



August 4, 2017

INSIDE CHARLESTON CATHOLIC HIGH SCHOOL

Teaching character, compassion, and confidence to the youth of West Virginia for over 90 years

Dear parents and students:

What a difference a year makes! As I reread last August's letter, I thought about all of the changes since then. Wow. I am pleased to report that construction on the fourth floor will be complete in time for school to open on August 16. Many thought us overly ambitious with a project of this scope to be undertaken in just over a year. I am thrilled that we have met our goal, and I am overjoyed at the opportunities that will be available to the students as a result of the addition.

The fourth floor addition was possible because of the vision and dreams of those involved with the construction of the new wing in 1993-94. They dreamt of the day when it would be possible to expand upward, and then they made upward expansion possible by laying the groundwork- literally, by the way the steel was placed and laid so that it could hold another floor. And that day finally came.

I hope that as we begin this school year, with dreams becoming reality, that we are able to foster the dreams of our young people. May we encourage them to think big thoughts and to realize that they have the power now to lay groundwork and to take the necessary steps to help their dreams one day become reality. As Eleanor Roosevelt said, "the future belongs to those who believe in the beauty of their dreams."

Warmly,

Colleen Hoyer

CONDOLENCES—We express our sympathy to a number of our students and their families who have lost loved ones recently. May the souls of the departed rest in peace: the Strickland family's great grandmother, Quin Cable's father, Lisa Shay's mother and aunt. Please keep these families in your thoughts and prayers.

WELCOME--As we begin a new school year, we extend a warm welcome to our new faculty members. We welcome back John Baird. Mr. Baird graduated from Charleston Catholic in 2009 and recently finished his degree at West Virginia University Institute of Technology. Mr. Baird has been a member of the coaching staff of the high school baseball team for the last two years and we are happy to have him as a member of the sixth grade team. Jeanie Dever joins our high school math department. Ms. Dever earned her bachelor's degree in mathematics and master's degree in education from Virginia Tech. Teaching runs in the family as her mother is a teacher at Sacred Heart Grade School! Ms. Alicia Phebus will become a part of the seventh and eighth grade team, teaching social studies. She earned both her bachelor's degree in history and her master's degree in education from West Virginia University. Mrs. O'Leary remains on the faculty but moves to seventh and eighth grade theology. We welcome CCHS Class of 2011 graduate Meredith Summers to our high school English department. Ms. Summers earned her bachelor's degree in English from Fordham University and has worked the last few years in the publishing industry before returning to West Virginia. Joining our theology department is Taylor Wilkerson. Ms. Wilkerson graduated from St. Vincent College with a degree in Theology and taught theology in California. She recently relocated to the east coast. After a year hiatus, Mrs. Hurt returns to the classroom this year, teaching middle school foreign language and high school electives. Please be sure to say hello to our new community members!

OUR NEWEST ARRIVAL—Sophomore English teacher Andrea Herrick and her husband Jordan welcomed daughter Josephine Mary on July 18. Josie entered the world at 7 pounds and 14 ounces and 20.5 inches. Mrs. Herrick will be on maternity leave this fall. Mrs. Diana Mehle, retired theology teacher, will be returning to teach tenth grade English in Mrs. Herrick's absence. We welcome back Mrs. Mehle and welcome Josie!

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SCHEDULING AND REGISTRATION

2017-18 REGISTRATION DAYS –are rapidly approaching! These days are set aside for students and parents to come to school and pick up schedules, pay class fees, update emergency contact information, pick up/place orders for textbooks, and pick up/buy gym uniforms. Student schedules are completed during the summer months and will not be available until August registration days. Schedules for each particular grade level will only be available during the times listed below, so it is critical that parents and students adhere to the schedule listed. If families with more than one child would like to pick up schedules and so on for all their children at one time, they must come on Thursday, August 10, from 2:30 - 4 p.m. At all other times, schedules and other items for each grade level listed below will be the only ones available at particular time slots. There will be no exceptions. Registration will return to the commons this year. Please enter through the door at the corner of Dunbar and Virginia Streets.

Wednesday, August 9

9 - 10:30 a.m.: Seniors only
 10:30 – noon: Juniors only
 CLOSED NOON - 1 P.M.
 1 - 2:30 p.m.: Sophomores only
 2:30 - 4 p.m.: Freshmen only

Thursday, August 10

9 - 10:30 a.m.: 8th graders only
 10:30 – noon: 7th graders only
 CLOSED NOON - 1 P.M.
 1 - 2:30 p.m.: 6th graders only
 2:30 - 4 p.m.: Families with more than one student wishing to register all their children at one time; also, anyone unable to come at scheduled times

To help with your planning, know that you will need to **write separate checks for class fees, P.E. uniforms, and PVA uniform apparel, dues, and activities.** **Please be prepared and bring multiple checks with you.** Prepaid P.E. uniforms will be available for pick up at registration and additional P.E. uniforms will be available for purchase. **Sixth grade students will not need P.E. uniforms before the 2nd nine weeks, but parents may pick up order forms during registration. Sixth grade order forms will not be due until September 29th.**

Computers will be available to input email addresses for your inclusion and updates to the RenWeb system. If you are unable to attend registration, please be sure you enter your email address by Wednesday, August 16.

SCHEDULING CLASSES – Student schedules will be distributed during registration. Scheduling is a multifaceted, complex task. In addition to analyzing students’ and parents’ requests, other pieces of the puzzle are important: standardized test scores, grades, teacher recommendations including information about each student’s work ethic and work completion, class offerings, and so on. The faculty and administration go to great lengths to make sure that students are placed in appropriate courses. Please assume that the schedule your child receives is the best one possible! Unless there is a critical reason to change a student’s schedule, it will not be changed. Students’ placement in courses varies from year to year and

subject to subject -- our students are not “tracked” within an inflexible framework. Each year, students’ records are reviewed to ensure suitable placement in classes.

PLEASE NOTE: If a student needs a tutor in any class or does not enjoy a particular subject, aspiring to Advanced Placement or advanced level courses is a misplaced concentration of effort. Success in advanced honors/Advanced Placement courses in any subject is predicated on the understanding that the students in these classes enjoy the subject matter, enjoy putting forth the extra effort needed in these classes, are appropriately prepared academically, and have a natural affinity for these courses. All CCHS courses are taught at the college preparatory level at the very least. Encourage your children to do their best, using every ounce of their God-given ability in their classes. It is far better for a student to be successful, productive, and comfortable in honors and college preparatory courses than to struggle unhappily and with modest success in advanced honors, or Advanced Placement courses. **Students’ schedules will not be changed after the first 2 weeks of school unless a change is initiated by a teacher.**

TEXTBOOK INFORMATION

TEXTBOOK PROCEDURES 2017-2018

Middle School: Middle school students will use The James & Law Company for textbook ordering. ISBN numbers will be available on the textbook order form and school website. **Parents may order these books on their own if they so choose; please refer to the correct ISBN number.**

Order forms for middle school required books can be found on the school website and are available at registration. Orders that were placed by June 2 should be available at August registration. The order deadlines for August will be Monday, August 14th at noon, and Friday, August 18th at noon. Please turn all orders in during August registration or to the office. Please note that the Theology consumable workbook must be ordered new from the school. Math textbooks for 7th grade will be ordered with a form available at August registration, once placement is known. A fee for middle school foreign language, if applicable, will be assessed during August registration and all middle school foreign language materials will be provided by the teacher.

High School: High school students will also use The James & Law Company for textbook ordering with the exception of AP and higher level math courses. ISBN numbers will be available on the textbook order form and the school website. Orders that were placed by June 2 should be available at August registration. The order deadlines for August will be Monday, August 14th at noon, and Friday, August 18th at noon. Please turn all orders in during August registration or to the office. Electives and math courses must wait until August registration to finalize placement and schedule. **Parents may order these books on their own if they so choose; please refer to the correct ISBN number as noted on order forms.**

Core Classes, English AP (English 9 Honors, Theology 9, Health, Physics Honors & Advanced Honors, World History Honors, English 10 Honors & Advanced Honors, Theology 10, Biology Honors, US 1900 Honors, English 11 Honors, English 11 AP, Theology 11, Chemistry I College Prep, Chemistry I Honors, Chemistry Advanced Honors, Chemistry II, US History 20/21st Honors, English 12 Honors & AP, Theology 12)

Electives: High school students will order books for electives through The James & Law Company at registration, once class placement is known. ISBN numbers will be available on the forms at registration. Parents may order these books on their own if they so choose; please refer to the correct ISBN number.

This year the high school foreign language classes will adopt new textbooks. New textbooks can be ordered through James and Law or online if you so choose; please refer to the correct ISBN number. In addition, all Spanish and Latin students must order new workbooks at August registration. French III Advanced Honors students for 2017-2018 must keep their current 2016-2017 French II textbooks and workbooks for review purposes next year in French III. French III Advanced Honors students are also required to order a new French III textbook and workbook during August registration (will be used again in French IV Advanced Honors), but French I, II, and IV Advanced Honors students will receive workbook materials from the teacher.

AP Courses & Higher Level Math (Calculus AB, Calculus BC, PreCalc II/Calc A, Trig/Precalc Honors and Advanced Honors, U.S. History to 1900 Advanced Honors, Economics, Human Geography, Psychology, World History, US History, Biology, Physics, and Art History)

There will be a **mandatory rental policy** for high school students in all AP Courses, US History 1900 advanced honors, and higher level math (pre-calculus/trig honors trig/pre-calculus advanced honors). The program requires students to rent textbooks for the duration of the year. Terms of agreement: Text must be returned in excellent condition (or same condition rented), with no permanent marks or damage, as evaluated by the textbook coordinator and school administrators. Returning a textbook in an unacceptable condition or a lost textbook will result in being assessed a fine or the full replacement cost of the text. Student records, including transcripts, diploma, and grades will be placed on hold if fines are not paid or if the text is not returned. Rental books are to be returned on or before the day of the course's second semester exam.

English Novels: Parents may refer to the website or the list provided by the teacher for information about novels to be used in English classes during the school year and should order the novels required on their own. **CCHS will not order novels though The James and Law Company.** Please pay special attention to the details of the novels to be used when ordering (ISBN, printing number, edition, etc.). In some cases, these novel lists may not be complete and may be added to throughout the school year. Ample notification will be given in these cases.

E- READERS --The English department will continue its e-reader program for students in grades 9-12. Students will be permitted to use e-readers in **English classes only** for required novels during the year. Students who wish to use e-readers must supply their own devices, but they may NOT use phones. In order to participate, students and parents must sign a contract outlining all usage expectations upon beginning class. Students who break the terms of the contract and/or the school's internet usage agreement will not be permitted to continue to use the device in class for the remainder of the school year.

ACADEMIC UPDATES

PLEASE READ AND SAVE THIS NEWSLETTER -- Answers to many of the questions that you might have now and in the future may be found by referring to items in newsletters. The newsletter (mailed approximately every 5 weeks) and the Student-Parent Handbook (included in students' assignment notebooks) provide information that you will need to know. Newsletters and the handbook are also available on the CCHS website (www.charlestoncatholic-crw.org).

FORMS TO BE RETURNED –

- 1) On the first day of classes, each middle and high school student will receive an assignment notebook which contains the Student-Parent Handbook. The first page of the handbook should be torn out and signed by parents and students, acknowledging that they have read the handbook. **This form must be returned to homeroom teachers by Wednesday, August 23.**
- 2) **Off-campus lunch forms** for grades 10 – 12 are due **Thursday, August 17,** by 8 a.m. Off-campus lunch is a privilege which may be revoked by the school. Additionally, parents do not have to allow their children to leave campus for lunch. It is the parents' choice.
- 3) **In-lieu of transportation forms are due to homeroom teachers by Wednesday, August 23.** Families living in Kanawha County who reside 2 or more miles from CCHS are eligible for a one-dollar-a-day transportation reimbursement from Kanawha County Schools. Putnam County does the same. Since our families are saving state and county taxpayers over \$4 million each year, you are encouraged to take advantage of this reimbursement.
- 4) **PVA forms** should be turned into the office within the first couple weeks of school. PVA volunteer forms and ALL ordering forms for white polos, green polos, and logo jackets will be available at registration and are on the website.
- 5) **Photo release and technology acceptable use policy forms** will be distributed at registration and are due to homeroom teachers by **Wednesday, August 23.**

RENWEB UPDATES- At registration, system log-in information will be provided for all parents. New user IDs and passwords will be provided for new parents. If you are a parent of a returning student and have forgotten your login information, email Mr. Hoffmann at admin@charlestoncatholic-crw.org, and he can help! Contact information must be

updated in the system in order to receive weekly progress reports! **Family demographic and medical information MUST be reviewed and updated by Wednesday, August 23.**

SUMMER READING –Summer reading information is available on the school website (and, hopefully is almost complete!). Class activities, including tests, will occur during the first days of school. No written responses were required during the summer but will be assigned after school begins. **Reminder to students: Finish reading before school begins. Start the year off right!**

ARE YOUR CHILDREN READING “THE REAL THING?” -- Please encourage your students to read the original text of novels. They are doing themselves a disservice by using online notes or watching movies that have been “based” on works of literature. By actually READING a novel, students will improve their spelling, grammar, vocabulary, comprehension, fluency, literary analysis, appreciation of the author’s craft, and so on. They might discover that they actually enjoy reading!

ADVANCED PLACEMENT RESULTS– Each summer we receive the results of AP exams that the high school students take during May. Once again, the students and teachers deserve commendations for the spectacular results that demonstrate their commitment and hard work. Congratulations!

Special congratulations to the following students who received the highest honors for their college-level achievements:

AP Scholars – Students who received scores of 3 or higher on three or more AP Exams.

Zach Blake	Timothy Kawash	Edward Rowan
Maddy Blaydes	Mary Kathryn Kay	Madison Settle
Jared Cunningham	Jacob Levenson	Mandy Spiegel
Jay Gould	Ricky Lian	Trae Swisher
Patrick Hamrick	Antonio Lim	Matthew Vicini
Katie Hayes	Josie McClanahan	Nick Wentz
Kevin Imani	Sydney Rashid	Alexa White
Kingsley Jonathan	Trenton Reed	Tommy Wright

AP Scholars with Honor – Students who received an average score of at least 3.25 on all AP Exams taken, and scores of 3 or higher on four or more of these exams.

Simon Agnew	Will Hall
Catherine Herlihy	Rachelle LaChance

AP Scholars with Distinction – Students who received an average score of at least 3.5 on all AP Exams taken, and scores of 3 or higher on five or more of these exams.

Kayce Boggess	Joy Justice	Kathryn Wantlin
R.E. Hamrick	Jack Kinney	Andrew Willis
Christoph Hart	Georgia Payne	

National AP Scholars – The highest AP honor, National AP Scholar, is granted to students who receive an average score of at least 4 on all AP Exams taken, and scores of 4 or higher on eight or more of these exams. We are pleased to congratulate two of our CCHS Class of 2017 students on this honor: **Georgia Payne**, who earned this award for a total of 9 exams taken throughout high school, and **Kathryn Wantlin**, who has already earned this award for the 12 exams. Way to go!

DROP-OFF/PICK UP PROCEDURES

DROP-OFF/PICK UP – After last year’s alternate entrances and drop off routines, we are back to normal this year. That means the Virginia Street door is the entrance for students and visitors. Please follow the procedures outlined below. The mayor’s office, City Traffic Division, City Council members, the Charleston Police Department, and others have worked together with us over the years to come up with a workable plan that is efficient and effective.

Since anything can happen on our highways, families need to allow extra time to get their children to school on time. **Remember, late is late -- we do not have “excused tardies.”** We appreciate parent phone calls to inform us when you are running late. However, a phone call does not excuse the tardy. We understand that traffic, oversleeping, etc., sometimes happen, but students will be expected to accept the consequences of a morning tardy. Any student arriving late to school will serve lunch detention that day. Repetitive first period tardies will result in additional consequences. With school traffic converging in a small area downtown, everyone needs to ensure the safety of our preschool, elementary, middle, and high school students and to help build positive community support for our schools (i.e., we don’t want to disrupt more than necessary the lives of those who live or work in the downtown area). Between CCHS and Sacred Heart Grade School, we have over 800 students so everyone needs to help.

- 1) **There can be absolutely no stopping on Virginia Street between Dunbar and Leon Sullivan Way. This holds true at all times -- during morning drop-off and afternoon pick-up and during the school day.** According to the Charleston Traffic Division, all lanes in front of the school are for “moving traffic.” Therefore, **DO NOT PULL OVER AND DROP-OFF/PICK-UP YOUR CHILDREN ON VIRGINIA STREET IN FRONT OF THE SCHOOL!**
- 2) **Even when the light at Virginia and Leon Sullivan Way is red, PLEASE DO NOT DROP-OFF/PICK-UP YOUR CHILDREN ON VIRGINIA STREET.** You must pull around the corner onto Leon Sullivan Way, pulling up as far as possible toward the Boulevard, or continue past the school into the next block on Virginia Street before releasing/gathering your riders. **PLEASE MAKE SURE YOU DROP OFF YOUR CHILDREN AT CURBSIDE – DO NOT PARK/ STOP IN THE MIDDLE OF THE STREET.**
- 3) Students of middle and high school age should be responsible enough to follow traffic directional signals. Therefore, in order to help avoid congestion, **it is recommended that students be dropped off/picked up at least a block away from CCHS (but not in the Sacred Heart Grade School area!).**
- 4) **The Virginia Street main door is the only CCHS entrance during the school day (exception -- before 7:45 a.m. when students are to use gym entrance).** All other doors are locked, preventing entrance and contributing to the security of our building. Students may **exit** from the Virginia Street, Dunbar Street, or Leon Sullivan Way doors.
- 5) **Students must cross at the corner.**
- 6) **Students are dismissed from class at 2:45 p.m.** (or 11:30 a.m. on early dismissal days). Therefore, there is no need to arrive in the area before that time (again, **NO STOPPING ON VIRGINIA STREET IN FRONT OF THE SCHOOL!**). At the end of the day, many students chat with friends, meet with teachers, take care of business in the office or bookstore, etc., thus exiting the building by 3 p.m. Make sure your children know where and when you’ll meet them.
- 7) **The gym is open at 7:15 a.m. for students who arrive early.** Students are not permitted on the classroom floors or to the bookstore or office until 7:45 a.m.
- 8) **If your CCHS children are going to be picked up at Sacred Heart, they must go into the Sacred Heart Parish Hall and wait with their siblings in the pick-up line.** They may not “hang out” in front of the Co-Cathedral or on the Leon Sullivan Way sidewalk between Quarrier and Virginia Streets. There is just too much congestion and the possibility for accidents needs to be diminished in every way possible.
- 9) During **AFTER SCHOOL PICK-UP ONLY**, the Charleston Traffic Division has agreed that **parents may pull to the curb and wait for their children on Leon Sullivan Way on the First Presbyterian side (left side) of the street.** This is for pick-up only and parents must remain in their vehicles. **STUDENTS MUST CROSS AT THE CORNER.** If you need to run into the school or leave your car for any reason, please find a parking meter. This lane is used

by First Presbyterian at other times during the day and must be kept clear of vehicles. According to the Charleston Traffic Division, even with cars waiting along the left curb in front of First Presbyterian and with cars parked along the right at meters, there is still room for two lanes of moving traffic in between.

10) **NO DOUBLE PARKING!**

11) DURING AFTER SCHOOL PICK-UP, students may wait on the sidewalks around the school. Students are expected to refrain from horseplay, act responsibly and safely, and behave in ways that reflect positively on them, their families, and the school.

12) Additionally, First Presbyterian **graciously** allows students to wait on the steps in front of the church during after school pick-up. Our students must be good neighbors and support the Church's wishes while waiting on First Presbyterian property (i.e., sidewalks on Virginia Street and Leon Sullivan Way, church steps, grassy areas, stone wall, etc.). On Virginia Street, students MAY NOT stand or sit on the grass or on the sidewalk between the corner of Virginia Street and Leon Sullivan Way and the end of the church's property along Virginia Street. Students on First Presbyterian property must stay on the Virginia Street steps. Once again, students are expected to refrain from horseplay, act responsibly and safely, and behave in ways that reflect positively on them, their families, and the school.

13) Please set a good example for students by following these school rules as well as city traffic department rules.

14) **Teachers are assigned to after school traffic duty and remain there until 3:00 p.m. Teachers are there to help ensure students' safety. It is very difficult to monitor traffic and the actions of so many students and parents so it is imperative that each person upholds expectations stated above. Please follow teachers' directions. Don't put your children in a position in which they have to choose to follow a teacher's directive versus a parent's wishes.**

Students not following school expectations will be subject to school disciplinary action, including lunch detention and having to wait after school in the school office for parents.

WHEN DOES THE BUILDING OPEN EACH DAY? -- When Mrs. Hoyer goes to the VIRGINIA STREET door at 7:45 a.m., students may enter the classroom floors, go to the bookstore or office, etc. Students arriving at school between 7:15 a.m. (no earlier, please!) and 7:45 a.m. may go to the gym (entering the building through the gym doors on Leon Sullivan Way), where a teacher is on duty, or they may wait outside of the building on the sidewalk, near the Commons. **For safety reasons, students are not to congregate, near the curb, in the school's entryway, or on the stairs.** The first bell rings at 7:55 a.m. and students are expected to be in their classrooms when the 8 a.m. bell rings to start morning prayer and announcements. Classes, announcements, and prayers end at 2:45 p.m. and students are expected to leave the building by 3 p.m., unless they are meeting with staff members, attending club meetings, etc.

UPCOMING EVENTS

BACK TO SCHOOL NIGHT— All parents are invited to Back to School Night in the Fourth Floor Krupa Annex. We are pleased to be able to use our gathering space on the fourth floor for the evenings. We will welcome middle school parents to visit school and meet their children's teachers on **THURSDAY, AUGUST 24**. High school parents will attend on **MONDAY, AUGUST 28**. The evenings will begin at 7 p.m. in the fourth floor Krupa Annex. Parents will have the opportunity to gather in the new chapel/ multi-purpose space to hear an orientation and update on the school from Mrs. Hoyer. Following the opening session, parents will follow their children's schedules to learn about their classes and meet their teachers. After classroom visits, the Parent Volunteer Association's hospitality committee, with help from sixth grade parents, will provide refreshments in the Commons. Please make plans to attend this gathering to open the school year!

9TH GRADE OUTDOOR EDUCATION DAY-- Plans are underway for our annual CCHS freshman class outdoor education day. Scheduled for Wednesday, September 6, our freshmen, their teachers, and school staff, will spend the day together learning, reflecting, playing, and creating. We will need parent drivers for the day. If you are able to help drive students from CCHS to Camp Virgil Tate in the morning and back in the afternoon, please email Molly Linehan: m.linehan.cchs@gmail.com

MIDDLE SCHOOL UPDATES

PARENTS OF INCOMING 6TH GRADERS - At Back to School Night on Thursday, August 24, you will remain in the multi-purpose space to meet as a group with the 6th grade teachers after the general orientation. This gathering will give you an important opportunity to ask about assignment notebooks, homework, uniforms, lunch, and all the other nitty-gritty things you want to know- so keep a list of all of your questions! Afterwards, parents will rotate through the classrooms to gather information on the goals and expectations of individual teachers. The transition to CCHS need not be difficult! Read the Handbook in the students' assignment notebook to know what is expected at CCHS.

SEVENTH GRADE CAMP MAGIS --Seventh graders enrolled in Catholic schools in the Diocese will again participate in Camp Magis, a three-day camp at the Bishop Hodges Pastoral Center in Huttonsville. *Magis* is a Latin word meaning *more* and is related to the quality of our relationships. Camp Magis will focus on building relationships with people around us and with God and will emphasize the example of Pope Francis. Camp activities, such as archery, zip line, hiking and canoeing, will be combined with prayer, mass, and reflections to provide students with a fun-filled camp experience. Charleston Catholic's camp is scheduled for September 20-22. Students will depart school on charter buses on Wednesday morning and return to school on Friday afternoon. A parent meeting to review specific details about the camp's purpose, activities, fees, transportation, etc. will be held in the Commons on **Wednesday, August 30, at 7 p.m.** Food, lodging, and transportation for the 3 day experience will cost \$130 per student. Activities will be led by diocesan personnel, but faculty and parent chaperones will be engaged in monitoring students. **Parent volunteers are needed!** Please contact Ms. Linehan or Mr. Villers by calling the school office if you are interested.

SUPPLY LISTS FOR MIDDLE SCHOOL --Supply lists were updated this summer. Please check the CCHS website. Click on "Supply List" under the "Academics" drop down menu.

HOMEWORK CLINIC- Middle school science teacher Toni Erby offers this structured, teacher-supervised time dedicated to distraction-free homework completion and study. The clinic meets in Mrs. Erby's room on Monday, Tuesday, Wednesday, and Thursday afternoons from 3-4 p.m. beginning Monday, August 21. At 4 p.m., Mrs. Erby will walk the students to the Virginia Street door for pick-up. The cost is \$10/ session. Students are encouraged to bring a snack.

SUMMER MATH: PREPARING FOR CCHS 6TH GRADE – As the school year approaches, help your children feel prepared and get off to a stronger start in math class by having them review some basic skills. You can find a link on the school's website which includes some basic proficiencies that are essential to early success along with some websites that provide useful practice and feedback to students.

GRAMMAR FOR SIXTH GRADE STUDENTS– In middle school English classes, we strive to build on the strong grammar foundation many of our students received through the Shurley English program and to apply that knowledge to student writing and literary analysis. Since some of our incoming students are not as familiar with this approach to grammar and composition, Mrs. Hayes has compiled a grammar packet – a basic review of terms and concepts she will teach in the first weeks of school – that is available on our website. A review of this information by all students, but particularly by students who did not study Shurley English in grade school, will help ensure an easier entry into sixth grade English classes in the upcoming school year



FROM THE SCHOOL OFFICE

FORGOTTEN HOMEWORK?— While you are welcome to bring assignments to the school office that your children may have forgotten, the office staff will not deliver these items to students or interrupt class to call students to the office. Students may come to the office to retrieve items that they are expecting between classes, at lunch, or at break.

TELEPHONE MESSAGES -- Because of the number of students enrolled and the limitations on office staff and telephone lines, **we strongly urge parents to make arrangements with their students regarding transportation, appointments, etc. before students leave home.** If you must leave a message for your child, call the office. The names of students who have messages are announced at the end of each school day. Please remember that students' cell phones are required to be turned off during the school day. They should not be checking phones- even to get messages from you- between the hours of 7:45 and 2:45!

APPOINTMENTS -- We strongly encourage you to make doctor's appointments after the school day so that students do not miss valuable instructional time. However, we know that this is not always possible. If your child must leave school for an appointment during the school day, **PLEASE SEND A NOTE** with your child in the morning. The student should come to the office before 8 a.m. to get an appointment slip from the office enabling him/her to leave class at the specified time. He/she will check out in the school office and will sign in upon returning from the appointment.

SENIORS – CCHS uses PhotoGraphix to supply senior pictures for the yearbook. Seniors should have made arrangements to have their senior yearbook pictures taken this summer at PhotoGraphix (5018 MacCorkle Avenue, one block before the Dunbar Toll Bridge). For pricing info, go to the website www.wvphoto.com. Please call 304-768-2000 if you have not yet made arrangements for photos.

SAFETY MATTER -- We greatly appreciate the number of active parents and volunteers who help during the school day, whether to participate in Read Aloud, serve lunch, or help in the library. Please be patient when awaiting entry to the building. For safety reasons, students and faculty are instructed not to open ANY door to let visitors into the building. Visitors' entry to the building is on Virginia Street. The office staff works hard to respond to the doorbell when it chimes and to receive and welcome all guests, but it may take a moment or two before you are admitted. You may be asked to identify yourself before being permitted entry—this is for everyone's safety. Please don't take it personally! Upon entry, please report directly to the office to sign in and receive a visitor's pass.

STUDENT DRIVERS – Please encourage your student drivers to be responsible, safe drivers. It is tempting for them to speed down the street in front of the school (showing off for friends?), pull out of parking lots too quickly, ignore pedestrians, change lanes abruptly, speed through yellow lights, text or talk on cell phones while driving, fiddle with music, and so on. Please discuss these dangerous behaviors with your student driver. Tragedies happen in an instant. If you see inappropriate or reckless driving by our students, please note the license plate and make of car and notify Mr. Villers.

PROOF OF ENROLLMENT FORMS -- for drivers' licenses and permits may be requested in the school office using the CCHS request form. It will take two school days for the forms to be completed by office staff.

VIRTUS– Be sure you're on board to help! All parents or other adults who volunteer, coach, drive students, chaperone, etc., are required by the Diocese to complete the diocesan sexual abuse awareness training before being allowed to work with our students. Training is available online or at sessions periodically scheduled. To begin, visit the VirtusOnline.org and choose the online option. Allow 1- 1½ hours to complete the program. Print out the certificate of completion and submit it to Mr. Villers. It is still necessary to complete the background check and sexual abuse awareness statement which can be done by clicking on the link at the school website at www.charlestoncatholic-crw.org. If you have questions, please call Mr. Villers.

Adults who volunteer, coach, or chaperone, may be asked to update background and policy forms. Background checks must be updated every three to five years depending on your role in the school. Policy questionnaires should be updated if they were signed before 2014. Current Diocese guidelines do not require

volunteers to update the training portion of VIRTUS. Please contact Mr. Villers with any questions and to update your forms.

STUDENT PARKING – Father Higgs has made parking spots available to our students on the gated lot on Quarrier St. across from the YWCA. Students will pay \$55/ month or \$220 for the first semester and \$275 for the second semester plus a \$10 deposit for a gate access card. Checks should be made out to Sacred Heart. Spots will be assigned on a first come first served basis. Interested students should sign up in the school office.

SCHOOL COMMUNICATION – A wealth of information is at your fingertips on the school website- from the school newsletter to athletic events to the school calendar! Take some time to become familiar with all the latest features on the school’s website --www.charlestoncatholic-crw.org. Additionally, please be sure you follow CCHS news on Twitter for important announcements from the school office. Text “follow cchsnews” to 40404 and you will receive all cchsnews tweets as text messages. It’s easy to stay informed!

IF YOUR LAST NAME IS DIFFERENT FROM YOUR CHILD’S NAME – please put the child’s full name on all checks issued to CCHS and to any correspondence sent to the school.

BOOKSTORE REMINDER-- The bookstore is open each day from 7:45 a.m. - 8 a.m. and from 2:45 - 3:15 p.m. Mrs. Lovejoy will have pencils, pens, binders, envelopes, composition books, assignment books, and notebook paper, payable at the time of purchase.

LOCKS ON LOCKERS – ALL LOCKERS MUST HAVE LOCKS PURCHASED FROM THE CCHS BOOKSTORE. Locks will be given to 6th graders the first week of school. Locks will be available for purchase during registration. Middle school students must keep their lockers locked. Students are discouraged from bringing valuables to school. The school will not be responsible for anything that is lost or stolen from a locker.

NON-CUSTODIAL PARENT MAILINGS -- In August, non-custodial parents who would like to receive copies of report cards and newsletters should send \$12 and a current mailing address to Mrs. Lovejoy in the school office. The list and labels are updated each year, so please be sure to notify Mrs. Lovejoy of your request.

MEDICATIONS –When students need to take prescription medication at school, the medicine must be sent to the office with a doctor’s order in a plastic zip-lock bag with the student’s name clearly labeled. Also, any medications kept at school for various reasons – e.g., asthma, allergies, etc. – should be sent to the office in a bag with the doctor’s order, and an allergy or other medical plan, if applicable. Over the counter medicine such as Advil, cough drops, etc. need to be in a plastic bag with student’s name clearly marked and with specific information stating when such items should be dispensed. **Additionally, the appropriate diocesan form (available in the office) for any medications must be completed by the parent/ guardian.** At the end of the school year, we will ask your students to stop by the office and pick up their plastic bags with last year’s supplies. Medications are not stored from one school year to the next.

ADVERTISING OPPORTUNITY – Add your business to The Wall in the competition gym at the CCHS Athletic Facility. We already have several advertising banners on display. If you’re interested in adding your business or well wishes to the wall, 3 foot by 6 foot customizable banners are available. What a great way to reach out to the Charleston Catholic community! To learn more and order a banner for your business, contact Kathy Crain at (304)541-4182.



NOTES FROM THE ACADEMIC ADVISOR

Dates to Remember

Senior Parent Meeting: Tuesday, August 22 – Two sessions (choose one) -- Noon or 7:00 PM in the library

Come review exactly what your children should be doing as they apply to college and prepare for graduation.

Junior Parent Meeting: Wednesday, September 20 – 7 PM in the library

As you begin the college search process, it's important to stay organized and to know everything that has to happen over the upcoming year. We will go over all of this together!

Freshman Parent Meeting: Wednesday, September 27 – 7 PM in the library

"The High School Years – Prelude to College." Learn about making academic plans for high school and preparing for what comes next. Note that this meeting will be similar in nature to last year's 8th grade parent meeting.

- 1.) **Immunizations:** All 7th and 12th graders are required to have updated TDap and meningitis vaccines. An updated immunization record must be submitted before students will be allowed to enroll this fall.
 - 7th graders: 1 booster dose of TDap vaccine (tetanus, diphtheria, and pertussis) and 1 dose of MCV4 (meningitis)
 - 12th graders: 1 dose of TDap (tetanus, diphtheria, and pertussis) and 1 booster dose of MCV4 if first dose of MCV4 was given before the child's 16th birthday; a booster dose is not required if the first dose was given after the child's 16th birthday.
- 2.) **Students completing summer packets for middle school courses** must take their end-of-summer finals on Friday, August 11, at 10:00 in the library.
- 3.) **New students** (except those attending area Catholic elementary schools) must submit final report cards and achievement test results to the office before registration.
- 4.) **College Visits:** Mrs. Vollmer handles college visit requests. Students should pick up the forms from her office and return the completed forms to her at least 2 days before the trip. **Seniors are allowed 2 college visit days; juniors are allowed 2 college visit days. All college visits must be made before May 1.**
- 5.) **College representatives** will start visiting soon, typically during lunch. Dates and times will be available on the school calendar, and students will be reminded on the morning and afternoon announcements. High school students are invited (and encouraged) to report to the library after picking up their lunches to meet with the representatives. Students should take advantage of this opportunity to learn more about different colleges.

Notes for Seniors

- College application and scholarship information will be available through the Naviance Family Connection site. All students set up these accounts last fall; parents will receive information on this at the senior parent meeting.
- Senior parents need to complete their parent questionnaires and return them to Mrs. Vollmer by Monday, September 11. This information is used heavily to augment college recommendation letters written by school personnel. Parents who did not receive a questionnaire via email last spring can email Mrs. Vollmer at shannon.vollmer@charlestoncatholic-crw.org to receive a copy. Please either email Mrs. Vollmer the completed questionnaire or print and return to the school.

FINE ARTS/HUMANITIES REQUIREMENTS – Students who attended CCHS during the 2016-2017 school year were able to start fulfilling the upcoming year’s fine arts/humanities requirements during the summer months. These activities must be submitted during the first quarter in order to receive credit. 6th graders and other students new to CCHS in 2017-18 may not begin to work on these requirements until after the requirements are discussed in English classes in August.

NOTES FROM THE PARENT VOLUNTEER ASSOCIATION (PVA)

All volunteers must be 100% VIRTUS compliant.

1) **PVA Polos and Fleece** - Order forms for CCHS logo jackets (including the heavier weight grey jacket and also a lighter weight black jacket, both in full zip and quarter zip), white uniform polo shirts, and green athletic/academic competition polo shirts are available on the CCHS website. For questions, please contact Samantha McCarty (samccarty6@gmail.com or 304-964-2296) for jackets, Christi Preston (304-550-0239) for green polos, and Marsha Hoyer (304-552-8065) for white polos. **OFFICIAL UNIFORM POLOS MUST BE PURCHASED THROUGH PVA.** Please note that high school students who are members of athletic teams and academic competition teams are permitted to wear an official CCHS kelly green polo shirt to school on designated dates – normally home games and post-season games designated by the principal.

2) **CAFETERIA VOLUNTEERS** – Many thanks to those of you who have volunteered to help in August and September. When you’re at school for registration in August, please sign up to help serve lunch during the year. It’s always a treat to see the students in this more relaxed setting. If you know now that you’re willing to volunteer, please contact Kim Javins (kim.javins@suddenlink.net or 304-549-3939). Volunteers for August and September are also included on the menu in this newsletter. The complete cafeteria volunteer schedule for October 2017 through January 2018 will be issued after volunteers submit their CCHS Cafeteria Volunteer Form following registration.

3) **PVA DUES** are \$75 per family. In addition to buying materials to support the school’s instructional program, this fee covers operational expenses of special student projects (e.g., Project Graduation, moving up reception, baccalaureate reception) so funds will not be solicited for various activities. We’ll still be looking for your time, talent, and good cooking!

4) **Parent involvement** is critical for the successful operation of the CCHS athletic program. Helping transport students to games and practices, working gates, being supportive of the players and coaches, attending games, and participating in the team lunch program are just a few ways that parents help. EVERY parent of an athlete is needed to support the teams! Each sport is allocated one team lunch and guidelines and dates for these lunches will be distributed to parents at the beginning of each season, once team rosters have been established.

5) **Athletic family passes** are available through the PVA. These passes are good for immediate family members only (not cousins, in-laws, ex-in-laws, grandparents, fiancées, etc.) to attend CCHS home games. The passes do not cover away games, tournaments played at home, homecoming games, or any SSAC tournaments. Cost is \$150 for all home middle school games only, \$175 for all home high school games only, and \$200 for all home games (both levels). A \$100 student or senior citizen pass for all home games is also available. Passes may be purchased during registration days at the PVA table. An order form for sports passes is also in the PVA Parent Registration Packet so you may order them later in the semester. Please contact Lynn Brookshire at 304-541-4649 if you have questions about these passes.

6) **PVA packets** including volunteer forms and all ordering forms for logo jackets, white polos, and green polos will be available at registration as well as on the school website (www.charlestoncatholic-crw.org). Forms should be submitted within the first few weeks of the school year to the school office.



- 1) Mark your calendars for the retreats this year:
 - 6th Grade Retreat will be on October 26.
 - 7th Grade Camp Magis will be on September 20-22. A parent information session will be held on August 30 at 7p.m.
 - 8th Grade Retreat will be on February 27.

- 9th Grade Retreat will be on May 4.
 - Sophomore Summit will be April 25-27.
 - 11th Grade Retreat will be on September 7th (rain date: September 12).
 - 12th Grade Retreat will be on August 31-September 1. The Senior Day of Reflection will be May 24.
- 2) There will be an information meeting for any 7th grade parents who wish to learn more about Camp Magis on August 30th at 7pm in the Library.
 - 3) Any summer service done by returning 7th through 12th graders can be applied to the 2017-2018 school year. Completed forms for summer hours are due at the close of the first quarter and will not be accepted after that date. The first quarter passes quickly- complete the service activity forms (which can be found on the website) now while the activity is fresh in your mind! Students in 6th grade or new to CCHS for the 2017-18 school year may begin completing hours after the requirements are discussed in theology classes in August.
 - 4) Sacred Heart Grade School is in need of babysitters to help at the Grade School Gym during Back to School Night on Wednesday, September 6, from 6:30 until 8:00 p.m. See Ms. Linehan (m.linehancchs@gmail.com) to volunteer.
 - 5) Manna Meal's Community Garden seeks volunteers most Tuesdays and Saturdays during the harvest. To volunteer, email Jeanne Simpson at jsmannameal@wirefire.com.

COMMUNITY SERVICE AND GIVING

BOXTOPS FOR EDUCATION AND SERVICE TO OTHERS!— Charleston Catholic High School is now collecting the pink Box Tops for Education that can be found on many different products. The sixth grade theology classes coordinate the program, but we need the help of everyone in the school community to make it a success! Money raised through the Box Tops will be donated to local nonprofit agencies that the students will be learning about in Theology class. Please start clipping or tearing off Box Tops and send them to school in August. They don't have to be trimmed neatly - simply tear them off and stick them in an envelope or sandwich bag. Please make sure the date on the Box Top hasn't expired yet.

SUPPORT CCHS AS YOU SHOP!— It is always possible (and easy) to support CCHS when you shop.

- 1.) The **Kroger Community Rewards is a simple but beneficial program.** Please remember that you must re-register your card number yearly. After you have registered your **Kroger Plus Shopper's Card**, use the card when you checkout, and Charleston Catholic will receive a check from Kroger on a quarterly basis. To register your card, go to www.krogercommunityrewards.com and use the Charleston Catholic organization number **83696**. Be sure you have your Kroger Plus card available when you register. Kroger Plus Cards are available at the Customer Service desk at any Kroger.
- 2.) When you shop at Amazon.com, the AmazonSmile program will donate 0.5% of your purchases to CCHS when you log in to your Amazon account using the address <http://smile.amazon.com/ch/55-0630688> (or by clicking on the link on the School Home section of RenWeb) to enroll in the program.

BUILDING ON EXCELLENCE- Fundraising efforts for the fourth floor addition continue as we strive to raise \$2 million. Please consider a donation or a pledge payable over three years to support the project. Naming opportunities are available. Please contact Simone Thomas in the school office for more information.



ATHLETIC UPDATES

GAZETTE-MAIL EXCELLENCE IN SPORTS AWARD– Many congratulations to all of our student athletes, coaches, and parents on a tremendous year in athletics in 2016-17. Our students' hard work and dedication is evident in their athletic achievements in addition to their academic successes. They are, indeed, student athletes in the truest sense. They are led by talented coaches with demonstrated commitment to the CCHS program. Their efforts this year resulted in winning the Gazette- Mail Excellence in Sports Award for the ninth year in a row and for the thirteenth time in twenty one years, the most of any school in any class! During the 2016-17 year, CCHS claimed state titles in golf and baseball. Capping off their respective seasons with runner up finishes were girls' soccer and girls' cross country. Points were also earned by volleyball, boys' soccer, boys' and girls' swimming, girls' basketball, boys' and girls' tennis, as well as both boys' and girls' track teams. Congratulations to all on earning this outstanding achievement!

A REMINDER ABOUT SIXTH GRADE ATHLETIC PARTICIPATION-- Sixth grade students are allowed to play **ONE** school sponsored sport anytime during the school year. If students enjoy more than one sport, they must choose which school team they want to participate on. They are encouraged to remain on recreational teams or church league teams for other sports. **Students must meet WVSSAC eligibility requirements (minimum 2.0 semester GPA), in addition to school expectations, in order to remain eligible. The administration reserves the right to remove a student from an athletic team if the student's academics or behavior decline.** In addition to helping students grow and mature, our coaches strive to build competitive teams. Practices are mandatory, not optional. **PLAYING TIME IS A COACH'S DECISION.** Middle school sports do not subscribe to the "everyone plays" philosophy that many less competitive programs do. As sixth graders, it is likely that students will not see much playing time. If playing time is a primary concern to you or your child, I encourage you to continue in recreational teams or church leagues.

FALL SPORTS -- Students must have a completed doctor's physical (administered after June 1, 2017) to give coaches on the first day of practice. This physical is good for the entire school year. Once teams have been selected, students participating must submit their athletic fees (\$75 per sport) in order to participate. A student who has not turned in athletic uniforms from another sport will not be permitted to participate in the next sport. CCHS students are eligible for athletics if they meet SSAC requirements (including having 2.0 GPA at end of 2016-17 second semester) and CCHS expectations, i.e., good behavior and good attendance. For more information, please contact Lee Bradley, CCHS athletic director, or coaches for individual sports, listed below.

AD – Lee Bradley –lee.cchsathletics@gmail.com

HS Boys' Soccer - Niall Paul – npaul@spilmanlaw.com

HS Girls' Soccer - Amy Mullen - cdmullen@suddenlink.net

HS Cross Country - Scott Welch - scottwelch34@yahoo.com

HS Golf – Sam Helmick – shelmick@newwave.net

HS Volleyball – Muriah Nutter-Nutter1muriah@yahoo.com

HS Cheerleading - Lee Bradley –lee.cchsathletics@gmail.com

MS Boys' Soccer – Trip Shumate – tshumate@wvgazette.com

MS Girls Soccer – Donovan Reed – dreed199219@gmail.com

MS Volleyball – Rachel Mills- rachael.mills@wvsao.org

MS Cross Country – Scott Welch – scottwelch34@yahoo.com

NEW CCHS STUDENTS INTERESTED IN SPORTS– New students for the 2017-18 school year who are interested in playing fall sports should contact the individual coaches listed above or Lee Bradley, athletic director, for information.

PARTICIPATION IN SCHOOL SPORTS – To participate in athletic events, students must be in school for the full school day on the day of the scheduled activity. If a student is late or absent for any part of the day on a game day, that student is not permitted to play that day. This “full day” policy includes leaving school for appointments, so students need to avoid scheduling appointments during the school day. To be eligible for practice, students must be at school for the majority of the school day. Students are also expected to be on time each morning following an athletic event. Students who have long standing medical appointments, family funerals to attend, or other similar instances may be excused at the discretion of Mr. Villers. Although suspensions are rare at CCHS, when a student is suspended at school, that student is also suspended from athletic practices, games, etc. for the FULL DAY on the day(s) suspended (i.e., if a student is suspended for a Tuesday, the suspension includes involvement in any school activities -- sports, social, etc. -- for Tuesday evening also). In addition, if a student is suspended for a Friday, the suspension holds for Friday evening but does not continue for Saturday unless the student is also suspended for Monday.

TRAVEL—Students may not drive to school events, such as field trips or “away” athletic events, taking place at locations other than Charleston Catholic facilities or other designated “home” locations. Students must ride to and from the event with adults (age 21 or older) who have met the Diocesan requirements for field trip drivers

GOOD SPORTSMANSHIP -- is expected of all Charleston Catholic athletes, coaches, parents, students, and other fans. We must reflect excellence in all activities. Good sportsmanship includes showing respect to opposing teams, coaches, fans, and officials, both on the field and off. People judge our school by viewing the behavior of those who represent it most visibly. Many times this is the only exposure they have to a Catholic school community. Though not easy, it is always best to “be the bigger person” and ignore (and certainly not imitate!) negative remarks or gestures from others. It is wonderful when game officials remark upon the impressive behavior of our student athletes, the collegiality of our coaches, and the positive vibes from our fans. Please do your part to make this a terrific year.

CONCUSSIONS – Head injuries, including concussions, particularly in sports, have become a subject of deep concern, much study, and even Congressional hearings in the United States. During the 2012-13 school year, we took the proactive step of implementing ImPACT, a program which determines baseline data which can be used to help doctors treat sports injuries, especially those involving concussions. Incoming students will participate in ImPACT data collection, a 20 minute computerized assessment, early in the school year. In the event of a head injury to your child (in sports or otherwise), please call the school to inform us and to request a post-injury assessment. Mr. Villers will administer a computerized follow up test and will provide a report to you which will compare the baseline reactions to the reactions following the injury. The information in the report can be used by you and your doctor to help determine severity of the injury. More information will be sent home with new students in the first weeks of school.

HANDBOOK REMINDERS AND UPDATES

MANDATORY REPORTING-- Charleston Catholic faculty and staff are mandatory reporters of suspected child abuse and neglect. Reasonable cause to suspect that a child is neglected or abused or observation of a child being subjected to conditions that are likely to result in abuse or neglect will be reported to Child Protective Services and the Department of Safe Environment at the Diocese of Wheeling Charleston.

SOCIAL MEDIA AND TECHNOLOGY –Social media, while a valuable tool, offers opportunities for misuse, harm, and danger. It is a wise idea to take a few minutes every couple of days and see what your child is engaging in online. Follow their Twitter accounts, watch their Snapchat stories, check out their Instagram photos. Many of their posts are “public,” as Mr. Hoffmann has repeatedly told students, and never disappear even if they are deleted. Snapchat adds an interesting dimension that, while photos allegedly “disappear” very quickly, folks often take screenshots of the photos, thus memorializing the moment and enabling shots to be passed on and on. Charleston Catholic’s policy on the use of social media is clearly outlined in the Student Handbook. It states: “The school reserves the right to take appropriate action for any misuse of technology

that violates the good behavior expected of a CCHS student.” Please help your children use their social media and technology appropriately and responsibly. It is also important to note that evidence or suspicion of sexting will be reported to Child Protective Services and the Department of Safe Environment at the Diocese of Wheeling Charleston.

TESTS MISSED DUE TO ABSENCE OR APPOINTMENT- The full policy for make up work is included in the handbook. However it is important to note that students who are absent the day of a test or quiz should expect to take these tests/quizzes **on the day they return**. These tests will typically be scheduled outside of class time (i.e., during lunch or after school). A teacher may elect to administer the test/quiz on a different day, but it should not be expected. It is the student’s responsibility, upon returning to school, to meet with the teacher to schedule a time to take the make-up test/quiz. **Students who do not see teachers to make up or schedule their makeup test may lose up to 10%. Failure to show up for a scheduled test may result in a 0 for that assignment.**

UNIFORM GUIDELINES

UNIFORMS-- Students are required to be in uniform beginning Wednesday, August 16. The uniform is part of the CCHS package. Uniforms are just that -- uniforms. They remind us of the businesslike nature and academic atmosphere existing at CCHS. They are not intended to reflect current fashion trends. Because school expectations are so clearly stated, there is no reason for any student to be improperly attired and, therefore, no reason that parents should need to be disturbed to rectify a clothing situation. If uniform violations cannot be fixed immediately, students pay a consequence with lunch detention. Repeat offenders will receive additional consequences. In some cases, parents will be called to bring appropriate attire to school and students will have to miss classes while they are waiting. We ask for your help to make sure uniform pants are not faded or worn and are hemmed and not altered and that shirts are in good repair. Students are not allowed to wear “place holders” or have facial piercings.

Uniform Guidelines: Determination regarding appropriate wear and grooming will be made by the faculty and staff.

1. Students not dressed in the proper school uniform will not be admitted to class.
2. All clothing must be in good repair: Students wearing clothing which is not hemmed, or which is torn, frayed, faded, worn, stapled, pinned, or taped will be considered out of uniform. Immediate steps must be taken to correct the problem, and the consequences for being out of uniform shall apply.
3. Clothing may not be altered, tapered, or rolled up.
4. No hats, scarves, bandanas, jackets, coats, sweatshirts, or non-uniform sweaters are to be worn in the building during the school day.
5. Dress and grooming must be neat and clean. It is expected that hair should be neat and clean at all times. Unbecoming, bizarre or distracting hairstyles/colors are not permitted.
6. There should be no writing on shoes, clothing, or body parts. Permanent/temporary body art, i.e. tattoos, may not be visible.

Uniform Code:

Uniform pants/ shorts may be purchased locally from Charleston Department Store or online from Schoolbelles at schoolbelles.com (our school number is #1246) or from Lands’ End School at landsend.com/school (our school number is 900133356).

Shirts: Shirts must be either a blue or white, long or short sleeved, oxford-cloth, button-down, worn tucked and buttoned or an official CCHS Polo. Polos must be purchased from PVA. Fitted blouses or blouses with darts are not permitted. Polo shirts may be worn untucked if the hem is straight and does not fall below the hip line.

Undershirts: While optional, if worn, undershirts must be solid white with no printing. Undergarments must not have collars or turtlenecks and sleeve length must match that of the uniform shirt. Undershirt may not hang below polo shirt.

Pants: Navy blue corduroy or twill pants must not have any visible labeling. Uniform pants do not have patch pockets or rivets on the pockets. Pants must be worn at the waist and be of modest fit. They must have a straight, trouser leg. Skinny leg or legging like pants are prohibited. Corduroys and twill pants must not be faded. Students wearing worn, faded pants will be considered out of uniform. Navy twill and corduroy pants from Lands' End School and Charleston Department Store in a variety of styles have been approved for both girls and boys.

Shorts: Navy blue twill shorts must meet the top of the knee. Shorts must not have any visible labeling. Uniform shorts do not have patch pockets or rivets on the pockets and are not cargo style. Shorts must be worn at the waist and be of modest fit. Shorts must not be faded. Students wearing worn, faded shorts will be considered out of uniform. Shorts are worn from the beginning of the school year until October 15 and beginning April 15 until the end of the school year.

Sweaters: Plain navy blue crew neck or cardigan sweaters may be worn. Sweaters with embellishments, patterns, designs, etc. may not be worn.

Sweater Vests: A solid green v-neck sweater vest from Lands' End School (item number 22301-6BP4 for girls and 22301-8BP3 for boys) may be worn with oxford cloth, button-down shirts only.

Uniform Jackets/Fleece: Gray or black uniform jackets may be purchased from the PVA. These may be worn as an additional layer to the uniform. Fleece previously sold by PVA are no longer available for purchase but may be worn. No gym/team sweatshirts or jackets may be worn.

Socks or Hose: Socks must be worn and must be clearly visible. They should come up to the ankle-bone. Leggings are not permitted.

Shoes: Shoes must be leather dress shoes that are primarily black, brown or navy in color. Shoelaces must be the same color as the shoe and must be tied. **Shoes that have a place for shoelaces are required to have shoelaces.** Soles may not exceed 1 inch, and heels may not exceed 1½ inches. All shoes must be closed at the toe and heel and have a hard sole. Shoe tops must be below the ankle bone. The following type of footwear is not permitted: sandals, moccasins (soft or hard soled), athletic shoes (even if leather), platform shoes, fleece-lined shoes/ slippers, clogs, or boots.

Belts: Belts are optional. If worn they should be simple dress belts.

Jewelry: Girls only are permitted to have ear piercings. No other type of visible body piercing is allowed. Other jewelry, if worn, should not be distracting. Faculty or staff may require a student to remove offending jewelry. Boys are not permitted any type of visible body piercings.

Ties: Boys only may choose to wear ties. If worn, ties must be tied at the neck and worn with an oxford cloth, button-down uniform shirt. Ties cannot be distracting or contrary to school expectations regarding clothing. Faculty or staff may require a student to remove offending ties.

MANY THANKS

- to the many hard-working volunteers who helped to make HOPE 2017 a success: CCHS rising seniors and recent 2017 graduates spent the week working on houses and living in Clay County High School; college aged alumni and adults who used vacation days to lead work crews; Clay County Schools personnel and parishioners at the Catholic Church of the Risen Lord in Maysel who made living and dining arrangements for our group; Bill Mehle, CCHS theology teacher, and Jim Weimer, HOPE construction supervisor, who spent countless hours beginning early in the fall to plan, organize the details and then lead the week's activities; and all who supported the project financially. This experience truly changes the lives of all involved.

CALENDAR

FAMILY TRIPS, APPOINTMENTS, ETC. -- Please avoid taking students out of school for vacations, family trips, appointments, etc. If students miss school for any reason (including illness), it is their responsibility to find out what they missed. The policies for making up work are included in the Parent-Student Handbook. If your child is ill or will miss school for any reason, please notify the school office by 8:30 a.m. In addition, at the end of the semester students will have to stay after school to make up any time missed during excessive absences/tardies.

Please use this calendar in your planning. Please remember that exams must be taken on scheduled exam days, and students who are absent more than 5 days in a semester will have to make up those days at the end of the semester. Please note that, as is the case each school day, teachers administer tests/quizzes, have assignments due, and teach lessons on the days immediately preceding and following school holidays. Students who take extended holidays run the risk of affecting their grades.

Wednesday, August 9	9 - 10:30 a.m.: Seniors only 10:30 – noon: Juniors only CLOSED NOON - 1 P.M. 1 - 2:30 p.m.: Sophomores only
Thursday, August 10	2:30 - 4 p.m.: Freshmen only 9 - 10:30 a.m.: 8th graders only 10:30 – noon: 7th graders only CLOSED NOON - 1 P.M. 1 - 2:30 p.m.: 6th graders only
Friday, August 11	2:30 - 4 p.m.: Families with more than one student wishing to register all their children at one time; also, anyone unable to come at scheduled times
Wednesday, August 16	tests for middle school students completing summer packets, 10:00 a.m.
Tuesday, August 22	1st day for students, 11:30 dismissal
Thursday, August 24	Senior Parent Meeting 7p.m. or noon.
Monday, August 28	Middle School Back to School Night, 7 p.m., 4 th floor Krupa Annex
Wednesday, August 30	High School Back to School Night, 7 p.m., 4 th floor Krupa Annex
Thursday/Friday, Aug. 31-Sept. 1	7 th grade parent meeting about Camp Magis, 7 p.m., library
Monday, September 4	senior river retreat
Wednesday, September 6	Labor Day holiday- NO SCHOOL
Thursday, September 7	9th grade outdoor day, Camp Virgil Tate
Thursday, September 14	junior retreat
Wednesday, September 20	school pictures
Wednesday- Friday, September 20-22	junior parent meeting, 7 p.m., library
Wednesday, September 27	Camp Magis for 7th grade
Friday, October 6	9th grade parent meeting, 7:00 p.m., library
Wednesday, October 11	NO SCHOOL for students, Professional Development for teachers
Saturday, October 14	PSAT for 8 th , 9 th , 10 th , and 11 th graders
Friday, October 20	Homecoming
Tuesday, October 26	end of first quarter
Thursday, November 2	6 th grade retreat
Friday, November 10	Parent-teacher conferences, NO SCHOOL for students
Wednesday, November 22	Veterans' Day holiday- NO SCHOOL
Thursday/Friday, November 23-24	11:30 dismissal for Thanksgiving holiday
Wednesday/Thursday/Friday, December 13-15	Thanksgiving holiday
Saturday, December 16	exams
Tuesday, January 2	beginning of Christmas vacation
Friday, January 12	classes resume
Monday, January 15	end of the first semester
Monday, January 29- Friday, February 2	Martin Luther King, Jr. holiday- NO SCHOOL
Monday, February 19	Catholic Schools Week
Tuesday, February 27	Presidents' Day holiday- NO SCHOOL
	8th grade retreat

Friday, March 16	end of 3rd quarter
Friday, March 30	beginning of Easter Vacation
Monday, April 9	classes resume
Monday – Friday, April 16-20	Terra Nova Testing for 6 th -10 th grades
Wednesday- Friday, April 25-27	Sophomore Summit at Huttonsville
Friday, May 4	freshman retreat
Monday-Friday, April 7-18	AP Testing
Saturday, May 19	prom
Thursday, May 24	baccalaureate, in evening
Friday, May 25	graduation and Project Graduation, in evening
Monday, May 28	Memorial Day holiday
Wednesday/ Thursday/ Friday, May 30- June 1	exams for 6 th -11 th graders
Friday, June 1	Moving Up Ceremony for 8 th graders

WHOM DO I CALL TO ASK ABOUT. . .? -- From time to time parents are unsure about which staff member to contact regarding specific issues. This list should help!

For questions about . . .

confidential matters -- call Mrs. Hoyer or Mrs. Aubel (Assistant Principal for Student Support)

specific class-related academic or behavioral concerns -- call school and ask for individual teachers

college-related concerns -- credits, college applications, admissions, etc. -- call Mrs. Vollmer (Academic Advisor)

locks, attendance, bookstore, athletic fees, change of address etc. -- call Mrs. Lovejoy (office manager)

financial matters -- call Mrs. Shay (business manager)

student behavior concerns -- call Mr. Villers (Assistant Principal for Operations)

specific athletic questions -- call individual coaches or Mr. Bradley (Athletic Director)

textbooks -- call Mrs. Hurt

fine arts requirements/cultural critiques -- talk to English teachers

community service requirements -- talk to theology teachers

community service opportunities -- Ms. Linehan

reporting daily absences/appointments -- call the school office by 8:30 a.m.

LUNCH REMINDERS AND MENU

LUNCH TIME --Thursday, August 17, marks the first full-day of school and the opening of our food service program. CCHS has three separate lunches: sixth grade lunch, seventh-eighth grade lunch, and high school lunch. Students in grades 10 - 12 may go off-campus for lunch if they have submitted their parents' permission on the official school form. **In order for students to go off-campus for lunch beginning Thursday, August 17, their permission forms must be returned to homeroom teachers by 8 a.m. that morning. Notes/phone calls from parents will NOT be accepted for off-campus lunch privileges.** Off-campus lunch is a privilege and will be rescinded for students who arrive late to school, are late after lunch, display unsafe driving practices at lunch time, or who are being disciplined for other reasons. Parents may also withdraw their children's off-campus lunch privileges at any time during the school year by notifying Mr. Villers.

LUNCH PROGRAM --We continue to make adjustments to our school lunch program, hoping to encourage students to follow the healthful eating practices established in their homes. If you have suggestions, please share them with us! The school lunch program offers a variety of foods -- salads, sandwiches, microwavable items, fruit, cereal, etc. -- on a daily basis in addition to a rotating menu. We do not sell sodas -- our drink selection includes milk, water, flavored water, and juice. Students may not "charge" their meals. **Students are certainly encouraged to bring bag lunches from home.** Middle school students have a snack time during the course of the day at which time they may eat snacks brought from home or purchased in the Commons. **Students are not permitted to have food deliveries (e.g., pizza, fast food) made to the school.** The average cost of a sandwich, drink, and chips is \$4. Prices will be adjusted throughout the school year to reflect the changes in market prices. If you have questions about the food program, please contact Mr. Villers.

August- September Menu

Monday	Tuesday	Wednesday	Thursday	Friday
		16- Half Day No lunch	17- burgers, tots, fresh fruit Deborah Swiger Wendy Young Tina Caldwell	18- spicy chicken tenders, Greek chicken salad, cheesy potatoes Kim Javins Nichole Custer Paula Durst
21- pizza, macaroni salad, Greek orzo salad Jennifer Scalzo Mary Supcoe Dara Aliff	22- hot dogs, fries or chili cheese fries, cole slaw Amy Monday Josie Moore Lori Dalporto	23- chicken Alfredo, chicken Caesar salad, green beans Kathy Atassi Krista Black Tasha Agnew	24- cheese tortellini, garlic sticks, broccoli Angela Stone Greg Bolles Pam Council	25- meatball subs, smiley fries Betsy Cimino Shawna Meeks Laura Cunningham
28- calzones, pasta salad, mixed veggies and salad Bill Flanery Wendy Johnson Susie Murad	29- chicken teriyaki and rice, Asian veggies, egg rolls Jamie Bowman Chris Williams Dena Peery	30- pizza Vicki White Ron Rushworth Cathy Davis	31- mac and cheese, corn dogs, corn Cindy Keith Helen Kesari Shannon Elliot	1- chicken tenders, fries Laura Cunningham Feli McKown Karrah Pauley
4- Labor Day- No School	5- pizza, potato salad, deviled eggs David Mitchell Sandra Mitchell George Metz	6- chicken pesto on bow tie pasta, broccoli and cheese, garlic sticks Michael Kawash Jennifer Rago Leighann Hamrick	7- hot ham and cheese pretzel sandwiches, antipasta salad Stephanie Sullivan Larra Winter Yolanda Tam	8- tacos, taco salad, Spanish rice Samantha McCarty Melissa Castleberry Natalie Tennant
11- bosco sticks, taco soup, pasta salad Wendy Johnson Stacie Mayhorn Dara Aliff	12- stuffed shells, cheesy rolls Betsy Cimino Shawna Meeks Lori Dalporto	13- chicken parm on pasta, homemade rolls Kathy Atassi Krista Black Vicki White	14- BBQ sandwiches, steak fries, slaw Deborah Swiger Angela Stone Shannon Elliot	15- homemade lasagna Nichole Custer Noelle Starek Pam Council
18- pizza, macaroni salad, fresh fruit Mary Supcoe David Mitchell Sandra Mitchell	19- cheddar pretzel bosco sticks, potato soup Stephanie Sullivan Larra Winter Jennifer Rago	20- baked pasta with sausage or meatballs Kim Javins Ron Rushworth Paula Durst	21- meatloaf dinner, mashed potatoes, green beans, roll, dessert Wendy Young Cathy Davis Karrah Pauley	22- grilled chicken sandwiches, mozzarella sticks with marinara Bill Flanery Feli McKown Stacie Mayhorn
25- calzones, chicken noodle soup, Greek orzo salad Jennifer Scalzo Greg Bolles Susie Murad	26- cheesy eggs, baked French toast, sausage, fried apples, biscuits Dena Peery Tina Caldwell Amy Monday	27- hot turkey and Swiss ciabatta, apple chicken craisin salad Tasha Agnew Michael Kawash George Metz	28- spicy chicken tenders Jaime Bowman Josie Moore Chris Williams	29- chicken tacos, nachos, taco salad Cindy Keith Helen Kesari Leighann Hamrick

Volunteers 1 and 2: 10:30- 12:45

Volunteer 3: 11:15- 12:45

Mass Day- Volunteers 1 and 2: 11:00- 1:15

Volunteer 3: 11:45- 1:15

