



August 5, 2022

INSIDE CHARLESTON CATHOLIC HIGH SCHOOL

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

Dear parents and students,

Last month I was able to enjoy a wonderful vacation with my family. We visited a lake in the mountains of western North Carolina. Somehow we failed on our quest for cooler weather with high temperatures in the 90s every day! The heat and humidity were accompanied by a daily afternoon/ evening thunderstorm.

After one of the storms, we ventured out to visit some of the local sights- a splendid garden complete with fairy villages nestled in the flowers and Peter Rabbit sneaking into Mr. McGregor’s vegetables! The colors of the flowers and the number of butterflies were spectacular. As we wandered through one of the nooks, I noticed a placard with a quote from Audrey Hepburn, “To plant a garden is to believe in tomorrow.” What a beautiful sentiment.

I immediately thought of the work that goes into prepping for a school year. In so many ways, building the master schedule, placing students in classes and prepping the rooms and building are planting the seeds of the garden. Many teachers take courses, create units, and catch up on professional reading during the summer months in order to develop new tools to support the growth of their students once the school year begins. They are ready to nurture the seeds in their garden so that, come next spring, the students are blooming!

The sense of optimism that comes with the beginning of the school year is the belief in tomorrow, the belief that anything is possible with effort and hard work. Each August I anticipate the ambition and enthusiasm that I see in our young people. They are excited about their opportunities, and they are ready to bring the effort that is needed to be successful. They make me believe in tomorrow. I can’t wait to see them bloom this year!

I look forward to seeing you all next week.

Warmly,

Colleen Hoyer

TABLE OF CONTENTS

Welcome and Changes.....	1-2	Notes from the Academic Advisor.....	12-13
Academic Updates.....	2-5	Notes from the PVA	13
Scheduling and Registration.....	5-6	Campus Ministry.....	14
Textbook Information.....	6-7	Community Service and Giving.....	14
Lunch Updates and Reminders.....	7-8	Athletic Updates.....	14-16
Drop off/ Pick up Procedures.....	8-10	Handbook Reminders and Updates.....	16
Upcoming Events.....	10	Uniform Guidelines.....	17-18
From the School Office.....	10-12	Many Thanks.....	18
		Calendar.....	18
		Whom Do I Call?.....	19

WELCOMES and CHANGES— I am pleased to announce some changes to our faculty and staff and to introduce the new members of our faculty and staff. I am thrilled they have chosen to join our community. Please make them feel welcome!

- Phillip Kellison will join our sixth grade team to teach social studies, science, and health/ PE. Mr. Kellison earned his undergraduate degree from Marshall in Social Studies Education and Master’s degree from Marshall in Secondary Education in Educational Computing. He has been teaching at St. Joe’s in Huntington for the last several years but moved to Charleston this summer to be closer to his wife’s job.
- Giuseppina D’Alessio joins our seventh and eighth grade as the theology teacher. Mrs. D’Alessio completed her schooling in Italy. She has worked as a social worker and previously taught art at St. Francis of Assisi in St. Albans. She comes to us most recently from the Sacred Heart Early Learning Center. Mrs. D’Alessio is eager to share her passion for her faith with her students.

- Megan Damron will be our new middle school Spanish teacher. Ms. Damron has a Bachelor's degree in Elementary Education from Marshall University. She lived in Mexico for several years where she taught students in grades K-12 in multiple subjects. She has most recently been in Arizona where she has used her Spanish with young people moving to the United States. After years away, she is ready to return home to West Virginia and teach Spanish at CCHS!
- Heather Horn will be our new seventh and eighth grade English teacher. Ms. Horn is moving to the area from Oklahoma where she was a certified English teacher with experience teaching middle and high school English. Ms. Horn earned her degree in English Education from Northeastern State University. Ms. Horn replaces Mrs. McClung who has moved to a new position in communications. We wish Mrs. McClung much happiness in her new role.
- Dan Irwin is our new high school social studies teacher. Mr. Irwin graduated from West Virginia University with his Bachelor's Degree in Social Studies and Masters Degree in Secondary Education. He taught for several years in the Charlotte area before spending the last nine years teaching in China. We look forward to him sharing his global experiences with our community. He will be teaching our world history courses.
- Allison Frazier joins our high school English department as the new eleventh grade teacher. Ms. Frazier has her undergraduate and graduate degrees in English from Marshall University where she also taught undergraduate English courses. She is excited to share her love of literature and writing with our students.
- Returning to Charleston Catholic is Martin Jones. Mr. Jones previously taught math and science in our high school for nine years before moving to the west coast for several years. He has moved back to West Virginia and we are thrilled to welcome him back to our high school math and science departments. Mr. Jones will be teaching some Algebra 2 classes as well as ninth grade Physical Science. Dr. Fannin has moved on to a professorship at Marshall University. We are excited for Dr. Fannin in her new adventure!
- Lisa Hayes will move from sixth grade English and Theology to tenth grade English. Mrs. Hayes is looking forward to sharing her love of literature and composition with the sophomores!
- This fall we say goodbye and best wishes to Mrs. Andrea Herrick, Academic Advisor and Admissions Director. Mrs. Herrick will be taking a new position with the State Treasurer's Office. Mrs. Hoyer, Mrs. Aubel, and Mrs. McLaughlin will be working with seniors and new students this fall.

We are happy to welcome all to the CCHS community!

ACADEMIC UPDATES

PLEASE READ AND SAVE THIS NEWSLETTER – This newsletter is packed full of information. You will be able to find answers to many of the questions that you have now and might have in the future may right here. Please save it and refer to it throughout the school year. **Newsletters will be emailed to the address that you provide in RenWeb.** PLEASE CHECK YOUR DEMOGRAPHIC INFORMATION IN RENWEB TO BE SURE THAT IT IS ACCURATE. Hard copies will be available in the office and you are welcome to stop by and pick one up if you prefer that format. Newsletters will be sent approximately every 5 weeks and are also available on the CCHS website (www.charlestoncatholic-crw.org).

FORMS TO BE RETURNED –

1. At registration, the handbook review and sign off sheet will be distributed. The handbook should be read by students and parents, and the form should be signed and returned by **Friday, August 26**.
2. Off-campus lunch forms for tenth through twelfth graders will be distributed at registration. **Forms are due by 8 a.m. on Thursday, August 18.** Notes and/or phone calls from parents will NOT be accepted in lieu of the permission form.
3. **In-lieu of transportation forms are due to homeroom teachers by August 26.** 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. You are strongly 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 **Friday, August 26.**

SUMMER READING -- All CCHS students are required to read selections for their upcoming English classes as part of the school's summer reading program. Information about each book is on the CCHS website. Encourage your children to

read these descriptions before starting to read so that they will get a preview of what is ahead and to take notes or write summaries for each chapter so they will remember what they read! Tests will be given at the beginning of school— students should be prepared the first full day of school. Additional reading and writing activities involving the book(s) will occur during the first few weeks. **Reminder to students: Read the books! Put yourself in a good position to start the school year successfully!**



SUMMER READING LIST:

Grade 12: *The Great Gatsby* by F. Scott Fitzgerald (required for all seniors); *Circe* by Madeline Miller (required for English 12 Honors; *The Poisonwood Bible* by Barbara Kingsolver (required for English 12 AP)

Grade 11: (both books are required) *Into the Wild* by John Krakauer and *Just Mercy* by Bryan Stevenson

Grade 10: (both books are required) *Ender's Game* by Orson Scott Card and *Ordinary Grace* by William Kent Krueger

Grade 9: (both books are required) *Hidden Figures: The American Dream and the Untold Story of the Black Women*

Mathematicians Who Helped Win the Space Race by Margot Lee Shetterly and *Murder on the Orient Express: A Hercule Poirot Mystery* by Agatha Christie

Grade 8: (both books are required) *Peak* by Roland Smith and *The City of Ghosts* by Victoria Schwab

Grade 7: (both books are required) *Out of My Mind* by Sharon M. Draper and *A Long Walk to Water* by Linda Sue Park

Grade 6: (both books are required) *Refugee* by Alan Gratz and *The Ruins of Gorlan (Ranger's Apprentice Book One)* by John Flanagan

RENWEB UPDATES-- At registration, system log-in information including user IDs and passwords will be provided for new parents. Contact information must be updated in the system in order to receive weekly academic progress reports! **Family demographic and medical information FOR ALL STUDENTS MUST be reviewed and updated ASAP, but by Friday, August 26, at the latest.** This is information we need to have in case of an emergency. Please be sure to check and update.

ALGEBRA 2 CALCULATOR INFORMATION- All students in Algebra 2 and subsequent math courses will use a graphing calculator as a tool to aid their math practice. **Your student will need to have his or her own graphing calculator for use in math class (and Chemistry, too!) for the duration of high school.** At CCHS, we use TI Nspire calculators. At registration, you will be given a calculator policy form to fill out and sign. The form outlines the options you have for purchasing the calculator. You may, of course, buy the calculator on your own. You are also able to buy the calculator through the school. However, to help offset the cost, the CCHS math department has a rental program. Specific details about calculators and the math department's rental policy will be available at registration.

SCIENCE BOOK CLUB- The High School Science Book Club reading selection for the fall semester is The Last Days of the Dinosaurs: An Asteroid, Extinction, and the Beginning of Our World by Riley Black (2022). The club will meet once a month in small groups during lunch to discuss assigned readings from the book. Any interested high school student should join the Google Class by September 9th with the code **ku5g47o**. The first meeting will be the week of September 19th. Contact Mrs. Arnold if you have any questions.

QUIZ BOWL—There will be a meeting on Tuesday, August 30, at 3 pm in the biology classroom for any high school student interested in joining the Quiz Bowl team. All students are welcome, and the team is glad to work around sport seasons for students who are only able to participate part of the year. If you have any questions, please contact Mrs. Arnold. You can also join the Google Class for Quiz Bowl with this code: **syduj5** OR follow the quiz bowl team on instagram @cchs.quizbowl.

SCIENCE SEMINAR- The high school science department provides quarterly seminars for interested high school students covering a wide range of science topics by presenters from a variety of STEM fields. If you would be interested in being a presenter or would like to nominate or sponsor a presenter, please contact Mrs. Arnold.

GLOVES? GLOBE?—Our high school science classes would welcome the donation of disposable gloves to be used during lab work. Additionally, Mrs. Arnold could use some student globes in her classroom. Please contact Mrs. Arnold to coordinate a donation or drop off any gloves in the office.

SUPPLY LISTS FOR MIDDLE AND HIGH SCHOOL – Sixth, seventh and eighth grade supply lists are posted on the school website. Please check those out to find the supplies that are needed for each class. In the first few days of school, high school teachers will share supply lists that are specific to their courses.

ADVANCED PLACEMENT RESULTS – Our students who enroll in Advanced Placement courses work diligently all year long in preparation for the spring AP tests. Test results are released each July and our students await their release to see their efforts rewarded with strong performances on the end of course tests which earn them college credits. As you can see, the results are impressive. Congratulations to AP students and teachers!

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.

Hannah Atassi	Holly Black	Abby Boothroyd	Gracie Bumgarner
Annie Cimino	Vivian Dlegra	Alex Fizer	Billy Ford
Ashley Green	Zoe Harrison	Raymond Keith	Kevin Le
Parker Mayhorn	Julia McAndrews	Colin McGinley	Molly Murphy
Lily Namsupak	Dylan Nguyen	Savana Pringle	Nick Shaf
Joey Shawkey	Aidan Smith	Jill Uy	Elias Whiteaker
Sydney Williamson			

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.

Rachel Coffield	Jadon Dorsey	Jonah Hunter
Olivia Jonathan	Robert Keith	Jordan Loew
John Patnoe	Claire Smith	Juliana Veazey

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.

Jacob Bowman	Palmer Brown	Hayden Carriger
Chloe Clark	Ava Delgra	Kevin Hayes
Tiffany Lian		



SCHEDULING AND REGISTRATION

2022-23 REGISTRATION DAYS -- The following times have been set aside for students to pick up their schedules, pay class fees, pick up/ place orders for textbooks, and pick up/buy uniform polos and jackets. **REGISTRATION WILL BE HELD IN THE SCHOOL COMMONS.** 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 11, from 2:30 - 4 p.m. At all other times, schedules and other items for each grade level listed will be the only ones handled at particular time slots. There will be no exceptions.

Wednesday, August 10	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 11	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

SCHEDULING CLASSES – Student schedules will be distributed during registration. Scheduling is a complex process. 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 spend significant time to make sure that students are placed in appropriate courses. Please

assume that the schedule your child receives is the best one possible! 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 not a choice that makes sense for that student. 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 and are willing to put 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.**

SEVENTH GRADE MATH PLACEMENT – Students' first differentiated academic experience occurs in seventh grade. Seventh graders study either Pre-Algebra or Algebra $\frac{1}{2}$. The courses differ in pace, level of abstract versus concrete thinking required, and depth of material covered. Seventh graders enrolled in Algebra $\frac{1}{2}$ are essentially skipping a math course. Students in this class must have exceptional math skills, expect and be capable of a big intellectual leap and extra work, and be committed to put forth extra effort. Faculty and staff work hard to ensure that all students are appropriately placed during their years at Charleston Catholic. Students are placed in 7th grade math courses based on **their 6th grade math class achievement, 6th grade MAP Growth scores, placement test results, and work ethic.** Students demonstrating appropriate ability and achievement in 6th grade math and in the measures listed above, as well as an advanced level of abstract thinking, are the only students who will be placed in Algebra $\frac{1}{2}$ in the 7th grade. Students will learn their math placement when they pick up their schedules at registration.

TEXTBOOK INFORMATION

TEXTBOOK PROCEDURES 2022-2023

Please note that all science textbooks are new this year with the exception of ninth grade Physical Science. Most of the newly adopted textbooks have a very recent copyright date; therefore, used supplies on the internet are extremely limited. Higher level math and AP math classes will participate in the CCHS rental program.

Middle School

Most textbooks ordered in June will be available for pick up during registration in August. **Other than new books that are only available through school, parents may order books on their own if they so choose; please refer to the correct ISBN number on the textbook order form.**

Please note that the Theology consumable textbook used in middle school is included in your fees. Math textbooks for 7th grade will be ordered at registration once placement is known. A textbook fee for middle school foreign language will be assessed during August registration, and all middle school foreign language materials will be provided by the teacher.

High School

Most textbooks ordered in June will be available for pickup at registration in August. **Other than new books that are only available through school, parents may order books on their own if they so choose; please refer to the correct ISBN number on the textbook order form.**

Order forms for electives and placed courses will be available at registration.

Core Classes: English 9 Honors, Theology 9, Health, Physical Science Honors & Advanced Honors, English 10 Honors & Advanced Honors, Theology 10, Physical Education, English 11 Honors, English 11 AP, Theology 11, US History 20/21st Honors, English 12 Honors & AP, Theology 12

Electives and Placement classes

High school students will order books for electives and placement classes once their schedule is received at registration. **Parents may order books on their own if they so choose; please refer to the correct ISBN number on the textbook order form which will be provided in August.**

2021-22 French II students must keep their textbook and workbook for use in French III Advanced Honors this year. In addition, students must purchase a French III textbook and order a new French III workbook. 2021-22 French III Advanced Honors students must also keep their textbook and workbook for this year in French IV. All students in French I, II, and III Advanced Honors must purchase a workbook and textbook either through the school or online using the correct ISBN provided on the textbook order form.

AP Courses & Higher Level Math (Calculus AB, Calculus BC, PreCalc II/Calc A, Trig/Precalc, Math Functions, Economics, Human Geography, US Government, World History, US History, European History, Biology, Physics, Psychology, and Art History)

There is a **mandatory rental policy** for high school students in AP classes and higher level math. Students will rent their textbooks from the school, with a rental fee included in AP or class fees. All AP/Higher Level Math textbooks **must** come from the school.



English Novels

Parents may refer to a list that will be 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.** Please pay special attention to the details of the novels to be used when ordering (ISBN, printing number, edition, etc.). In some cases, these lists may not be complete and may be added to throughout the school year. Ample notification will be given in these cases.

E-READERS FOR HIGH SCHOOL ENGLISH CLASSES- 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. *The device must be charged for use in class.* In order to participate, students and parents must sign a contract outlining all usage expectations at the beginning of the school year. 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 devices in class for the remainder of the school year.

LUNCH UPDATES AND REMINDERS

LUNCH TIME –Thursday, August 18, marks the first full-day of school and the opening of our food service program. We are very appreciative of the hard work of our cafeteria staff who provide our students with tasty and healthy lunches every day. Menus will be posted in My Student Account. CCHS has three separate lunches: sixth grade lunch, seventh-eighth grade lunch, and high school lunch. Grades 6-9 must eat lunch in the Commons. 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 18, 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 water, flavored water, Powerade Zero and juice. 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. 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 \$5.50. 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.



PAYMENT SYSTEM- We will continue our cash free lunch system this year using My School Account, an online service that allows you to deposit money directly to students' meal accounts, receive an email notification when accounts dip to a certain amount, and to monitor purchases made on the account. When students go through the lunch line each day, their purchases will be debited from the account. You are able to deposit money electronically to accounts with a \$2.00 fee for each transaction or you can send cash or check to the school office which we can deposit to student accounts with no transaction fee. Funds left in students' accounts last school year will carry over to their accounts this year. They will use the same PIN and ID numbers when depositing money and checking out. Sixth graders and new students will receive their personalized account information in time during registration.

DROP OFF/ PICK UP PROCEDURES

All students will enter the school in the morning through the main doors on Virginia Street. Students may use the exit closest to them during dismissal.

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 700 students, so everyone needs to help.

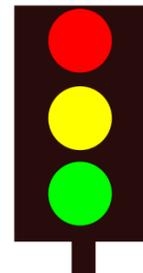
- 1) **There can be absolutely no stopping on Virginia Street between Dunbar and Leon Sullivan Way. This holds true at all times -- during morning drop-off and afternoon pick-up and during the school day.** According to the Charleston Traffic Division, all lanes in front of the school are for "moving 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 used after morning arrival.** All other doors are locked, preventing entrance and contributing to the security of our building.
- 5) **Students must cross at the corner (Virginia and Leon Sullivan or Virginia and Dunbar) at all times of day (morning, lunch, and dismissal).**
- 6) **Students are dismissed from class at 2:45 p.m.** 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) **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.
- 8) **NO DOUBLE PARKING!**
- 9) 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.
- 10) 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.
- 11) Please set a good example for students by following these school rules as well as city traffic department rules.
- 12) **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 the expectations stated above. Please follow the 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.

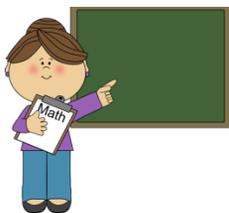
Students not following school expectations will be subject to school disciplinary action, including lunch detention and having to wait after school in the school office for parents.



WHEN DOES THE BUILDING OPEN EACH DAY? -- When Mrs. Hoyer opens the door on Virginia Street at 7:45 a.m., students may enter the classroom floors, go to the bookstore or office, etc. **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. Students may exit the building using the closest exit to their locker, classroom, etc.

UPCOMING EVENTS

BACK TO SCHOOL NIGHT— Back to School Night will be Wednesday, August 24 at 7 p.m. Please join us in the Basilica of the Co-Cathedral for an introduction and overview of the school year and the evening with Mrs. Hoyer. After remarks, parents will have the opportunity to visit their children's classes, meet the teachers, and hear all about the class expectations for the year. Then, everyone is invited to gather in the Commons for lemonade and cookies provided by the sixth grade families and the PVA.



FROM THE SCHOOL OFFICE

SUMMER RENOVATIONS— It's been an exciting and busy summer in the school building. Our custodial and maintenance staff members have been hard at work on some improvements to the facility. Beyond the annual cleaning that leave the floors shining and the classrooms sparkling, this year brings some other changes. Thirteen classrooms have been moved, returning to our pre-COVID layout. Sixth grade classes return to the fourth floor, and most seventh and eighth grade classes return to the third floor old wing. The maintenance staff has installed eight new whiteboards and six new Promethean boards in classrooms. The HVAC unit in the second floor old wing has been replaced. And, finally, the library has been renovated and upgraded featuring small work spaces and new technology including a mobile chromebook lab, a promethean board, and our own 3D printer. I am so grateful to our maintenance and custodial staff for all their work to make these improvements possible!

ASBESTOS AND PESTICIDE NOTIFICATIONS- Attached to this email is information regarding asbestos and pesticide use in the school. In compliance with Environmental Protection Agency regulations regarding asbestos management, the letter from the Diocesan Office of Buildings and Properties serves to notify all parents and teachers that there is an Asbestos Management plan on file in the school office. Anyone seeking more detailed information should contact Mr. Villers. Additionally, the West Virginia Department of Agriculture's notification regarding any use of pesticide is also attached. It allows you to request notification should specific levels of pesticides be used in the school building. If you have additional questions, please contact Mr. Villers.

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 CALL THE SCHOOL OFFICE OR EMAIL THE APPOINTMENT DETAILS TO THE SCHOOL** at appointments@charlestoncatholic-crw.org by 8:30 a.m. The student will NOT come to the office before 8 a.m. to get an appointment slip. The office will update this information in the daily report. If a student is being picked up by a parent/guardian, the parent will call the office upon their arrival, and the office staff will call to the student's class to dismiss them, or the parent may come in to the office to sign out the student. If a student is checking him/herself out for an appointment, he/she will come to the office to sign out before leaving. All students will need to stop in the main office when they return after their appointments to sign in.

SENIORS – PhotoGrafix is the official CCHS yearbook photographer. Mike Hall will come to school this fall to take the official pictures for the yearbook (i.e., suit jacket, formal drape). Students who want clothing changes and/or indoor/outdoor shots can call and make appointments (304-768-2000). For pricing info, go to the website www.wvphoto.com.

PE UNIFORMS – Order forms for PE uniforms for seventh, eighth, and tenth graders taking PE will be available at registration. Sixth graders do not start PE until second quarter so they will receive their order forms later in September. Orders that were placed in June will be ready for pick up at registration.

STUDENT DRIVERS – Please encourage your student drivers to be responsible and safe. It is tempting for them to speed down the street in front of the school, to show off for friends, to drive around parking lots too quickly, to ignore pedestrians, to change lanes abruptly, to speed through yellow lights, to text or talk on cell phones while driving, to adjust the 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 able 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.

There will be a new process for the remaining two components of compliance. They will be completed using digital forms through the Virtus system (virtus.org). A background check and sign off on the Form Policy Relating to Sexual Abuse of Children MUST be completed online before you are able to volunteer. You must add Charleston Catholic as a location where you will be volunteering.

Additionally, adults who volunteer, coach, or chaperone, may be asked to update background and policy forms. Background checks must be updated every three years. 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 about how to update your forms.

STUDENT PARKING – Father Higgs has made parking spots available to our students in the lot on Virginia St. (beside the former West Virginia Junior College). In addition to the “pay by the day” option (\$4.00/ day) that students have used in that lot in the past, a monthly/ semester payment option is now available. The first semester cost will be \$280 (\$70 a month for four months) and the second semester cost is \$350 (\$70 a month for five months). Interested students can sign up for the monthly/semester option in the school office during registration.

SCHOOL COMMUNICATION – We will continue to use our Parent Alert text system (a Ren Web component) as a means of communication, in addition to the school website (www.charlestoncatholic-crw.org), our Twitter feed which is visible on the school website, and RenWeb email. **To be sure that we have accurate contact information for you, please review your family demographic information in RenWeb!** We will rely primarily on Parent Alert and RenWeb emails for official communications. Be on the lookout for these Parent Alert texts with important school updates (such as school closings or delays) including announcements/ reminders from the school office. Details will be provided at registration on how to be sure your demographic information is up to date.

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.

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 for grades 7-12 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 should send 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.



NOTES FROM THE ACADEMIC ADVISOR

Dates to Remember

Senior Parent Meeting via Google Meet: Tuesday, August 9th at 7 p.m. (link to be sent via Mrs. Herrick's email; session will be recorded for those who cannot attend) *Review exactly what your children should be doing as they apply to college and prepare for graduation.*

Junior Parent Meeting via Google Meet: Wednesday, August 10th at 7 p.m. (link to be sent via Mrs. Herrick's email; session will be recorded for those who cannot attend)

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 via Google Meet: Thursday, August 11th at 7 p.m. (link to be sent via Mrs. Herrick's email; session will be recorded for those who cannot attend)

Learn about making academic plans for high school and preparing for what comes next.

- 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.) **New students** (except those attending area Catholic elementary schools) must submit final report cards and achievement test results to the office before registration.
- 3.) **College representatives** will start visiting soon, and these meetings will typically take place during lunch. Dates and times will be available on the school calendar, and students will be reminded on the morning and afternoon announcements. Students should take advantage of this opportunity to learn more about different colleges.
- 4.) **SAT and ACT testing** and registration information and registration is available online at --www.collegeboard.org and www.act.org (CCHS code: 490-205). CCHS encourages students to take both the ACT and the SAT before the end of their junior year.

FINE ARTS/HUMANITIES REQUIREMENTS – Students who attended CCHS during the 2021-2022 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. Sixth graders and other students new to CCHS in 2022-23 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 new green quarter zip fleece jacket, 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. Shirts may be ordered at registration. There will be samples available to help with sizing! For questions, please contact Carrie Groom (304-546-4927) for jackets, Kristina Whiteaker (304-610-5544) for green polos, and Sara Frame (304-389-1241) for white polos. **OFFICIAL UNIFORM POLOS MUST BE PURCHASED THROUGH PVA.** Please note that students who are members of athletic teams and academic competition teams are permitted to wear an official CCHS kelly green polo shirt with khaki pants to school on designated dates – normally home games and post-season games designated by the principal.
- 2.) **PVA dues** were included in fees on the 2022-23 tuition invoice. In addition to buying materials to support the school's instructional program, this fee covers the major operational expenses of special student projects (e.g., Project Graduation, moving up reception, baccalaureate reception). As we progress with planning of these momentous events, we will be looking for your time, talent, creativity, and good cooking!
- 3.) **Cafeteria volunteers** are needed for the upcoming school year. Please contact Tina Caldwell at (304) 546-3081 or tina.caldwell1987@gmail.com if you would like to be on the cafeteria schedule for October 2022 - May 2023. Some volunteers will need to renew their food handlers' cards. Tina will give you information to do so once you have emailed her. Please indicate in your email if it has been more than 2 years since you took your food handlers course.
- 4.) **Parent involvement** is a critical component of the successful operation of the CCHS athletic program. Helping transport students to games and practices, working gates, being supportive of the players and coaches, and attending games are just a few ways that parents help. EVERY parent of an athlete is needed to support the teams!
- 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 \$175 for all home middle school games only, \$200 for all home high school games only, and \$250 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 Kerri Linton 304-228-4138 or klinton@pcolutions.com 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 electronically or to the school office within the first few weeks of the school year.



- 1.) Any summer service earned by returning 7th through 12th graders can be applied to the 2022-2023 school year. Completed forms for summer hours are due at the end of the first quarter and will not be accepted after that date. It is a good idea to complete the service activity forms (which can be found on the website) while the activity is fresh in your mind! Students in 6th grade or who are new to CCHS for the 2022-2023 school year may begin completing hours once the school year begins and expectations are reviewed in theology classes.
- 2.) Charleston Catholic will be reviewing and renewing our mission statement this year. As the school year begins, students and teachers will discuss aspects of our understanding of who we are as a school, how we live faithfully, engage the world, and make priorities. Early in the year, we will identify specific themes that will carry us through the year and into our school's future.
- 3.) Our 'Senior Retreat on the River' will be September 1-2. Seniors meet at 7 a.m. on Thursday in the CCHS Commons. We travel by Adventures of the Gorge buses to the river and then spend most of the day rafting the lower New River. Once we leave the river, we travel by bus to Camp Virgil Tate where the class bonds over conversation, prayer and a bonfire. This retreat is memorable and sets the tone for senior year. Parent drivers are needed to transport students back to school on Friday afternoon. If you are able to help, please note on the permission slip or email Molly Linehan Belcher at molly.linehan@charlestoncatholic-crw.org.

COMMUNITY SERVICE AND GIVING

SUPPORT CCHS AS YOU SHOP— Participating in the programs below is an easy way to support CCHS when you shop. Please consider participating.

1. The **Kroger Community Rewards can be used every time you grocery shop at Kroger.** To register your Kroger Plus card, go to www.krogercommunityrewards.com and use the Charleston Catholic organization number **LH615**. 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. To participate, register your **Kroger Plus Shopper's Card (as outlined above)** and use the card when you checkout, and Charleston Catholic will receive a check from Kroger on a quarterly basis.
2. When you shop at Amazon.com, the Amazon Smile 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.

HOPE 2022 - Thank you to all who participated in HOPE 2022, and to everyone who donated funds to purchase building materials. During the week of June 26-July 1, our group of rising seniors, college age alumni and adult work team leaders partnered with our friends at Cabwaylingo Appalachian Mission and participated in the blitz build of a new house for a Wayne County family. We assembled pre-constructed house floor and wall panels, installed doors and windows, and installed a metal roof and vinyl siding - all in 5 days. The family is thrilled to have the opportunity to move into their brand new house on their own land later this summer after the interior work is completed. The total cost of this modest house is \$40 - \$45K, complete with new appliances and furnishings. Through the generosity of our HOPE supporters, we contributed \$25,000 toward the cost of building materials. Some members of our HOPE team also completed repairs at the homes of two other families. We begin planning this fall for another blitz build on HOPE 2023. CCHS parent and HOPE volunteer, Bob Coffield, created a time lapse video of our 2022 HOPE blitz build. You can view it here: <https://youtu.be/YNhwEVp19-k>

ATHLETIC UPDATES

GOOD SPORTSMANSHIP -- is expected of all Charleston Catholic community members-- athletes, coaches, parents, students, and other fans. We must demonstrate excellence in all we do. 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 athletic events are 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. Yelling negative remarks about coaches, players, or officials does not reflect well on our

school. Please do your part to stay positive. Take time to review the Parent-Student Athletic Compact that is included in the Student Handbook (p. 38).

A REMINDER ABOUT SIXTH GRADE ATHLETIC PARTICIPATION-- Sixth grade students are allowed to play one school sponsored sport each season (fall, winter, and spring) if they meet school eligibility requirements. **Students must meet WVSSAC eligibility requirements (minimum 2.0 semester GPA), in addition to school expectations, to participate in their first sport, regardless of the season. To become eligible for a subsequent sport during their sixth grade year, students must maintain a 2.5 GPA each quarter. The administration reserves the right to remove a student from an athletic team at any time 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, please consider continuing in recreational teams or church leagues.

ATHLETIC FEES AND PHYSICAL EXAMINATIONS- In order to try out for a team, a student must have a WVSSAC doctor's physical examination form on file in the CCHS athletic office. Physical forms completed after May 1st of a particular year are accepted for the school year commencing in August. Once selected as a member of a team, all athletic fees must be paid (\$75 per sport) before a student will be issued a uniform. Based on their best judgment, coaches will determine how much playing time athletes receive. Once a student has been selected as a team member, payment of fees enrolls the student on a team but does not guarantee playing time.

LIVE STREAMING AND SPONSORS - Last year we were able to live stream more home games than ever before thanks to our amazing sponsors. Once again we are looking for sponsors for the 2022-23 sports year. If you know any businesses interested in getting involved, please contact our Athletic Director at jacob.nelson@charlestoncatholic-crw.org for more information.

FALL SPORTS -- Students must have a completed doctor's physical (administered after May 1, 2022) 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) before the first day of competition 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 WVSSAC requirements (including having an unweighted 2.0 GPA at end of 2022-23 second semester) and CCHS expectations, i.e., good behavior and good attendance. For more information, please contact Jacob Nelson, CCHS Athletic Director, or coaches for individual sports, listed below.

AD – Jacob Nelson – jacob.nelson@charlestoncatholic-crw.org
 HS Boys' Soccer - Joe Johns – jjohns@turnerjohns.com
 HS Girls' Soccer - Amy Mullen - cdmullen@suddenlink.net
 HS Cross Country - Hilton Ingraham - hiltoningraham@ymail.com
 HS Golf – Charlie Jordan – cmjordan20@gmail.com
 HS Volleyball – Hannah King - Hking1275@gmail.com
 HS Cheerleading – Satin Blackwell – satinblackwell@gmail.com
 MS Cheer- Sophie DeLong- sophiagracedelong@gmail.com
 MS Boys' Soccer – Paul Bown - Paulbownmd@gmail.com
 MS Girls' Soccer – Ian Aubry – ianaubry11@gmail.com
 MS Volleyball – Charles Pleska - pleskacm@dow.com
 MS Cross Country— Hilton Ingraham - hiltoningraham@ymail.com

SPIRIT DAY KICKOFF- Once again we will be hosting our Spirit Day Kickoff for an afternoon of fun and school spirit. It will be on August 17th from 11:30-3 at the Athletic Facility. There will be Chick-Fil-A for sale, fundraisers for all our sports teams, a DJ for entertainment, and free ice cream. Please stop by and support Irish Athletics.

GET YOUR SPIRIT WEAR-- Spirit wear will be on sale at registration this year. The spirit jersey is back, along with some new designs to wear this sports season. Don't forget to get your Irish gear at registration.

IMPORTANT INFORMATION FROM THE WVSSAC- The WVSSAC has asked that all schools share some important health information with families. Please find attached to the email a document including information on opioid

addiction, concussions, and sudden cardiac arrest. These are issues that are increasing in prevalence in athletes and problems we need to educate ourselves about. Please take some time to review the information.

IMPROVE PHYSICAL THERAPY— This year CCHS will be partnering with Improve Physical Therapy for athletic training. Jessica Mullins will serve as our athletic trainer for select events. She graduated from the University of Charleston with a degree in Athletic Training and Sports Medicine. As a result of the partnership, Improve will offer CCHS athletes injury screening and in clinic rehab. The athletes will receive three free visits in the clinic. Improve Physical Therapy will help the students in obtaining physician orders for formal physical therapy when necessary and requested if more than three visits are necessary. If the athlete has a physician’s order for formal physical therapy before the initial visit, the visits will not be free, and the health insurance will be charged for the therapy services. We are excited to offer this service for our student athletes!

NEW CCHS STUDENTS INTERESTED IN SPORTS— New students for the 2022-23 school year who are interested in playing fall sports should contact the individual coaches listed above or Jacob Nelson, Athletic Director, at jacob.nelson@charlestoncatholic-crw.org 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.

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.

ELECTRONIC COMMUNICATION, MEDIA DEVICES, AND SOCIAL MEDIA--

Social media and networking are increasingly useful and prominent in our society. Charleston Catholic High School attempts to provide a safe environment for all individuals in terms of social networking, blogs, and any online publishing.

- The official use of the school logo and name are not permitted to be used on any personal online sources-blogs, websites, etc. without the written permission of the principal.
- Before publishing pictures of students online please consider parental wishes.
- Publishing disparaging and/or defamatory comments about the school or anyone in the school community is not permitted.
- Engagement in online activities, such as, but not limited to, Facebook, Instagram, Twitter, etc. may result in disciplinary actions if the content of student or parent’s accounts includes defamatory comments regarding the school, the faculty, other students.

UNIFORM GUIDELINES

UNIFORMS-- Students are required to be in uniform beginning Wednesday, August 17th. 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. 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 determined by the school administration.

1. Students not dressed in the proper school uniform will be sent to the office immediately, with the exception of test days in which students will be sent to the office after the student has completed his/her test.
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. Hair color must be a natural color. Hair may not be dyed a distracting color. Hairstyles must not impede eye contact with teachers.
6. There should be no writing on shoes, clothing, or body parts. Permanent body art, i.e. tattoos, may not be visible. Temporary body art may be approved IN ADVANCE by school administrators.

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 1) a blue or white, long or short sleeved, **oxford-cloth**, button-down, with no visible labeling or 2) an official CCHS Polo. Oxford dress shirts must be worn **tucked and buttoned**. Polos must be purchased from PVA. Polo shirts may be worn untucked if the hem is straight and does not fall below the hip line. Fitted blouses or blouses with darts are not permitted.

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

Pants: Pants must be navy blue corduroy or twill pants and have no visible labeling or rivets. Pants must be worn at the waist and be of modest fit. (Pants deemed too legging-like by administration will not be allowed.) Legging or jegging-like pants are prohibited. Corduroys and twill pants must not be faded. Students wearing worn, faded pants will be considered out of uniform.

Shorts: Navy blue twill shorts must be no higher than 2 inches above the knee. Shorts must not have any visible labeling or rivets. Uniform shorts 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 and green uniform fleeces may be purchased from the PVA. These may be worn as an additional layer to the uniform. Gray fleeces previously sold by PVA are no longer available for purchase but may be worn. **No gym/team sweatshirts or jackets may be worn.**

Socks: Socks must be worn and must be clearly visible. Leggings are not permitted.

Shoes: Shoes must be leather dress shoes that are primarily black, brown, gray, 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, wedges, 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: 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 our custodial and maintenance staff members who worked all summer getting our building ready for the new school year. Their dedication to the upkeep of our building shines through!

2022-23 CALENDAR

UPDATED CALENDAR. --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 10	Registration for high school students (see schedule p. 5)
Thursday, August 11	Registration for middle school students (see schedule p. 5)
Wednesday, August 17	first day of school, 11:30 dismissal
Thursday, August 18	first full day of school
Monday, September 5	Labor Day-no school
Saturday, October 1	Homecoming
Monday, October 24	11:30 dismissal, professional development for teachers
Thursday, November 3	Parent Teacher Conferences
Friday, November 11	Veterans Day-no school
Wednesday, November 23	e-day for students
Thurs/ Friday, November 24- 25	Thanksgiving Break
Wed/ Thurs/ Friday, December 14- 16	exams, 11:15 dismissal
Monday, December 19-	
Monday, January 2	Christmas Break
Tuesday, January 3	classes resume
Friday, January 13	end of second quarter, first semester
Monday, January 16	Martin Luther King, Jr. Day-no school
Tuesday, January 17	e-day for students, professional development for teachers
Monday, February 20	Presidents Day-no school
Friday, April 7-	Easter Break
Friday, April 14	
Monday, April 17	classes resume
Friday, May 26	graduation
Monday, May 29	Memorial Day-no school
Wed/Thurs/Friday, May 31- June 2	exams, 11:15 dismissal
Friday, June 2	8 th grade moving up night

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

student academic support—call Mrs. Aubel

college-related concerns -- credits, college applications, admissions, etc. -- call Mrs. Hoyer or Mrs. Aubel

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

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

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

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

textbooks – call Mrs. McLaughlin

fine arts requirements/cultural critiques – talk to English teachers

community service requirements – Mrs. Linehan Belcher

community service opportunities – talk to theology teachers

reporting daily absences/appointments -- call the school office for absences and email any appointments to appointments@charlestoncatholic-crw.org by 8:30 a.m.



GO IRISH!