, a shirt with sleeves must be worn underneath.

Footwear: Ladies and Gentlemen

Footwear with socks/nylons must be worn at all times. *During the months of August, September, May and June students do not need to wear socks and may wear sandals. For safety reasons, science lab students must have teacher-approved footwear with them each day during August, September, May and June.* Moccasins and/or slippers are NOT allowed.

Jewelry/Makeup: Ladies and Gentlemen

Body piercing, except ears for girls, is not allowed. Extremes in jewelry and makeup will not be tolerated.

Hair: Ladies and Gentlemen

Hair must be clean, neatly combed, out of the eyes, and of reasonable style and natural shade. Gentlemen's hair, including sideburns, must be no longer than the bottom of the ear at the sides and above the collar in the back. Gentlemen must be clean-shaven at all times.

Visible tattoos: Are never allowed.

Hats/caps/bandanas: Ladies and Gentlemen

Hats/caps/bandanas may not be worn in school at any time.

Special Dress Days: Ladies (Liturgy and other days determined by the principal)

Ladies may wear skirts or dresses of an appropriate length and modest style. The neckline is to be modest and appropriate for the school work place environment with sleeves (long or short). The skirt length must reach the kneecap (patella) when standing. Girls may also choose to wear black dress pants with a dressy top that meets the Dress Code standard. Dress shoes are required. Tennis shoes, flip-flops, moccasins and/or slippers are NOT allowed. SMC apparel is not allowed.

Special Dress Days: Gentlemen (Liturgy and other days determined by the principal)

Gentlemen must wear dress pants with a coordinated button down dress shirt with a collar and an appropriate tie. Sweaters may be worn on top of the dress shirt and tie. Dress shoes are required. Tennis shoes, flip-flops, moccasins and/or slippers are NOT allowed. SMC apparel is not allowed.

Relaxed Dress Days: Ladies and Gentlemen (determined by principal) Jeans, sweatpants, wind pants, T-shirts, and sweatshirts may be worn. T-shirts and any outerwear with inappropriate language or advertising, including bands or messages (tobacco, alcohol or drugs) are not allowed at any time. *For safety reasons science lab students must have teacher-approved footwear with them each day during August, September, May and June.* Shirts must be modest and appropriate.

Clothes that Are Never Allowed

- Shorts (excluding August, September, May and June)
- Clothing that is very tight or very loose
- Tops/pants that show stomach/lower back (midriff) skin
- Tops that are not modest or that allow the student's midriffs to be exposed
- Clothing that promotes inappropriate musicians, music groups, alcohol, drugs, or inappropriate messages
- Tattered or torn clothing
- Tank tops/shirts *without* sleeves or collars

All students' attire must comply within the above code. School mandated detentions might be issued for dress code infractions. **Parents may be called regarding infractions to the dress code and asked to bring a change of clothes to school before a student is allowed to attend class, to give permission for the student to go home, change and return in dress code or take some other type of appropriate action.** (Time away from class is unexcused and must be made up by the student with his/her teacher(s).)

Multiple infractions may warrant disciplinary actions that are covered under SMC school policy # 5080.3. ***The school administration reserves the right to make final interpretations or changes in the above dress code.***

V. Clubs and Activities

The purpose and objective of the St. Mary Central co-curricular clubs and activities reflect the school's vision and mission to educate students as a whole person (see **Co-curricular Code**)

of Conduct).

Chess Club
Drama-Zephyr Players
Dance Team
Earth Club
TEC (Technology and Engineering Club)
Forensics
Intramurals
Jazz Ensemble (band) and Jazz Choir
Key Club
Math Team
Mock Trial
National Honor Society
NOW! Show Choir
Retreats for Middle Schools
Science Club
Student Council
Teens for Life
World Language Honor Society(French, German, Spanish)
Sports

Girls

Cross Country (fall)
Tennis (fall)
Volleyball (fall)
Basketball (winter)
Z-Squad (fall)
Softball (spring)
Track & Field (spring)
Soccer (spring)
Golf (spring)
Hockey (winter)

Yearbook (a credited class during the school day)

Boys

Cross Country (fall)
Football (fall)
Soccer (fall)
Basketball (winter)
Baseball (spring)
Tennis (spring)
Track & Field (spring)
Golf (spring)