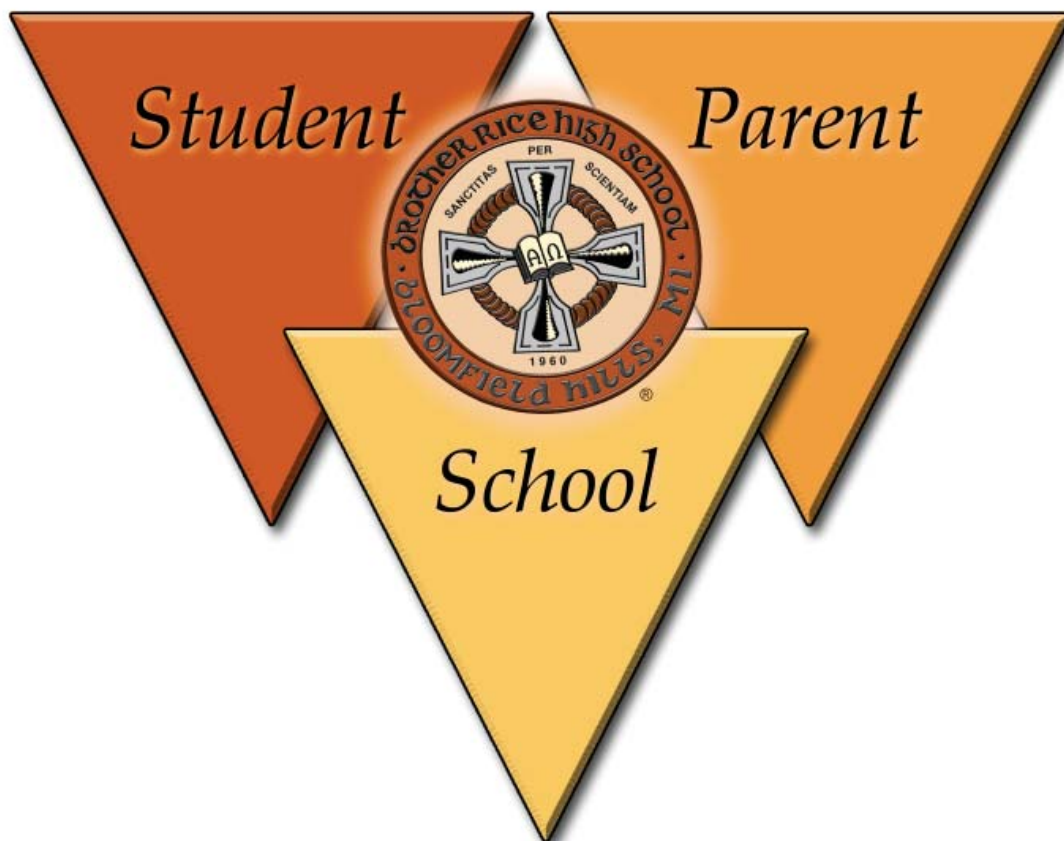


**The Three Party Partnership
for Excellence:**



BROTHER RICE HIGH SCHOOL

Parent/Student Handbook 2011-12

Brother Rice admits young men of any race, color, national or ethnic origin to all rights, privileges, programs, and activities generally accorded or made available at the school. Brother Rice does not discriminate on the basis of race, color, national or ethnic origin in its programs and activities.

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Three Party Partnership for Excellence

The Student, The Parents, and The School



The 2010-2011 *Parent-Student Handbook* has been compiled to familiarize parents and students with Brother Rice's philosophy, goals, academic requirements, school services and activities, student conduct and responsibilities, and any other pertinent information. Brother Rice provides an excellent educational experience for all students, while at the same time affording young men the opportunity to mature into Christian gentlemen. Students are encouraged to develop their academic and extracurricular talents in a community of faith where teachers, parents, administrators, staff, and students endeavor to live the values of the Gospel.

By enrolling at Brother Rice, both parents and the student agree that the student will comply with all regulations that are now in effect or which may become effective during the student's enrollment at Brother Rice concerning conduct, dress, attendance, and official vacation periods, and that the student will fulfill all academic requirements. The parents also agree to meet annual financial obligations to the school. Parents and students should read and discuss the contents of the *Parent-Student Handbook*. It is very important that parents and students familiarize themselves with the standards of discipline and the rules of conduct that must be respected and honored during the student's enrollment at Brother Rice.

In the summer mailing from the school, you received a copy of the *Parent-Student Handbook* Acknowledgment form. Please sign it with your son and return it to the Dean's Office.

Thank you for allowing the Brother Rice family to share with you the opportunity and responsibility of encouraging, guiding, and assisting your son to pursue his education and to nurture the values, understandings, and skills he needs for a happy, fruitful and successful life.



BROTHER RICE HIGH SCHOOL

■ **Mission Statement**

Brother Rice High School is a Catholic College Preparatory School for young men. Inspired by the Essential Elements of an Edmund Rice Christian Brother Education, the school fosters the spiritual, intellectual, cultural and physical development of its students. The Brother Rice community promotes excellence through an environment conducive to lifelong personal growth, responsible moral choices and critical thinking.

In light of the Mission Statement, a Brother Rice graduate will ideally do the following:

- Develop a personal spirituality based on Catholic teaching that encourages active participation in a community of faith.
- Cultivate continuing intellectual curiosity through the use of critical and analytical interaction with his environment and culture.
- Make healthy life choices that enhance physical and emotional well being for himself and others.
- Exhibit personal and social responsibility as a member of the global community.
- Pursue leadership roles and willingly accept the accompanying authority and responsibility.
- Recognize and respect the dignity of each person and value the cultural diversity of society.
- Demonstrate an awareness of and appreciation for the various forms of the Arts and Sciences.

■ **Essential Elements of an Edmund Rice Christian Brother Education**

The Essential Elements of an Edmund Rice Christian Brother Education calls educational ministry sites and those working in them to ...

I. *Evangelize Youth within the Mission of the Church.*

- proclaim the Good News of Jesus Christ in word and deed
- permeate the entire curriculum, activities, and all aspects of the educational process with the Gospel message of Jesus Christ
- encourage young people to a deeper relationship with Jesus Christ
- provide opportunities for liturgies, retreats, vocation awareness workshops and daily prayer

II. *Proclaim and Witness to Catholic Identity.*

- give priority to religious instruction with opportunities for faith development and theological understanding
- participate in the sacramental life of the Church and model a living faith through the use of rituals and symbols
- foster devotion to Mary and the communion of saints
- ensure that Catholic identity permeates all endeavors: all classes and activities, procedures and policies, services and programs

III. *Stand in Solidarity with those Marginalized by Poverty and Injustice.*

- promote policies and structures that reflect a climate of compassion for the poor and disadvantaged
- include education and advocacy for peace, justice, global awareness and care for the Earth
- prepare students to work toward the creation of a just society
- encourage ministry experiences that work with and serve the poor and marginalized
- support mission areas at home and abroad
- establish tuition and scholarship policies that open educational opportunities to the poor and disadvantaged

IV. *Foster and Invigorate a Community of Faith.*

- provide a disciplined, safe atmosphere in which students are free to grow and take responsibility for their own learning and for the life of the community
- sustain compassionate, respectful relationships among all stakeholders
- be in union with the Church through commitment to service and formation of community
- encourage faculty and staff to give daily witness to their integral role in communal faith formation
- embrace the human condition and welcome God's healing

V. *Celebrates the Value and Dignity of Each Person and Nurture the Development of the Whole Person.*

- promote respect for each individual as created in the image and likeness of God
- value the diversity of the human family and seek to reflect diversity among the students, faculty and staff
- promote strong programs for personal, professional, and pastoral care
- offer co-curricular activities and programs that are important to a student's holistic education
- strive to provide just remuneration for faculty and staff

VI. *Collaborate and Share Responsibility for the Mission.*

- empower all members of the community to share in the mission
- work with parents who are the primary educators
- collaborate with Edmund Rice Christian Brother ministries on local, regional, and international levels
- foster a deeper understanding of the vision of Blessed Edmund
- promote active participation in governance by boards and diocesan officials

VII. *Pursue Excellence in all Endeavors.*

- promote a strong academic curriculum and cultivate a desire for excellence
- develop an educational culture that fosters the growth of the whole person, higher-order thinking, and life-long learning

■ *Blessed Edmund Ignatius Rice* 1762-1844

The founder of the Christian Brothers of Ireland, Edmund Rice, was born in 1762, near the town of Callan. He was educated, married, and became a prosperous merchant, landowner and leader of Catholic activities in the city of Waterford.

Edmund's wife suffered fatal injuries in a riding accident, giving birth to a handicapped daughter before she died. Edmund planned to enter a monastery, but the Bishop of Waterford encouraged him to begin a school for poor boys. The parents of these boys refused to send their sons to the existing Protestant school. In 1802, Edmund rented a house, hired two young men, and opened a school. Over three hundred boys came. Not accustomed to the routine and discipline of school, they were a challenge for their teachers. The two paid teachers soon wearied and left Edmund alone. However, he persevered, continuing in prayer, and God rewarded his confidence when two other young men volunteered to help in his enterprise. The school was moved to new quarters, called Mt. Sion, which also housed a monastery, bake shop and tailor shop. The new school effected such a transformation among the youth of Waterford that Edmund soon had requests to open schools in other cities. Additional helpers came, and he organized them to live together and follow a regular rule of life, and new schools opened.

Although best remembered for his dedication to teaching young boys, Edmund Rice also ministered to the imprisoned, opened a homeless shelter, and instituted an adult education program.

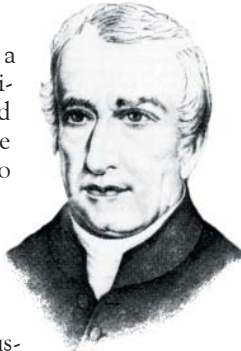
Pope Pius VII gave papal approval to the Congregation in 1820. Edmund took the name of Brother Ignatius, and, in 1822, Brother Edmund Ignatius Rice was elected the first Superior General of the new congregation. New schools were opened in Ireland, and in 1825 the Founder sent Brothers to England. In 1835, schools were opened in Gibraltar and in 1842 in Australia and India. Brothers first came to the United States in 1875.

Brother Edmund Ignatius Rice died on August 29, 1844, at Mount Sion, Waterford. On April 2, 1993, His Holiness Pope John Paul II formally declared Br. Edmund Ignatius Rice to be Venerable. He was beatified in Rome on October 6, 1996.

■ *Congregation of Christian Brothers*

Members of the Congregation of Christian Brothers ("Irish Christian Brothers") are those spiritual sons of Blessed Edmund Ignatius Rice who are devoted to the Christian education of youth. The word "Christian" implies that they are doing the work of Jesus Christ, who began "to do and to teach." As Brothers they are spiritually united, working as a team, praying, and living together in family unity.

Blessed Edmund Ignatius Rice founded the Brothers of the Christian School of Ireland. The Congregation, however, soon spread to other countries. The Brothers, particularly in the United States, are descendants of many nationalities. As a result, in 1966, the Congregation officially



changed its name to the Congregation of Christian Brothers in order to better reflect its international character.

The Brothers are lay religious, with vows of poverty, chastity, and obedience. Their first duty is their own personal sanctification. Each day, time is allotted for prayer, meditation, and spiritual reading. Daily Mass and Communion, weekly Confession, and an annual retreat are a necessary part of their monastic life.

The Brothers' education extends throughout a lifetime. As teachers, the Brothers are in a position to give their full time and attention to the education of their pupils.

Today, with headquarters in Rome, more than 2,500 Brothers staff schools in Ireland, England, Australia, New Guinea, India, Africa, Canada, and several South American countries, as well as in the United States. In 1975, the Brothers celebrated one hundred years of service in North America.

The Brothers of Brother Rice are members of the North American Province (district) which conducts schools in Canada and the United States and mission schools in Peru and the Caribbean.

■ *Faculty*

The Brother Rice staff consists of members of the Congregation of Christian Brothers and dedicated lay people who are committed to educate students in the ideals of Catholic Education. Sixty-six percent of the teaching staff have Master's degrees, and more than half of the faculty have taught at Brother Rice for ten years or more.

■ *School Colors*

The official school colors are black and orange. In an effort to avoid duplicating the school colors of other area boys' schools, Br. Hueller, the first Principal, chose our present colors in 1960.

■ *School Song*

"Hail our Warriors. Hats off to thee.
To our colors, true we will ever be.
Orange and black, united we stand.
Working ever ...
Failing never ...
Pulling for our team together
Warriors we think you're grand
G-R-A-N-D ... Grand!"

■ *School History*

Brother Rice is a private, fully accredited, four-year Catholic college preparatory high school. It is owned and operated by the Congregation of Christian Brothers, founded in 1802 by Blessed Edmund Rice, after whom the school is named. Today there are over two thousand Brothers in twenty-five countries teaching young people in 300 institutions, including primary schools, universities, technical schools, special education and other educational related ministries.

During the late 1950s, three laymen, Mr. John O'Hara, Mr. Bob Ryan, and Mr. Bob Cronin, realized the need for Catholic high schools in the growing northern suburbs of Detroit. With the assistance of the pastors of the neighboring parishes, St. Bede, St. Columban, Holy Name, St. Hugo of the Hills, and Our Lady Queen of Martyrs, and with the moral and financial support of

the parishioners, the Archdiocese of Detroit was approached. Edward Cardinal Mooney, Archbishop of Detroit, asked the Congregation of Christian Brothers to come to Birmingham, and Brother Rice opened its doors in the fall of 1960.

■ School Logo & Nickname

The school logo is the Warrior Head.

The school nickname is the Warriors. The late Mr. Sheldon Brodley, a football coach and long time friend of Brother Rice, was responsible for our present logo. In 1969, he asked Jack Flechsig, Art Director for WXYZ-TV, to design a new logo. No variation of this logo is allowed, and only this logo may be used on the back of the official Brother Rice leather-sleeved jacket.



■ School Seal

Our present school seal has evolved from three previous versions to this one. The entire field is enclosed within a double circle which is symbolic of the eternity of God. Placed between the outer and inner circles are the names of the school and city and state in which it is located. Prominent within the circles is a Celtic cross with Celtic interlacing, symbolic of the origin of the Congregation of Christian Brothers who form part of the faculty of the school. Across the top of the inner circle above the Celtic cross is the Latin inscription "Sanctitas Per Scientiam" meaning "Holiness through Knowledge." At the bottom of the inner circle is the year the school was founded. Within the center of the seal is a book with the Greek letters "Alpha" and "Omega" — the beginning and the end— an ancient symbol for Jesus Christ.



All decisions regarding admission, academic progress, curriculum, grade level and classroom placement, discipline and participation in Brother Rice programs or extracurricular activities are at the sole discretion of the school.

Academic Information

■ Academic Honors

In addition to honor roll status, academic excellence is acknowledged each year at an awards ceremony. Departmental and nonathletic activity awards are presented to students at this event. In addition, various awards and medals are presented to seniors at graduation. Seniors graduating with a cumulative grade point average of 3.4 or higher are designated as graduating "with honors." Ordinarily, Class Salutatorian and Valedictorian are selected from the members of the graduating class who have the highest cumulative grade point averages at the end of the 7th semester of study at Brother Rice.

Under ordinary circumstances, the Valedictorian is ranked first and the Salutatorian is ranked second. However, level of

difficulty and number of courses taken may be used as criteria for selecting Valedictorian and Salutatorian.

Because Brother Rice is a college preparatory school, the curriculum is designed to prepare students for studies on the university level. Brother Rice students are expected to maintain a level of achievement consistent with this goal.

■ Academic Requirements

In order to meet the requirements for promotion to the next grade, the student must pass all six required courses. Credit is awarded when the student earns a passing grade ("A," "B," "C," "D" or "P") in a particular course. Credit is not given for courses failed.

In the event of failure, the student must make up the credit during the summer months in a recognized summer school program. Because of the limited time available for study during the summer, usually only one full credit or two half-credit courses may be taken. A summer school course that is a repeat of a course failed during the school year will appear on the student's permanent record as a summer school course and will be entered as no more than a "C" grade in the student's Grade Point Average. The credit for the course will be added to the student's total credits.

A student is required to withdraw from Brother Rice if he is short credit(s) due to failing grades received during the school year.

Any student who has a G.P.A. below 1.80 will be placed on academic probation. Probation status is intended as a warning that the student's academic performance is such that he may be required to withdraw from the school unless his grades show significant improvement.

Semester examinations are given in January and June. Permission should not be sought to take the exams at times different from those scheduled.

■ Course Selection & Student Schedules

During February, students select their course of study for the next school year. Parental approval and in many cases faculty approval are required for the program of study chosen by the student. Once students have selected their programs of study, their schedules of classes are processed by computer.

Changes in student schedules are rarely made and only for serious academic reasons. Consequently, students should choose their courses with care. A fee is charged for a change of schedule.

For reasons related to health, all students are required to have a lunch period.

■ Elective Courses

An elective course is defined as a course chosen by the student. If this course is selected to fulfill the course requirements for a particular year, it is then considered a required course for that student and must be successfully completed. A student may not drop a required elective course. A distinction is made between academic electives (math, science, English, etc.) and enrichment electives (band, drama, art, etc.). A student may take no more than one enrichment elective per year to meet the course requirements for a particular year. Elective courses are designated as academic or enrichment on the course registration form. In order to take a 7th academic course in sophomore, junior, or senior year, a student must have a cumulative G.P.A. of 3.0 or higher.

■ Grade Reports

Report cards are mailed home at the conclusion of each of the four quarters of the academic year. When necessary, Progress Reports indicating that the student has unsatisfactory grades are usually sent home by teachers several weeks prior to the end of each quarter.

■ Parent/Teacher Conferences

Parent/Teacher Conferences are scheduled for the first three quarters after Progress Reports have been sent home. However, parents are encouraged to contact teachers at any time.

■ Graduation Requirements for the Class of 2011

Computer Science.....	0.5 credits
Electives	2.0 credits
English.....	4.0 credits
Health	0.5 credits
Mathematics	4.0 credits
Modern Foreign Language	2.0 credits
Physical Education.....	0.5 credits
Science	3.0 credits
Social Studies	3.0 credits
Speech.....	0.5 credits
Theology	4.0 credits

Total Required Credits .. 24.0 credits

Math must include 1.0 credit in each of the following: Algebra I, Algebra II and Geometry. Social Studies must include 1.5 credits in American History, 0.5 credits in Government and 1.0 credit in World History. Science must include 1.0 credit in Biology and 1.0 credit in either Chemistry or Physics. Each student must be enrolled in six courses each semester to be considered a full-time student. All students are required to be full-time students. Attendance at the Graduation Ceremony is mandatory.

■ Course Offerings

See Course Description Handbook.

■ Christian Service Requirements

As part of the theological education at Brother Rice, each student must complete fifteen (15) hours of Christian Service work per school year, five (5) of which may be completed at school working at such functions as the Open House, the Auction and the Leadership Conference. Aside from the 5 hours that may be completed at school, all other hours must be accumulated working for a parish, health care facility, or charitable organization. Work with nonprofit organizations, youth sports leagues, family friends and neighbors may not qualify. Approved work may be done during the summer prior to a given academic year. However, students who work additional hours in any given year may not apply such hours to the next year's requirement. Approval for Christian Service work is at the sole discretion of the Campus Minister.

ALL service work must be completed by Monday, May 9, or a student will be suspended until such time as the requirement is met. Our objective is to assist the young men of Brother Rice in their Christian discipleship with Matthew 25:31-46 providing the scriptural basis for our understanding of Christian Service.

■ Honor Roll

For a student to qualify for "A" Honor Roll status, he must have a minimum grade point average of 3.650.

In order for a student to qualify for "B" Honor Roll status, he must have a grade point average from 3.000 to 3.649.

■ Student Records

A permanent academic record is kept for each Brother Rice student. The following information is included in the student's academic record: the student's name, current address, dates of attendance at Brother Rice, date of birth, date of graduation, entrance examination scores, SAT and ACT scores and the scores of any other standardized tests the student may have taken, semester grades only and the cumulative grade point average.

All student transcripts and other records are the property of Brother Rice and, unless otherwise specifically required by law, may be withheld in the discretion of the school until all financial accounts have been satisfied.

■ Marking System

Regular Courses	Honors/AP Courses
A.....4.0	A..... 4.5
B.....3.0	B..... 3.4
C.....2.0	C..... 2.2
D.....1.0	D..... 1.1
F.....0.0	F..... 0.0

■ Grade Point Averages (G.P.A.)

Grade point averages (G.P.A.) are computed for each quarter and semester and will appear on each report card. The cumulative G.P.A., however, is the only G.P.A. recorded on the permanent academic record. The cumulative G.P.A. is based on the semester grades that a student receives during his four years at Brother Rice.

The G.P.A. is computed according to the following formula:

$\text{Total Quality Points/Total Ranking Credits} = \text{G.P.A.}$

For example: Student X has received the following grades at the end of the semester:

English	A	.50 credit
Math	C	.50 credit
History	B	.50 credit
Science	D	.50 credit
Theology	C	.50 credit
PE. P		.50 credit

The Quality points for each grade are multiplied by the credit for each course:

English	4 x .50 =	2.00
Math	2 x .50 =	1.00
History	3 x .50 =	1.50
Science	1 x .50 =	0.50
Theology	2 x .50 =	1.00
PE.	0.0 x 2.50 =	6.00

Total Quality Points/Total Ranking Credits:

$$6.00/2.50 = 2.40 \text{ G.P.A.}$$

■ **Honors Courses**

Entrance into honors courses requires a minimum cumulative G.P.A. of 3.400 and current instructor's approval.

■ **Semester Exams**

Semester examinations are given in January and June. All students are required to take these examinations at the scheduled times and dates. Second semester seniors who have an "A" average in a particular course and those who are required to take an AP exam are exempt from their spring final exams in such courses.

■ **Academic Review Board**

The Academic Review Board, composed of the Principal, Assistant Principal, the Dean of Faculty, the Athletic Director, and the Band Dean, meets quarterly in order to evaluate students who have poor grades. Specifically, students who have a G.P.A. below a 1.80 are ineligible to participate in extracurricular activities. Quarter grades are used for first and third quarters and semester grades are used at the end of each semester. Support to remediate poor achievement and monitoring will be made available in the form of NHS tutoring and an after-school study hall. Students remain ineligible until the next report card marking.

Summer school attendance is mandatory to make up failed courses and is recommended for those courses in which a student receives a grade of "D."

In cases where failures are not made up during the summer, the Board will require the student to withdraw from the school.

The Board may require any student whose overall or current academic record is poor to attend a mandatory study hall and / or study lunch during the school day. This may include anyone whose G.P.A. is below a 2.0.

■ **Supplementary Summer School Courses**

If a student takes a supplementary course in a summer school program, the course title, credit and grade will be recorded on his transcript if he wishes. However, a summer school grade will not be included in his G.P.A. Students may not take a required course in a summer school program. Courses required for graduation, including elective courses by the student, must be taken at Brother Rice during the regular school year. Courses failed during the regular school year must be repeated in summer school.

■ **Withdrawal from Courses**

A student may not withdraw from a required course. This includes an elective course taken as one of the six courses required for each semester.

A student may withdraw from an extra course up to twenty (20) school days prior to the conclusion of the first semester.

He may not withdraw from a course after that time. If a student withdraws from a course during the first twenty (20) school days of the first semester of a course, such course will not appear on the student's permanent academic record. After that time and up to twenty (20) school days before the end of the first semester of that course, the student will receive a grade of "WP" or "WF" (withdrawn, passing or failing) that will remain as a permanent entry on the student's academic record. A full year extra course that is dropped after twenty (20) school days of the second semester will receive a grade of "WP" or "WF" and will appear as such on the student's permanent academic record. The second semester of a full year course may not be dropped after twenty (20) school days before the end of the third quarter. A fee is charged for dropping a course.

Credit earned by the successful completion of the first half of a full credit course will remain on the student's academic record, but this credit ordinarily cannot be counted as part of the credits required for graduation.

An elective course that is chosen by a student to meet the course requirements for a particular year becomes a required course for that student. Such a course may not be dropped.

■ **Bookstore Purchases**

Books and supplies are not included in tuition charge. All books and supplies are available on line at www.brrice.edu (click on warrior store) after July 1st. Books should be purchased before classes begin. Clothing, gift and school items are also available in the Bookstore. The Brother Rice Bookstore (ext. 195) is open on school days only from 7:30 to 3:00 with summer hours from 8:00 to noon on Mondays through Thursdays. Bookstore items are also available on our website at www.brrice.edu.

■ **Summer School**

Brother Rice summer school is limited to remedial courses required or recommended for incoming freshmen. English and math courses are offered with tuition determined the January preceding the program.

■ **Transcripts**

Any student wishing transcripts should apply in the Guidance Office or through the Registrar. All official transcripts require a \$5.00 fee. No final transcript will be sent unless all financial obligations have been met. A graduating senior's final transcript is sent to his college without a fee.

■ **Senior Portraits**

The official senior portrait studio is Prestige Portraits by Life Touch. The senior portrait for the yearbook and composite picture must be taken by Prestige Portraits. Seniors must wear a white dress shirt, a Brother Rice tie, and a dark suit jacket for the photograph. They must also be clean shaven with hair trimmed above the collar and no earrings.

NCAA Initial-Eligibility Clearinghouse

www.ncaaclearinghouse.net (877) 262-1492

If a student plans to play sports at the college level, it is his responsibility to make sure he meets all NCAA eligibility requirements.

The NCAA Initial-Eligibility Clearinghouse is an organization that works with the NCAA to determine a student's eligibility for athletic participation in his or her first year of college enrollment. Students who want to participate in college sports during their first year of enrollment in college must register with the NCAA Clearinghouse.

■ Clearinghouse Registration

Registration should take place after completion of 6 semesters of high school.

To register with the NCAA Clearinghouse, visit www.ncaaclearinghouse.net to complete and sign the Student Release Form (SRF) and send it to the Clearinghouse along with the registration fee. Print a copy of your completed registration form and both Copy 1 and Copy 2 of the transcript release form. Sign the transcript release forms and give both to your high school counselor.

Test scores must be sent to NCAA Clearinghouse directly from the testing service (act.org or collegeboard.com).

■ Academic-Eligibility Requirements

Division I: 2009 & Later

If you enroll in a Division I college in 2009 or later and want to participate in athletics or receive an athletics scholarship during your first year, you must do the following:

- Graduate from high school;
- Complete these 16 core courses:
- 4 years of English
- 3 years of math (algebra 1 or higher)
- 2 years of natural or physical science (including one year of lab science)
- 1 extra year of English, math or natural or physical science
- 2 years of social science
- 4 years of extra core courses (from any category above, or foreign language, non doctrinal religion or philosophy);
- Earn a minimum required grade-point average in your core courses; and
- Earn a combined SAT or ACT sum score that matches your core-course grade-point average and test score sliding scale.

Division III

Division III does not use the NCAA Initial-Eligibility Clearinghouse. Contact your Division III college regarding its policies on financial aid, practice and competition.

A listing of Brother Rice's core courses is available online at NCAAClearinghouse.net. Our school code is 230-329.

Financial Information

■ Tuition & Fees 2010-11 School Year

In response to rising costs, the tuition for the 2010-11 school year is set at \$10,100. At this level, the tuition charge is maintained at the lowest possible level without sacrificing the high quality of education provided. Brother Rice is a nonprofit institution, and it receives no subsidy funding from the Church or any public source. The school is operated wholly from its tuition and fundraising revenues.

Payment of all charges must be made promptly and in accord with the schedules shown below in order for Brother Rice to meet its commitments and operate as economically as possible.

Single student tuition.....	\$10,350.
2nd, 3rd, etc. students (each)	\$9,850.
International Student	\$11,850.

Advance tuition in the amount of \$700⁰⁰ plus \$300⁰⁰ registration fee is due prior to registration time for all classes in February 2011. A second advance tuition payment of \$1,000⁰⁰ is due by May 16, 2011. These fees and payments are not refundable. The balance of tuition may be paid in full by August 1, 2011 or payments may be made as follows: August 1, 2011 — \$4,325⁰⁰; balance due on December 1, 2011 (special fees will be included in second billing); or, by the alternate payment plan which requires that, after two advance payments have been made, the balance of tuition and fees are paid on a monthly basis beginning July 1, 2011 and ending on April 1, 2012. There is a \$100⁰⁰ yearly fee for this method of payment.

All tuition payments are due the first of each month. If an account is delinquent 30 days, the student may be suspended from class and from participating in school activities, such as sports, graduation, trips, dances, prom, etc. No class credits, report cards, diplomas or transcripts will be given or transferred until the account is made current. Any account more than 10 days overdue will be assessed a \$25⁰⁰ late payment fee.

Withdrawal: Once a student begins a semester, he will be charged the full semester's tuition and full year's fees regardless of when he withdraws in that semester.

Special Fees (Not Refundable)

Advanced Placement Course Fee	\$90 ⁰⁰
Graduation Fee (includes 10 announcements, 100 name tags, cap, gown, tassel, etc.)	\$115 ⁰⁰
Schedule Change Fee	\$100 ⁰⁰
Parking Fee	\$100 ⁰⁰
General Fee	\$300 ⁰⁰
Extended Payment Fee	\$100 ⁰⁰

An Advanced Placement Course includes an AP Test Fee. In addition to any student enrolled in an AP Course, any student not in an AP Course but taking the AP Test must pay the AP Fee.

Refund Policy: Students entering or leaving Brother Rice during the year will be charged the full semester tuition in which they enter or leave and all fees.

■ Financial Aid

Brother Rice offers a limited number of financial aid grants on the basis of need. Applicants are required to send the necessary financial information to Private School Aid Services, including their most recent income tax return. Available funds are distributed to accepted students after review by an administrative board. This grant money is distributed on a yearly basis and has no relationship whatsoever to athletic achievement. Financial Aid forms are available at the Treasurer's Office.

In the event of the death of a primary support provider in the family of a Brother Rice student, the Deceased Parents Endowment Fund will assess the financial needs of the family and, if necessary, pay the tuition of the student until he finishes Brother Rice, if the family so wishes.

The Principal's Prerogative

Notwithstanding any provision of the Parent/Student Handbook, in all matters that relate to the health, safety and welfare of any student or employee of Brother Rice, the good name and reputation of the school, or the security of the school, the Principal of Brother Rice reserves the right to take any action he deems appropriate to preserve and protect the best interests of the Brother Rice Community.

Extracurricular Activities

■ Activity & Athletic Eligibility Requirements

A student who is unable to attend at least three credited classes is ineligible to participate in any extra-curricular activity for that day. This includes before-school as well as after-school activities. Students who miss one or more morning classes the day after an evening event or the morning after a morning event may have their participation limited. Failure to comply may result in being excluded from the next two events scheduled for that activity.

In order for a student to participate in extracurricular activities at Brother Rice, he must have a sound academic record. Each student must maintain at least a 1.80 G.P.A.; failure to do so will make the student ineligible to participate in all extracurricular activities. The ineligibility period will be for a minimum of two weeks. The student may regain his academic status provided that he obtains satisfactory reports in all subject areas after this two-week period. After having been on the ineligibility list once, if a student's grade point for any future grading period falls below 1.80, then he becomes ineligible for the remainder of that grading period.

■ Extra-Curricular Code of Conduct

Brother Rice encourages students to participate in athletics and other extra-curricular activities. Student eligibility to participate in such activities is a privilege, not a right. Any student participating in athletics and/or activities will be required to abide by conduct which includes but is not limited to the following conditions:

- Students must maintain a grade point average of at least 1.800, as measured by the grades earned in the previous marking period. Students whose grade point averages are less than 1.800 are not permitted to practice with an athletic team or to continue in an activity, and they may not participate in games or performance activities. The grade point average requirement does not apply to freshmen until the end of the first marking period.
- As pursuant to law MCLA 380.1318, students may not use any performance enhancing substance, including but not limited to any substance listed in by-law 31.2.3 of the National Collegiate Athletic Association, as well as any substance that may be listed as a banned substance by the Michigan Department of Community Health. See www.ncaa.org/health-safety for a complete and current list of NCAA banned substances.
- Students must comply with other rules and regulations established by Brother Rice High School and by the coaches or sponsors of the extra-curricular activities

Students at Brother Rice High School are expected to conduct themselves in a Christian manner in all their activities, scholastic and otherwise, respecting the rights, health, and safety of others. These same requirements are the obligation of the Brother Rice student at all Brother Rice sponsored extra-curricular events on the Brother Rice campus or at any other location. If a student is asked to leave any extra-curricular activity for inappropriate behavior, the parents of that student will be called, and the student will be sent home. Other consequences, as outlined in the Parent/Student Handbook, will follow.

■ Interscholastic Athletics

Interscholastic athletics consist of the following sports:

Fall: Cross-Country Unlimited Participation
Football..... Unlimited Participation
Soccer Limited Participation
Tennis Limited Participation

Winter: Basketball Limited Participation
Ice Hockey..... Limited Participation
Skiing..... Limited Participation
Swimming/Diving.... Unlimited Participation
Wrestling Unlimited Participation
Bowling..... Limited Participation

Spring: Baseball..... Limited Participation
Golf..... Limited Participation
Lacrosse Limited Participation
Track..... Unlimited Participation

Scholastic Eligibility: see Activity and Athletic Eligibility Requirements listed at the left.

It is the player's responsibility to make prior arrangements with each classroom teacher concerning any excused absence. He must notify his teacher three days in advance of the absence. Makeup work or other assignments must be arranged between the player and the teacher. Players are expected to be courteous and attentive in following the teacher's directive.

Participation: Team members must have a physical exam, parent's consent, and maintain a 1.80 or better G.P.A. Quarter G.P.A.'s are used for 1st & 3rd Quarters. Semester G.P.A.'s are used for 1st & 2nd Semesters.

Certificates of participation, "letters" and/or special awards are presented to deserving team members upon completion of the season of that sport.

Team members must follow all guidelines, rules, and regulations, as outlined by the Athletic Director at the beginning of each season.

■ **Intramural Sports**

Intramural teams include the following sports:

Fall: Flag Football, Bowling

Winter: Basketball

■ **Student Activities & Clubs**

Band & Orchestra: The band ensembles perform at some sporting events, competitions, exhibitions, and civic functions as requested. The symphonic band, chamber ensemble, and jazz pep band perform a minimum of three formal concerts a year.

BEAM&R: Committed to helping students realize their potential in the business world, BEAM&R sponsors a diversified group of activities, programs and competitions designed to inspire and motivate members to explore their dreams. All students from Brother Rice and Marian are invited to join BEAM&R and to attend any one of our meetings.

Chieftain (School Newspaper): The school newspaper is open to all students who are positively interested in promoting the best interests of the school and student body. These students serve as the Board of Directors of the Chieftain: editor-in-chief, managing/copy editor, news editor and business manager. These editors recruit and manage their own staff. Partial credit may be given.

Chorus: This activity is offered for those students who enjoy singing but may not want to commit to a formal class period. This group will sing at our Masses when there is a need for such a group. Its rehearsals will be designated on a need-to-sing basis and will be convenient for all. Chorus will be offered to our students through Marian's Choral Program.

Debate: This activity develops confidence, poise, and the ability to think and express oneself logically and persuasively. A national topic is selected annually and is debated the whole year. Competition is with other high schools in the Catholic and state leagues and in tournaments both in and out of state.

Drama: The Marian-Rice Players stage a play each fall and a musical each spring. The outstanding performances in the past included not only the talent of the actors but the dedication and skills of the stage crews, costume committees, lighting staffs, production people and many other support groups necessary for excellent theatre. The Drama Club sponsors an annual trip to New York in the fall.

Forensics: Oratory, declamation, extemporaneous speech, dramatic interpretation, dramatic readings, humorous readings and children's story telling are typical categories in this area of speech activity; also, students are prepared for both Catholic and state league competition in all branches of public speaking.

Library Assistants: (Approval by Library Media Specialist required) Instruction in library skills and in the use of audiovisual equipment is provided. By assisting in the operation of the library,

students perform a valuable service to the school and the faculty. Included in this service are the circulation and processing of materials. Most importantly, by assisting in the retrieval of information, library skills are developed. Registration for Library Science is scheduled at the beginning of the semester so that the course may fit into a free period. Partial credit may be given for this activity.

Model Senate & Model United Nations: Marian and Brother Rice host the annual Model UN in the fall and Model Senate in the spring. Students represent specific nations, draft resolutions, and meet in caucus, committees and general assembly. The research, debate and role-playing are educational and enjoyable for participants.

National Honor Society: The Aquinas Chapter of the National Honor Society at Brother Rice takes in new members once each year in the fall. Any junior or senior who has attained a cumulative grade point average of 3.45 or better is eligible to apply for membership. The administration, faculty, and staff of the school select those students who meet the criteria in the areas of character, leadership, and service. Failure to maintain those requirements which were the basis for selection into the Society will result in probation and possible dismissal. Because the NHS is a service organization, its primary function is to serve the school and community in any way possible. Members tutor other students in any academic class offered at Brother Rice, serve as guides at Open House and College Night, provide assistance at the Auction, and contribute their services in numerous ways to community/school projects. Seniors wear the National Honor Society gold medallions on their graduation gown to demonstrate that they not only excelled in scholarship but in character, leadership, and service as well.

Quest (Yearbook): The school yearbook is an annual publication providing a pictorial and journalistic record of the school. Under the direction of the moderator, student editors, writers and photographers combine their talents and efforts to provide students and faculty with a memorable yearbook. Partial credit may be given for this activity.

Quiz Bowl: Quiz Bowl is an after-school activity open to all students with a diverse knowledge of pop culture, school subjects, and current events. Teams from Brother Rice compete against teams from other schools in a quiz format. The season of five competitions runs from October to March. This is an ideal activity for students to be involved without requiring a strict time commitment.

Robotics: This program was instituted in 2001 for students to express their creative abilities in engineering, drafting, and the sciences. Students design and build a robot to compete locally and nationally under the auspices of the OCCRA organization. Local companies support the organization financially as well as provide engineers to give advice and direction to students.

Student Senate: The Student Senate is the official representative for the student body. It serves as a forum for the outlet of student opinions, promotes school spirit, organizes social functions and school and community activities, coordinates activities, and provides opportunities for student leadership. Spirit Days, Homecoming Dance, annual Red Cross Blood Drives and charity fund-raisers are all Student Senate projects. All actions and proposals of the Student Senate must have the Principal's approval.

Technology Assistant: (Approval by Library Media Specialist required) Introduction to the Brother Rice Computer Network and software systems throughout the school, including the

Media Center, Art Room, Computer Labs, CAD Lab, offices and classrooms. Members will assist in the setup, inventory, maintenance, and installation of equipment and software for faculty, staff and students. Members will work closely with the Media Specialist and with the school's technical support group. By assisting in the operation of these areas, students perform a valuable service to the school. In addition, students will acquire technical skills in running a Computer Network System. Application for membership will take place at the beginning of the school year. Partial credit may be given for this activity.

Warriors for L.I.F.E. Club: This club stands for and supports the sanctity of human life from the moment of conception, throughout the stages of life until death. The group meets monthly for education and discussion, and the members participate in such things as Life Chain and Right to Life activities.

School Services

■ Office of Advancement

The Office of Advancement develops relationships with members of the Brother Rice community in order to share the school's Strategic Vision and to invite friends to support this Vision.

Fund-Raising

The Annual Fund supplements revenue the school receives from tuition so that Brother Rice can continue to provide the best in Catholic, college preparatory education to our students and families. In recent years, Annual Fund proceeds have been used for critical capital improvements, such as the renovated front entrance, state-of-the-art classrooms and synthetic turf athletic fields.

The Office of Advancement coordinates the Annual Fund and oversees the fundraising activities of Brother Rice High School. It also stages and hosts fundraising events throughout the school year and serves as a liaison to volunteer organizations, including parents' clubs and the Alumni Association.

Media Relations

Media Relations is responsible for the design and production of publications and materials that promote the school's name and image, both within the Brother Rice community and to the general public. The Director of Media Relations is a member of the Advancement team and is responsible for promoting news and events, facilitating media coverage and coordinating advertising.

Alumni Affairs

The Alumni Office is responsible for the coordination of all programs, projects, communications and functions involving Brother Rice High School alumni. The Alumni Coordinator, a member of the Advancement team, acts as a representative to the alumni community and serves as a liaison between the school and the Alumni Association.

Alumni Association

All Brother Rice High School graduates are members of the Alumni Association and are encouraged to participate in the various functions it sponsors, including the Senior-Alumni

Luncheon, Alumni Boxing Night and an annual Golf Outing. As an extension of the Mission of Brother Rice High School, the Alumni Association sponsors each of these events in support of the Alumni Association Scholarship, which is coordinated annually by the Office of Advancement and the Guidance Department and selected by the Association officers. Each year, a "Distinguished Alumnus" is recognized by the Association for outstanding service.

■ Guidance & Counseling Department

At Brother Rice, counselors and academic advisors are available for a student's total educational support needs. Counselors provide an environment to explore educational, career, college-decision making and personal concerns. Students are welcome to come in at any time to address concerns or talk about how we can serve them. Some of the services provided include the following:

- Educational Planning: academic advising, course planning, performance progress checks, interpretation of policies and procedures
- Career Counseling and Exploration: career information and counseling and career assessment
- College Counseling and Services: college application and transcript processing, coordination of college visits, networking and consultation with admissions representatives, advising for college preference and for choice of major
- Special Services: consultation with Birmingham Intermediate School District, coordination of reasonable accommodations, extended test-taking, and support services for students with disabilities
- Personal Counseling: crisis intervention and referrals, short-term counseling and assessment, referrals for long-term counseling.

Students are assigned to a counselor. However, a student is free to meet with a counselor of his choice.

College counseling on an individual, family and workshop basis, as well as assistance in applying to colleges and for financial aid are integral parts of the guidance program for upperclassmen.

A Senior Parent Information Night, a Junior Parent Information Night, a Freshmen/Sophomore Parent Night, and a Senior Financial Aid Program are scheduled during the school year. Parents and guardians are strongly encouraged to attend these programs.

Early Birds Study Skills Program

Held every school day from 7:10 a.m. until 7:50 a.m., this program gives students an opportunity to improve academically, personally and socially. It assists those students who may demonstrate a short attention span, difficulty in focusing, poor study skills and apathy by teaching them organization and study skills. From gaining confidence in school by learning effective planning and the proper environment for study, it attempts to help students develop a more positive attitude regarding current performance and career plans.

After-School Study Hall

The Academic Review Board assigns students to this after-school Study Hall when they are on Academic Probation.

Tutoring

Some peer tutoring is available by a small number of NHS students at no cost. Students interested in these services need to complete a "Request for Tutoring" form, located in the General Office. Moderators of this program will do their best to match

students with tutors when possible. Professional tutoring referrals are also available.

■ Testing Program

During the academic school year, Brother Rice administers the following standardized tests:

Eighth graders interested in attending Brother Rice are given the Scholastic High School Placement Test in November, December, February and May.

1. Freshmen take the Explore Test which is a pre-ACT Test measuring academic achievement in Reading Skills, English, and Math.
2. Sophomores take the PLAN which measures academic achievement and includes an interest inventory and career exploration section. This test is part of the ACT program.
3. Juniors take the PSAT, which is a pre-SAT test. It also serves as the National Merit qualifying exam. Juniors are also advised to take the American College Test (ACT) and the Scholastic Aptitude Test (SAT I) in the spring of their junior year. Interest inventories and career assessments are available at a cost in the Guidance Department.
4. Seniors may take the ACT and SAT I exams in the spring prior to their senior year or in the fall of senior year. Certain selective colleges require the SAT II Subject Tests. Please check with the school you plan to attend to see if SAT II tests are required. Advanced Placement Tests, which are taken for possible college credit, are administered in May. Brother Rice is a regional testing center for the ACT and SAT exams in the fall and spring of each year. Registration materials are available on line at act.org or collegeboard.com.

Brother Rice ACT and SAT School Code: 230-329

5. The Michigan Merit Exam (MME) is taken in the spring of junior year. This is a state administered exam that is given off campus.

■ Media Center

The Brother Rice Media Center provides materials (both book and non-book) to further the educational enterprise. The library collection currently contains approximately 12,000 volumes, receives 60 periodicals, and maintains collections of pamphlet files, records, tapes, cassettes, filmstrips, microfiche, microfilm, DVDs, CDs and videotapes.

Hours: 7:30 a.m. to 3:30 p.m.

Media Center Behavior: The Media Center is for quiet, independent study. Group study is available in the cafeteria. Food, drinks, cell phones, pagers, radios, tape players, CD or DVD players and iPods are prohibited at any time in the Media Center.

Circulation: All materials circulate, except current periodicals. ID cards must be presented for circulating material. Books are due two weeks from the date charged out.

Computers: To access the Internet, a student must have on file an Internet Contract which he and a parent or guardian have signed. Students will have their Internet privileges curtailed or terminated if they violate the terms or conditions of this contract. Media Center personnel reserve the right to view any student's folder in the Media Center at any time for any reason.

Reference Books: Present ID card to the Media Center staff when requesting a reference book. At the end of eighth period, the reference book may circulate overnight. A copy of the student's ID must be left with the Media Center staff until the reference book is returned.

Vertical File Materials: Select material from the Vertical File. Fill out a Vertical File slip with the subject and number of pieces. Present slip to librarian or library assistant. All Vertical File material is due two weeks from date charged out.

Periodicals: Current periodicals do not circulate. Back issues of periodicals circulate. Fill out the call slip and present it to the Media Center staff who will get material from the workroom.

Audio Visual Materials: Do not circulate, except by special permission from classroom teacher and Media Center staff.

Renewals: Unlimited, unless great demand for the material.

Return of Materials: Return materials directly to the librarian or put in the library drop box on or before due date. Return reference books to the circulation desk by the end of the period in which they were borrowed, or before 8:00 a.m. if overnight.

Fines: Overdue circulation: twenty-five cents per day, up to a maximum of ten dollars. If the item is lost or not returned, current replacement price will be assessed the borrower.

Copies: Students have access to a coin-operated copy machine for ten cents a copy in the Media Center.

■ Parents' Clubs

The Mothers' and Fathers' Clubs are two separate organizations functioning together to promote cooperation and enthusiastic participation among the various people concerned with Brother Rice: faculty, students, parents and alumni. They give support to various school-oriented activities and sponsor many different events throughout the year — religious, athletic, academic, fundraising, and just plain "fun".

The success of the school's various projects can certainly be attributed to the involvement of so many Brother Rice parents over the past years.

All parents are invited to be active members of the Parents' Clubs and to participate in helping to provide support for Brother Rice High School.

Student Conduct and Responsibilities

Brother Rice students are expected to conduct themselves as Christian gentlemen who respect themselves and their teachers, as well as the rights and property of their fellow students.

An environment of mutual respect for the rights of others must prevail for Brother Rice to fulfill its mission. Students are encouraged to form, hold, discuss and express their own beliefs and opinions. However, a student's exercise of free expression must not interfere with the rights and dignity of other students, and all students must be able to learn and grow in an atmosphere of mutual respect.

A Brother Rice student must understand that his conduct is

a reflection of himself, his family, and the entire school community. Moral and courteous behavior, therefore, is expected not only in the classroom and hallways of the school, but also in the immediate neighborhood, on school buses, and at all school functions, whether on or off campus. In keeping with the philosophy that a school is as good as the reputation of its students, disciplinary action may be implemented in response to any off campus behavior that would discredit the good name of Brother Rice.

By enrolling at Brother Rice, both parents and the student agree that the student will comply with all regulations and disciplinary standards that are now in effect or which may become effective during the student's enrollment at Brother Rice concerning conduct, dress, attendance and official vacation periods and that the student will fulfill all academic requirements.

Repeated minor infractions, normally considered as single-detention offenses, will result in multiple detentions, suspensions or expulsion if these measures are deemed necessary to secure compliance with the rules and policies of the school or to preserve and protect the best interests of the Brother Rice community.

Whenever a student commits a disciplinary infraction, and that infraction is reported to or by the Dean, it is entered into the student's disciplinary record together with the one or more detentions or the one or more days of suspension which the Dean assigns to the student for that disciplinary infraction. The nature, the severity, and the number of times the student has committed that infraction determine the number of detentions or the number of days of suspension and/or expulsion. All decisions concerning student discipline, including but not limited to, suspension or expulsion are at the sole discretion of the school.

■ **Student Discipline**

Detention: Detentions are held each day at 7:00 a.m. in the Dean's Office. All late to school/class detentions must be served at this time, but all are welcome. After school detentions are from 2:50-3:30 p.m. in the cafeteria. Detentions must be served within one week of the issue date or they turn into Saturday detentions. Saturday detentions are from 8:00-11:00 a.m. on designated Saturdays as determined by the Dean. Please come prepared to work outside or to study inside the building.

Suspension: Suspensions are determined by the Dean. Service hours may be required for readmittance. Drug testing may be mandated depending on the infraction.

Social Probation: A student may be put on social probation as deemed necessary which means that he may not participate in any extracurricular activities.

Student Appeals Board: Any student who has accumulated numerous detentions, has been suspended from school, or has committed a serious infraction of the rules of the school may be advised by the Dean, after consultation with the Principal, to withdraw from Brother Rice High School. The student can either accept this recommendation or appeal it before the Student Appeals Board.

The Student Appeals Board consists of five faculty members appointed annually by the Principal: Chairperson for the Board, three other faculty members and a fifth faculty member chosen by the student. The Dean, a nonvoting member of the Board, presents and explains the student's complete disciplinary record

to the Board. The Principal and the student's Guidance Counselor may attend the meeting.

At the hearing before the Student Appeals Board, the Dean presents the student's disciplinary record to the Board and renews the recommendation for withdrawal. The student and his parents will then have the opportunity to address the members of the Student Appeals Board.

After all sides have been heard, the five members of the Board will discuss the case in private and make an advisory recommendation to the Principal who will then make a final decision.

■ **Attendance**

Please put this number in your cell phone and near your home/work phone: (248) 647-3496 This is a 24 hour hot line. Regular attendance and promptness promote a student's positive academic achievement. Attendance is taken before each class period, and absences accumulate by period to a semester total. Missing more than 20 minutes of a class period for any reason is considered an absence.

A student may lose credit for a course when more than ten absences per class have been accumulated in one semester. A student will also lose credit for any tests, quizzes or assignments in a course after he misses more than five classes during a quarter. In the case of extended illness or hospitalization, exceptions may be made.

Absence:

ATTENDANCE HOT LINE

24 hours

(248) 647-3496

- Parent or guardian must call by 9:00 a.m. each day a student is absent. STUDENT WILL RECEIVE A DETENTION IF PARENT FAILS TO CALL BY 9:00 A.M. Upon return the student must present a signed note to Mrs. Stoltman before his 1st class.
- If a student is MORE THAN TWENTY MINUTES LATE, a parent must call before 8:15 and send a note in with the student. STUDENT WILL RECEIVE A DETENTION IF PARENT FAILS TO CALL BEFORE THE STUDENT ARRIVES. Student must present note and check in immediately upon arrival. A doctor's note will be acceptable.
- The Attendance Office will notify parents if their son is not at school, and the student will get a detention for failure to have the parent call.
- If a student is only absent for half a day, the parent must still call by 9:00 a.m.
- Upon returning to school, a student must bring a note to the Attendance Office from a parent or guardian with the dates and reason for the absence. Failure to do so results in detention(s).
- In the event of an extended illness (3+ days), the student should check with his teachers on-line for assignments or the parent may call the General Office by 9:00 a.m. to request a homework packet that will be ready after school.

Late to School: A student is considered late to school if he is not in the classroom, in dress code, ready to say morning prayers when the 7:55 a.m. bell rings. Students who arrive between 7:55-8:15 a.m. must report to the Attendance Officer to get an Admit Slip to class. When a student arrives more than 20 minutes late

to school, there must have been a prior phone call from a parent or a note explaining the lateness. If a student misses more than 20 minutes of a class period, it will be recorded as an absence.

If an appointment cannot be rescheduled, 24 hour notice is required to avoid a detention. A doctor's note must be presented to the Attendance Office upon return to school.

A student may be late to school for any reason 5 times per semester without penalty. The sixth and seventh tardy per semester will result in a 45-minute detention at 7:00 a.m. The Dean of Students may call the parent after two such detentions have been served. The eighth and ninth detention will be served on Saturday mornings designated by the Dean of Students from 8:00-11:00 a.m. The tenth time a student is late to school per semester, he will be suspended and have to do community service to be reinstated.

Late to Class: All students must be in their classrooms when the bell sounds each period. Unless a student presents a note from a teacher, he will serve a detention if he is late to class. Absence from a class, especially after a free period or lunch results in immediate detentions (3).

Early Dismissal: Student must present a signed note to Mrs. Stoltman, Attendance Officer, before his 1st class, and a parent must call to confirm. Student will receive a detention if a parent fails to send signed note/call, or student does not submit note before his first class. **YOUR SON MAY ONLY LEAVE EARLY THREE TIMES PER SEMESTER. STUDENT MAY ONLY LEAVE AT CLASS BREAKS AND MUST CHECK OUT FROM ATTENDANCE OFFICE.**

Skipping school, cutting class, leaving campus without permission from the Attendance Office, or failing to attend a detention period will result in multiple detentions, Saturday detention, or suspension.

Off Campus: Learning opportunities are offered for students to enhance their spiritual, academic, or athletic education. The student is responsible for getting the "Off Campus Permission Form," bringing it to all his teachers so that they may inform him of missed assignments, and having parents sign the release. The students must have the completed form turned into the Attendance Office before he departs. All off campus excursions are considered excused absences and will be reflected on the report card as an absence.

Overnight or Out of Town Trips: In addition to the "Off Campus Permission Form," these trips require a notarized "Permission to Administer Treatment Form."

Vacations: Teachers are not obligated to give make-up work/tests for days missed due to family vacations. Students must arrange for school work beforehand and be advised of possible academic consequences.

Extracurricular Participation: **YOUR SON MAY NOT PARTICIPATE IN ANY BEFORE/AFTER SCHOOL ACTIVITY IF HE HAS MISSED MORE THAN THREE (3) ACADEMIC CLASSES.** This includes before-school as well as after-school activities. Students who miss one or more morning classes after an event may have their participation limited. Failure to comply may result in being excluded from the next two events scheduled for that activity.

■ Appearance & Dress

Any student who is non-compliant with the Dress Code must correct the violation immediately. For violations that cannot be corrected immediately, the student will be suspended from his classes until the violation is corrected: i.e. parent brings a proper dress shirt or dress pants, etc.

- Brother Rice strongly discourages tattoos. They may not be visible during the school day.
- A white or solid-color dress shirt must be worn fully tucked in, buttoned from top to bottom, with a regular fold-down collar.
- Only short sleeved, white undershirts without design or writing may be worn.
- A conservative tie, properly knotted and securely fastened under the collar of a dress shirt is to be worn. A Brother Rice tie, which may be purchased in the Bookstore, must be worn on certain days.
- Before October 1st and after the Founder's Day Mass in May, students may wear the required dress shirt, without a tie, or they may wear a white or solid color golf shirt. As with the regular dress shirt, the golf shirt must be fully tucked into a pair of dress pants, and the collar must be worn in the down position.
- Conservative dress pants must be worn with a standard dress belt fastened at the waist. They must not be worn low on the hips and, consequently, very baggy over the shoes.
- Dress shoes must be worn. Athletic shoes of any kind are for gym use only. Shoe laces must be tied, and socks must be worn.
- Sweatshirts of any kind may not be worn. No outdoor jackets or coats may be worn in the building during regular school hours. A Brother Rice athlete may wear his team jersey or jacket over his regular dress shirt and tie on special days determined by the Athletic Director and announced by the Dean.
- Earrings, necklaces, sunglasses, or any unnecessary and/or distracting accessories may not be worn in school.
- Caps and hats of any kind, including head coverings such as jacket hoods, are not to be worn during school hours.

The criteria, within the above guidelines, are neatness and overall appearance. The dress code may remain in effect during exam days.

■ Facial Hair & Haircuts

- Students are to be clean-shaven on a daily basis: no beards, mustaches, or sideburns below the bottom of the earlobe are allowed. Students needing a shave will be provided shaving materials for a charge of \$5.00, will shave, and will receive a detention. Subsequent offenses will result in Saturday detention.
- Haircuts should be above the shirt collar in the back. The length, consistency of length and overall neatness and appearance are the main criteria. Moppy looking hair that covers the forehead and the ears is not acceptable. No hairstyles that draw undue attention to the individual are allowed. Haircut "sweeps" will be conducted in order to attain full compliance with this regulation.
- Haircut Sweeps will be held at least once per quarter. If one

or more teachers deem the student's hair in violation of the above code, the student will be notified and expected to comply in a stated period of time. Chronic violators of the code will be disciplined accordingly including suspension until the time of an appropriate haircut.

In all matters regarding the appearance of students, the decision of the Dean of Students is final.

■ **Group/Team/Band/Class Responsibility**

On rare occasions, an entire group, team, band or class can be held responsible for disturbing the peace of the school or the community. The teacher, coach or moderator may impose a penalty for all members of the group, team, or class. Everyone shares the responsibility for the good order of a class, activity, assembly, etc.

■ **Cafeteria Behavior**

Each student is to clean up after himself. At the discretion of the Dean, students with disciplinary problems may be required to help keep the cafeteria clean during part of their lunch periods.

Running, making unnecessary noise, and any behavior deemed disorderly by the cafeteria supervisors are not permitted.

No food or drink is allowed outside the cafeteria in the halls and rooms in the Academic areas, the Activity Wing or Gymnasium.

Students must pay for their food before taking it away from the cash register area or before beginning to eat it. Failure to do so will result in detentions and/or suspension.

Throwing food or litter is not allowed.

Yelling in the cafeteria results in 3 detentions.

Stealing food or beverages from the cafeteria will result in immediate suspension.

Cafeteria disruptions will result in loss of full period lunch for juniors and seniors and Saturday detention(s) for freshmen and sophomores.

■ **Driving a Car to School**

Registration: At the beginning of each school year, every student who plans to drive regularly or occasionally to school must purchase a parking permit in the Dean's Office and register each vehicle he expects to use during the school year. The fee for the parking permit is \$100. The permit gives the purchaser the right to park any one of his properly registered vehicles on the student parking lot. Only seniors will have a numbered, assigned parking space. Underclassmen who have registered their vehicle and paid the parking fee of \$100 may park in any spot other than those spaces occupied by the seniors. Letting another student borrow a parking space is strictly forbidden. The permit is to be hung from the bracket of the rear-view mirror of the registered vehicle which the student has driven to school. Detentions will be imposed on any student who parks an unregistered vehicle on school property without giving proper written notice to the Dean as soon as he enters the school building. Further details concerning parking regulations and penalties for parking or moving violations can be obtained from the Office of the Dean. Damage to automobiles on school property is to be covered under the owner's vehicle insurance policy.

Parking: Parking at St. Regis, Marian, on the streets of the neighboring subdivisions or in unmarked areas is strictly prohibited and may result in the vehicle being towed away at the

owner's expense. Parking permits and vehicles parked in the Brother Rice spaces are to be used exclusively by Brother Rice students and faculty.

Poor Driving: To ensure the safety and welfare of our own students and those at St. Regis and Marian, driving in excess of 10 m.p.h. or in a reckless manner is strictly prohibited. The penalty for doing so is multiple detentions, suspension of driving-to-school privileges, suspension from school, and/or the requirement to take a remedial driver's education course.

■ **Parking Lot Behavior**

No student is allowed to be in the parking lot except when arriving or leaving campus or with permission from the Dean.

Playing, running, Frisbee throwing, ball playing, and the like are not permitted on or near the parking areas because of possible injury to students or damage to vehicles.

■ **Announcement Time**

Announcement time is that period of the day when PA or televised announcements are made and school business is conducted. Students are to listen to the announcements in silence, and they are to remain in the classroom until the end of the announcements. Copies of the announcements are posted in the Main Office and outside of the Attendance Office, and they are delivered to classrooms for reading during Mentor Groups.

■ **I.D. Cards**

In order to make proper identification of each student, the General Office issues ID cards upon enrollment. Every student is required to carry this ID card at all times. A student must surrender it on demand to any school employee or supervising parent. If a student loses his ID card, he must sign up for a new one in the Bookstore. There is a charge for a new ID.

■ **Lockers**

School lockers are the property of the school and are subject to search at any time. Students are to insure that their lockers are locked at all times and are advised not to reveal the combination to anyone. Students are to keep their lockers neat and clean at all times and are not to kick or deface the lockers in any way. The Athletic Director assigns gym lockers, and only locks sold by the school may be used on them. Students who are negligent in locking their lockers will be reminded by the use of detentions. Keep your valuables secure at all times.

Any student entering another student's locker is subject to suspension and/or expulsion.

■ **Lost & Found**

The Lost and Found is located in the Attendance Office. Items are kept for several weeks before they are donated to a charity. Parents are welcome to come and look any time during school hours. Please be sure your son's name is in his books, jackets and on his calculator.

■ **Restricted Areas**

Gym: Due to possible injury or damage to property, students are not to be in the gym, weight room and/or locker room without faculty or staff supervision.

Boiler Room: Fire regulations prohibit students from having access to the boiler room and, therefore, students are not to

use the doors which adjoin this area at any time.

Marian/St. Regis/Other Schools: Brother Rice students may go to Marian for any classes they attend there. However, at other times they should not be in Marian, St. Regis, or any other school before, during, or after the school day. Failure to comply will result in suspension. However, if serious business must be conducted there, written permission must be obtained from the Dean's Office. The Marian parking lot and the grassy area between Marian and Brother Rice are included in the restricted area.

■ Visitors & Guests

All visitors to the school must report to the General Office to identify themselves and their business at the school and to sign in and out.

■ Substance Abuse

Brother Rice High School strives to provide a drug-free environment for the academic, spiritual and emotional development of students, faculty and administrators, and will adopt and apply rules and guidelines to implement this Policy.

Any student who possesses alcohol or illegal drugs poses a threat to the health of young people and creates an obstacle to his full development as a Christian person. Counseling and other preventative approaches are available at Brother Rice High School to assist students in coping with the problem of chemical dependency. The use of prescribed drugs must be consistent with the school's policy and in accordance with doctor's directions.

Rules and guidelines directed to any student who possesses or is under the influence of narcotics, marijuana, barbiturates, amphetamines, hallucinatory drugs, performance enhancing drugs, etc., or alcohol will (a) apply to student conduct on and off campus; (b) encourage and promote rehabilitation; (c) provide progressive discipline, recognizing that some chemical substances are addictive and relapses can and do occur; and (d) utilize expulsion of students only as a last resort.

Rules and guidelines directed to students who use chemical and regulated substances should encourage, and should not discourage, reporting, self-reporting and detection of students who use chemical or regulated substances.

In drafting and applying rules and guidelines dealing with students who use chemical and regulated substances, the administration shall consider as a factor the reputation of Brother Rice, which should be known as an institution which promotes the academic, spiritual and emotional development of all students, and is not intolerant of youthful, correctable indiscretions, including those involving the use of chemical and regulated substances.

Rules and guidelines dealing with chemical and regulated substances will clearly differentiate offenses of possession or use from activity dealing with sale and distribution of chemical and regulated substances for monetary or other gain. Students engaging in sale and distribution of chemical and regulated substances for monetary or other gain will be subject to dismissal.

The Principal may depart from strict application of the rules and guidelines dealing with chemical and regulated substances as the Principal deems appropriate in individual cases to fulfill the spirit of this policy, the Essential Elements or the mission of Brother Rice.

■ Guidelines for Substance Abuse

Since chemical use, problems, and dependency are of a progressive nature, these offenses accumulate throughout a student's entire enrollment period at Brother Rice. However, each violation of school policy in regard to substance abuse as listed below will be addressed individually.

The Principal, in all events, reserves the right to expel or suspend any student whenever the distribution, use, or possession of alcohol or substances is involved. In its discretion, the school may involve local law enforcement authorities whenever it considers it appropriate to do so.

Group I Offense:

Use or possession of any illegal or unauthorized medicines, drugs, performance enhancing drugs or narcotics including but not limited to marijuana, heroin, cocaine, LSD, barbiturates, amphetamines, ritalin, inhalants, all performance enhancing drugs outlined on the the NCAA website www.ncaa.org/health-safety and ecstasy on school property or at any school sponsored activity or in the community at large will result in the consequences as listed below.

Drinking, possession or evidence of consumption of alcoholic beverages on school property, at any school sponsored activity, or in the community at large results in the consequences as listed below.

When families and/or students initiate contact to seek help and intervention from Brother Rice High School pertaining to alcohol and substance use or possession before a public incident occurs, suspension will be waived. Contacts initiated by families and/or students will be addressed confidentially.

First Offense: Suspension for up to ten (10) days, a professional chemical evaluation to include a signed release form, parental conference, and completion by the student and parent(s) of the Brother Rice approved Chemical Awareness Program. Each session missed by student or parent, whether conducted by Brother Rice or an outside agency, may result in one (1) additional day of suspension. Involvement of local law enforcement may occur when use or possession occurs at school or at a school sponsored activity.

Second Offense: Dismissal from school.

For those who commit Group I Offenses, Brother Rice may require random alcohol and chemical screening throughout the student's remaining time at Brother Rice.

Group II Offense:

Sale or distribution or intent to sell or distribute any alcohol, illegal unauthorized medicines, drugs, or narcotics including but not limited to marijuana, heroin, cocaine, LSD, barbiturates, amphetamines, ritalin, inhalants, and ecstasy on or off school property will result in dismissal from school. Group II Offenses will include involvement of the Police Department.

■ Smoking Policy

Recognizing that the use or possession of tobacco products is unlawful for individuals under the age of 18 and that the use of tobacco products is harmful to the user as well as to those subjected to the secondary inhalation of smoke, the following policy will be in effect for all students at Brother Rice High School.

While on school property or at school-sponsored events a stu-

dent enrolled at Brother Rice may not use or possess tobacco products. Violation of this policy will result in the following:

First violation: A one (1) day suspension, parental contact and participation in a Brother Rice approved smoking cessation program at the student's expense.

Second violation: A two (2) day suspension, second parent contact and participation in a Brother Rice approved smoking cessation program at the student's expense.

For purposes of this section, tobacco products include but are not limited to cigarettes, cigars, chew, snuff, powdered or pulverized tobacco for use in pipes or other smoking paraphernalia.

■ **Disciplinary Infractions**

A student who commits any of the following infractions will receive one or more detentions, a period of suspension, or some other appropriate consequence, to be determined by the Dean of Students or, ultimately, by the Principal, depending on the nature, the severity, the frequency, or other specific circumstances of the infraction, as well as the degree to which that consequence is likely to deter the student from repeating the infraction. Students who appear to be immune to reminders, warnings, and detentions, or are not deterred by these consequences from continuing to violate the rules and policies of the school, will be suspended from school for one or more days for further violations.

The provisions of this Parent-Student Handbook, especially the infraction descriptions in this section, provide due notice as well as clear and adequate warning to each student and his parents of the school's expectations and requirements with regard to student conduct and the consequences for misconduct. No further warnings should be needed.

According to the standards and policies of Brother Rice High School, the following behaviors are deemed unacceptable and subject to consequences of detentions, suspensions, or expulsion as determined by the Principal. This list is not exclusive but is intended to provide examples of unacceptable behavior:

- Failure to return documents that are given to students by the Dean, Attendance Officer, classroom teachers or any other school employee that must be signed by a parent
- Roughhousing (playful or serious)
- Fighting
- Picking up snow or throwing snowballs and, in general, throwing any object at anyone on school property
- Disrespect in any form towards any student, teacher, or any other member of the Brother Rice community, including cafeteria and maintenance staff
- Defiance, insubordination, uncooperative conduct toward any school employee, including cafeteria and maintenance staff
- Disruptive conduct that interferes with the good order of the school
- Causing or participating in any bus disorder problems
- Misuse of fire alarms or fire extinguishers
- Eating food, including candy or chewing gum outside of the cafeteria
- Racial or ethnic slurs of any kind or any similarly offensive and ethnically disrespectful language or visuals, whether meant as a joke or meant to offend or to ridicule. Such conduct is considered a very serious and intolerable offense.

- Spitting or other grossly offensive conduct
- Dishonesty in any of its forms: cheating, plagiarism, copying another person's work and seeking credit for it, forgery, presenting false notes or passes, lying, stealing, or conversion: the unauthorized possession of another person's property.
- Gambling and betting, including NCAA basketball and Super Bowl pools
- Loitering on school property
- Vandalism, malicious mischief, willful or careless defacement or destruction of property on or off campus
- Possession of weapons, including pocketknives
- Laser pointers are not allowed anywhere or at anytime on the BRHS campus. A student caught with a laser pointer will receive two detentions and the laser pointer will become the property of BRHS until the end of the school year. A school administrator will then return it to a parent.
- Use of cell phones and other electronic devices in the school building during the school day. Cell phones are not allowed to be on during the school day, and turned off cell phones must be stored in the student's backpack or locker. A student who has a cell phone out for any reason will be subject to having it confiscated, and the parent will be called to retrieve it. If an important call needs to be made or received, the student should report to the Dean's Office where messages may be checked at any time during the school day.
If a student has a cell phone out during the school day anywhere in the building, including the cafeteria (even during hours in which the student may not have a class), the following consequences will apply to this situation (in addition to a detention):
 - For first offense, the cell phone will be confiscated and a parent or guardian will be required to come to school to pick the phone up from the Band Dean.
 - For a second offense, the cell phone will be confiscated and will be held by the Band Dean for 2 school days before a parent or guardian may pick up the phone.
 - For a third offense, the cell phone will be confiscated and will be held by the Band Dean for 5 school days before a parent or guardian may pick up the phone. A meeting with parents may be scheduled at the Band Dean's discretion.
 - For a fourth offense, the cell phone will be confiscated indefinitely and a meeting will be scheduled with parents and the Band Dean.
- Possession or use of fireworks, smoke bombs, stink bombs, or any other property which could reasonably be considered as intended to cause mischief or injury or which could unintentionally or otherwise proximately cause mischief or injury
- Hazing, malicious mischief, vandalism, or similar conduct
- Public displays of affection are not tolerated on school grounds
- Harassing, intimidating, teasing, or annoying another student, faculty or staff member by using (1) any form of vulgar, profane, abusive or threatening language or (2) any form of offensive or otherwise inappropriate physical contact. Such conduct is considered a very serious and intolerable offense.

■ *Academic Integrity*

Dishonesty in any form is a violation of school policy. A Brother Rice student must understand that his conduct is a reflection of himself, his family, and the entire school community. The development of character and integrity is central to the school's mission. Violations of testing and homework procedures, as outlined by individual teachers, will result in the consequences listed below. In situations involving academic dishonesty, the school will generally implement the following steps but has the right to skip or merge steps where the particular facts warrant:

First Offense: Zero on the test, quiz, or assignment; letter sent home by the Dean of Students; Saturday detention

Second Offense: Zero on the test, quiz, or assignment; one day suspension from school; five hours of Christian service before returning

Third Offense: Expulsion from Brother Rice High School

■ *Harassment or Bullying*

Students who engage in harassment or bullying are subject to disciplinary action, including suspension or expulsion. Harassment or bullying is defined as intimidation or emotional abuse of others, whether real or threatened, as transmitted verbally, physically, in writing, or electronically (cyber-bullying).

Brother Rice Harassment Policy:

Respect for the dignity and worth of each individual is a basic tenet of Brother Rice High School. It is the policy of Brother Rice High School to provide an educational environment free from unlawful harassment or discrimination. This policy applies to the conduct of faculty, staff, students (or others who may be in a working relationship with the school) on school premises or away on school sponsored activities.

Brother Rice High School will not deny the full use or benefit of the school's services, activities, or programs based on race, color, or national origin or a disability which is unrelated to the student's ability to participate in school programs. Harassment includes unwelcome and inappropriate conduct or communication that denigrates or shows hostility to another student, faculty, or staff member on the basis of race, sex, color, or national origin, and has the purpose or effect of creating a hostile or offensive educational environment. Depending on the circumstances, examples may include, but are not limited to, sexual innuendos, jokes of a sexual or ethnic nature, sexual propositions, suggestive pictures or cartoons, unwelcome physical contact or inappropriate comments about appearance.

Any student, faculty, or staff member who believes unlawful harassment or discrimination has occurred should immediately report the matter to the Dean of Students or to the Principal. The school will investigate all complaints of harassment or discrimination in as confidential a manner as possible under the circumstances and will take appropriate corrective action when warranted. Retaliation against anyone who, in good faith, reports perceived harassment or discrimination, or participates in an investigation of a complaint, is prohibited.

Anyone who is determined to have engaged in harassment, discrimination, or retaliation in violation of this policy will be subject to appropriate disciplinary action, up to and including expulsion or dismissal.

■ *Weapons, Drugs, or Dangerous Items*

Students may not use, possess, conceal, sell, distribute or bring on

to Brother Rice property or to any school-sponsored activity any materials that are dangerous, illegal, inappropriate or disruptive to the educational process or to any athletic or school-sponsored activity. Examples include, but are not limited to the following: illegal drugs (including prescribed and over-the-counter medications used in an inappropriate manner), alcohol, firearms, weapons and explosives. Dangerous weapons include but are not limited to a gun or other firearm, a knife with a blade 3 inches or longer, a dagger, a pocket knife, box cutter or similar item. Use of any weapon or similar item in a threatening or assaulting manner is strictly prohibited and any weapons, drugs or dangerous items will be confiscated by Brother Rice. Possession, use, sale or distribution of a toy weapon, a look-alike or replica of a weapon or dangerous item is prohibited except with the prior approval of a teacher or administrator for appropriate educational use. The decision whether items are dangerous, inappropriate, disruptive or are used in a threatening or assaulting manner is within the sole discretion of the school. Brother Rice may search a student's possessions (including by way of example, and not limitation, desks, lockers, backpacks, computers, cars, etc.) any time the Principal determines that it is appropriate to do so to protect the health, safety and welfare of others, or where the Principal has any reason to believe that inappropriate, illegal or dangerous weapons, drugs or similar materials are possessed, used, sold, distributed, carried or concealed by a student. Violation of this policy will result in disciplinary action, up to and including expulsion, in the discretion of Brother Rice. The school has the right to notify law enforcement authorities concerning any violation of this policy and will fully comply with any mandatory reporting obligations. In an effort to maintain a safe environment for students, Brother Rice also requires that parents or visitors refrain from carrying or bringing concealed weapons or other dangerous materials onto school property or to school sponsored activities.

Student Health

■ *AIDS and/or any Communicable Disease*

It shall be a serious responsibility of a parent or legal guardian to inform the Administration of Brother Rice by confidential communication from the student's medical doctor any time a positive diagnosis of any reportable communicable disease is obtained on their son. Failure to report a communicable disease will result in exclusion from school with further consequences because of this irresponsible behavior which puts the school community at risk. A communicable disease is defined as follows: "An illness due to a specific infectious agent or its toxic products which results from transmission of that agent or its products from a reservoir to a susceptible host, directly as from an infected individual or animal host, vector or the inanimate environment." (Michigan Public Health Code 333.5101, Article "A") "Dangerous communicable disease means a communicable disease which is so designated by the department pursuant to this part." (Michigan Public Health Code 333.5101, Article "B").

The Administration of Brother Rice may, in its sole discretion, suspend a pupil with a known communicable disease for a reasonable period of time. During the time of suspension, the parent shall be obligated to obtain appropriate diagnostic information and furnish it to the Administration of the school

and obtain appropriate treatment for the student.

A student who has been suspended by the Administration of Brother Rice pursuant to the preceding paragraph shall be excluded from school and all extracurricular activities until a physician certifies that the student may return. The Administration shall be guided by the applicable regulations of the Department of Health. The school will provide the suspended student in such a situation with the opportunity to gain access to a tutoring program provided by outside agencies, if the need arises.

Each parent, student and teacher should inform the Administration of Brother Rice when a student has been exposed to (but not necessarily contracted) a communicable disease.

■ **Steroid Use**

Public Act 215 of 2006 prohibits the possession or use of any performance enhancing drug. The use of banned substances will subject the student to the same penalties that the school has established for tobacco, alcoholic beverages and illegal drugs. Michigan's Department of Community Health maintains a list of banned substances based on the policies of the NCAA.

■ **Code Red Procedure**

Activated only by the Principal or an Administrator in charge through a Public Address Announcement.

Code Red Procedures:

Indicates an emergency that requires all areas of school to be secured (lockdown).

- All staff remain with students at current location.
- Teachers with students outdoors escort students to nearest indoor location, unless instructed otherwise by authorized member of the staff.
- Unsupervised students go to nearest classroom and report to teacher in charge.
- Teachers and staff ignore fire alarms and bells. Teachers lock their classroom doors and move students to the corner of the room that would prevent them from being seen from the hallway window.
- Students and teachers remain in classrooms until additional instructions are received from an authorized member of the staff.

■ **Child Protection Policies**

On May 4, 1990, the Board of Directors of Brother Rice examined, adopted and promulgated two policies regarding "Child Protection" and "Child Abuse and Neglect." The first policy concerns itself with any faculty and/or staff person alleged to be involved in the abuse of a child in school either emotionally, sexually, or physically. The second policy deals with a faculty and/or staff person suspecting "Child Abuse and Neglect" by either a parent or guardian. State Law of Michigan mandates reporting incidents of both abuses. The full and entire document is available to each family upon written request made to the Principal.

■ **Illness**

Any student feeling ill in the morning should stay home. If a student becomes ill in school and it is the opinion of the Attendance Officer that he should be sent home, a parent will be contacted before the student is allowed to leave campus.

■ **Medication**

It is important that students carry only medication needed for emergency situations including, but not limited to, asthma inhalers, Epi-pens, and diabetic supplies. It is important that all students carrying these medications in school, in accordance with Public Act 10, have that information documented in the Attendance Office.

All other medications brought to school, both prescription and nonprescription, must be left in the Attendance Office with proper forms on file and dispensed from there only.

On the Emergency Card filled out each year, a parent may note which OTC meds the Attendance Officer may administer, Acetaminophen or Ibuprofen and the dosage.

Please call the Attendance Office at (248)647-3496 if you have any questions or concerns.

■ **Suicide Crisis Plan**

Brother Rice High School has appointed a Crisis Team to directly intervene and deal with students who pose a suicidal threat and to coordinate the school's response. Contact the Counseling Center (ext. 144 or 149).

■ **Immunizations**

Since 1978, state law has required that each student entering a new school in grades 1-12 must have a certificate of immunization at the time of registration or not later than the first day of school. Students will not be allowed to start school if this documentation is not in place on the first day of school. Please contact the Attendance Office with any questions or concerns at 248-647-3496.

General Information

■ **Admission Requirements**

Brother Rice educates young men in the surrounding communities. Not every student who applies can be accepted. In selecting students, every effort is made to evaluate the applicant's potential as a student and as a contributor to school life. Additional consideration is given to students from the feeder parishes and those who are sons of graduates as well as to brothers of students or graduates.

Incoming Freshmen: An Open House is held in November for seventh/eighth graders and their parents. Boys seeking admission to Brother Rice in the fall must take the High School Entrance Exam in November of the eighth grade. There is a \$20⁰⁰ fee for the test and application to Brother Rice which may be filled out that same day.

Transfers: A limited number of sophomores and juniors are also accepted annually. These applicants must submit a formal application, a transcript of all high school grades, standardized exam scores and letters of recommendation from two of the teachers and one administrator in the school from which they are transferring. Generally, a grade point average of 2.75 is required. Applicants should make application before August 15 for the fall semester. The application fee is \$25⁰⁰.

■ **Announcements/Posters**

A bulletin is read aloud on the P.A., is televised, or is read in Mentor Groups each day. Notices by students as individuals or in behalf of the organization they represent must be signed by the moderator or teacher involved with the organization, and submitted to the General Office before 8:45 a.m. on the day they are to be read. Extra copies of the announcements are available in the General Office. Parents are encouraged to receive the daily announcements via email. Call the General Office to be added to the e-mail list. Posters are to be dropped off at the General Office and may be posted only in the Cafeteria as determined by the Dean of Students.

■ **Business Hours**

School Days 8:00 a.m. - 4:00 p.m.
Summer 8:00 a.m. - 12:00 noon

■ **School Hours**

M, T, Th, F 7:55 a.m. - 2:46 p.m.
Wednesday 7:55 a.m. - 1:36 p.m.

■ **Change of Address**

Students who change their residence, mailing address, or telephone number after enrollment should immediately report the change to the General Office so that all records may be promptly corrected.

■ **Communication**

The importance of home-school communications is evident. The Brother Rice NewsNotes are posted bi-monthly on the school website. The NewsNotes contain items of interest, notification of activities, and monthly calendars. Items of interest for the monthly publication should be submitted to the Public Relations Office by the 10th of the preceding month. Additional copies of the NewsNotes are available in the General Office.

■ **Parent-Teacher E-mail Communication**

A parent may contact each teacher at Brother Rice by using the following address: teacher's last name@brrice.edu. Our website address is www.brrice.edu.

■ **Civility Policy**

All members of the Brother Rice community are expected to act in a civil and courteous manner towards one another. An environment of mutual respect must prevail for parents, teachers, coaches and students to effectively work together. The administration endorses the concept of chain of command in resolving disputes. Students and parents should first communicate with the individual teacher or coach. After a discussion with the teacher or coach, Department Chairs, the Dean of Faculty, or the Athletic Director can be consulted. In all cases, a spirit of respect and civility is essential to the resolution of disputes among parents, teachers, coaches and students. By enrolling at Brother Rice, both parents and the student agree that they will comply with the standards for behavior that are essential to a Catholic educational institution.

■ **Missions**

The Congregation of Christian Brothers operates schools in Peru. Because the students in these areas are unable to pay tuition, the schools of the Western American Province of the Brothers finance the operations. Students are asked to help maintain these missions on a voluntary basis, in charity and self-sacrifice, through the mission collection in their Theology classes.

■ **Prayer**

As a Catholic school, Brother Rice attempts to inculcate moral and spiritual values. Consequently, each class is to commence with a prayer.

■ **Public Telephones**

There are no pay phones in the building. Students are to go to the General Office to make a phone call.

■ **Retreat Program**

The retreat program offers students the opportunity to enhance their faith life and deepen their relationship with God. At the same time, students are challenged to examine their own lives and values, and to become better acquainted with their classmates. All students will have the opportunity to attend retreats each year, culminating with juniors and seniors being offered the Kairos retreat experience, an intensive four-day overnight retreat.

■ **Telephone Directory**

General Office/
Administration..... (248) 647-2526
Attendance (248) 647-3496
Advancement..... (248) 647-2531
Advancement FAX..... (248) 647-2532
General Office FAX (248) 647-8170

■ **Transfers from Brother Rice**

Any students desiring to transfer must submit a request written by the parent to Brother Rice. Once a student begins a semester, he will be charged the full semester's tuition and full year's fees regardless of when he withdraws in that semester. No transcripts or other school records will be forwarded until all financial obligations have been met.

■ **Transportation**

Transportation is provided to Brother Rice students who live within the Birmingham or Bloomfield Hills school districts. Please call the transportation office in Birmingham at (248) 203-3940 or Bloomfield Hills (248) 339-3490 for the bus route/times in your area. When the Public Schools are not in session, the busses will not be running. For further information, please call the Attendance Officer at (248) 647-3496.

The school provides bus service from University Square Mall, in Rochester, to Brother Rice in the morning and a return trip after school. The charge is \$800.00 per year. For further information, contact Mr. Robert Stark, the Transportation Director, at Brother Rice during the school day.



By assuming the status of a Brother Rice High School student, I am aware of my commitments and responsibilities as a representative of Brother Rice High School and of our community.

I accept and understand the impact of my actions and behaviors at all times, and how these actions and behaviors reflect upon our school and community as a whole.

I will do all that I can through my words and actions to support the fine tradition for which the Brother Rice community stands.

A Warrior reaches for a goal knowing any goal is within his reach, yet he remains steadfast in the knowledge that any goal he seeks is a sacred personal trust, a vow on which he will never turn back, never give up.

A Warrior realizes many have the will to achieve a successful end but only very few possess the will to work for the achievement of the end. He knows progress toward the successful end lies in the discipline of endeavor, and he knows the crucial key to discipline lies in his own positive state of mind.

A Warrior knows the value of discipline because he has found no goal can be achieved without sacrificing mind and body in concentrating his entire energies to a successful end.

A Warrior stands proud in quiet determination; he is proud of the price he has paid for the progress he has made, quiet because he is aware of the price of further progress, and determined to pay any price to attain his goal.

A Warrior respects every obstacle blocking his success for the threat it poses, but he fears none of these threats.

A Warrior is gratified by his accomplishments, yet sobered by the realization that complacency will render him stagnant, unproductive.

A Warrior is somber in his setbacks yet encouraged by the challenge that the greater achievement lies not in never failing but in rising again after he falls.

A Warrior is confident yet humble because he knows it is not just a game he is playing. It is a life he is living, and the true score lies not in what he accomplishes but in what he learns.