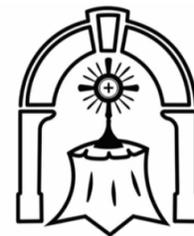




ST. BONIFACE CATHOLIC HIGH SCHOOL
A CHESTERTON ACADEMY



2022-2023 Handbook

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Dear families, teachers and parents,

Welcome to St. Boniface Classical Catholic High School. As a community of Christ-followers passionate about Catholic education, we are truly excited about partnering with your family in forming students into missionary disciples, who are equipped to thrive and lead in the world and in the Church. The inspiration for the school comes in part from Bishop Strickland's Constitution on Teaching:

"We will be a teaching diocese and I ask all people to read this constitution in a spirit of love for the Lord and His Church, pray and reflect on the role you can play, and join me in embracing the challenge of our day to go out to the world bearing the Light of Christ."

Driven and inspired by this spirit of love for our Lord and His Church through the means of providing Catholic education, Catholic Nacogdoches can offer St. Boniface Catholic High School as a community of faithful disciples who strive to love God, know the truth, and do the good. As a school community, we seek to form the academic mind and the Catholic heart of our students, while providing support and a partnership between your family (the domestic Church) and the larger St. Boniface Family. Thank you for being an important member of our family and embracing this challenge with us!

Our teachers are dedicated to helping our students reach their full potential academically and spiritually while working in collaboration with parents to deliver on our mission of providing education enriched through faith and family. I am committed to the mission of helping form the whole person of faith and reason in each student that we welcome. Our handbook contains valuable information that is important for our families to know and understand. It describes our vision, background, academic information, and policies/procedures. Please be sure to read it and reach out if you have any questions or concerns. Thank you in advance for all the ways that together, we can enable our students to have a successful first year.

In Christ and Mary,
Fr. George Elliott
Pastor

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Vision of St. Boniface High School

Deum Amare, Veritatem Scire, et Bonum Facere.

To love God, know the truth, and do the good.

Mission Statement

St. Boniface Catholic High School is an apostolate of Catholic Nacogdoches. Our mission is to form Catholic missionary disciples, who are equipped to thrive and lead in the world and in the Church, through a rigorous Catholic education.

Pillars of St. Boniface High School

1. Catholic Formation
2. Classical Education
3. Formation of the Person
4. Academic Rigor
5. Family Involvement
6. Affordable Cost

1. **Catholic Formation:** The mission of St. Boniface Catholic High School is to form Catholic missionary disciples. The most important and central pillar of the school is its Catholicity. This cannot be sacrificed for any reason.
2. **Classical Education:** The method used at St. Boniface Catholic High School to form Catholic missionary disciples, who are equipped to thrive and lead in the world and in the Church, is classical education.
3. **Formation of the Person:** In accord with the classical method, St. Boniface is not only interested in the students learning information and skills. St. Boniface aims to form the whole person, in their intellect, their will, and all of their faculties.
4. **Academic Rigor:** In order to thrive and lead in the world and in the Church, students must be pushed to their highest potential. Therefore, St. Boniface will push each student to the highest academic standards they can achieve.
5. **Family Involvement:** The formation of Catholic missionary disciples cannot be done only at school. The entire family must be involved in the formation of the students. St. Boniface sees itself at the service of the parents who are primarily entrusted with the mission to form their students as missionary disciples.
6. **Affordable Cost:** High-quality Catholic education is not the exclusive privilege of the well-to-do. St. Boniface strives to provide affordable and high-quality education.

Hallmarks of a Chesterton Academy

The distinctiveness of a Chesterton Academy is most apparent in our six foundational hallmarks. These hallmarks help bring the academic experience to life for our students in an environment where they will thrive. Therefore, it is critical for each school to manifest each hallmark in spirit and practice.

A. An Incarnational Environment

From history and theology to math and science, the Incarnation is the central mystery we explore across the entire curriculum. It is our desire that each student will personally experience the Incarnation. Each school shall strive to

- Encourage each student to encounter Christ in a deeply personal way, both sacramentally and in his or her academic and everyday life.
- Create a pervasively Christian atmosphere filled with opportunities to develop and practice virtue while overcoming tendencies towards vice.
- Build a community of disciples through language, action, and thought by guiding them to contemplate the true, good, and beautiful.

B. A Focus On Truth, Goodness, And Beauty

Our classical curriculum combines a broad, liberal arts education with a strong emphasis on the development of Christian virtues and an appreciation of beauty. Each school shall strive to

- Maintain a strong Fine Arts program comprising Music, Drama, Art, and Rhetoric as a central (rather than marginalized) component of the curriculum.
- Provide a challenging Humanities curriculum, including Philosophy, History, Literature, Foreign Language studies, and Theology to complement the Fine Arts and show the integrated reality of truth, goodness, and beauty.
- Maintain a strong Math and Science curriculum that emphasizes the historical development of these subjects, provides the most up-to-date content, and encourages the students to see how their study integrates with the other subjects as part of the greater picture of knowledge.

C. A Joyful Learning Environment

We create environments where students can experience deep community on their path towards discovery, and be encouraged to live out their spiritual life in an atmosphere of joy and freedom. Each school shall strive to

- Create a welcoming and inclusive environment for all students.
- Create a school culture that demands moral virtue, decorum, respect, discipline, and studiousness among the students and faculty.
- Maintain a joyful experience inside and outside the classroom, including sporting activities, lunchroom and hallway conversations, and all extracurricular activities.
- Ensure that teachers lead by example by delighting in their students and encouraging their joyful learning.
- Point students to the Incarnation as the great manifestation of God's love for them and to Jesus, Mary and Joseph as their prime examples of holy lives.

D. Rediscovering The Lost Tools Of Learning

Our curriculum is centered on skills that have been neglected or forgotten in modern education: reading, writing, oral presentation, and the development of critical reasoning through logic and philosophy. Each school shall strive to

- Develop students of all levels into strong readers, writers, and speakers so as to reflect their growth in critical thinking through the use of Socratic-style seminars.
- Demonstrate to each student the value of developing into a strong reader, a capable writer, and an articulate speaker who is unafraid to express well-reasoned ideas.
 - Deliver and adhere to the curriculum developed by CSN as closely as possible, understanding that much time and thought have been invested to integrate each subject with the whole for the formation of the next generation.
- Hire well-educated and articulate teachers who explicitly convey real knowledge to students using traditional teaching methods rather than using the so-called “student-centered learning” method.
- Use technology effectively but without diminishing the faculty leadership that is crucial to academic success.

E. The Socratic Seminar

The Socratic seminar is perhaps the oldest educational tool. Through this method, a teacher imparts knowledge through directed questions and guided dialogue, bringing ideas and knowledge to life. Each school shall strive to

- Engage students in classroom discussions in every class when it is appropriate. Critical thinking skills form when students are encouraged to express their ideas and defend them.
- Encourage teachers to become skilled at guiding and directing students using reason, logic, and philosophy to engage the world around them once they graduate.
- Challenge students' ideas and assumptions in a safe environment; the classroom practicum should develop the intellectual tools needed to engage the world once students graduate.

F. The Wit And Wisdom Of G.K. Chesterton

Chesterton exemplified the Catholic faith through his wit, his clarity, his kindness, and his ability to love people with whom he disagreed while sharing the faith in Christian charity. Each school shall strive to

- Introduce students to the genius of G.K. Chesterton by joyfully reading and discussing his works.
- Describe the paradoxical nature of Chesterton's thoughts, and his ability to express an idea in a new and vital way.
- Demonstrate the joyful debate as Chesterton engaged in his thought opposers, and yet remained friendly with those who opposed his reasonable conclusions.
- Imitate Chesterton's humility in all things, who as a gigantic genius, still listened attentively to the smallest voice and encouraged all with joy.
- Allow Chesterton's spirit to permeate the school by embodying his joy, laughter, wisdom, and humility. To the extent possible, post his images and quotes in classrooms

and public spaces so that faculty and students can develop their own friendship with him.

Compliance with the Ethics & Integrity Policies from the Diocese of Tyler

In a spirit of protective concern for our own students and in a desire to be compliant with our diocese's requirements, St. Boniface requires all teachers/staff and volunteers to meet the diocesan requirements for EIM compliance and encourages at least one parent of each family to do the same. This includes the Application for Ministry and attendance at an ethics and integrity workshop which includes a review of the ethics and integrity policies of the Diocese of Tyler. The course is held regularly in parishes throughout the diocese. You may refer to the Diocese of Tyler Ethics and Integrity in Ministry Office for further information about EIM at <https://www.dioceseoftyler.org/safe-environment/>.

Academic Information, Community Outreach & Individual Curriculum

Individual student interests, learning styles, and knowledge are taken into consideration as administration and faculty design an appropriate curriculum for our students. St. Boniface enjoys the luxury of a low student/teacher ratio. This allows us to encourage student pursuit of individual interests, both within the school and through involvement in the wider community through internship arrangements, service projects, and dual credit courses.

Homework

Study hours are also scheduled into their school days, however, home study each week is needed to reinforce and advance a student's education. The student's responsibility is to ensure that this homework is completed, and brought to class.

Report Cards

Report cards are issued at the end of each semester. Progress reports will be issued at mid-semester.

Withdrawing from St. Boniface

At least two weeks prior to withdrawing a student from St. Boniface, parents must contact the school and set up an exit interview. No official records will be sent to a new school until all fees are cleared, including tuition.

Concurrent Enrollment

High School students are encouraged to supplement St. Boniface course work with dual credit courses in order to gain a head start on their college careers and support any desired endorsement requirements. Stephen F. Austin State University (SFA) offers concurrent/dual credit courses in our local community and in close proximity to our Sacred Heart campus. This means that high school credit is earned and official college credit is gained upon successful

course completion. Colleges vary in their policy concerning the acceptance of this college credit. Students must contact the college or university of choice to determine the number of transfer hours allowable. St. Boniface students are required to consult the school to determine the advisability of any concurrent enrollment coursework.

Courses Taken at Other Institutions

Under certain circumstances, and with detailed documentation, students may receive high school credit for courses undertaken at other institutions. Again, students must discuss such study with the school. Credit will always be dependent upon courses fulfilling the requirements of “Texas Essential Knowledge and Skills” and upon submission of an acceptable portfolio.

Graduation Requirements

St. Boniface uses the TCCB-ED Graduation Requirements as a guideline for graduation requirements.

Transportation

Transportation to and from the school is the responsibility of each family. This includes dual credit courses at SFA.

Attendance and Absence

The time spent at school is very important to a student’s progress. All non-emergency appointments, therefore, should be scheduled for either after classes or on non-St. Boniface class days. St. Boniface maintains complete attendance records. It is the responsibility of the student to obtain and make up all missed assignments.

Students may not arrive at Sacred Heart Catholic Church until 15 minutes prior to the start of classes. Students must be picked up within 15 minutes of the end of the school day. From the time a student arrives in the parking lot, he or she must abide by St. Boniface’s rules, policies, and procedures. (Also see Transportation Contract of Enrollment Packet.)

Closed Campus

Our students are precious; therefore, we operate a strict “closed campus” policy. Throughout the school day, including during breaks and lunches, students must remain on Sacred Heart premises unless otherwise scheduled for classes at SFA State University or an internship arrangement written into their schedule contract. Our teachers, administrators, and those that they authorize may, under certain circumstances, accompany students into the Church for Mass, adoration, or into the gym or other parts of the campus. Students may never enter these areas without supervision and/or permission by St. Boniface faculty, administrators, or their delegates.

Parent Involvement

St. Boniface expects parents to support their child's education by:

- maintaining regular contact with the administration and faculty.
- overseeing the completion of homework.
- establishing a suitable home-study environment for homework.
- encouraging regular habits of study.
- participating in St. Boniface functions including fundraising activities and Parent-Teacher Council Meetings.
- fulfilling their financial responsibility to St. Boniface.

Parents who are in compliance with our EIM policies are always welcome on our campus, and we are grateful for their involvement and interest. We also depend on parents volunteering for a wide variety of tasks and activities and trust that they will give serious consideration to such requests as they arise.

Supplies

Students are required to purchase their own supplies for each course. Each teacher will furnish a list of supplies necessary for his/her classes.

Dress Standards & Uniforms

Uniform Policy For Ladies

ITEM	COLOR	DESCRIPTION	SCHOOLBELLES STYLE #
Blazer	Navy w/logo	Required to be worn daily all year.	#5820
Oxford Shirt	White w/logo	Collar buttons must always be buttoned. The shirt must not gap in front, and there should be no pulling on the buttons. The sleeves may not be rolled at any time.	#1770 – Short sleeve #1771 – Long sleeve
Skirts	Print option selection by school	Length required is mid-knee to below-the-knee. If the full kneecap is exposed while standing straight, the skirt is too short. Skirts are to be no shorter than the crease of the back of the knee. This usually requires ordering a size, Long. The skirt should be worn on the waist and not on the hip. Order at the store, not online. May be a special order so shop early. Navy or black bike shorts should be worn under the skirt.	#3521 – Two kick pleated #3521 – Two kick pleated

Socks	White	Opaque, not cable. Knee highs must reach up to the knee. They should not be at mid-calf or lower.	#1605 Opaque Knee High #1625 Opaque Tight #1621 Pima Knee High
Shoes	Black	Must be a dress shoe, solid black leather dress flats with closed toe and full back. Must be polished and clean. Simple ornamentation allowed (e.g., bow, tassel), and no tags/labels/symbols on the outside of the shoe. No moccasins, canvas, or suede. No Keds, Sperrys, Vans, Toms, Converse, or similarly styled shoes.	N/A
White Undershirt Optional	White	If needed for warmth. Plain white with no patterns or lace showing. Undergarments should never be visible.	N/A

Ladies: Why Skirts?

The Chesterton Schools Network requires all female students to wear uniform skirts. Skirts set women apart. The skirt reminds the young lady to carry herself as her worth demands, to remember that she is beautifully made, and to be aware of her feminine dignity.

Uniform Guidelines For Ladies:

Ladies should aim for a simple elegance that is appropriate for these years. Uniforms should always be clean, and blouses always tucked in. Additionally:

- Makeup for ladies must be light, simple and natural-looking. Foundation, light mascara, and light blush may be worn, but no eyeliner or eye shadow. Chapstick or clear or light lip-gloss is allowed. No colored lipstick or colored lip gloss are allowed.
- No sweatshirts, hoodies, or other jackets should be worn over the uniform. If you are cold you must wear a school sweater and/or a blazer to keep warm. A coat over the blazer is acceptable when arriving or leaving the school.
- Nail polish is allowed but should be muted, tasteful, and professional. Nails should be clean and of moderate length.
- Hair accessories should be tasteful and professional. No athletic headbands, no bandanna headbands, no bright distracting colors. Color of hair accessory should complement the uniform.
- Ladies' hair should always be neatly groomed and clean. Hair color should be natural hues. No streaks of unnatural colors (reds, pinks, greens, etc.) on any part of

hair.

- Necklaces should be metal chains (no leather or woven materials). No tightly fitting necklaces such as chokers.
- Earrings should be in the lobe ONLY. No gauges. Aside from ear lobe piercing, no other body piercings or tattoos are allowed.
- One bracelet and one watch may be worn. (No smart watches allowed, Fitbits are permitted, but text notifications must be off). One lapel pin may be worn so long as it aligns with our mission.
- All jewelry should be tasteful, professional, and not excessive in size or number.
- No perfumes are allowed.
- No headwear may be worn inside the building (winter hats, baseball caps, etc.).
- All ladies should enter the building in complete uniform and be ready for the day ahead.
- When leaving at the end of the day the uniform in full must be worn until you leave campus. On days that end in P.E class, students may wear their P.E. uniform to return home.

Uniform Policy For Gentlemen

ITEM	COLOR	DESCRIPTION	SCHOOLBELLES STYLE #
Blazer	Navy w/logo	Required to be worn daily all year.	#5825
Oxford Shirt	White With Logo	Collar buttons must always be buttoned.	#5760 – Short sleeve #5761 – Long sleeve
Pants	Gray	Plain or pleated front.	#5202 – Plain
Socks	Gray Or Black	May be purchased from another vendor as long as they are solid grey dress socks that match the pant color and are at least calf length. Ankle or calf may not be exposed at any time. Gold Toe Charcoal is the best and can be purchased at Kohl's or online.	#1653
Shoes	Black	Must be a solid black dress shoe, including soles, and able to take a shine and have non-scuff soles. No obvious brand logos. Shoes are always required.	N/A
Belt	Black	Non-woven, leather belt with a simple buckle. This can be purchased at Schoolbelles or from any vendor.	#6305

ITEM	COLOR	DESCRIPTION	SCHOOLBELES STYLE #
Blazer	Navy w/logo	Required to be worn daily all year.	#5825
Tie	Color option selected by school	Color option selected by school	#4827

Uniform Guidelines For Gentlemen:

Gentlemen should likewise aim for a simplicity that is appropriate for these years. Uniforms should always be clean, and shirts ironed and always tucked in. Additionally:

- Only solid white tee shirts may be worn under the white oxford. No wording or pictures on the tee shirt should be visible.
- No sweatshirts, hoodies, or other jackets should be worn over the uniform. If you are cold you must wear a school sweater and/or a blazer to keep warm. A coat over the blazer is acceptable when arriving or leaving the school.
- Simple chains and medals should be tucked under the shirt. No visible piercings or tattoos are allowed.
- One bracelet and one watch may be worn. (No smart watches allowed, Fitbits are okay, but text notifications must be off). One lapel pin may be worn so long as it aligns with the school’s mission.
- Gentlemen’s hair should always be neatly groomed and clean, with no highlights or dyeing. Hair must be trimmed above the eyebrows, ears, and collar.
- All young men should be clean-shaven with sideburns not extending beyond the middle of the ear. Facial hair is not permitted.
- Gentlemen may not wear cologne.
- No headwear may be worn inside the building (e.g., winter hats, baseball caps, etc.)
- All gentlemen should enter the school building in full uniform and be ready for the day ahead.
- When leaving at the end of the day the uniform in full must be worn until you leave campus. On days that end in P.E class, students may wear their P.E. uniform to return home.

In the event that a student is not following the dress code, the administrator/staff member should address the student in private to come up with a solution using the following guidelines:

- Give the student the option of removing articles and accessories that do not conform to the dress code.
- Allow the student to get another clothing item from his/her book bag and change.
- Refer the student to the St. Boniface staff.

Students will receive a verbal warning during the first two weeks of school. After the first two weeks, any offense will be given a demerit. The final decision regarding dress, appearance, and

additional consequences rests with the St. Boniface staff.

P.E. Class uniforms will consist of house t-shirts and basketball shorts. No tight fitting shorts or leggings/yoga pants may be worn. During cooler weather and outdoor P.E. activities, students may wear loose-fitting sweatpants and hoodies.

Lunch Arrangements

We ask that students bring food that is simple and quick to eat. Students will have access to a microwave for student lunches, which will be reserved for outdoor picnic tables and/or the Holy Family Hall within the Margil building. Please be considerate and remember that some strong aromas are distressing to others.

Weather-Related Closings

If classes are not to take place because of inclement weather, announcements will be made on the TV and Radio, according to the Nacogdoches Independent School District. St. Boniface will observe the same emergency closings as N.I.S.D. When the N.I.S.D. announces a two-hour delay in the class day, we will begin our school day at 10:00 am.

Immunizations

All students attending St. Boniface must provide a current immunization history and/or serologic confirmation as required by Texas state law. On application, physicians will supply the appropriate form. Otherwise, students may provide a medical waiver.

<https://www.dshs.texas.gov/immunize/school/school-requirements.aspx>

Cellular Phones

Cellular phones must be switched off during class days and remain in the cubby on the Teacher's desk. Cell Phones are a distraction from the learning environment and do not foster authentic relationships between students and or teachers. No electronic device may be used without explicit permission from the classroom teacher including calculators, handheld games, iPhones, smartphones, etc.

No Pass No Play

St. Boniface is a no pass no play school. Schoolwork is to come first before any extra or co-curricular activities. This includes sports, fine arts, etc.

Visitors

We welcome visitors, however, please ask permission from the staff before the day on which the visit is planned. This policy is for the protection of students and the learning environment. Visitors are to check in at the parish office prior to proceeding to the school.

Code of Conduct and Disciplinary Procedures

St. Boniface expects high standards of behavior from its students that reflect wholehearted engagement in the enterprise of education. What follows identifies those attitudes and actions that are always incompatible with our educational objectives and, therefore, not permitted under any circumstances. This is a general code of behavior for St. Boniface and applies to all students both in and out of class. Individual teachers will have further requirements specific to their disciplines and classes. Students must at all times show respect for one another as well as for faculty, staff, and visitors. Everyone associated with St. Boniface is always expected to respect the property of Sacred Heart and the school.

The inspiration of our conduct at all times should be positive, as befits Christians. Our standard is nothing less than the example of Jesus himself: “have the same mind among you as was in Christ Jesus” (Phil.2.5).

The list below names behaviors that are unacceptable and will result in disciplinary action. (See below.)

Respect and General Safety

- Language and gestures that are profane, abusive, or disrespectful are not permitted. The demeaning or mocking of others on the grounds of race, gender, sexuality, appearance, ability, individual characteristics, religious belief, or political persuasion will not be tolerated.
- Disruptive behavior in class, aggressive behavior, or behavior likely to cause others to harm or hinder their education will be disciplined.
- No violent or potentially violent games are permitted.
- Dangerous or potentially dangerous items (e.g. weapons, knives, chemicals, fireworks) may not be brought onto Sacred Heart premises.
- Actions that are disrespectful to the property of Sacred Heart or St. Boniface are not permitted.
- Leaving class without permission of the teacher.
- Eating or drinking in class is not allowed without the class teacher’s permission.
- Chewing of gum on Sacred Heart premises.
- Sexual harassment is entirely incompatible with proper regard for others and will not be tolerated. The law defines sexual harassment as “unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature which interferes with an individual’s work performance or creates an intimidating, hostile, or offensive environment.” Students must refrain from all public displays of romantic affection.

Drugs and Alcohol

- Except in the case of medications, drugs or controlled substances may not be brought onto Sacred Heart premises.
- A doctor's note is needed to hold medications in the office.
- All use, possession, or selling of alcohol, nicotine, or illegal drugs is strictly forbidden. This zero-tolerance policy also provides for serious disciplinary consequences for behavior or conversation that encourages drug use or is indicative either of usage or tolerance of usage.

Academic Conduct

- Cheating, that is, the attempt to achieve favorable academic results by non-academic means will be disciplined.
- Plagiarism or the attempt to represent another's work as one's own, whether with or without permission, is forbidden. (Questions regarding the use and acknowledgment of library reference material, textbooks, and the internet should be directed to faculty.)

House System

Chesterton Academies draws on the House System to aid in building meaningful relationships between the faculty and students. This thousand-year-old tradition of Christian education is best exemplified in the colleges at Oxford and Cambridge. Our House System anchors the Pillar of character formation by focusing our students on forming habits of virtue, especially the Cardinal virtues of prudence, justice, fortitude, and temperance. These virtues prepare the students to lead their families, communities, and country to Christ.

House Names

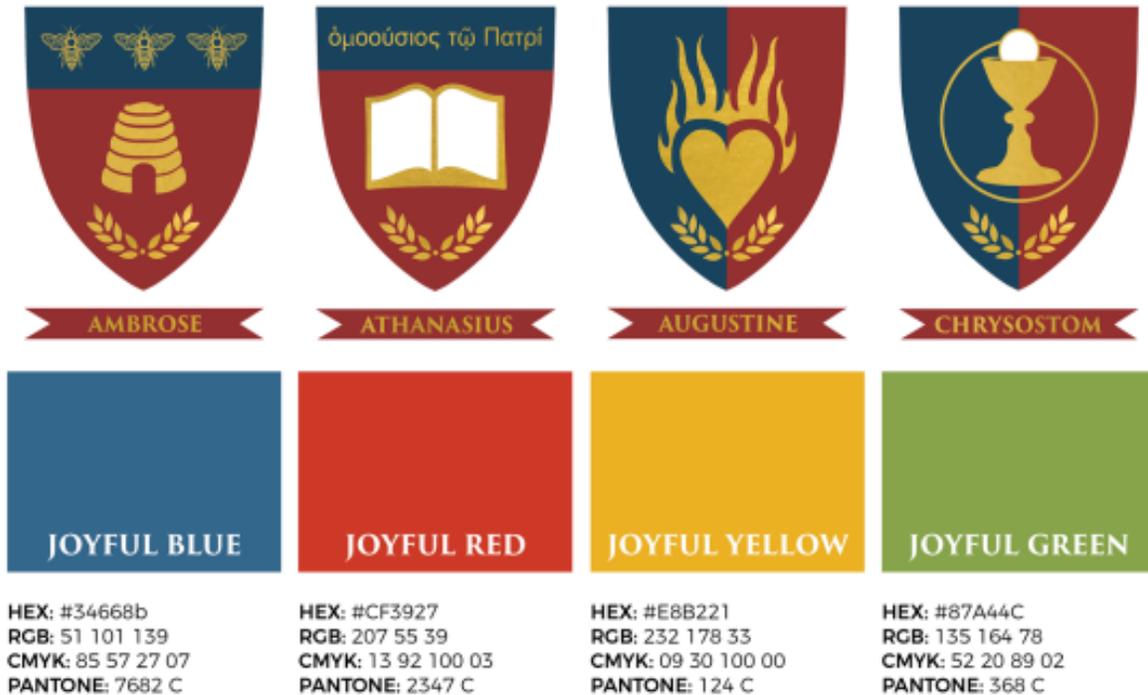
The Houses of Chesterton Academy are named for the four saints (two from the West, two from the East) who support the Chair of Peter in St. Peter's Basilica in Rome.

SAINT AMBROSE (c. 338 – April 4, 397) was the bishop of Milan who became one of the most influential ecclesiastical figures of the fourth century. He promoted the rights of the Church in relation to the imperial state and is counted as one of the four original Doctors of the Church. He was also the teacher of Saint Augustine.

SAINT ATHANASIUS (c. 293 – May 2, 373), also known as Saint Athanasius the Great, was a theologian who later became the patriarch of Alexandria, a leader of immense significance in the theological battles of the fourth century. He is best remembered for his role in the conflict with Arianism, although his influence covers a vast array of theological topics.

SAINT AUGUSTINE (November 13, 354 – August 28, 430), the bishop of Hippo, was both a philosopher and theologian, as well as an influential church leader in north Africa. He framed the concept of original sin and related teachings on divine grace,

CSN House Colors



free will, and predestination, as well as the theory of the just war. His works remain among the most influential in Christian history.

SAINT JOHN CHRYSOSTOM (c. 347 – 407), archbishop of Constantinople, is known for his eloquence in preaching and public speaking, his denunciation of the abuse of authority by both ecclesiastical and political leaders, the Liturgy of St. John Chrysostom, his ascetic sensibilities, and his violent opposition to paganism. He is particularly honored in the Eastern Orthodox Church.

- House Points are awarded both to Houses and to individuals through merits, demonstrating excellence both in formal competitions (sports, field-day events, art competition, science fair, etc.) and in virtue by going above and beyond the call of duty towards their fellow students and society. House Points awarded to an individual accrue to their House total. House Points are earned through merits and lost through demerits. Merits and demerits will be recorded in the SIS by faculty.
- The Headmaster will update House points on a weekly basis and record the points on the House Boards located in Classroom #5.

- At the end of the year the House with the most points will receive the House trophy, as well as other rewards to be determined by the Headmaster and Faculty.
- The House in the lead at the end of each month will earn a casual dress day and lunch ordered out.
- Students will eat lunch according to House on Wednesdays to promote community and to plan any House activities.

Prefects

Prefects will be chosen to lead each House and will consist of upperclassmen. While student numbers remain small, 1 Prefect from each house will be named. Two Prefects from each House (1 male/1 female) will be chosen, as the student body increases.

The role of the Prefects is to lead the House to virtue and victory by persuading and encouraging House members to contribute their time and talent to the efforts of the House. They are servant leaders to both their Houses and to the school as a whole.

Prefects serve by building community, school spirit, and good character. They are attentive and considerate of all school rules and act as an advocate for their House and the larger Boniface student body. Through hospitality, leadership, and initiative in House and school functions, Prefects are actively building community.

They build school spirit through friendly House competitions, all while exhibiting and encouraging good sportsmanship and inviting their fellow students to maintain an active and joyful presence.

Though they are not enforcers of the rules, Prefects strive to follow and show the worth and reasoning behind school rules and the benefits that come with respecting and following them.

As a leader of their House, they serve as an advocate and voices to their House members. This helps the school administration to maintain a deeper and more personal relationship with the student body.

In summary, a Prefect is a servant leader, a representative of their House, and a model of good character and leadership skills.

Prefects will be given a Prefect Handbook and will have lunch with the Headmaster and Executive Director bi-monthly for additional leadership formation.

Disciplinary Procedures

Infractions of the above code of conduct or any behaviors deemed by the administration to be

injurious to the reputation or proper running of St. Boniface are subject to disciplinary action. St. Boniface reserves the right to require parents to remove their child from St. Boniface.

Merits/Demerits

St. Boniface will use a system of merits and demerits as a first level of Disciplinary Procedures. Merits are awarded by faculty and staff to students for exhibiting behaviors deemed meritorious. Examples may include: holding a door, excellence on a paper, great response in class, displaying great virtue, etc.

Merits are recorded as House points that contribute to the House Championship.

- Merits may not be requested by the student.
- Merits can be requested for another student in another House. (i.e A student comforts another student struggling with a personal issue. The struggling student can request merit for the comforting student)
- Merits must be verbalized by the teacher and are recorded by the teacher in the SIS (Student Information System).

Misbehaviors or other actions requiring disciplinary consequences (i.e. late homework, etc.) will take the form of Demerits. Demerits are subtracted from House points and effect the House Championship.

- Teachers may give warnings before a demerit is given or may give a demerit immediately.
- Demerits must be verbalized to the student immediately following the infraction.
- Demerits are recorded by the teacher in the SIS.
- Five demerits will result in an after school detention.
- Detentions will be served on Thursday afternoons from 3:30-4:30pm. Parents will be notified of a student earning detention. Detentions earned Wednesday - Friday will be served the following week to allow parents time to make any transportation arrangements.
- Detentions may include but are not limited to physical work/cleaning around the Sacred Heart campus or other tasks as assigned by the Executive Director or Headmaster.
- Teachers may give automatic detention for egregious behavioral issues and the student will be sent to the Headmaster or Executive Director. Automatic Detentions result in 5 points taken from the House.
- Certain actions/behaviors will result in automatic detention, including but not limited to:
 - Sexual jokes or inuendo.
 - Bullying (physical or verbal)
 - Use of slurs directed toward other students.

Note: This handbook is subject to edits as the progression of school development warrants

such necessary alterations and specifications. Please contact the St. Boniface staff if you have any questions regarding the content and guidelines provided within these pages.

Computer/Chromebook/Device Usage Policy

St. Boniface Catholic High School Computer/Device Usage Policy Amendments (*Effective September 2021*) we are pleased to offer students at St. Boniface Catholic High School access to computers to meet their educational and informational needs. Access to the Internet will allow students & staff to explore thousands of libraries, databases, museums, and other repositories of information. The Internet is a collection of many interconnected computer networks that make it possible to access information quickly and easily.

St. Boniface Catholic High School has initiated a program to check out to each student who has actively enrolled at St. Boniface Catholic High School a Google Chromebook computer as well as related peripherals. Participation in this program is subject to the following terms and conditions:

- The student must be actively enrolled at St. Boniface Catholic High School.
- The Chromebook and related peripherals are on loan and remain the property of the St. Boniface Catholic High School.
- Both student and parent/guardian agree to adhere to the terms and conditions of the *Technology and Chromebook Policy*.
- The student shall be the exclusive user of this device and shall not grant access to any other individual.
- The student must comply with all applicable software license agreements.
- Chromebooks and peripherals must be returned to St. Boniface Catholic High School at the end of each school year, or at the time of transfer or withdrawal from St. Boniface Classical Catholic High School.
- Chromebooks and peripherals will be returned in good condition with reasonable wear and tear as outlined in the *Technology and Chromebook Policy*.
- St. Boniface Catholic High School may take disciplinary measures if the Chromebook and peripherals are not returned on or before the return date.
- The care and maintenance of the Chromebook and related peripherals are the responsibility of the student and parent/guardian while in their care. There will be a fee assessed if the Chromebook and/or peripherals are broken, lost or damaged.

The computer you are being issued is an educational tool and should be used in that capacity. You are expected to comply with St. Boniface Catholic High School's Computer Acceptable Use Policy and the Chromebook Care and Use Policy Guide.

If the technology has a failure of an internal part, it is covered by a warranty and will be repaired at no cost. **If the technology is lost, stolen, or damaged through negligence, vandalism, or failure to follow the proper care guidelines, then you are responsible for the cost of repair.** You are assuming full responsibility for the equipment by signing this form.

All technology is the property of St. Boniface Catholic High School. St. Boniface Catholic High School reserves the right to demand the immediate return of equipment at any time. The technology should only be used by the STUDENT whose parent has signed this agreement. **It is expected that the equipment will be returned to the school at the end of the school year.**

Acceptable Use of the Internet

Purpose

To support its commitment to provide avenues of access to the universe of information available, the school's system of electronic communication shall include access to the Internet for students and staff.

Limitations of Liability

The Internet constitutes an unregulated collection of resources that changes constantly, so it is not possible to totally predict or control the resources that users may locate. St. Boniface Catholic High School cannot guarantee the accuracy of the information or the appropriateness of materials that users may encounter. Further, the school shall not be responsible for any damage users may suffer, including but not limited to, loss of data or interruptions of service. Nor shall the school be responsible for financial obligations arising through the unauthorized use of the system.

School Rights and Responsibilities

The computer system is the property of the school, and all computer software and hardware belong to it. Therefore, the school retains the right to monitor all access to and use of the Internet.

The school designates the chief school administrator as the coordinator of the system. He/she shall recommend to the St. Boniface Catholic High School Commission and Pastor qualified staff persons to ensure the provision of individual and class accounts necessary for access to the Internet, designation of quotas for disk usage on the system, the establishment of a document retention schedule, the establishment of a virus protection process and coordination of other activities as required to maintain the system.

The principal shall coordinate the system in his/her building by approving all activities for that building; ensuring that teachers receive proper training in the use of the system; ensuring that students are adequately supervised when using the system; maintaining executed user agreements, and interpreting this acceptable use policy at the building/classroom level.

Access to the System

This acceptable use policy shall govern all use of the system. Sanctions for student misuse of the system shall be included in the disciplinary code for students, as set out in regulations for policy (included in the handbook) (conduct/discipline). Employee misuse may result in appropriate discipline in accord with the Diocese of Tyler Employee Code of Conduct and applicable laws and regulations.

World Wide Web

All students and employees of St. Boniface Catholic High School shall have access to the Web through the district's networked or standalone computers. An agreement shall be required. To deny a child access, parents/guardians must notify the building principal in writing.

Individual Email Accounts for School Employees

School employees shall be provided with email access. Access to the system will be provided for staff members who have signed the acceptable use policy agreement. An email will be monitored and archived for three years. Employee email is discoverable and will be released if subpoenaed within the archival period set forth in this policy.

School Website

The school authorizes the school administrator to establish and maintain the school website. The purpose of the website will be to inform the school educational community of district programs, policies, and practices.

Teachers may also establish class websites that include information on the activities of that class. The building principal shall oversee these websites.

The school administrator shall publish and disseminate guidelines on acceptable material for these websites. The school administrator shall also ensure the school website does not disclose personally identifiable information about students without prior written consent from parents/guardians. The consent shall be obtained on the form developed by the school and Diocese of Tyler. "Personally Identifiable Information" refers to students' names, photos, addresses, email addresses, phone numbers, and locations and times of classes.

Parent Notification and Responsibility

The school administrator shall ensure that parents/guardians are notified about the school network and the rules governing its use. Parents/guardians shall sign an agreement to allow their child(ren) to have an individual account. Parents/guardians who do not wish their child(ren) to have access to the Internet must notify the principal in writing.

Student Safety Practices

Students shall not post personal contact information about themselves or others. Nor shall students engage in any kind of personal contact with individuals they meet online. Attempts at contact from such individuals shall be reported immediately to the staff person monitoring that child's access to the Internet. Personal contact information includes but is not limited to names, home/school/work addresses, telephone numbers, or personal photographs.

Prohibited Activities

- Users shall not attempt to gain unauthorized access (hacking) to the school system or to any other computer system through the school system, nor shall they go beyond their authorized access. This includes attempting to log in through another individual's account or accessing another's files.
- Users shall not deliberately attempt to disrupt the school's computer system performance or destroy data by spreading computer viruses, worms, "Trojan Horses," trap door program codes, or any similar product that can damage computer systems,

- firewalls, servers, or network systems.
- Users shall not use the school's system to engage in illegal activities.
 - Users shall not access material that is profane or obscene, that advocates illegal acts, or that advocates violence or hate. Inadvertent access to such material should be reported immediately to the supervising staff person.
 - Users shall not plagiarize material that is available on the Internet. Plagiarism is presenting another's ideas/words as one's own.
 - Users shall not infringe on copyrighted material and shall follow all dictates of copyright law and the applicable policies of this school.

Prohibited Language

Prohibited language applies to public messages, private messages, and material posted on web pages.

- Users shall not send or receive messages that contain obscene, profane, lewd, vulgar, rude, inflammatory, or threatening language. Users shall not use the system to spread messages that can reasonably be interpreted as harassing, discriminatory or defamatory.

System Security

- Users are responsible for their accounts and should take all reasonable precautions to prevent unauthorized access to them. In no case should a user provide his/her password to another individual?
- Users shall immediately notify the supervising staff person if they detect a possible security problem. Users shall not access the system solely for the purpose of searching for security problems.
- Users shall not install or download software or other applications when installing or downloading approved software.

System Limits

- Users shall access the system only for educational, professional or career development activities. This applies to discussion group mail lists, instant message services, and participation in Internet "chat room" conversations.

Privacy Rights

- Users shall respect the privacy of messages that they receive and refrain from reposting messages without the approval of the sender. Users shall not publish private information about another individual.

School Furnished Electronic Devices

The school may furnish electronic devices such as laptop computers, tablets, notebooks, or other electronic devices. When a student is furnished with an electronic device the school shall provide the student with written or electronic notification that the electronic device may record or collect information on the student's use of the device if the electronic device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. The notification shall also include a statement that the district shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student. The parent or guardian of the student furnished an electronic device shall

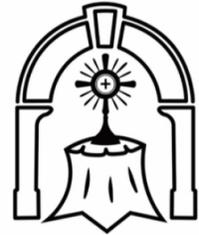
acknowledge receipt of the notification on.

The school shall retain the acknowledgement as long as the student retains the use of the electronic device. **Failure to provide the required notification shall be subject to a fine of \$250 per student, per incident. If imposed, the fine shall be remitted to St. Boniface Catholic School, and shall be deposited into the general fund (technology fund).**



ST. BONIFACE CATHOLIC HIGH SCHOOL

A CHESTERTON ACADEMY



Handbook Agreement Form

I have read and agree to comply with the guidelines of the St. Boniface Catholic High School Handbook.

Student

Parent

Parent

Date