



Community Handbook 2020-2021

The Roncalli logo is a symbol of community. Each arm of the Roncalli logo is a stylized version of the international symbol of a person. Roncalli is a community made up of four major groups: students, parents, faculty, and parishes. Each of the arms of the cross represents one of these groups. The arms are joined to indicate Roncalli's desire to form a strong community bond. The bonding shows our interdependence needed for a personalized education. The cross that these groups form expresses our Catholic/Christian philosophy, beliefs, and heritage.

At Roncalli, no person shall on the basis of sex, race, or national origin, be excluded from or denied the benefits of, nor be subjected to discrimination under any educational program or activity, nor shall there be discrimination by sex, race, or national origin in the employment of personnel.

RONCALLI HIGH SCHOOL
Mission Statement and Value Statements

Roncalli High School Mission Statement

The mission of Roncalli High School is to educate in the Catholic traditions of spiritual growth, life-long service, and academic excellence.

Value Statements

**Educating persons in the traditions of
St. John Baptist de La Salle, St. Francis of Assisi, Pope Saint John XXIII, and St. Edith Stein
We commit to these values:**

Service

We respond to the Gospel message, making a commitment to act justly
toward all peoples and creation for the common good.

Academic Excellence

We strive to develop servant leaders, critical thinkers, and life-long learners
living ethically in a global community.

Spirituality

We express our faith through prayer, liturgy, word, and deed
in the presence of God.

Community

We welcome, respect, and affirm the dignity and goodness of each person,
viewing all situations as opportunities for growth.

Approved by Roncalli High School
Board of Trustees May 2001

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RONCALLI INFORMATION

School Office: 682-8801
 School Fax: 686-8110
 Website: www.roncallijets.net

Accreditation/Membership

Cognia
 Wisconsin Interscholastic
 Athletic Association
 Wisconsin School Music Association
 NCEA

Patrons

Saint John XXIII
 (Angelo Giuseppe Roncalli)
 St. Francis
 Saint John Baptist de la Salle
 Saint Edith Stein

School Colors

Columbia Blue and Navy Blue

Nickname

“Jets”



**Welcome to the 2020-2021
 Roncalli School Year**

In our mission/philosophy statement, we express our goal of bringing the Christian values of respect, concern, generosity, and hospitality to our school community. The Roncalli staff is dedicated to the modeling of Christian values, while creating the best possible education for our students.

This handbook seeks to provide you with a framework for those opportunities and responsibilities. Best wishes for a faith-filled, learning-filled school year!

Roncalli High School

Roncalli High School, named for Angelo Giuseppe Roncalli (Saint John XXIII), was built by the people of the ten Catholic parishes in the Manitowoc and Two Rivers area in 1965. A group of Catholic laymen had approached Bishop Bona of the Green Bay Diocese in 1963 for permission to conduct a fund drive to build a Catholic school in the Manitowoc and Two Rivers area. Because this major population area was the only one within the diocese without a Catholic high school, Bishop Bona gave his permission and a fund drive began.

Since that time, the parishes in the Lakeshore area have generously supported Roncalli as an extension of their parish educational programs.

The De La Salle Christian Brothers

The De La Salle Christian Brothers have served since opening in 1965 until 2012 and brought a 300-year tradition of Christian education to our school. The De La Salle Christian Brothers were founded by St. John Baptist de La Salle in France in 1680. Today, 6,500 Christian Brothers and 65,000 Lasallian Partners serve the educational needs of young people in 87 different countries throughout the world.

Franciscan Sisters of Christian Charity

The Community of the Franciscan Sisters of Christian Charity of Manitowoc has also served Roncalli since its beginning. 1981 marked the 800th year since the birth of St. Francis, the founder of all Franciscans throughout the world. The community which serves Roncalli was founded in Manitowoc County (Clarks Mills) in 1869 to serve the educational needs of the children in the area. The sisters now teach and sponsor health care facilities in the United States.

*Consult not your fears but your hope and your dreams
Think not about your frustrations but about
your unfulfilled potential. Concern yourself not with
what you tried and failed in, but with what it is still
possible for you to do.*

Pope Saint. John XXIII



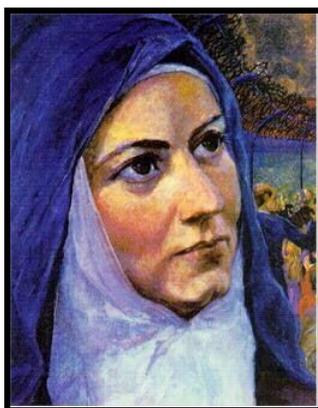
Pope Saint John XXIII

Pope Saint John XXIII was born Angelo Giuseppe Roncalli in 1881. He grew up on a small rented farm in a village in Italy. His family members were proud to be farmers and hoped that one day Angelo, too, would be a farmer. God had other plans for him. God gave him the call to priesthood. He loved the studies and worked with great zeal. Even after ordination, he never forgot his simple childhood. He worked with the poor, served in the army, taught in the seminary, and loved books. He was made a bishop and then a cardinal in the Catholic Church. After becoming an old man, he was elected Pope, the head of the entire Catholic Church. He knew that change was needed in the church in the 1960's. He called an ecumenical council, a meeting of all the bishops of the world. He encouraged people to update their thinking about modern problems in the church and in the world. Under Pope Saint John XXIII's leadership, more changes happened in the Church than had happened in hundreds of years. He was loved by many people, Catholics and non-Catholics. During his time as Pope, he shocked many people by visiting prisons, children's orphanages, and many poor people. He died in 1963.

In that same year the people in Manitowoc, Two Rivers, and the Lakeshore area asked their bishop if they could build a Catholic high school. They named the school Roncalli in honor of Pope Saint John XXIII. Today, Roncalli High School is noted for its emphasis on spiritual and academic growth for all students.

Pope Saint John XXXIII was canonized on April 27, 2014. Roncalli High School is proud to be named in his memory.

St. Edith Stein



A brilliant philosopher who stopped believing in God when she was 14, Edith Stein was so captivated by reading the autobiography of Teresa of Avila that she began a spiritual journey that led to her baptism in 1922. Twelve years later she imitated Saint Teresa by becoming a Carmelite, taking the name Teresa Benedicta of the Cross.

After living for four years in the Cologne Carmel, Sister Teresa Benedicta moved to the Carmelite monastery in Echt, Netherlands, in 1938. The Nazis occupied that country in 1940. In retaliation for being denounced by the Dutch bishops, the Nazis arrested all Dutch Jews who had become Christians. Teresa Benedicta and her sister Rosa, also a Catholic, died in a gas chamber in Auschwitz on August 9, 1942.

Pope John Paul II beatified Teresa Benedicta of the Cross in 1987 and canonized her 12 years later. Franciscanmedia.org

Lasallian Educator Prayer



*Let us remember that we are in
the holy presence of God!*

*You O Lord are my strength,
my patience, my light, my
counsel. It is You who make
responsive to me the children
confided to my care. Abandon
me not for a moment to myself.*

***For my own conduct and that of my students give me the
spirit of wisdom and of understanding, of counsel and of
fortitude, of knowledge and of piety, the spirit of a holy
love for You and an ardent zeal to procure Your glory. I
unite my labors to those of Jesus Christ, and I ask You to
protect me in the performance of my duties. Amen.***

Live Jesus in our hearts! Forever!

St. John Baptist de La Salle

St. John Baptist de La Salle was born into a rich and powerful family in France about 300 years ago. He was well-educated and felt the call to be a priest. One of his friends began opening schools for poor boys. All the wealthy children were educated in their homes by private teachers. Thinking he should really help with this good project, he hired five teachers and rented a home for use as a school. He constantly checked on the progress of this project. Teachers of that time were often brutal and uneducated. He trained his teachers to teach with respect and fairness for the students. Eventually, he gave away his money and dedicated himself and his followers totally to education of the poor. He founded the Brothers of the Christian Schools.

All the Brothers were to respect and love their students. They had to make their students feel needed and important. This style of teaching grew so successful that soon wealthy people also wanted their children educated by the brothers. When John Baptist de La Salle died on Good Friday, 1719, he was praised by many as a man who lived and taught genuine love, just like Jesus, the Master Teacher.

Prayer of St. Francis of Assisi



*Lord make me an instrument
Of Your peace.
Where there is hatred,
Let me sow love,
Where there is injury, pardon;
Where there is doubt, faith;
Where there is despair, hope;
Where there is darkness, light;
Where there is sadness, joy.*

*O Divine Master, grant that I may not so much seek
To be consoled, as to console,
To be understood, as to understand,
To be loved, as to love.*

*For it is in giving that we receive;
In pardoning that we are pardoned;
It is in dying that we are born to eternal life.*

St. Francis of Assisi, 1182-1226

St Francis of Assisi

Francis was born about 800 years ago in the town of Assisi, Italy, the son of a wealthy cloth merchant. He was popular with all his friends and wanted a military career. During a war he was taken hostage by the enemy. Humiliated and ill, he was sent home. One day while praying in an old church, he heard a voice say, "Francis, go repair my house which, as you see, is falling into ruin." Impulsively he began to fix up a dilapidated church building. Over time he realized that God did not need a building repaired; God needed people to be repaired. Francis began to teach about the love of God. He tried to persuade the rich to live a simpler lifestyle and to create better living conditions for the poor. He helped many poor to feel better about themselves. He used gentleness, sensitivity and good humor to help others enjoy life more. Many others soon began following him.

He became the founder of the Franciscan order which today spreads over the entire world. There are priests, brothers, sisters, single, and married people who follow Francis by being poor, simple, and loving.

School Personnel

Administration

President

Mr. John Stelzer

Principal

Mrs. Fran Peter

Professional Staff

Administrative Secretary/Receptionist

Mrs. Carolyn Anhalt

Admissions Director

Mrs. Shannon Pritzl

Athletic & Student Activities Director

Mr. Nathan Kaderabek

Athletic Director Secretary

Mrs. Paulette Leist

Attendance Secretary

Mrs. Vida Martin

Athletic Trainer

Ms. Erin Butke

Auction Coordinator

Mrs. Candice Giesen

Bookkeeper

Mrs. Wendy Nett

Bookstore Manager

Mrs. Paulette Leist

Business Manager

Mrs. Barbara Strawn

Campus Minister

Mr. Allan Jaeger

Community Minister

Mrs. Dianne Vadney

Development Director

Mrs. Candice Geisen

Development

Ms. Sherry Schrimpf

Facilities Manager

Mr. Brian Bohman

Fine Art Center Coordinator

Mrs. Colleen Piaskowski

Food Service

Ms. Kelly Erickson

Mrs. Lynn Schetter

Ms. Tyner Strawn

Guidance Counselor

Ms. Joan Nickels

International Program Coordinator

Mrs. Shannon Pritzl

Maintenance Staff

Mr. Matt Gadzinski

Mr. Steve Naidl

Marketing Coordinator

Ms. Amy Hanson

Media Center/Curriculum

Mrs. Sue Rohrer

Mission/Ministry Coordinator

Father Dave Beaudry

Registrar/Guidance Secretary

Mrs. Paulette Leist

Sound/Lights Technology Coordinator

Mr. Allen Jaeger

Technology Coordinator

Mr. Stevens Alexis

Transportation Coordinator

Mr. Joe Garceau

Website/Public Relations

Ms. Sherry Schrimpf

Yearbook Advisor/Pilot

Mrs. Margaret Garceau

Instructional Staff

Art

Mrs. Margaret Garceau*

Business Education

Mr. Steve Mirsberger

Computer Education

Mr. Joe Garceau*

Engineering

Mr. Warren Brewer

Mr. Dave Mueller

English

Mrs. Melissa MacDonald

Mr. Timothy Olson

Mr. Steve Waak*

Family & Consumer Education

Mrs. Christina Blindauer

Learning Needs

Mrs. Colleen Piaskowski

Mathematics

Mr. Paul Kinsella

Mrs. Sue Schmitt

Mrs. Nancy Tomaszewski*

Modern Languages

Mrs. Susan Miller

Ms. Mary Kate Newberry*

Music

Band: Mr. Corey Van Sickle

Chorus: Dcn. Frank Birr*

Physical Education

Mr. Joe Garceau

Mr. David Mueller*

Science

Mrs. Gina Blaser

Mr. Warren Brewer*

Mrs. Elizabeth Griesbach

Social Studies

Mr. Anthony Mack*

Mr. Patrick Snider

Theology

Mr. Timothy Olson
Dr. Paul Schweigl
Mrs. Mary Ann Teshima*
Mrs. Dianne Vadney

Theatre

Mrs. Melissa MacDonald
Mr. Timothy Olson
*Department Chairperson

OUR CATHOLIC MISSION

MASS

As the Eucharist is central to our faith, our student and faculty members participate in all-school Mass approximately once a month. Family members are invited and encouraged to participate in our liturgies. Mass is celebrated at approximately 1:50 p.m. in the Fine Arts Center Zimmer Auditorium. All students are required to attend all-school Mass. On Mass days, students are expected to dress appropriately. Jeans, shorts, and t-shirts are not appropriate.

COMMON PRAYER AND WORSHIP

Because we are a community of faith, we often gather to pray and worship as a whole school and community. We remind students that these times are sacred times – to come in touch with our God. Attire and deportment appropriate to prayer or worship is expected of students.

CONVOCATION

The entire student body gathers for convocation on a weekly basis in the Zimmer Auditorium. This is a time for prayer, recognition, and announcements.

RECONCILIATION SERVICES

Reconciliation Services are offered on a regular basis at school. See our Campus Minister or Community Minister for details.

RETREATS

Each class has an annual retreat. The retreats are on-day events and all students are required to attend. If a student misses a retreat, make-up activities are required with arrangements made by the Campus Minister.

ACADEMIC INFORMATION

DISCUSSION OF CONCERNS

When a concern arises with a class or grade, the first line of communication must always be *between the student and the teacher*. If the issue remains unresolved after the student discusses the matter with the teacher, the next step

should be a conversation *between the parent and the teacher*. Only after the student has attempted to resolve the concern should the parent intervene. Students and parents should bring the matter to administration only when the first two attempts at resolution have proven unsuccessful. Administration includes the school counselor and the principal.

ACADEMIC STANDING AND EXTRA-CURRICULAR ACTIVITIES

It is to be considered a PRIVILEGE, not a right, to participate in athletics and extracurricular activities at Roncalli High School. Any student receiving a failing grade at the semester grading period shall be suspended from participation in extracurricular activities for 15 school days. The administration reserves the right to reinstate a student if there is evidence of sufficient academic progress. Fall sports, and other fall extracurricular eligibility are contingent on second semester grades.

CLASS RANK

Roncalli does not rank classes. Due to the high achievement of Roncalli students, such a number may cause outstanding students to be overlooked for scholarships in comparison to students from other schools.

COURSE SELECTION CHANGE

Student initiated changes to the courses that were approved by course contract, require a parent signature and administrative approval.

CREDITS

The total number of credits taken each year must be eight (8 classes each semester). Administrative approval and parent signature are required for any deviation.

FAILURE

1. A failure in a required subject must be made up in the same subject. It can be taken at Roncalli or another accredited institution.
2. A student who fails an elective may substitute another approved course.
3. All math and modern language grades are cumulative. That is, first semester failures in these subjects may be made up if at least a C average is earned in the second semester.

GRADUATION REQUIREMENTS

Academy: 1 credit
English: 4 credits
 English 9 (1)
 English 10 (1)
 English 11 (1)
 English 12 or AP English (1)
Fine Arts: ½ credit
Health: ½ credit (if not taken in 7th or 8th grade)
Mathematics: 3 credits
Modern Language: Highly Recommended
Personal Finance: ½ credit (Class of 2024 and beyond)
Physical Education: 1 ½ credits
Science: 3 credits
 Foundations of Science (1)
 Biology (1)
 1 elective (1)
Social Studies: 3 credits
 World History (1)
 American History (1)
 Government (1/2)
 Economics (1/2)
STEM: ½ credit
Theology: 4 credits
 Theology 9 (1)
 Theology 10 (1)
 Theology 11 (1)
 Theology 12 Apologetics (1/2)
 Theology Elective (1/2)

Total Credits: 29
Electives 7.5 or 8 credits

GRADING SCALE

The grading scale is a letter system. All marks are given in letters A, B, C, D, with pluses and minuses and F. All grades are recorded on the permanent transcript including failures.

Grade point averages of students are calculated each semester. In determining grade point average, all classes are included. Class rank is not issued. The values of letters are: A = 4 points; B = 3 points; C = 2 points; D = 1 point; and F (failure) = 0 points.

Roncalli Grading Scale	
A+	99-100%
A	95-98%
A-	93-94%
B+	91-92%
B	87-90%

B-	85-86%
C+	83-84%
C	79-82%
C-	77-78%
D+	75-76%
D	72-74%
D-	70-71%
F	0-69%
WDP	Withdraw/Pass
WDF	Withdraw/Fail
P	Pass
I	Incomplete (only with administrative approval)

HONOR ROLL

An Honor Roll, both “A” and “B,” will be published at the end of each semester. An average of 3.0 for all subjects taken must be obtained to qualify for the “B,” while 3.6 for all subjects must be the average for the “A” honor roll.

INCOMPLETES

A student will receive an incomplete grade at the end of any grading period for extraordinary circumstances. The student will have 10 school days to complete the missing work. An incomplete form will be filled out with a plan delineated and signed by the student, parent/guardian, school counselor and administrator. After 10 school days, the grade will be calculated with the incomplete/missing work having a value of zero.

LEARNING NEEDS PROGRAM

Roncalli seeks to help all learners be successful. Those students who have a diagnosed learning disability, an IEP, or need help in specific academic areas can avail themselves of our learning needs program. Accommodations can be made for those students who qualify. To discuss the options available parents should contact Ms. Joan Nickels in the Guidance Department or Mrs. Colleen Piaskowski, the Learning Needs Coordinator.

NATIONAL HONOR SOCIETY

Roncalli has a chapter of the National Honor Society. Any junior or senior who has maintained a cumulative GPA of 3.5 is eligible to apply for membership.

The National Honor Society is built on FOUR PILLARS. All NHS members are expected to uphold these qualities:

Character

NHS students uphold principles of morality and ethics, are cooperative, demonstrate high standards of honesty and reliability, show courtesy, concern, and respect for others.

Scholarship

NHS students have and will maintain a cumulative grade point average of 3.5 or higher.

Leadership

NHS students are leaders who are resourceful, good problem solvers, promoters of school activities, idea-contributors, dependable, and persons who exemplify positive attitudes about life.

Service

NHS students voluntarily contribute to his or her school and community, done without compensation and with a positive, courteous, and enthusiastic spirit.

HONORS AFFECTED

It is a privilege and honor to represent Roncalli at community functions. If a student is suspended from involvement in athletics and/or co-curricular activities, he/she will not be eligible to represent Roncalli in connection with (but not limited to) the following if the violation occurred in the same school year as the nomination or presentation of the honor.

Badger Boys State
Badger Girls State
National Honor Society
Student Government Awards

PARENT-TEACHER CONFERENCES

Parent-Teacher conferences are held once each semester. Students are encouraged to attend conferences along with their parents.

POWERSCHOOL

PowerSchool is a free web-based service offered through Roncalli which allows parents and students to monitor academic progress, check for assignments, attendance records, and communicate with teachers.

REGISTRATION

Registration for the next year of school begins in January. Parents will receive the necessary enrollment forms. Course selection forms will be given to students during school hours.

REPORT CARDS

Report cards are issued once a semester. The semester card is a comprehensive report of final grades. Semester reports are entered on permanent records. Parents and students are encouraged to monitor academic progress through PowerSchool. Report cards are distributed digitally. A printed copy will be provided upon request.

RONCALLI CAMPUS

Roncalli is a closed campus. Students are not to leave the building or campus without administrative permission. The staff parking lot is off limits during the school day.

SCHEDULE CHANGES

All schedule changes must be completed before a term begins. Once the term has started the only change that can be made is for misplacement and that change has to take place within the first two days of the new term.

No requests will be considered after that time has passed since classes move quickly in a block schedule. All schedule changes must be made by the student in writing and must be signed by a parent.

SERVICE/LEADERSHIP

All students are encouraged to take advantage of the opportunities for service and leadership that are available in school, parish, and the community.

ATTENDANCE INFORMATION

PHILOSOPHY

Punctuality is a life skill. Additionally, learning is enhanced by regular attendance and participation in the classroom. Roncalli High School has a responsibility to provide spiritual growth, quality instruction and learning opportunities while teaching the societal values of punctuality and attendance to students. Teachers and students benefit from regular attendance in that the learning process is not interrupted, less time is spent on make-up assignments, and students benefit from participation and interaction with others within the class.

Communication between school and home is a vital part of education. Parents may be notified of students' attendance through telephone/email. While students are always encouraged to make up work missed due to absence, good student attendance promotes successful school performance. A pattern of good attendance established in school will benefit the learner now and will transfer to future schooling and into the workplace.

ABSENCE POLICY DEFINITIONS

1. Excused Absences: Excused absences are granted by the school administration. On the day of the absence, a parent/guardian must call the school office by 7:50 am establishing the fact of the student absence. Absences that will be considered as excused are those that are certified by a parent or guardian, as documented by a phone call and in writing as being one of the following:

- a. Illness
- b. Emergency (administrative discretion)
- c. Health care appointments will be accepted as that such appointments be made at times other than school hours.
- d. Anticipated Absences (i.e. family vacation, college visit). The student must complete the Anticipated Absence form three days before this type of absence is deemed excused.

2. Unexcused Absences

- a. Truancy: Absence of all or part of one or more days during which school officials have not been notified of a cause of absence by the student's parent or guardian. State Law defines habitual truancy as being absent or unexcused for part or all of five or more days on which school is held during the school semester.
- b. Other: Any absence which does not fall into the categories listed in section 1 above and is not approved by the administration shall be considered to be an unexcused absence.

3. Tardy: A student will be considered tardy if not within the confines of the classroom at the tone.

PROCEDURES

A. Tardiness – a student is tardy if the student is not in the room when the bell rings.

1. Late to class – report to the office – if detained by another teacher, that teacher should notify the office.
2. Responses to habitual tardiness (starting with 4th tardy) may include, but are not limited to, meeting with parents, detention, or service time and loss of extra-curricular participation privileges.

B. Absence and tardy

1. Parents are required to call the high school attendance office prior to 8:00 a.m. when a student is absent or will be tardy. Phone 686-8141.
2. The student must bring a written note to the main office when returning to school following an absence.
3. For absences other than illness or medical appointments, completion of the Anticipated Absence Form is required three days prior to the absence. These forms are available in the Main Office. It is essential that this form be filled out

far enough in advance to allow for arrangements of make-up work.

C. Early Dismissal

1. The student is to bring a note or have the parent/guardian call by 7:50 am the morning of the early dismissal.

D. Unexcused absences and tardies can result in disciplinary consequences.

MAKE-UP ASSIGNMENTS AND EXAMINATIONS

Failure to follow these guidelines may result in a zero for any missed work. Students with unexcused absences may be allowed to make up missed work at the discretion of the teacher. Students with excused absences shall be given the opportunity to make up work missed in accordance with the following guidelines:

1. It is the students' responsibility to contact the teacher (s) to make arrangements for making up missed work prior to the next scheduled class. Some activities may not be able to be made up due to the nature of the activity.
2. Exams or tests missed shall be taken at a time and place mutually agreed upon by the teacher and student.
3. Make-up tests will be of equal value and on the same materials as the missed test. However, the make-up test may not necessarily be the same test.
4. The time limitation for work and test make-up shall be the number of days missed. Exceptions may be granted by the teacher.
5. Other Considerations:
 - a. If the work is not made up within the allotted time, the student may be given a grade of zero (0) for the work missed.
 - b. Career Internship students who miss school and are unexcused or sick may not attend their internship for that day.

STUDENT SERVICES

TEXTBOOKS

1. Students are responsible for placing covers on all their textbooks.
2. Books that are damaged will be billed to the parents. Students will not be issued additional books in any class until damaged books are paid for.

CAFETERIA PROGRAM

All students eat their lunch in the cafeteria. A hot lunch and a la carte program are available for all students. Free and reduced is available for those who qualify.

FOOD AND DRINK

Only water is allowed in the classrooms. No other food or drink should be consumed during classes. Beverage

machines, located in the cafeteria, are available before and after school.

CAMPUS MINISTRY DEPARTMENT

Campus Ministry, in collaboration with the administration, faculty, and staff, offers annual retreat opportunities for each class. Resources for planning prayer services are offered, as well as spiritual direction for individuals. These retreats are mandatory, as stipulated by Roncalli's Board of Directors. Campus Ministry also offers regular liturgical experiences, as well as other service and community-building opportunities throughout the year.

CHAPEL USE GUIDELINES

The use of the Roncalli chapel is integral to the mission of Roncalli High School. In educating the "whole person," the development of a spiritual life and the experience of varied prayer forms is essential. Every experience of the chapel should flow from and lead to a closer relationship with God, Jesus, and the Holy Spirit. The following guidelines have been established to keep a spiritual focus for the chapel.

1. An atmosphere of respect and appropriate quiet is expected because of the Eucharistic presence of Jesus in the tabernacle.
2. The use of the chapel is to be spiritual and prayerful. It is never to be used for storage, for secular music practice, or as a meeting place for conflict resolution, lectures of non-religious type, or discussion groups.
3. Appropriate uses would include team prayer, class prayers, small group liturgies, the Sacrament of Reconciliation, private prayer, talks/lectures of a religious nature, and quiet reflection.
4. As far as possible the chapel should be visible so guests, students, and teachers can clearly note that this is a Catholic high school founded on respect for prayer and worship.

COMPUTER INFORMATION BRING YOUR OWN DEVICE (BYOD)

Students can bring their own device to school. Before a student is allowed to bring his or her own device, both the technology and the BYOD policies must be read and the waiver must be signed by both the student and parents or legal guardians.

Note: Roncalli High School is not responsible for the broken, stolen or damaged BYOD.

Refer to www.roncallicatholicschools.org. Go to "Students" then click on "Technology". At the top right, find "Policies" and then "High School". The policy that needs to be read and signed is there.

CHROMEBOOKS

Roncalli Catholic Schools has made available a number of Chromebook to students.

You must request to use a Roncalli Catholic School's Chromebook in order to be assigned one. Both the student and parent/guardian must read and sign both the Technology and Chromebook policies.

Please read both the Technology Policy and the Chromebook Use Policy before signing the Chromebook Agreement. Students will not be assigned Chromebooks unless both the student and parent/guardian have read, acknowledged and signed both policies.

Refer to www.roncallicatholicschools.org. Go to "Students" then click on "Technology". At the top right, find "Policies" and then "High School". The policy that needs to be read and signed is there.

TECHNOLOGY POLICY

Refer to www.roncallicatholicschools.org. Go to "Students" then click on "Technology". At the top right, find "Policies" and then "High School". The policies that need to be read and signed are there.

FINE ARTS CENTER

Food, drink, and gum are not permitted in the Auditorium. Students should not be in the auditorium without supervision.

GUIDANCE DEPARTMENT

The Guidance Department at Roncalli is one of the Student Services departments. Its primary purpose is to facilitate the maximum development of each individual. Through private interviews, the counselor helps the students solve or cope with personal problems, choose courses for their years at Roncalli, register for college entrance tests and financial aid, and apply for admission to colleges or technical schools. Career counseling is also provided through the Guidance Department.

HEALTH SERVICES

School officials are not permitted to dispense any form of medication without physician and parental permission. This form is available on the school's website – click on "forms" - or in the main office. If a student needs to take a physician prescribed medicine during the school day, the prescription must be kept in the Main Office and the following procedures are to be followed:

1. The signed permission form must be on file in the school office before medication can be given.
2. The medication must be in a pharmacy bottle with a current label from the pharmacy. All medications must be brought to the Main Office to be kept in a locked drawer and will be administered by trained school personnel. The school will only dispense medication prescribed by a physician.

ILLNESS

If a student becomes ill, or for some reason is told to go home, the student must observe the following procedures.

1. Obtain permission to go home from an administrator who will contact parents.
2. Transportation in case of illness is the responsibility of parents.

LEARNING SERVICES

Students with special learning needs often need additional assistance in developing academic, organizational, or basic content area skills. The goal of the Roncalli learning services program is to provide support for students with learning needs and help each to become an independent learner and self-advocate. Students with service plans should work with the learning specialist to develop interventions or accommodations. The learning specialists, in conjunction with the counseling staff, may also recommend a student for testing from outside agencies.

LOCKERS

Each student is assigned a locker. Roncalli will not be responsible for lost or stolen articles. Student lockers are the property of Roncalli, and as such, are subject to inspection at any time without the presence of students.

No open food or beverage containers should be kept in lockers.

Lockers in the locker room should also be kept locked at all times.

LIBRARY/MEDIA CENTER

The media center is open from 7:30 a.m. to 4:00 p.m. daily. Guidelines for use of the media center are posted. Each student checking out materials will be held responsible for the materials checked out.

ON-CAMPUS DRIVING AND PARKING

Any student who drives a vehicle to school and parks it on campus must register that vehicle with the main office. Vehicles will be parked in designated parking spots only.

An area in the front parking lot is designated for faculty parking only. The area directly in front of school (along Mirro Drive) is designated for visitor parking only.

Students are not permitted to park behind school or in front of school at any time. No one is allowed to park along the fire lanes (yellow painted area in front of school).

Inappropriate/reckless driving and parking on campus or while entering or leaving campus may result in the suspension or revocation of on-campus driving and parking privileges. Offenders may be ticketed by the police.

RECOURSE FOR STUDENT/PARENTS

Every member of the Roncalli community is entitled to all the rights and privileges of recourse. These are specific

channels to follow for the proper recourse procedure. All the steps may not be necessary, and the problem can usually be solved early in the process.

If a student/parent has a complaint, the student/parent should follow the normal line of authority in seeking a solution to the problem:

1. The teacher, coach, or advisor
2. Administration
3. Board of Trustees
4. Diocesan Department of Total Education

*Note – The responsibility of the Board of Trustees and Diocesan Department of Total Education is to determine if the proper procedures and policies have been followed.

STUDENT AWARDS

Each year the Roncalli community gives a number of awards. These awards are given to seniors and underclassmen. They recognize the scholastic, fine arts, and extra-curricular achievements of the student body.

Seniors can earn the following awards:

- St. Francis Award for service
- St. John Baptist De La Salle Award for leadership
- Norma Jean Borman Award

TUITION ASSISTANCE PROGRAM

Each year the Roncalli community is able to give monetary assistance to a number of students. This assistance comes in the form of grants and named scholarships to aid the student in covering the cost of their education at Roncalli.

These grants are announced in late spring for the coming school year. This money comes mainly from the interest earned by the Roncalli Endowment Fund in the form of named scholarships, Roncalli grants, and from outside groups.

Scholarships are offered to incoming freshmen students for leadership, service, and academic abilities. Application forms for these scholarships are available from the business office and guidance office.

Tuition assistance is available to students with a demonstrated financial need. For further information, contact our business manager, Barbara Strawn.

Students who receive financial aid to attend Roncalli will participate in the work program. The program consists of 24 hours of work per year. The work is done at Roncalli or a parish.

All work programs must be completed by May 1 of the school year.

TUTORING

Tutoring is available through Roncalli Honor Society. To arrange a tutor, please see the school counselor. Arrangements are made individually between student and tutor.

WISCONSIN PARENTAL CHOICE

Roncalli High School participates in the Wisconsin Parental Choice Program (WPCP). This program will help make quality Catholic education accessible to even more families in our area. A packet of information will be provided to parents which includes all program guidelines and procedures.

WISCONSIN ACADEMIC EXCELLENCE SCHOLARSHIP

This scholarship is awarded to the student with the highest GPA. In the event that one or more students qualify the following procedures will determine which student will receive this scholarship.

1. A student must have been enrolled at Roncalli High School for four (4) semesters previous to the award.
2. The grading system used at Roncalli High School results in 4.0 being the highest grade point average (GPA) that can be earned. Plus and minus grades do not count extra toward the GPA. Any student who has studied abroad will have grades counted as if completed at Roncalli High School.
3. When selecting the scholars and alternate scholars GPA shall be carried out to three decimal places as used and seen on our official high school transcript.
4. The school nominee and alternates will be named at the completion of the seventh semester just prior to the February 15 deadline.
5. The selected student must attend an institution in the Wisconsin system, vocational, technical or private school.
6. In the event of a tie the student who receives the award will be determined according to the following.
 - a. Composite ACT score.
 - b. English and Math scores on the ACT.
 - c. Number of Honor courses taken. The following are considered honor courses – Advanced Placement Chemistry, Advanced Placement Physics, Advanced Placement Calculus, Advanced Placement English, and Advanced Placement History.
 - d. If the above are still all equal, then a lottery will be held.

Students should check with the Guidance Department regarding other scholarships.

VISITORS

Adult and non-student visitors are required to register in the Main Office when they arrive. They are to enter via Door #1.

WORK PROGRAM

Students who receive financial aid to attend Roncalli will participate in the work program. The program consists of 24 hours of work per year. The work is done at Roncalli or a parish.

All work programs must be completed by May 1 of the school year.

STUDENT LIFE

BUILDING AN ATMOSPHERE OF LEARNING AND COOPERATION

All the following rules are subject to interpretation and/or modification at any time by the school administration. We expect students to observe not only the regulations contained in this handbook but general rules of good conduct and common sense.

The excuse that a particular violation of good conduct is not specifically mentioned in this book is not acceptable. A student of Roncalli High School should show maturity by demonstrating Christian values and beliefs.

CELL PHONE USE

Students are permitted to use their cell phones during the ten-minute break as well as during the lunch period.

Phones will not be allowed during academic periods such as class, academy, SSR, convocation or advisory unless permission is granted by the administration. Violations of this policy will be dealt with through a uniform school policy.

1. First violation – phone being confiscated and turned into the main office – student can pick up the phone after school
2. Second violation - phone being confiscated and turned into the main office – the student will bring the cell phone to the office before 8am and can pick it up after 3pm for a period of time to be determined by administration.
3. Third violation - phone being confiscated and turned into the main office – parents will be contacted and they will need to pick up the phone from the main office.

ACADEMIC INTEGRITY

Far more important than grades are the character traits of honesty and integrity. Academics provide an important venue for developing these habits. No grade, quiz, test, or project is ever so important as it should come at the expense of one's integrity. In order to better define the expectations of a Roncalli student, the following overview of violations of academic honesty and integrity is presented below.

CHEATING AND DISHONESTY

God equips each of us with a conscience to develop and to follow. Often, we can tell when we are cheating because we are afraid of who might find out. It is dishonest and short-sighted to cheat on any assignment or assessment, but

equally dishonest to forge signatures or lie about things. Such cheating may include:

- Using unauthorized study notes or other resources during a test.
- Copying the work of another student or sharing work with other students without the permission of the teacher
- Writing answers on desk tops, hands, legs, arms, clothing, or water bottles.
- Looking at another person's test or quiz
- Talking with students from previous classes to get information about a test or quiz
- Using or attempting to retrieve or share digital images of a test
- Handing in a paper for credit which has already been graded in another class
- Any use of electronic device without explicit permission from the teacher to retrieve or share information
- Having an electronic device on and in sight during a quiz, test or other relevant assignment without the permission from the teacher

Cheating is a violation of the Roncalli Honor Code and is always an unacceptable demonstration of lack of integrity. God calls us to be honest and upright in our actions. Cheating and dishonesty are not only inappropriate but also contrary to the Christian values of Roncalli High School. Such behavior will not be tolerated. Cheating is considered to be a serious offense which calls for an "F" grade on the assignment or test involved. All such cases demand that the parents be notified. Incidents of cheating could result in failure in a course.

PLAGIARISM

Plagiarism is the use of words, ideas, or information of another without informing the reader of the source of these words, ideas, or information. Examples of plagiarism include:

- Copying (word for word) all or part of someone else's work without proper citation
- Submitting a paper or assignment that has been translated by software or another person when the teacher expects you to do the translating yourself
- Turning in a paper that has been done by another student

The work of another person, when taken word for word, should be quoted and cited. When paraphrasing, or summarizing, a citation is still required.

GROUP WORK

Collaboration is a valuable 21st Century skill to prepare for college and career. As such, there are many times when students will be given partners or groups in order to complete a task or assignment. Cooperation is encouraged, but every group member should be able to state with

integrity. "this is my work" when the project concludes. Examples of dishonest during group work include:

- Copying answers while working together
- Making only minor changes to someone else's work but then claiming the work as your own
- Allowing the group to do the work without your efforts and then taking credit for the result
- Writing down the answers that the group has found without actively being a part of the problem solving
- Copying all or part of another person's lab report. The sharing of data is permitted but the report itself should be original.

CONTROLLED SUBSTANCE USE

A parent conference will result if any student is found at Roncalli High School or at any Roncalli High School activity in possession of or under the influence of alcohol or other controlled substances. All WIAA rules affecting participation will be enforced.

A student found in an area with other students who are in possession will be presumed to be in possession. Anyone in attendance at a party where alcohol or other drugs are present is a violator. Athletes and extra-curricular participants should consult the activity handbook for specifics regarding controlled substance use and consequences.

Any student found to be dealing or providing drugs to other students at Roncalli will be subject to suspension, expulsion, and/or prosecution.

The use of tobacco products by students or others on school property is prohibited. E-cigarettes are also prohibited. Violations will result in disciplinary action and parental notification.

DESTRUCTION OF PROPERTY

A person found destroying any property at Roncalli or at a Roncalli sponsored activity, is subject to payment for that property and subject to suspension, expulsion and prosecution. Parents will be notified. Students involved in acts of vandalism may be reported to the police.

Faculty/Staff members are encouraged to report vandalism of their property to the police.

DISCIPLINARY PROBATION

A student incurs disciplinary probation either as an immediate consequence or as a cumulative consequence.

DRESS CODE

Students and parents will need to exercise good judgment in selection of attire for the school day. All dress should be modest and in good taste and appropriate to the Roncalli school setting. The administration reserves the right to amend or alter the dress code and determine the appropriateness of specific dress and appearance. Parents, we need your help. Please double check your son/daughter

as they leave the house for school. Make sure the guidelines are being followed.

Hairstyles that are neat, clean, appropriate, and not distracting are permissible.

Tops - must be modest and in good taste and have a sleeve. No bare midriffs are allowed. The waistband of the top should overlap the waistband of the pants, shorts, or skirt when standing. Undergarments should not be visible.

Clothing should not be too tight, short, or revealing.

Shoes/sandals must be worn at all times. Science class requires closed toe shoes.

Sweatshirts and T-Shirts should be in good taste and appropriate for our school setting. Sweatshirts and T-shirts that are not appropriate at Roncalli or Roncalli sponsored events include those that advertise, allude to, or refer to bars, drugs, alcohol, tobacco, sex, nudity, violence, or on anything contrary to the school's mission.

Hats, bandanas, hoods, etc. may not be worn in school during the school day.

Jeans may only be worn on announced jeans days and may not have holes or any type of distressing. Jeans Days are earned on the last day of the school week if there are no dress code violations that week.

Spandex, flannel, sweatpants, pajama/lounging pants, yoga pants, athletic pants, athletic shorts, and bib overalls are not allowed.

Leggings may be worn under a dress or skirt, but not with a shirt.

No visible body piercings except for earrings and mini nose studs are allowed. No visible tattoos allowed.

Backpacks must remain in the student's locker.

During this period of COVID-19 sanctions, all students must wear a mask in the school building unless directed to do so otherwise by a Roncalli staff member for certain circumstances. Unless issued by Roncalli, masks are free of words and dress code appropriate. If you can't wear it on a T-shirt, it should not be on your mask.

Dress code violations will be addressed, and multiple dress code violations will have consequences determined by the administration.

GAMBLING

Gambling of any type is not allowed on campus or at school-sponsored activities.

VIOLATIONS OF THE RONCALLI HONOR CODE

Detention - a detention is a disciplinary measure given to deter behavior that falls short of the honor code.

- Latecomers will not be admitted to detention. They will be considered unexcused.
- Failure to attend detention will result in two detentions. Repeated failure to attend detention will result in Saturday work detention.
- Detentions are to be quiet study time. Sleeping, eating, talking, or headphones are not allowed. Electronic devices may only be used for homework.
- Detentions are given for minor infractions such as:
 - Dress code violation
 - Tardiness for class/school
 - Failure to meet classroom expectations
 - Minor classroom disturbances
 - Use of offensive language
 - Technology violations (additional technology consequences may result)
 - Academic dishonesty (academic consequences may apply)

Social Probation - A student who is assigned social probation forfeits his/her right to attend any games, events or co-curricular activities for the school for a specified period of time. This extends to participation in one's sport, fine arts co-curriculars, and school-sponsored clubs. Length of social probation will be determined by the administration.

Saturday Work Detention - A Saturday Work Detention is given for more serious or repeat violations of the Honor Code. These detentions typically involve school service and cleaning, so the student should come dressed to clean. Saturday work detentions are served from 8:00 a.m. - noon. Tardiness will be considered as an unexcused absence.

Suspension and Expulsion - Serious violations of the Honor Code may result in automatic suspension and possibly expulsion. The administration will determine the seriousness of an action and assign a suspension when the behaviour significantly detracts from the mission and values of the school. Suspensions may occur in-school or out-of-school and may vary in length from one to ten days. When a student is suspended, the student's parents will be notified as immediately as possible.

Expulsion is reserved for the most serious offenses and will occur only after a meeting with the student, parents, and administration. The student will be given the opportunity to respond to the specific charges but the decision to expel ultimately lies in the hands of the principal.

SUSPENSIONS

Suspension is a short-term dismissal of a student from school:

- a) in response to an action of a very serious nature
- Or
- b) after other remedial measures have been employed without success.

A student may be placed on suspension for serious misconduct occurring on campus, during school related activities off campus, or for continued misconduct.

The following directives shall be observed:

- 1) Only an administrator has the authority to suspend a student.
- 2) A student may be suspended from one to ten days.
- 3) The student and parent/guardian shall be informed of the reasons and decision for the suspension before the student is removed from the school.
- 4) A conference shall be held with the parent/guardian of the student as soon as is practical.
- 5) A written record including the date of the suspension, reasons, and notes relating to the conference with the parent/guardian shall be kept in a file separate and apart from the student's permanent record. A copy shall be provided to the parent/guardian.
- 6) As a remedial measure, the student should be provided with some type of assignments to be done during the days of suspension. Credit for such work, if any, is determined by school policy.

Suspensions may be recommended by teachers but may be implemented only by the administration after a conference with the teacher(s).

IN-SCHOOL SUSPENSION AND OUT-OF-SCHOOL SUSPENSION

The school must advise the student and the parent/guardian prior to suspension of the reason for the proposed suspension. The administration must determine that the suspension is reasonably justified. The student and parent/guardian must be afforded an opportunity for a conference with the administration within five (5) school days following the beginning of the suspension.

OUT-OF SCHOOL PROCESS AND PROCEDURES

The student and parent/guardian must be given notice of the charges; that is, what the student is accused of doing. The student is entitled to know the basis for the accusation and be given an explanation of the evidence that the school administrator possesses. The student must be given an

opportunity to present his/her side of the story before the suspension.

The Roncalli High School Board of Trustees must be informed in confidence of any suspension including an explanation of the charges. They are responsible for handling any appeals. The appeal process is the same for expulsion and suspension.

EXPULSIONS

Expulsion is defined as the long-term dismissal of a student from Roncalli High School. It is an extreme measure to be taken only as a last resort;

- a) after all other efforts of motivation and counseling have failed
- Or
- b) where attendant circumstances of crime, scandal, immorality, or disruption constitute a threat to the physical or moral welfare of other persons

The following procedures shall be observed:

1. A record shall be kept of previous measures of remediation, counseling, probation, conferences, and/or suspensions. This documentation should include written communication between the school and the family. In the case of serious circumstances as described in "b" above, the student shall be immediately suspended until the process described in numbers 2 - 8 can be completed.
2. Parents must be informed by written notice that expulsion is contemplated.
3. A conference shall be held with parents, the student, and administrators at which time the grounds for dismissal will be presented and discussed.
4. Expulsion should be determined by the administration. The decision may be appealed to the local board.
5. Once the decision has been made to expel a student, written notification of the decision must be sent to the parents.
6. The administration shall properly document all expulsion cases including grounds, evidence, record of conferences, and final notice. Such documentation shall be maintained in a file separate and apart from the student's permanent record.
7. The student's permanent record shall indicate that the reason for transfer was expulsion.
8. Expulsion must be reported to the local public school district administrators.

RECOURSE FOR PARENTS

Expulsion begins with suspension by the administration of Roncalli High School. This removes the student from school until the proposed expulsion can be reviewed. The administration notifies in writing the student and parent/guardian of the suspension with the possibility for expulsion and the specific charges.

The administration informs the local board president of the suspension with the possibility for expulsion.

Following the decision made by the administration for expulsion, the student and parent/guardian are notified in writing of their right to appeal to the local board within five (5) days of the expulsion. The request for appeal must be in writing.

If the student or parent/guardian files a petition for a hearing within the prescribed five (5) days, the hearing shall be set as soon as practical. The board or designated members of the board shall conduct the hearing. The student and parent/guardian are informed of the date, time, and place of the hearing.

HEARING PROCEDURES

The administration states the reason for expulsion and provides the documentation. The student or parent/guardian presents his/her case. The hearing panel then asks whatever questions are necessary to their understanding of the facts and circumstances. Cross-examination is allowed.

DECISION PROCESS

When the hearing panel decides it has enough information to judge the appeal, the panel will go into executive session. The student and parent/guardian and the administration will be informed of the panel's decision in writing within five (5) days of the hearing.

FIELD TRIPS

When a teacher arranges an educational field trip with students, a parental permission form will be sent home with the student prior to the day of the field trip. Students must return the form by the due date given by the teacher. Because of liability, students who do not return the permission form will not be allowed to attend the field trip.

HARASSMENT AND BULLYING POLICY

It is the policy of Roncalli High School to maintain a learning and working environment that is free from harassment and bullying. Harassment is any discriminatory act or omission taken against a student, faculty, or staff person because of sex, race, color, age, national origin, ancestry, religion, political affiliation, arrest or conviction record, sexual orientation, handicaps, disability, or pregnancy. Conduct may be considered

harassment or bullying when it is unwanted, deliberate, or repeated.

Any student, faculty, or staff who believes they are being harassed or bullied should immediately report the incident to the administration.

SEXUAL HARASSMENT POLICY

All students, faculty, and staff of Roncalli High School are entitled to learn in an environment free from sexual harassment. Sexual harassment is defined as any unwelcome sexual advance, sexual attention, unwelcome physical contact of a sexual nature, and/or unwelcome verbal expressions of a sexual nature. Unwelcome physical or verbal contact of a sexual nature includes, but is not limited to, "the deliberate repeated making of unsolicited gestures or comments, or the deliberate repeated display of offensive, sexually graphic materials, which are not necessary for educational purposes."

Any student, faculty, or staff who believes that he/she is being sexually harassed should immediately report the incident to the administration.

POLITENESS AND CHRISTIAN CONDUCT

Courtesy and Respect:

Courtesy and respect dictate certain behaviors to assure an academic atmosphere.

- Radios, stereos, CD players, MP3 players, I-Pods, or similar devices will not be listened to during the school day. These devices will be kept in student lockers during the school day.
- Electronic devices are to be used only during approved times. Examples: Cell phones are not to be used in the restrooms or locker rooms at any time.
- Gang signs or symbols will not be worn or displayed.
- Students are not to use or possess laser pointers.

Christian Conduct:

Being a Christian entails behavior that recognizes and respects the rights and properties of others.

- Fighting, lying, cheating, vandalizing, stealing, and all conduct injurious to persons and property are not tolerated.
- Respect for other people's private property is necessary.
- Respect for one another, faculty members, staff, and visitors in words and actions is expected. Deliberate disrespect is considered a serious violation.
- Production and/or possession of morally objectionable materials is not permitted.

Students are expected to use language that is appropriate to an academic setting in a Catholic school.

SPORTSMANSHIP

Good sportsmanship is exemplified by:

- Cheering appropriately
- Standing for school songs
- Standing and being attentive when the National Anthem is being played
- Coaches, athletes, and spectators showing respect for the officials
- Showing respect for the opponent. (Example: team introductions and shaking hands after the contest.)
- Being attentive and courteous to visiting fans
- Observing courtesy “quiet” during free throw

All WIAA rules regarding fan conduct apply.

STEALING

Stealing is a serious breach of the conduct code. A parent conference will be held immediately, and possible ramifications include suspension, expulsion, and/or prosecution.

WEAPONS

A student found at Roncalli or a Roncalli function in possession of a firearm or other threatening weapons will be immediately reported to the police and dismissed from Roncalli High School. A weapon is any object that is calculated to inflict bodily harm.

FAILURE TO ADHERE

Students who fail to adhere to the regulations of this handbook may be asked to meet with the administration, meet in conference with parents and administrators, or subject to other actions the administration deems appropriate.

RONCALLI HIGH SCHOOL WELLNESS POLICY

I. Rationale

Roncalli High School is committed to providing a learning environment that enhances the education and development of lifelong wellness. We encourage all members of the school community to embrace an attitude to promote an environment that supports healthy lifestyles. The Wellness Policy outlines the promotion of good nutrition, physical activity, social interaction, and mental and spiritual well-being. Support of this policy will enable us to make choices that maximize our overall performance.

II. Goals

The Wellness Policy outlines the following goals in an effort to enable our school community to establish good health and nutrition habits:

A. Nutritional Education Goals

1. Nutrition education is offered in a variety of classes in the curriculum and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives.
2. Nutrition education shall include enjoyable, developmentally appropriate, and culturally relevant participatory activities.
3. Nutrition education posters, such as the Food Pyramid guide, will be displayed throughout the school. In addition, nutrition information will be provided to the Roncalli Community in the classroom, cafeteria, locker rooms, and in the school newsletter, Insights.
4. Staff responsible for providing instruction in nutrition education shall regularly participate in professional development activities. This ongoing education will enable the staff to inform the students of current trends in health and nutrition.
5. Nutrition education shall reinforce the balance between eating and exercise and de-emphasize the use of diet to address weight control.

B. Physical Activity Goals

1. Roncalli High School requires one and one-half credits of Physical Education for graduation.
2. Roncalli High School allows access to its recreational facilities. The weight room and gym areas are open before and after school and in the evening to allow maximum access to facilities by students, staff, and the community.
3. Students are encouraged to participate in WIAA sanctioned sports as well as other recreational activities that are offered at Roncalli High School.

C. Other School Based Goals

1. For the employees and staff
 - a. The school will pursue policies that will promote wellness and preventative health care.
 - b. The school will encourage an atmosphere of health and wellness.
 - c. The school will promote wellness as a lifelong benefit.
2. For the school community
 - a. The school will continue to offer events, which cover a broad range of physical, spiritual, and mental wellness issues.
 - b. The school will collaborate with community organizations to benefit students and families.
 - c. The school will provide concessions that include healthy options.

III. Nutrition Guidelines

The nutrition guidelines as defined in this section will apply during the school day and beyond.

- A. **Roncalli High School encourages the sale and distribution of nutrient dense foods for all school functions, fundraisers and other activities that involve the school community.**
- B. **Locations/situations where food and beverages are served in school:**
 - 1. National School Lunch Program
 - a. Hot lunch
 - b. Breakfast
 - c. A la Carte
 - d. Vending machines
 - 2. Roncalli Athletic Association
 - a. Team meals and awards programs
 - b. Jet Hangar/Concessions
 - 3. The Fine Arts Center (FAC)
 - a. Intermission concessions
 - b. Madrigal Dinner
 - c. Senior Banquet
 - d. Banquets, receptions, reunions
 - 4. School
 - a. Classrooms
 - b. Auction
 - 5. Development
 - a. Food Fair
 - b. Other community events

C. Nutrition Standards that will be applied to food served, sold, or distributed at Roncalli High School

- 1. Individuals and groups responsible for serving, selling, or distributing food will be provided with, and be responsible for adhering to the Wellness Policy.
- 2. It is understood that special occasions may occur when the school administration may allow a school group to deviate from these guidelines.

IV. Assurances for Reimbursable School Meals

Roncalli High School will:

Provide reimbursable school meals that meet or exceed minimum requirements outlined in federal laws and regulations applicable to child nutrition programs, including minimum nutritional standards.

V. Implementation of the Wellness Policy

- A. **The Wellness committee will be responsible for overseeing the Wellness Policy.**
- B. **The Wellness Committee will provide the school board with the current policy and updated revisions.**
- C. **Assessments will be repeated every three years to review policy compliance, assess progress, and determine areas in need of improvement.**

D. Action steps for the Wellness Policy:

- 1. Nutrition goals
The following courses at Roncalli integrate the Wellness Policy:
 - Food and Fitness
 - Foods I and II
 - Physical Education Classes
 - a. Roncalli's Food Service guidelines include:
 - b. Offer meals through the NSL program that meet the standards issued by the U.S. Gov't.
 - c. Offer a variety of fruits and vegetables as well as whole grains when possible.
 - d. Decrease sugars and fats by limiting desserts to three days a week.
 - e. Eliminate additional sodium in the cooking process.
 - f. Make milk available before school, during scheduled breaks, and at lunch.
 - g. Purchase oven ready foods.
 - h. Avoid serving deep fried foods.
 - i. Serve frozen or fresh vegetables rather than canned.
 - j. Vegetables will be steamed rather than boiled.
 - k. Offer the following a la carte items on a daily basis: milk, a variety of fresh fruit, salad, yogurt, as well as a variety of daily specials.
 - Offer a variety of breakfast items: dry cereal, milk, fresh fruit, bagels, granola bars, and muffins.
2. Physical activity goals
 - a. The following programs at Roncalli integrate the Wellness Policy
 - The Bigger, Faster, Stronger program
 - The Speed and Agility program
 - Participation in the Presidential Physical Fitness program
 - Open Gyms

The dynamic warm up used in Physical Education classes and sports,
The weight room availability in the morning, after school, and during the summer.

- b. The Roncalli coaches will advise the Wellness Committee as to implementing, adding, and improving physical activity goals as needed.
 - c. Physical education classes are 78 minutes and offer a prolonged opportunity for the physical activity.
3. Implementing other school-based goals promoting wellness
- a. Consideration should be given to non-food items such as books, gift wrap, candles, plants, flowers, school promotional items etc. as part of any employer, staff, teacher or, student incentive program.
 - b. Any food offered should promote good nutritional choices whenever appropriate. Healthy food choice options include:
 - Raw vegetable with low fat dip
 - Fresh fruit
 - 100% fruit juice
 - Dried fruits
 - Trail mix
 - Nuts
 - Party mix
 - Baked chips
 - Low fat and skim milk products
 - Water
4. Implementing the nutrition guidelines in the vending machines
- a. Request that the vending company work toward eliminating candy during the school day
 - b. Place a statement on the vending machine prohibiting sale of candy during the school day
 - c. Healthy food and drink choices will be available and identified by the vending company.

E. The Holy Family Work Health Options Program will provide an annual staff health assessment

VI. Goals and other

Research healthier choices for the vending machines
Natural Ovens programs
Food for traveling teams and after practices
Reach out to the 18% of the students who do not participate in sports
A “Fitness Corner” in the Insights
Convocation speakers
Research optional fund-raising events
Research a group “Wellness Challenge” which could involve students, staff, teachers, and/or administration (e.g. group walking, drinking water, fitness training, etc.)

Research opportunities for education of students, staff, teachers, and administration

ADMINISTRATIVE INTERPRETATION OF HANDBOOK

The administration of the school reserves the right to interpret rules and policies of this handbook as individual situations and needs arise.

CASES NOT COVERED BY SPECIFIC RULES

It is understood that these rules are not all inclusive. The administration shall take such action as is necessary to insure the discipline and orderly conduct of the school. Action may be taken with respect to any offense which interferes with the orderly conduct of the school or which impairs the educational process in any way, regardless of the existence of a rule covering an offense. The administration also retains the right to make exceptions in cases in which mitigating circumstances call for a different response than the school rule state.

HOTLINES

AIDS AND STDs
683-4155
CRISIS INTERVENTION
683-4300 (days) 323-2448 (after 4:30 p.m.)
DOMESTIC VIOLENCE
684-5770
DRUGS AND ALCOHOL
1-800-794-7684
683-4300 (day) 323-2448 (after 4:30 p.m.)
RUNAWAYS
682-3332
SEXUAL ASSAULT - 686-8555

Roncalli School Song

Chorus:

We're the Roncalli Jets
We're the best of all the rest
And we'll show you how
We'll go on to fame
By winning every game
Roncalli Jets is our name!

1. Let's go you Jets, let's go
Let's fight with all our might
We'll lead our school to victory
And we'll win this game tonight.
2. Victory, victory is our cry
V - I - C - T - O - R - Y!
So come on Roncalli Jets
We're the best of all the rest!

"JETS"
We Ride With Jet Pride