

## **Mission**

Holy Rosary Academy seeks to complete what the attentive parent has begun by forming student in faith, reason, and virtue through a classical education in the Roman Catholic Tradition.

## **Philosophy**

Founded by parents, this school exists to assist and complement the primary educators: the parents. Students learn to live a vibrant Catholic life through attendance at Mass, prayer, study, camaraderie, and apostolic work. The teachers employ the basic tools of the Trivium, a course of study that follows the three-lane path of grammar logic, and rhetoric. The Trivium honors the natural stages of children's intellectual development: developing memory (grammar), sound reasoning (logic), and communication skills (rhetoric). Surrounded by well-qualified and faith-filled faculty and staff, the students are prepared to pursue their vocation and continue a lifelong love of learning.

## **MORNING PRAYERS**

### **MORNING OFFERING OF THE SACRED HEART OF JESUS**

O JESUS, through the Immaculate Heart of Mary, I offer You my prayers, works, joys, and sufferings of this day for all the intentions of Your Sacred Heart, in union with the Holy Sacrifice of the Mass throughout the world, in reparation for my sins, and in particular for the intentions of our Holy Father for this month. Amen.

### **ACT OF FAITH**

O MY GOD, I firmly believe that You are one God in Three Divine Persons, Father, Son and Holy Spirit; I believe that Your divine Son became Man and died for our sins, and that He will come to judge the living and the dead. I believe these and all the truths, which the Holy Catholic Church teaches, because You revealed them, who can neither deceive nor be deceived. Amen.

### **SCHOOL PRAYER**

O HOLY SPIRIT OF GOD, abide with us; inspire all our thoughts; pervade our imaginations; suggest all our decisions; order all our doings. Be with us in our silence and in our speech, in our haste and in our leisure, in company and in solitude, in the freshness of the morning and in the weariness of the evening; and give us grace at all times humbly to rejoice in Thy mysterious companionship, through Christ our Lord. Amen.

### **PETITIONS**

(After all sets of prayers, the following petitions are recited)

Our Lady of the Holy Rosary, *pray for us.*

St. Joseph the Worker, *pray for us.*

St. Therese of the Child Jesus, *pray for us.*

St. Thomas Aquinas, Patron of Schools, *pray for us.*

Our Patron saints and Guardian Angels, *pray for us.*

May the souls of the faithful departed, *through the mercy of God, rest in peace. Amen.*

## **LUNCH PRAYERS**

(Before Lunch during all seasons except Easter)

### **THE ANGELUS**

L: The Angel of the Lord declared unto Mary.

R: And she conceived of the Holy Spirit.

All: Hail Mary...

L: Behold the handmaid of the Lord.

R: Be it done unto me according to Thy word.

All: Hail Mary...

L: And the Word was made flesh.

R: And dwelt among us.

All: Hail Mary...

L: Pray for us, O holy Mother of God.

R: That we may be made worthy of the promises of Christ.

L: Let us pray.

All: Pour forth, we beseech Thee, O Lord, Thy grace into our hearts, that we to whom the Incarnation of Christ, Thy Son, was made known by the message of an Angel, may by His Passion and Cross, be brought to the glory of His Resurrection, through Christ our Lord. Amen.

### **REGINA CAELI**

(Before Lunch during Easter)

V. Queen of Heaven, rejoice, alleluia.

R. For He whom you did merit to bear, alleluia.

V. Has risen, as he said, alleluia.

R. Pray for us to God, alleluia.

V. Rejoice and be glad, O Virgin Mary, alleluia.

R. For the Lord has truly risen, alleluia.

Let us pray. O God, who gave joy to the world through the resurrection of Thy Son, our Lord Jesus Christ, grant we beseech Thee, that through the intercession of the Virgin Mary, His Mother, we may obtain the joys of everlasting life. Through the same Christ our Lord. Amen.

### **GLORY BE/ DOXOLOGY**

L: Teach me, O Lord, to do Thy will,

All: for Thou art my God. Amen.

### **GRACE BEFORE MEALS**

Bless us, O Lord! and these, Thy gifts, which we are about to receive from Thy bounty, through Christ our Lord. Amen.

(After lunch)

### **GRACE AFTER MEALS**

We give Thee thanks for all Thy benefits, O Almighty God, who livest and reignest world without end. Amen.

### **ACT OF HOPE**

O my God, relying on Your infinite goodness and promises, I hope to obtain pardon of my sins, the help of Your grace, and life everlasting, through the merits of Jesus Christ, my Lord and Redeemer. Amen.

### **MEMORARE**

Remember, O most gracious Virgin Mary, that never was it known that anyone who fled to thy protection, implored thy help, or sought thine intercession was left unaided. Inspired with this confidence, I fly unto thee, O Virgin of virgins, my Mother. To thee I come; before thee I stand, sinful and sorrowful. O Mother of the Word Incarnate, despise not my petitions but in thy mercy, hear and answer me. Amen.

## **AFTERNOON PRAYERS**

### **SIGNUM CRUCIS**

In nomine Patris et Filii et Spiritus Sancti. Amen.

### **ACT OF LOVE**

O MY GOD, I love you above all things, with my whole heart and soul, because You are all good and worthy of all my love. I love my neighbor as myself for the love of You. I forgive all who have injured me, and I ask pardon of all whom I have injured. Amen

### **PATER NOSTER**

Pater noster, qui es in cælis, sanctificetur Nomen tuum. Adveniat regnum tuum. Fiat voluntas tua, sicut in cælo et in terra. Panem nostrum quotidianum da nobis hodie, et dimitte nobis debita nostra sicut et nos dimittimus debitoribus nostris. Et ne nos inducas in tentationem, sed libera nos a malo. Amen.

### **AVE MARIA**

Ave Maria, gratia plena, Dominus tecum. Benedicta tu in mulieribus, et benedictus fructus ventris tui, Iesus. Sancta Maria, Mater Dei, ora pro nobis peccatoribus, nunc, et in hora mortis nostræ. Amen

### **DOXOLOGIA MINOR**

Gloria Patri, et Filio, et Spiritui Sancto. Sicut erat in principio, et nunc, et semper, et in sæcula sæculorum. Amen.

## **MASS PRAYERS**

### **PRAYER BEFORE MASS by St Thomas Aquinas**

Almighty and ever living God, I approach the Sacrament of your only-begotten Son, our Lord Jesus Christ:

I come sick to the doctor of life, unclean to the fountain of mercy, blind to the radiance of eternal light, and poor and needy to the Lord of heaven and earth.

Lord, in your great generosity, heal my sickness, wash away my defilement, enlighten my blindness, enrich my poverty, and clothe my nakedness.

May I receive the bread of angels, the King of kings and Lord of lords, with humble reverence, with the purity and faith, the repentance and love, and the determined purpose that will help to bring me to salvation.

May I receive the Sacrament of the Lord's Body and Blood, and its reality and power.

Kind God, May I receive the body of your only-begotten Son, our Lord Jesus Christ, born from the womb of the Virgin Mary, and so be received into His mystical Body and numbered among His members.

Loving Father, as on my earthly pilgrimage I now receive your beloved Son under the veil of a sacrament, may I one day see Him face to face in glory, who lives and reigns with you for ever. Amen.

### **CONFITEOR**

I confess to almighty God, and to you, my brothers and sisters, that I have sinned through my own fault, in my thoughts and in my words, in what I have done, and in what I have failed to do; and I ask blessed Mary, ever virgin, all the angels and saints, and you, my brothers and sisters, to pray for me to the Lord our God.

### **(After Recessional Hymn)**

### **PRAYER TO ST. MICHAEL**

St. Michael the Archangel, defend us in battle. Be our protection against the wickedness and snares of the Devil. May God rebuke him, we humbly pray, and do Thou, O Prince of the Heavenly Host, by the power of God, cast into Hell Satan, and all the evil spirits, who prowl about the world, seeking the ruin of souls. Amen.

### **ANIMA CHRISTI**

Soul of Christ, sanctify me.

Body of Christ, save me.

Blood of Christ, inebriate me.

Water flowing from the side of Christ, wash me.

Passion of Christ, strengthen me.

O good Jesus, hear me.

Within Thy wounds, hide me.

Suffer me not to be separated from thee

From the malicious enemy, defend me.

At the hour of my death, call me

And bid me come to thee,  
That with thy saints, I may praise Thee Forever and ever. Amen.

## **ROSARY**

### JOYFUL MYSTERIES

*The Annunciation*

*The Visitation*

*The Nativity*

*The Presentation of Jesus at the Temple*

*The Finding of the Child Jesus in the Temple*

### SORROWFUL MYSTERIES

*The Agony in the Garden*

*The Scourging at the Pillar*

*The Crowning with Thorns*

*The Carrying of the Cross*

*The Crucifixion*

### GLORIOUS MYSTERIES

*The Resurrection*

*The Ascension*

*The Descent of the Holy Spirit*

*The Assumption of Mary*

*The Coronation of the Blessed Virgin Mary*

### LUMINOUS MYSTERIES

*The Baptism of Jesus in the Jordan*

*The Wedding at Cana*

*Jesus' Proclamation of the Kingdom of God*

*The Transfiguration*

*The Institution of the Eucharist*

**SIGN OF THE CROSS**

**APOSTLES' CREED**

L: I believe in God the Father Almighty, Creator of Heaven and earth, and in Jesus Christ, His only Son, our Lord, Who was conceived by the Holy Spirit, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, died, and was buried. He descended into Hell; the third day He arose again from the dead; He ascended into Heaven and is seated at the right hand of God the Father Almighty, from thence He shall come to judge the living and the dead.

R: I believe in the Holy Spirit, the Holy Catholic Church, the Communion of Saints, the forgiveness of sins, the resurrection of the body, and life everlasting. Amen.

**OUR FATHER**

L: Three HAIL MARYs for the increase of Faith, Hope and Charity:

Three: **HAIL MARYs**

**GLORY BE/DOXOLOGY**

(L: Announce the first of the day's mysteries)

**OUR FATHER**

Ten: **HAIL MARYs**

**GLORY BE/DOXOLOGY**

**FATIMA PRAYER**

O MY JESUS, forgive us our sins. Save us from the fires of hell. Lead all souls to heaven, especially those in most need of Thy mercy. Amen

(L: Announce each of the mysteries in turn for each of the five decades as above.)

**HAIL HOLY QUEEN**

HAIL, HOLY QUEEN, Mother of Mercy! Our life, our sweetness and our hope! To thee do we cry, poor banished children of Eve, to thee do we send up our sighs, mourning and weeping in this valley of tears. Turn, then, most gracious advocate, thine eyes of mercy toward us; and after this our exile show unto us the blessed fruit of thy womb Jesus; O clement, O loving, O sweet Virgin Mary.

L: Pray for us, O holy Mother of God.

R: That we may be made worthy of the promises of Christ.



L: Let us pray

R: O God, whose only begotten Son, by his life, death and resurrection, has purchased for us the rewards of eternal salvation, grant, we beseech thee, that by meditating upon these mysteries of the most holy Rosary of the Blessed Virgin Mary, that we may imitate what they contain and obtain what they promise, through the same Christ our Lord. Amen

L: An OUR FATHER, HAIL MARY and GLORY BE for the intentions of our Holy Father, Pope Francis.

**OUR FATHER**

**HAIL MARY**

**GLORY BE/ DOXOLOGY**

**PETITIONS**

**SIGN OF THE CROSS**

## **COMMON PRAYERS**

### **THE SIGN OF THE CROSS**

In the name of the Father, and of the Son, and of the Holy Spirit. Amen

### **OUR FATHER**

Our Father, Who art in Heaven, hallowed be Thy Name. Thy Kingdom come. Thy Will be done, on earth, as it is in Heaven. Give us this day our daily bread and forgive us our trespasses as we forgive those who trespass against us; and lead us not into temptation, but deliver us from evil. Amen.

### **HAIL MARY**

Hail Mary, full of grace, the Lord is with thee. Blessed art thou amongst women, and blessed is the fruit of thy womb, Jesus. Holy Mary, Mother of God, pray for us sinners, now, and at the hour of our death. Amen.

### **GLORY BE/ DOXOLOGY**

Glory be to the Father and to the Son and to the Holy Spirit, as it was in the beginning, is now, and ever shall be world without end. Amen.

## **THE NICENE CREED**

We believe in one God, the Father, the Almighty maker of heaven and earth, of all that is seen and unseen.

We believe in one Lord, Jesus Christ, the only Son of God, eternally begotten of the Father, God from God, Light from Light, true God from true God, begotten, not made, one in Being with the Father.

Through him all things were made. For us men and for our salvation he came down from heaven (*Bow*) by the power of the Holy Spirit he was born of the Virgin Mary, and became man. (*Rise*) For our sake he was crucified under Pontius Pilate; he suffered, died, and was buried. On the third day he rose again in fulfillment of the Scriptures; he ascended into heaven and is seated at the right hand of the Father. He will come again in glory to judge the living and the dead, and his kingdom will have no end.

We believe in the Holy Spirit, the Lord, the giver of Life, who proceeds from the Father and the Son. With the Father and the Son he is worshiped and glorified. He has spoken through the Prophets. We believe in one holy catholic and apostolic Church.

We acknowledge one baptism for the forgiveness of sins. We look for the resurrection of the dead, and the life of the world to come. Amen.

## **PRAYER BEFORE STUDY**

CREATOR OF ALL THINGS, true source of light and wisdom, origin of all being, graciously let a ray of Your light penetrate the darkness of my understanding. Take from me the double darkness in which I have been born, namely that of sin and ignorance. Give me a keen understanding, a retentive memory, and the ability to grasp things correctly and fundamentally. Grant me the talent of being exact in my explanations and the ability to express myself with thoroughness and charm. Point out the beginning, direct the progress, and help in the completion. I ask this through Jesus Christ our Lord. Amen

## **COME HOLY SPIRIT**

COME, HOLY SPIRIT, fill the hearts of Thy faithful and enkindle in them the fire of Thy love.

L: Send forth Thy Spirit and they shall be created.

R: And Thou shalt renew the face of the earth.

L: Let us pray.

All: O God, Who didst instruct the hearts of the faithful by the light of the Holy Spirit, grant us in that same Spirit, to be truly wise, and ever to rejoice in His consolation, Through Christ our Lord. Amen

## **ACT OF CONTRITION**

*(Traditional)*

O my God, I am heartily sorry for having offended Thee, and I detest all my sins because I dread the loss of heaven, and the pains of hell; but most of all because they offend Thee, my God, Who are all good and deserving of all my love. I firmly resolve, with the help of Thy grace, to confess my sins, to do penance, and to amend my life. Amen

## **ACT OF CONTRITION**

*(Baltimore Catechism)*

O my God, I am heartily sorry for having offended Thee, and I detest all my sins because of thy just punishments, but most of all because they offend Thee, my God, who art all good and deserving of all my love. I firmly resolve with the help of Thy grace to sin no more and to avoid the near occasion of sin. Amen

## **ACT OF CONTRITION**

*(Modern)*

My God, I am sorry for my sins with all my heart. In choosing to do wrong and failing to do good, I have sinned against you whom I should love above all things. I firmly intend, with your help, to do penance, to sin no more, and to avoid whatever leads me to sin. Our Savior Jesus Christ suffered and died for us. In His name, my God, have mercy. Amen

## **MAGNIFICAT**

My soul proclaims the greatness of the Lord; my spirit rejoices in God my Savior. For he has looked with favor on his lowly servant. From this day all generations will call me blessed. For the Almighty has done great things for me, and holy is his Name. He has mercy on those who fear him in every generation. He has shown the strength of his arm, He has scattered the proud in their conceit. He has cast down the mighty from their thrones, and has lifted up the lowly. He has filled the hungry with good things, and the rich He has sent away empty. He has come to the help of his servant Israel, for He has remembered His promise of mercy, the promise He made to our fathers, to Abraham and his children forever. Amen

## **PRAYER TO MY GUARDIAN ANGEL**

Angel of God, my guardian dear, to whom His love commits me here, ever this day be at my side, to light and guard, to rule and guide. Amen.

## ETERNAL REST PRAYER

Eternal rest grant unto *him*, O Lord; and let perpetual light shine upon *him*. May *he* rest in peace. Amen.

## PRAYER OF ST AMBROSE OF MILAN

O Lord, teach me to seek you, and reveal yourself to me when I seek you.

For I cannot seek you unless you first teach me, nor find you unless you first reveal yourself to me.

Let me seek you in longing, and long for you in seeking. Let me find you in love, and love you in finding.

## CHAPLET OF DIVINE MERCY

### Optional Opening Prayers

YOU EXPIRED, JESUS, but the source of life gushed forth for souls, and the ocean of mercy opened up for the whole world. O Fount of Life, unfathomable Divine Mercy, envelop the whole world and empty Yourself out upon us.

O Blood and Water, which gushed forth from the Heart of Jesus as a fountain of Mercy for us, I trust in You!

### OUR FATHER

### HAIL MARY

### APOSTLE'S CREED

### On the large bead before each decade:

Eternal Father, I offer you the Body and Blood, Soul and Divinity, of Your Dearly Beloved Son, Our Lord, Jesus Christ, *in atonement for our sins and those of the whole world.*

### On the ten small beads of each decade:

For the sake of His sorrowful Passion, *have mercy on us and on the whole world.*

### Conclude with (Say 3 times)

HOLY GOD, Holy Mighty One, Holy Immortal One, have mercy on us and on the whole world.

### Optional Closing Prayer

ETERNAL GOD, in whom mercy is endless and the treasury of compassion inexhaustible, look kindly upon us and increase Your mercy in us, that in difficult moments we might not despair nor become despondent, but with great confidence submit ourselves to Your holy will, which is Love and Mercy itself.

## **IGNATIAN PRAYER**

We ask you, Lord, to bless our efforts, today and always, so that all may be done for your honor and glory. Amen.

## **GOLDEN ARROW**

May the most holy, most sacred, most adorable, most incomprehensible and unutterable Name of God be always praised, blessed, loved, adored and glorified in Heaven, on earth, and under the earth, by all the creatures of God, and by the Sacred Heart of Our Lord Jesus Christ, in the Most Holy Sacrament of the Altar. Amen.

## **PRAYER TO ST JOSEPH**

Oh, St. Joseph, whose protection is so great, so prompt, so strong, before the throne of God, I place in you all my interests and desires. Oh, St. Joseph, do assist me by your powerful intercession, and obtain for me from your Divine Son all spiritual blessings, through Jesus Christ, our Lord. So that, having engaged here below your heavenly power, I may offer my thanksgiving and homage to the most Loving of Fathers. Oh, St. Joseph, I never weary contemplating you and Jesus asleep in your arms; I dare not approach while He reposes near your heart. Press Him in my name and kiss His fine Head for me and Ask Him to return the Kiss when I draw my dying breath. St. Joseph, Patron of departed souls - pray for me. Amen.

## **ANGELIC FATIMA PRAYER**

My God, I believe, I adore, I hope and I love You! I beg pardon for those who do not believe, nor adore, nor hope, nor love You.

## **ART PRAYER**

Lord, help me to be attentive today, so I can learn about and appreciate the beauty in your creation. Thank you for the gifts you have given all artists so that they may create wonderful works of art that we may all enjoy. I ask that you guide my hands in this day, that I may work to the best of my ability, to create beautiful artwork that is a reflection of your love for me. Amen.

## **P.E. PRAYER**

We ask you Lord to bless us with strength, in body and in mind, that we might play today with great energy and purpose. We ask the Holy Spirit to bless us with compassion that we may practice good sportsmanship and always treat each other with great respect. We ask this through Christ, our Lord. Amen.

## **UPPER SCHOOL CHOIR PRAYER**

O Lord Jesus Christ, Good Shepherd, your servant Cecilia served you always like a busy bee. May we, through her intercession, have the strength to cast away the works of darkness and put on the armor of light, and the diligence to serve you and sing your praise all the days of our lives. Amen.

## STUDENT EXPECTATIONS

**1. Take responsibility for learning.**

*This means:*

- Arrive to school on time.
- Be prepared for class
- Demonstrate a serious and responsible attitude in daily work.
- Homework is carefully and thoughtfully completed and on time.

**2. Try to settle differences in a peaceful manner.**

*This means:*

- Respect other people's property and personal space.
- Do not physically or verbally fight with others.
- Do not take anything that does not belong to you.

**3. Follow the directions of adults in charge, the first time.**

*This means:*

- Look at the speaker
- Do not talk back to teachers or adults in charge.
- This includes substitutes and lunchroom supervisors.

**4. Be sensitive to the needs and feelings of others.**

*This means:*

- Use appropriate language at all times.
- Do not bully or tease other children
- Never boo or whistle in the auditorium.
- Be willing to help each other.
- Be friendly and courteous.

**5. Move safely through the school.**

*This means:*

- No playing around in bathrooms or hallways.
- No running in the lunchroom, hallways or up and down stairs.

## **RULES OF CONDUCT FOR UPPER SCHOOL STUDENTS**

Although rules are often more conveniently expressed in terms of prohibitions, it should be understood that every wise rule aims at a positive good – the betterment of our human nature. With this in mind, the following are **not** allowed at Holy Rosary Academy and during those times when the Academy is responsible for the students:

1. Possession or carrying of weapons
2. Possession of controlled substances (alcoholic beverages, tobacco products, drugs, etc.)
3. Theft, vandalism, cheating, plagiarism
4. Inappropriate and discourteous speech or behavior
5. Tattoos, body piercing, dying of hair with other than natural colors, inappropriate ornaments
6. Exclusive friendships or displays of affection - Students are at HRA to grow first in their faith, second in their intellect, and third in their healthy social interactions. This rule applies to all HRA parts of the campus property, including the parking lots, as well as all HRA events.
7. Use of telephones or leaving campus without permission - All cell phones must be checked in at the beginning of each day, or they are subject to confiscation.
8. Possession of cell phones, MP3 players, or other electronic devices: Student electronics are to be turned in to Mr. Welsh or their elementary teacher promptly upon arriving to school or school events. Failure to observe this rule will result in a demerit and loss of the item. \*The first time an item is confiscated, it will be returned to the parents. The second time an item is confiscated, the Principal will not return it before the end of the school year after a discussion with the parents.
9. Inadequate hygiene (See Uniform Guidelines)
10. Missing any part of the uniform, or wearing it incorrectly
11. Truancy or deliberate tardiness with respect to class or other Academy functions
12. Consumption of energy drinks
13. Open food or beverage containers in lockers - In order to prevent spills, messes, and damage to schoolwork and books, all food or beverages in lockers must be in a container that will seal completely.

## **DISCIPLINE AND CONSEQUENCES**

Teachers may issue other rules, general or particular, as circumstances warrant.

1. The Faculty and Administration determine appropriate penalties for violation of rules.



2. While the teacher is the first administer of discipline, the ultimate authority lies with the Principal. If the parent has spoken or met with the teacher and would like further recourse, the Principal is to be brought into the discussion. Final decisions are made by the Principal in conjunction with the Board of Trustees.
3. **Suspension:** Suspension from the Academy, assigned for more serious or repetitive offenses, can last from one to ten days. Suspension is assigned only by the Principal, and can occur either in or out of the school, at the Principal's discretion. Students receive no academic credit for days of suspension.
4. **Expulsion:** Expulsion from the Academy is reserved for the most serious violations of discipline. It is assigned only by the Principal.
5. Restitution for stolen or damaged school property will be charged to the parents of those responsible for the theft or damage.
6. **Uniform:** Students are to be in full proper uniform while they are on campus. Students may not walk around campus out of uniform unless it is five minutes before their departure from campus. For example, students leaving campus at 3:30 may not change out of their uniform until 3:25. This includes accessories Students who do not wear the uniform as required will receive a demerit.
7. Absence from the Academy for more than 15 days in a year will not be able to pass the course or the elementary school year without a meeting with the Principal and permission of the teachers involved.
8. The school reserves the right to have students remove any coats or accessories with objectionable logos or designs. Students may also receive a demerit.
9. The posting of any comment or picture, by means of social media, e-mail, or any public forum, that threatens, demeans, or impugns the character of the Academy, its members, or any other person, is subject to disciplinary action including expulsion.

\*\*The following are the Holy Rosary expectations for arrival and dismissal. If abused, they are also subject to consequences.

10. **Punctuality:** Supervision is provided for students beginning at 7:00 a.m. Lower School students are to go to the Kolbe Library & Upper School students are to enter Bosco through the northeastern backdoor, if they arrive before 7:40 a.m. when classrooms are opened by the teachers. School begins promptly at 8:00 a.m.
11. **Dismissal:** The school day ends at 3:10 p.m. All students are to be picked up **no later than 3:30 p.m.** The main classroom buildings will be locked at 3:30 p.m. Any remaining students will be sent to the after school programs and the family charged the appropriate rate for the time the child spends there.

## THE DEMERIT SYSTEM

The goal of discipline at HRA is to foster virtue within the students. When the teachers communicate both warnings and consequences to the student and parents when infractions occur, the student is given the opportunity to choose the good repeatedly. Students are assigned a demerit for infractions against the published rules and regulations of the school. Further, students are subject to demerits for infractions against individual classroom rules.

1. The first infraction will result in a formal warning from the teacher. If the warning is ignored in the future, a demerit will be assigned. (Elementary students will be given two warnings.)
2. After two demerits, the student will be given a warning letter to take home to be signed and returned to the office.
3. If the student reaches four demerits, the Assistant to the Principal will call the parents and determine the soonest Saturday that the child will serve detention for an hour. The student is to come in full formal uniform and will bring his or her school work although he or she may be subject to manual labor around the campus. The student reports to the Principal's office at the appointed time.
4. After six demerits, a student will bring home another warning letter which must be signed and returned to the office.
5. After eight demerits, the Assistant to the Principal calls the parents and arranges the three-hour detention the student will serve on a designated Saturday in full formal uniform.
6. After ten demerits, a letter will be sent home indicating that suspension will ensue at twelve demerits. The letter will be mailed home and the Assistant to the Principal will call the parent.
7. If a student should insist on receiving sixteen demerits, the Principal and the parents will sit down to determine whether a second suspension or an expulsion is necessary.

**\*\*Upper School teachers reserve the right to take demerits for incomplete homework after a formal warning and a note home to the parents has been issued. These demerits will be counted separately and detentions for repeated missed homework will be served in the Learning Lab at no charge to the parent.**

**\*\*\*Students begin with zero demerits again at the 2<sup>nd</sup> semester.**

## CAMPUS DECORUM

Holy Rosary Academy extends warm hospitality toward all campus visitors and expects her students to treat speakers and other guests with courteous attention. Every student is expected to rise and greet guests when they enter the classroom.

When approaching a door or gate on campus, they are expected to open the door and step back, holding the door for adults and each other to pass through before them.

- **Assemblies –**
  - All grades gather together at 8:00 a. m. on Monday mornings to begin the week with Morning Prayers and announcements. Parents and guests are always welcome to join the assembly.
  - As we assemble, it is requested that all students be mindful of the potential for late comers and position themselves to allow plenty of room at the entrance.
  - Any time there is a special assembly on campus, students are expected to proceed in a timely way to the event and pay courteous and respectful attention throughout.
- **Dances & Prom [for secondary students]-**
  - Guest passes are issued to the students for dances. Guest pass forms must be submitted by the deadline set prior to the event so that the Administration has time to make certain that all guests are aware of HRA rules and expectations. Students are accountable for their guest's decorum at the event and will be required to leave with their guest if the guest does not uphold the HRA standards of dress and conduct.
  - The seniors must submit the guest pass forms to the Principal 24 hours before the event.
  - Music playlists must be submitted to the Senior Moderator 48 hours before the dance for approval. If the deadline is not met, the dance may be cancelled. **Any late submissions or changes to the playlist could result in the dance coming to an immediate end.**
  - Attire should reflect the theme of the event, whether it be in formality of attire or a costume.
  - Formal and semi-formal attire for gentlemen includes a properly fitted jacket, tie and dress shoes. For ladies, such attire allows modesty to enhance beauty with tea-length skirts or longer that are full enough to move and dance comfortably, and with sleeves or straps at least an inch and a half wide. It is always advised to have an accessory, such as a shawl, shrug or bolero jacket whenever a dress does not fully cover the shoulders. Dance shoes require heels that are wide enough to provide a sufficient platform of support.
  - Standards for modest dress are enforced at all school related events, including dances and prom. Students who are inappropriately dressed will be given the opportunity to amend their attire or be asked to leave the event.
  - Only 11<sup>th</sup> & 12<sup>th</sup> grade students may invite a date to the prom. Deliberately ignoring this request may result in a 7th, 8th, 9th, or 10th grader being excluded from the dance.
- Students are expected to uphold **the same standard of decorum** at any extracurricular activities as those of the classrooms and hallways of the school. Demerits may be issued during extracurricular activities if the situation demands it.

## CHAPEL DECORUM

- ◆ Decorum, conduct and all aspects of student behavior in the John Paul II Chapel are governed by the Catholic belief in the Real Presence (Body, Blood, Soul and Divinity) of Jesus Christ in the tabernacle. The presence of Jesus in this special way makes the Chapel the most sacred and holy place on the HRA Campus. Thus, student conduct in Chapel must always be reverent and reflective of the awesome presence of Christ Himself.
- ◆ Upon entering and leaving the John Paul II Chapel all students are asked to genuflect on their right knee. The Latin rite Catholic practice of genuflection to the Tabernacle is an acknowledgment of the presence of Jesus (*“As I live, says the Lord, every knee shall bend before me...”* [Romans 14:11]). Catholics do this as an act of faith. Non-Catholics are expected to follow our practice out of respect for their Catholic brothers and sisters and for the sake of uniformity, but not as an act of faith.
- ◆ It is proper to genuflect whenever entering the chapel and any time one is crossing in front of the Tabernacle. The limited space in the chapel requires us to do this at the doorway rather than amidst the pews.
- ◆ Readers for Mass are to sit in the front pew rather than in their normal assigned pews. In order to accommodate the communion line, readers are to remain sitting after receiving Communion.
- ◆ Readers participating in the Mass are to make a profound bow to the altar upon crossing into or leaving the Sanctuary. If two readers are crossing the altar rail at the same time, they are to bow together in concert.
- ◆ All upper school students enter the communion line during Mass in order to either: receive Communion, receive a blessing, or continue to walk back to their seats respectfully without receiving the Eucharist or a blessing.
- ◆ Students will exit the pews for communion on the left and return to the pews from the right side. The priest will distribute the Host at the altar rail in a clockwise direction beginning at his seat and continuing toward the ambo.
- ◆ **Preparing for Communion:** students should examine their consciences carefully before each Mass to determine whether they are prepared to receive Communion. Students should never feel pressured to receive Communion if they are not properly disposed to do so.
- ◆ In order to receive Communion on the tongue, students are to kneel at the altar rail with their hands clasped below the communion rail, their heads tilted up, and their mouths open.
- ◆ In order to receive Communion in the hand, students are to form a cup with their left hands over their right in a manner that will allow them to protect the Blessed Sacrament once it is placed in their hands by the priest. They are then able to place the Host in their mouths with their right hand.
- ◆ In order to receive the Cup, student are to hold the cup carefully and sip slowly so as not to spill any of the Precious Blood.
- ◆ The Kindergarten, First Grade, and Second Grade students (who have not yet received their First Communion) will receive a universal blessing from the priest before he begins to distribute Communion to the older grades. The priest will approach the classes and they will

remain standing in their place for the blessing. These three grades will remain standing and attentive and prayerful for the communion line. They will be encouraged to pray quietly or sing with the student body. They will not approach the priest at the end of the Communion line for an individual blessing

- ◆ Male students will always keep their heads uncovered while in chapel. Female students may wear a chapel veil as a part of their school uniform. The use of the veil has been a beautiful custom of the Catholic Church as an expression of respect for the presence of the Blessed Sacrament. It is not required.
  - ◆ Students in grades 7 – 12 are required to wear their dress uniform to Mass.
  - ◆ **Adoration** – Adoration may be offered by opening the Tabernacle with the Blessed Sacrament in place, placing the Blessed Sacrament on the altar in a pix, or placing the Blessed Sacrament on the altar in a monstrance.
  - ◆ It is the tradition of the school to make a double genuflection toward the Blessed Sacrament whenever it is exposed to view. Students will briefly genuflect on both knees and bow their heads with their hands clasped.
  - ◆ A short greeting, such as, “My Jesus I adore You in the Sacrament of Your Love,” May be said silently as a way of knowing how long to remain on one’s knees in genuflection.

### **All-School Masses**

All-School Masses are said in St. Dominic’s Hall. When the Hall is being used for Mass that space is to be treated as a chapel. Since there is no Tabernacle, some practices and procedures for Mass differ.

- ◆ Upper school students are to leave their books in their 2<sup>nd</sup> period class and proceed directly to Mass in a quiet and thoughtful manner, preparing themselves for the reality of what they are about to do.
- ◆ Enter St. Dominic’s Hall silently for Mass.
- ◆ Everyone will make a profound bow to the altar when sitting in the pews before Mass, when exiting the pews after Mass, and whenever crossing in front of the altar. It is appropriate to do this whenever the candles on the altar are lit for Mass, adoration, or prayer.
- ◆ Readers are to use seats provided near the left side of the stage rather than sitting in their assigned pews.
- ◆ Readers participating in the Mass will approach the altar from the left side aisle, make a profound bow on the left side of the stage and then proceed up the left steps to the ambo.
- ◆ When two readers are at the side of the stage at the same time, they are to bow together in concert.
- ◆ The Kindergarten, First Grade, and Second Grade students (who have not yet received their First Communion) will receive a universal blessing from the priest before he begins to distribute Communion to the older grades. The priest will approach the classes and they will remain standing in their place for the blessing. These three grades will remain standing and attentive and prayerful for the communion line. They will be encouraged to pray quietly or sing with the student body. They will not approach the priest at the end of the Communion line for an individual blessing.

- ◆ All students in grades 3 – 12, and 2<sup>nd</sup> graders who have received their First Communion, enter the communion line during Mass in order to either: receive Communion, receive a blessing, or continue to walk back to their seats respectfully without receiving the Eucharist or a blessing.
- ◆ Jr. High boys will act as ushers to help students know when it is appropriate for them to enter the communion line.
- ◆ The communion line at All-School Masses will run down the center aisle. Students will return to their pews along the outside aisle on their side of the hall.

## **HOLY ROSARY ACADEMY**

### **STUDENT ACTIVITIES/ATHLETIC ELIGIBILITY**

Holy Rosary Academy encourages its students to participate in extracurricular activities and athletic programs offered through our school. These programs are meant to afford students enjoyment and edification. They are, however, secondary to our academic program at HRA. Therefore, students whose academic performance falls below school expectations will be placed on academic probation. These students may neither practice nor play in games until the probation is lifted.

<b><u>Academic Probation</u></b>	<b><u>Academic Probation Lifted</u></b>
<ul style="list-style-type: none"> <li>• Students whose previous report card fell reveals that below a 2.0 G.P.A. (“C” Average) 2.0 (70%)</li> <li>• Students whose cumulative G.P.A. on GPA Sycamore falls below a 2.0 (70%) is of ineligible for a week.</li> <li>• Students with an F in any subject. in any</li> <li>• Students with excessive absences excessive (more than two days per week)</li> <li>• Students who have been suspended</li> </ul>	<ul style="list-style-type: none"> <li>• When the next progress report the grades have improved above a 2.0</li> <li>• As soon as Sycamore cumulative exceeds a 2.0 or 70% and the week ineligibility has been served.</li> <li>• When the student no longer has a F subject</li> <li>• When the homework from absences has been made up</li> <li>• 1 week after a suspension</li> </ul>

### **Further circumstances for probation:**

- Students with Saturday detention must fulfill that obligation before they may participate in any game or tournament
- Students who miss the previous Friday or the following Monday after a tournament without administrative approval will be placed on academic probation for the week
- Students who miss more than half the day will not be permitted to participate in the practice or game that day
- Students struggling academically may be asked to forego spirit days, dances, or other extracurricular activities until the grades improve.

Note to Parents: The success of the students is dependent upon 100% commitment on the part of the students to attend EVERY practice, game and event scheduled. Absences from practices, games and events harm the whole and cripple the overall effort of the teams and organizations to succeed. Teaching the students the importance of virtuous self-sacrifice for the good of the team is perhaps the most important part of extracurricular activities.

- Elementary students will be allowed to play sports upon the recommendation of their primary teacher.

## **THE UNIFORM**

Dressing each morning begins from the inside out. The first order of business is to make sure that students are personally clean and well groomed. The HRA uniform standards include healthy grooming habits and hygiene. Hair must be combed smooth each day as well as being cut to a suitable length and style.

All uniform items need to be clean and fit properly. Clothing needs to be washed at least once a week. Students should not be coming to school with stains and smudges on their uniforms.

*Gentlemen: Grades 7 – 12*

1. Clean and combed hair, trimmed to remain out of eyes and off collar
2. Hair may only be dyed a natural color
3. Clean shaven
4. Sideburns only to earlobe
5. Solid white undershirts
6. White dress shirt with button down collar
7. Green V-neck sweater vest\*
8. Navy blazer
9. Black or khaki uniform trousers
10. Black belt with undecorated silver or dark buckle
11. School tie
12. Black shoes that can be polished

13. Black dress socks (No low cut or “no show” socks)
  14. No jewelry other than watches and religious items; limited to one on the wrist and one around the neck
- \*Sweater vests must be worn on days students attend Mass.

*Ladies: Grades 7 - 12*

1. Clean and combed hair, styled to remain out of eyes
2. Hair may only be dyed a natural color
3. White blouse with peter-pan collar
4. Solid white undergarments
5. Green V-neck sweater
6. Plaid skirt (length to cover knees)
7. White, navy, black, or white cotton knee socks or tights, or nude pantyhose (No low cut or “no show” socks)
8. School tie or crisscross tie
9. Flats recommended, modest closed toe shoe, (heel may be maximum 1 ½ inches high and minimum 1 inch wide)
10. Jewelry limited to a watch and one appropriate piece on one wrist, one religious item around the neck, one modest-sized ring on one finger, and one small stud or dime sized hoop in each earlobe
11. Ladies in grades 9 - 12 may wear a modest amount of make-up and clear or French style nail polish only

*P. E. Apparel: Grades 7 – 12*

All students will need to purchase a school gym uniform and should come to school in their gym uniforms on their scheduled P.E. day in order to participate. Students who take P.E. must have two pairs of uniform sneakers: “recess” shoes and “P.E.” shoes. Students are to wear recess shoes and white athletic socks with these uniforms throughout the day. Both gym shoes and recess shoes should be a solid neutral color (white, black, or grey; accent colors may only be on the sole). The gym uniform includes **solid black** nylon or cotton sweat pants that are not form fitting, HRA tee shirt and jacket: HRA zip-up, (during cold weather, a solid green, white, grey or black hoody may be worn under the jacket.) The gym pants may not have any logos or striping unless the student is wearing the Dooley’s uniform pant.

Students who are not properly dressed will not be allowed to participate.

\*See Chapel Decorum

**Outdoor Clothing**

*Winter Clothing: Grades 7 – 12*



Whenever there is snow on the ground, a coat and boots must be worn to play outdoors. Students who do not have proper outdoor clothing may not participate in outdoor activities.

Coats and snow gear in neon colors is not allowed at school because it is overstimulating to those who see it and becomes a distraction. The Principal reserves the right to forbid loud and obnoxious colors (such as bright red, pink, orange, blue) from being worn on campus if they prove to be too much of a distraction. The school encourages families to purchase coats and gear in black, green, or other colors that complement the school uniform.

Students may wear their coats from building to building but must remove them upon entering a properly heated building.

### **Dress Code for Non-Uniformed School Activities**

“Teaching modesty to children and adolescents means awakening in them respect for the human person.” (CCC 2524) While the forms of modesty vary in each culture and climate, it is acknowledged that social norms can be an insufficient standard in a fallen world. HRA therefore concretely outlines the expectations for modest dress, which is expected at all school related activities, whether or not students are required to be in uniform.

- ◆ All clothing should fit the person wearing it. Garments should neither be too large nor too tight to move comfortably and gracefully.
- ◆ Appropriate undergarments will always remain completely concealed by a finished outfit when it fits properly.
- ◆ Shirts and tops that fit do not reveal a person's midriff when arms are raised, nor do they gape, pucker, or show tension creases in any part of the garment when the person moves normally.
- ◆ Thin white button-down shirts or sheer tops must have the proper undergarments worn under them.
- ◆ Modest neck lines do not descend more than four finger-widths below the lowest point of the collarbone.
- ◆ Modest clothing does not incorporate cut-out detailing that reveals bare skin.
- ◆ Professional styles of dress call for covered shoulders.
- ◆ One does not wear jewelry about the neck that shows when wearing a tie of any kind.
- ◆ Pants of any kind that fit properly will not cling to the leg.
- ◆ If pants have belt loops, a belt should be worn.
- ◆ Trousers that fit are long enough to cover the ankle bone.
- ◆ The natural waist is that line around the body that crosses through the navel. Most sweatpants and skirts are fashioned to be worn at the natural waist.
- ◆ Skirts are to be long enough to completely cover the knee cap from the front and the crease of the knee in back, when standing up straight.
- ◆ Tea-length is the name for the skirt length that ends mid-way between the knee and ankle.
- ◆ Mid-length to Bermuda-length shorts, with an inseam of at least seven to eight inches is

appropriate casual attire in warm weather.

- ◆ In all cases, clothing should be clean and whole. Distressed or torn garments are unsuitable for school related activities.
- ◆ Slit skirts are treated as having the hemline at the top of the slit.
- ◆ Sleeveless dresses and tops should have straps at least an inch and a half wide.
- ◆ Modest garments do not have decorations or details that draw attention to the particular contours of the body, nor do they have images or messages that do so.
- ◆ Modest dress will never serve as a distraction to others or impede the process of normal activity.

### **Sporting Activities:**

- ◆ Tee shirts are to be worn under loose fitting team jerseys.
- ◆ When the shorts of a sports uniform or training gear are shorter than mid-length, a pair of half-length leggings with a hemline just above the knee should be worn to accommodate activities while preserving modesty.

## **Nutrition Reminders**

Nutritional breakfasts and lunches are essential to consistent performance in school. Please consider some of these suggestions as you prepare meals for your child(ren).

- ALWAYS be sure that your child has had some **breakfast** in order for the morning schoolwork to be successful. Avoid overly sugary cereals, however.
- Include forms of **protein** that energize the students and sustain them for the afternoon activities: nuts, chicken & lean meats, protein bars, eggs, cheese sticks, jerky, etc...
- **Vegetables and salads** are vitally important. Help your child discover a taste for them!
- Include fruits as they are slower carbs to absorb and contain important fiber. Dried fruit can be an easy alternative for a sack lunch.
- Send your child to school with **water**. Avoid the sugary drinks or sodas that also make your child crash after lunch.
- **Avoid foods with dyes in them.** The foods with red dye are particularly bad for the child. Among other problems, it accelerates hyperactivity and an inability to concentrate in many children.
- **AVOID processed foods** as much as possible. They contain too much sodium and little nutrition. Further, the sugar and salt content make the students sleepy after lunch.
- Avoid foods containing high amounts of sugar/simple or starchy carbohydrates or high sodium.
- **Eat and visit with your children at dinner whenever possible.** They may not share right away, but after a while they will begin to bubble over with the news of the day.

## Pick-up and Drop-Off Procedures

### Drop-Off in the Morning and Pick-Up in the Afternoon

- **Punctuality:** Supervision is provided for students beginning at 7:00 a.m. Students are to go to the Kolbe Library if they arrive before 7:40 a.m., when classrooms are opened by the teachers. School begins promptly at 8:00 a.m.
- **Dismissal:** The school day ends at 3:10 p.m. All students are to be picked up **no later than 3:30 p.m.** The main classroom buildings will be locked at 3:30 p.m. Any remaining students will be sent to the after school programs and the family charged the appropriate rate for the time the child spends there.

### Safety Procedures

- Please consider parking in the parking lot (or the second parking lot on the other side of Bosco) if you would like to escort your child to his or her classroom.
- If you plan to simply drop your elementary child off at Kolbe, pull up closest to the gate so that your child does not have to walk through moving cars.
- Please do not leave your car running in the parking lot to run your child in if you are not in a parking space.
- Currently, parents may drop their child off on the backside of the campus on 25<sup>th</sup> street in the morning **ONLY!** For the purposes of security, the gate will remain locked from 8:30 a.m. for the rest of the day.
- **Please be respectful of the reserved parking** along the right hand side of the parking lot as you are driving in. Those parking spaces are in active use.
- **ALWAYS BE ALERT FOR CHILDREN AND ADULTS WALKING THROUGH THE PARKING LOT. NO DRIVER SHOULD EXCEED 5 MILES AN HOUR IN THE PARKING LOT.**

### Early Pick-Up Procedure

- Parents are asked to come in and sign-out their child at the front office.
- The Office Staff will then go to the appropriate classroom to bring the child to the office.
- The Office Staff prefers that the students do not come to the office to wait for the parents; it is better for the student to remain in class until the last possible moment before departure.
- Parents may call ahead and the Office Staff will bring the student to the office to coincide with the signing out as well.

## Absences and Tardies

### Absence Policy

- **The School depends on parents/guardians to take responsibility for the consistent and on-time attendance of the student.** All students share the responsibility of being on-time.
- The school asks that the parents call in to confirm an absence between 7-8 A.M. as the Office Manager can field the call and alert the affected teacher. Please call each day the student is absent. Your call serves as the “note” for absence. **If you do not call in, expect a phone call from the Office by 10 A.M.**
- Upon return to the school, the student does not need to check into the office but simply goes back to class.
- Each teacher will indicate the “make-up” policy for homework, quizzes and tests in his or her rules and regulations handout out to students at the start of the school year.
- The Upper School students will be asked to stay after school in the After School Tutoring Room to make-up quizzes and tests. Generally, the elementary classes have the students make up the work during the school day.
- Parents and Students who know that they are leaving for a **long-term trip** (five school days or more) should type up a letter to that effect and distribute it to all of his or her teachers as well as the Principal at least two weeks before departure. This is the most courteous way to give the teachers plenty of time to prepare the materials in advance.
- **Excused absences** - Absences will only be classified as excused by the Principal if the parents clearly notify her in a timely way and the faculty agree to the student’s extended absence. Illness and personal days are not excused.
- **Truancy is a serious offense.** It violates State Law and is frowned upon at HRA. Students caught missing from school without their parents’ or the school’s permission will need to meet with the Principal. Parents will be asked to be in attendance. The School will determine if the truancy merits a detention, suspension, or expulsion. Multiple truanancies will merit expulsion.
- **Excessive Absences (15 or more)** Students absent from the Academy for more than 15 days in a year will not be able to pass the elementary school year without a meeting with the Principal and permission of the teachers involved.

### Tardy Policy

- **Students arriving late for the beginning of the day will merit a tardy.** Students arriving to school late are to go to the Office for a tardy slip before being admitted to class. Parents need not come in and sign in their child although parents are not prevented from seeing their child to his or her classroom door to be certain of entrance into the class. It is helpful if a parent who knows his or her child will be tardy for first part of the day calls the school so that the Office can alert the teacher.

- Parents are asked to be aware of how disruptive it is for your child to be chronically tardy. Not only is your child thrown off for the rest of the day, but he or she is disrupting the class and keeping the necessary morning harmony from fully ensuing. It is a serious disruption and parents are asked to take special care not to make tardies a habit. Not only does it harm the child, but it fosters in them lifelong tardy habits that can be crippling to their lives. The student begins to suffer academically as well.
- **Excessive Tardiness** - After 10 unexcused tardies, Miss Neumayr will meet with the student and parents to discuss whether the problem can be corrected. Five further tardies will result in another meeting and could result in the student failing the class or leaving the school.
- In the elementary school, teachers oversee all movements between classes for pull-outs to prevent late arrival.

#### “SNOW DAY” POLICY

- Generally, icy roads prompt school closures rather than snow. These decisions are made city wide based upon whether public school busses can safely transport students in the current weather and road conditions and the safety conditions of bus stops and public trails around the city that are used for school commuting.
- Holy Rosary Academy **always** cancels classes when the Anchorage School District determines that the roads are not safe enough for student travel. **If ASD closes public schools, HRA will also be closed.** In the event that only certain parts of town are given a “snow day”, families from those neighborhoods have the option of keeping their children home with an excused absence rather than drive treacherous roads.
- ASD determines school closures by 4:00 a.m. HRA will post this information, redirecting families to the ASD announcement by 6:00 a.m.

#### PROCEDURE FOR ANNOUNCING “SNOW DAYS”

- Miss Neumayr will alert Miss DiCiero who will post the closure on Sycamore and the HRA website. Elementary teachers are to e-mail their students’ families to confirm the school closure. Upper school homeroom teachers are to text/e-mail students to confirm the school closure. Miss DiCiero will be in the front office from 7:00 – 9:00 a.m. in order to field phone calls and confirm the school closure. Check television or radio news casts or the ASD website to confirm Snow Day warnings.
- Sign up for ASD e-mail notifications of district closures by going to <http://www.asdk12.org/asddirect/> This website also includes links to Facebook and other social media notification methods.

## **Faculty List**

### **Administration**

Catherine Neumayr	Principal
Danielle DiCiero	Business Manager
Erin Furby	Assistant to the Principal
Lauren Roethle	Office Manager

### **Elementary Faculty**

Valerie Shaut	Kindergarten
Patricia Verreux	1 <sup>st</sup> Grade
Alison Klump	2 <sup>nd</sup> Grade
Eleanor Logsdail	3 <sup>rd</sup> Grade
Marissa Evans	4 <sup>th</sup> Grade
Lisa Williams	5 <sup>th</sup> Grade
Sarah Bluhm	6 <sup>th</sup> Grade
Oriele Kinder	1 <sup>st</sup> Semester Music
Colleen Carter-Duncan	2 <sup>nd</sup> Semester Music
Debra Pearce	P.E. & Art

### **Upper School Faculty**

Colleen Carter-Duncan	2 <sup>nd</sup> Semester Choir
Danielle DiCiero	High School Drama
Matthew Eidem	P.E. & Fine Arts
Christina Forbes	Saxon Math Course 3
Erin Furby	English 7/8 for boys & girls, Stage Tech for Drama
Oriele Kinder	1 <sup>st</sup> Semester Choir
Luke Klotz	Latin II, Theology 8, History 7, Forum, Jr. High Drama
Fr. Mark Francis Manzano	Algebra I, Theology 7
John Mason	Latin III, Latin IV, Moral Theology, Medieval Seminar, Composition 11/12, Math Tutorial

Catherine Neumayr	Modern Seminar
Marie-Louise Schirda	Composition 9, Composition 10
Sarah VanLandegen	Saxon Math Course 2, US Government/Economics, Sacred Scripture, History 8, Science 7/8 Girls
Laura Walters	Advanced Math, Latin I, Church History, Biology, Anatomy, Fine Arts
Austin Welsh	Algebra II, Ancient Seminar, Science 7/8 Boys, Physics, Yearbook

**After School Supervision**

Therese Syren	Learning Lab
Ginger Holder	After School Care

**Board of Trustees**

Tom Fink	Board Chairman
Timothy Giermann	Vice Chairman
John Fleming	HRA Board Liaison Secretary/Treasurer
Glen Biegel, Mario Bird, Joseph Henri, Larry Rannals	

**Parent Association Board**

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Rosa Salazar	Vice President
Neil Holder	Treasurer
Virginia Marquez	Secretary
Carole Hart	Share Hour Coordinator