

# TEURLINGS CATHOLIC HIGH SCHOOL HANDBOOK FOR STUDENTS AND PARENTS

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Approved by  
Louisiana State Department of Education  
Diocese of Lafayette

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Accredited by  
Southern Association of Colleges and Schools/Council on Accreditation and School Improvement

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139 Teurlings Drive  
Lafayette, Louisiana 70501

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Members of  
National Catholic Educational Association  
Association for Supervision and Curriculum Development  
National Association of Secondary School Principals  
Louisiana Association of Principals  
Louisiana High School Athletic Association  
Citizens for Educational Freedom  
Lafayette Chamber of Commerce

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Reverend Hampton Davis, Chancellor  
Mr. Michael H. Boyer, Principal  
Mr. Bruce Baudier, Assistant Principal  
Mrs. Marty Heintz, Assistant Principal for Academics  
Mrs. Aline Norwood, Director of Development  
Mr. Mark (Sonny) Charpentier, Director of Athletics  
Mrs. Josette Surratt, Director of Faith Formation

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Teurlings Catholic High school admits male and female students of any race, color, national or ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on any national or ethnic basis in administration of the school's educational policies, scholarship and financial aid programs, athletics, or any other school-administered program.

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Teurlings Catholic High School  
Is an Equal-Opportunity Employer



# FORWARD

The regulations and other provisions outlined in this handbook are a material condition of the contractual agreement between Teurlings Catholic High School and each student enrolled in the school. In developing the rules and policies for Teurlings Catholic High School, the administration has tried to anticipate as many problems as possible. But as new and unusual situations may arise, the principal will have the authority to use his discretion in whatever circumstances the handbook rules do not precisely apply.

Although Teurlings is a Catholic school under the auspices of the Diocese of Lafayette, students of any religion are admitted. Discrimination on the basis of religion, race, national or ethnic origin is not shown to anyone in the administration of educational policies, admissions, financial aid programs, athletics and other school administered programs.

This handbook is designed to serve several important purposes:

It provides a handy source of virtually all the basic information the student needs for carrying out his or her course of study and extracurricular activities.

It serves as an official source of school policies and requirements for participation in academic, extracurricular, and social activities at Teurlings Catholic High School.

The handbook is useful to parents by providing information to enable them to assist and support their child's efforts and activities.

The handbook identifies the school's administration and staff with their respective functions. Thus, both students and parents may determine more readily which administrative, faculty, or staff members they may need to contact for specific purposes.

## PLEASE NOTE CAREFULLY

The Teurlings Catholic High School principal, with the approval of the Advisory Council, reserves the right to amend this handbook for a cause that, in his judgment, is just. If changes are made, all parents will be sent prompt notification. In this handbook, wherever the term "parent(s)" is used, "parent(s) or guardian(s)" is implied.

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# MISSION STATEMENT

Teurlings Catholic develops each individual's ability **To Channel His Spirit** for the glory of God.

*Revised 9/2006*

## OBJECTIVES

The faculty, staff, and administration of Teurlings Catholic High School strive:

To guide our students into Catholic principles of living, through the personal example of faculty and staff, through integration of these principles into the curriculum as well as through the provision of an atmosphere conducive to moral and spiritual uprightness.

To develop the whole person by encouraging honesty, integrity, development of character, strong moral principles, and recognition of one's duty to society.

To provide a suitable guidance program for all students, allowing each one to select vocational goals, to pursue an educational program leading to these goals, and to develop an understanding of how to work to achieve these goals.

To assist students in recognizing abilities, progress, limitations, responsibilities, and capacities.

To provide programs for student involvement in the civic and religious community, thus creating a correlation among the school, community, church, and parents.

To provide a curriculum, which includes an appreciation of aesthetic values and a program of preparation for today's technological world, allowing students to use their acquired skills upon graduation in post-secondary education or the work place.

To develop the practice of good thinking habits, not only of thinking in logical order, but also in exercising originality and creativity.

To instill our cultural heritage, developing the awareness that education is vital to global concerns.

To develop a willingness to accept responsibility and to understand the role of leadership by encouraging involvement in the religious, social, and educational aspects of school life.

## BELIEFS STATEMENT

### **We Believe:**

- Teurlings Catholic, focused on promoting student learning, religious formation, and personal growth, will provide an educational and spiritual environment where all individuals can grow in their knowledge of the Lord, witness His love, and thus teach, by example, His ways.

- Teurlings Catholic will provide a quality Catholic educational experience by offering challenging academics, athletics, and extracurricular programs that teach students to live the message of the Gospels and the lifestyle of Jesus Christ.
- Teurlings Catholic will provide a safe, supportive, and disciplined environment in the learning community that fosters an atmosphere of mutual respect, individual dignity, and self-worth.
- Teurlings Catholic will assist students in discovering and developing their talents by providing a variety of instructional approaches that support their learning and a multitude of assessment opportunities that demonstrate their achievement and mastery of skills and information.
- Teurlings Catholic recognizes parents as the primary educators and a spirit of cooperative collaboration between parents, students, faculty, clergy, and the community is critical to the development of the whole person.
- Teurlings Catholic will prepare students to accept responsibility, to be of service to others, to be good stewards of God's gifts, and to be responsible citizens who are active in their community and their Church.
- Teurlings Catholic embraces the philosophy of continual improvement.

## HISTORY

Msgr. William J. Teurlings, a pioneer cleric in the Diocese of Lafayette, envisioned a school to service the people of his parish, St. Genevieve. Msgr. Teurlings searched for property to build a high school. He found the land that he wanted but felt the price was too high. However, with advice from trusted friends, he decided to buy the twenty-five plus acreage for \$25,000, and the land for Teurlings High School was acquired. Shortly before his death, activity toward the creation of the school accelerated, until the opening of the school and dedication in 1955.

During the years 1955-59, the school grew and expanded its facilities until it had a full four-year high school program. With much energy and work, the school was officially accredited by the State Department of Education in 1959. Over the years, the name of the school has undergone change, which reflects, to a large extent, the growing experience of the school itself. Originally, the school was called **Father Teurlings High School**. The school held this name until 1967, when the name was changed to **Teurlings Central High School**, as a result of negotiations between St. Genevieve Church and the surrounding church parishes, which the school serviced. At some point in the early 1970's however, the school adopted the simple title of **Teurlings High School**. This title held on only briefly until the principal at the time, Sr. Julie McDougall changed the name to **Teurlings Catholic High School**.

Sister Myra Banquer, Superintendent of Catholic Schools for the Diocese of Lafayette, announced the formation of a tri-parish corporation, which would assume ownership of Teurlings Catholic High School in 1991. St. Leo the Great and St. Elizabeth Seton church parishes joined St. Genevieve as members of the corporation. The plan included joining Sts. Leo-Seton Elementary School with St. Genevieve Elementary School as feeder schools creating a strong base of support for Catholic education on the Northside and especially for the high school.

Bishop Edward O'Donnell created in 1999 a multi-parish ownership for Teurlings Catholic High School. In addition to the three current owner parishes and affiliated elementary schools, three new parishes and their respective elementary schools joined the system that was to be Teurlings Catholic. Those parishes and schools include: St. Peter and Carencro Catholic, Immaculate Heart of Mary parish and school, and St. Bernard parish and school.

The opening of St. Genevieve Middle School during the 2002-2003 school year brought an end to the long-standing configuration of Teurlings Catholic Junior/Senior High School. Beginning with the 2003-2004 school term, Teurlings Catholic became a traditional high school with grades 9 thru 12.

In June 2006, two additional parishes were added to the multi-parish ownership of Teurlings Catholic High School. St. Patrick parish and Our Lady of the Assumption parish were accepted by Father Jody Simoneaux, Chancellor of Teurlings Catholic.

Teurlings Catholic High School is accredited by the Southern Association of Colleges and Schools and approved by the Louisiana State Department of Education. The school is affiliated with the National Catholic Educational Association, the National Association of Secondary School Principals, Association for Supervision and Curriculum Development and the Louisiana Association of Principals. Athletic teams participate under the auspices of the Louisiana High School Athletic Association.

Teurlings Catholic High School is intensely proud of its 4,500 alumni. One of the school's greatest assets is the achievement record of its many outstanding graduates. Many of the prominent leaders in the Lafayette area, as well as throughout the country, were among the many students nurtured through their crucial adolescent years at Teurlings Catholic High School.

## Leadership

**Msgr. Charles Fortier**, who had spearheaded the drive for the new facility, appointed **Father Bede Becnel** first principal. When Teurlings first opened its doors in 1955, its reputation was that of a strict school which stressed fundamentals in education and religion.

**Sister Angelle Bell** served from 1957 until 1962. Under her leadership, the school expanded grade levels to include a four-year high school and was approved by the Department of Education. During those early years the academic standards of the state were met. Activities included Student Council, Library Club, 4-H Club, Girl Scouts, Home Economic Club, City Youth Council, Beta Club, Math Club, Music Appreciation, School Newspaper, and competitive speech. Equipment was purchased and athletic teams competing in football, volleyball, basketball and track were started.

**Mr. William Michot** served as principal from 1963 until 1965. During his brief tenure, construction was completed for the gymnasium, administrative offices and two science laboratory classrooms. Student Council and additional athletic teams competing in golf sponsored intramural activities for boys and girls and swimming was started.

**Sister Julie McDougall** served from 1965 until 1975. Concrete walkways were constructed connecting buildings, the administrative complex was air-conditioned, a cooling system was put into place for the classrooms, and the library was refurbished with equipment and furniture.

For the next ten years the school experienced great instability in the administration. **Sister Ann Caroline Stromer** served one year, 1975-76. **Mr. Harry Greig**, an interim principal, served the school for three years, 1976-1979. During his administration a guidance department was established with a certified counselor. During these years the Advisory Council broadened its intense search for a permanent principal.

In the fall of 1979 the Advisory Council appointed **Mr. Louis Hanemann** principal. During his two years of administration the curriculum was expanded to include psychology, human physiology and music. A plan for improving public relations was put into effect. Brochures of the school were designed and distributed to new students.

In 1981, **Mr. George Laird** was appointed principal. In his four years, Mr. Laird was instrumental in effecting many changes on campus. New Faculty and Student handbooks were developed, Student/Parent Orientation Nights were introduced prior to the opening of school, and vandalism at the school was reduced by the installation of lights and a hurricane fence constructed around campus. Mr. Laird was instrumental in the planning of the Chapel on the school campus.

In 1985, **Mr. Bruce Baudier** was selected as principal. The school realized great progress during his twelve year tenure. The chapel was constructed, position of Development Director appointed, honor's classes added, 504 programs introduced, Renaissance Program designed, the discipline system modified and the school gained Southern Association of Colleges and Schools accreditation for the first time. The school constructed the granite sign in front of the school, girls' softball and basketball programs were added, the gym was renovated and the cafeteria expanded. Grandparents Day was incorporated, handbooks were updated, one school bus was donated another purchased, and the uniforms were changed. The Teurlings All Sports Club was established to represent all athletics, the

administration utilized a team approach, and the Rebel Academic Backers Club became active. Probably the most noted or remembered change was the Board of Pastors' decision to remove the Rebel Flag as symbolic of Teurlings Catholic.

Since 1997, **Mr. Michael Boyer** has been the longest tenured principal in Teurlings Catholic history. During his tenure, Teurlings Catholic has experienced unprecedented growth (66%) in student population, facility, and in academic opportunity and athletic accomplishment. Under Mr. Boyer's leadership, facility transformation and modification projects include: a new administrative wing, weight room facility, two new computer labs, library renovation, driveway and parking lot improvements, new gymnasium floor and bleachers, an outdoor deck, addition of a thirteen-classroom wing, renovation of a five-classroom wing, restoration of the school's free-standing Chapel of Blessed Teresa of Calcutta, two new basketball locker rooms, and a new athletic center with weight room, locker room, and coaching offices. Construction of the turf football field and track and the new athletic stadium and complex has been completed, allowing on-site competition for football, soccer, and track and field. A new guidance department building was completed in the summer of 2012. Academic advancements include: Dual Enrollment classes aligned with three state universities for college credit, Louisiana Virtual School courses, and a continuum of an innovative and challenging college-preparatory curriculum. Campus-wide wireless Internet access and technology provide students with state of the art vehicles of communication.

## ALMA MATER

The Teurlings Catholic Alma Mater was written by 1971 Teurlings Catholic graduate Constance Koury. The melody for the Alma Mater is based on the song, "Turn Around Look at Me," by The Vogues 1968.

You have given a path we can follow  
Loving all, loving God.  
You have guided our goals and our morals  
Needing one, needing all.  
Teurlings' spirit will live forever  
Its love will bring us life.  
We needed something to love and guide us  
Bring us faith, bring us joy.

You are that something to love and guide us  
Something safe, something sure.  
You are always right behind us  
Teurlings drive, Rebel fight.  
Oh, our memories will live forever  
And our gains will all shine through.  
You are that something to always guide us  
Turn around! You'll be there



## SCHOOL CREST



The current school crest was designed in 1992 by a team of students, faculty representatives, and Jostens representative Mr. Clif Lane. The crest depicts the essence of Teurlings Catholic High School.

- The **Lamp** represents truth and wisdom.
- The **Open Book** denotes the quality education that Teurlings Catholic provides.
- The **Gavel** symbolizes law and order and divides the shield into quadrants.
- The **Wing Foot** represents athletics and skill.
- The **Cross with Crown** symbolizes religion surrounded by branches of remembrance.
- The **Mantling** is ornamental and decorative to the crest.
- The **Scroll** on the ribbon carries the name Teurlings Catholic and the year it was established.

## BOARD OF PASTORS

Teurlings Catholic High School is a high school of eight parishes: St. Genevieve, St. Elizabeth Seton, St. Leo the Great, St. Peter Roman Catholic, Immaculate Heart of Mary, St. Bernard, St. Patrick, and Our Lady of the Assumption. These parishes own and operate Teurlings Catholic High School. The Pastors of these parishes form a Board, which advises one of their members designated and appointed by the Bishop of Lafayette as Chancellor, in the ecclesiastical administration of the school. The Chancellor, counseled by the Board of Pastors and responsive to the Board in business which involves parish funds, is Pastor of Teurlings Catholic High School. The Chancellor is present to the Teurlings Catholic Advisory Council, but not as a member. The Advisory Council is advisory to the Chancellor. Policies formulated by and emanating from the Teurlings Catholic Advisory Council becomes effective by ratification of the Chancellor.

### Chancellor

Reverend Hampton Davis

Our Lady Queen of Peace Parish

### Co-Owner Pastors

Very Reverend Thomas James

Immaculate Heart of Mary Parish

Reverend Peter Emusa

Our Lady of the Assumption Parish

Reverend David Broussard

St. Bernard Parish

Reverend Gary Schexnayder

St. Elizabeth Seton Parish

Reverend Brian Taylor

St. Genevieve Parish

Very Reverend Msgr. Robie Robichaux

St. Leo the Great Parish

Reverend Keith LaBove

St. Patrick Parish

Reverend Mark Ledoux

St. Peter Roman Catholic Parish

# TEURLINGS CATHOLIC FACULTY and STAFF

## ADMINISTRATIVE TEAM

Fr. Hampton Davis Chancellor Appointed 2010	B.A. M.DIV.	University of Southwestern Louisiana Notre Dame Seminary
Mr. Michael Boyer Principal Appointed 1997	B.S. M.Ed., 30+	Louisiana State University University of Southwestern Louisiana
Mr. Bruce Baudier Assistant Principal Discipline Appointed 2008	B.S. M.Ed.	Louisiana State University University of Southwestern Louisiana
Mrs. Marty Heintz Assistant Principal Academics Appointed 1989	B.A. M.Ed.	University of Southwestern Louisiana University of Louisiana-Lafayette
Mrs. Aline Norwood Director of Development Appointed 1997	B.A.	University of Southwestern Louisiana
Mr. Mark (Sonny) Charpentier Director of Athletics Appointed 1988	B.A.	Nicholls State University
Ms. Josette Surratt Director of Faith Formation Appointed 1997	B.A.	University of Southwestern Louisiana

## ADMINISTRATIVE ASSISTANTS

Mrs. Kathy Dodson	Administrative Secretary	Appointed 1996
Mrs. Allison Stroderd Babin '07	Athletic Secretary	Appointed 2013
Mrs. Lori Beslin	Registrar	Appointed 2012
Mrs. Maria Latiolais Hanes '98	Admissions Director	Appointed 2003
Mrs. Tisha Collado	Safe Environment Coordinator	Appointed 2003
Mrs. Ann Dugas	Receptionist / Development Asst.	Appointed 2014
Mrs. Ella Richard	Teachers' Aide	Appointed 1983
Mr. Dexter Bergeron	Systems Director	Appointed 2012

## FINANCE

Mrs. Lisa Taylor	Business Manager	Appointed 2006
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## SCHOOL RESOURCE OFFICER

Officer Marty DeRoussel	Lafayette Police Department	Appointed 2013
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## TRANSPORTATION

Mr. Michael Thibodeaux	Facilities Director	Appointed 2014
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### DEPARTMENT CHAIRPERSONS

Mrs. Leslie Bergeron	Technology Coordinator Business Education	B.S. M.Ed.	University of Southwestern Louisiana University of Louisiana-Lafayette	Appointed 2006
Mrs. Toni Dueitt	Librarian	B.S.	University of Southwestern Louisiana	Appointed 1978
Mrs. Dona Dugas '72	Science	B.S.	University of Southwestern Louisiana	Appointed 1977
Mrs. Stacy Freeman	Foreign Language	B.A. M.Ed.	University of Southwestern Louisiana University of Southwestern Louisiana	Appointed 1991
Mrs. Cathryn Martin	Social Studies	B.A.	Southeastern Louisiana University	Appointed 2001
Mrs. Josette Surratt	Fine Arts	B.A.	University of Southwestern Louisiana	Appointed 1997
Mr. Joe Heintz '92	Physical Education	B.S.	University of Southwestern Louisiana	Appointed 2000
Mrs. Amie Adams	Mathematics	B.S.	University of Louisiana-Lafayette	Appointed 2002
Mrs. Vivica Marino	English	B.A. M.A.	University of Southwestern Louisiana University of Louisiana-Lafayette	Appointed 2002
Mrs. Anna Proctor '82	Guidance	B.S. M.Ed.	University of Southwestern Louisiana University of Southwestern Louisiana	Appointed 1986
Mrs. Ramey Badeaux	Campus Ministry	B.S.	University of Louisiana-Lafayette	Appointed 2001
Ms. Kristy Underwood	ISN Director	B.S.	University of Louisiana-Lafayette	Appointed 2011
Mr. Michael Doherty	ISN Coordinator	B.S.	Northwestern State University	Appointed 2001

### FACULTY

Mrs. Dawn Aucoin	B.A. M.ED	University of Southwestern Louisiana University of Louisiana-Lafayette	Appointed 1997
Mrs. Michelle Binnings	B.S.	University of Louisiana-Lafayette	Appointed 2014
Mrs. Nicole Blazek	B.A.	University of Louisiana-Lafayette	Appointed 2006
Mr. Kyle Bourque	B.A.	University of Louisiana-Lafayette	Appointed 2010
Mrs. Pilar Burson	B.S.	University of Southwestern Louisiana	Appointed 2001
Mr. Tony Courville	B.S.	University of Louisiana-Lafayette	Appointed 2007
Ms. Lauren Delahoussaye '02	B.S.	Louisiana State University	Appointed 2012
Mr. Son Do	M.S.	University of Louisiana-Lafayette	Appointed 2014
Mrs. Linda Doherty	B.A. J.D.	Tulane University Loyola Law School	Appointed 2003
Ms. Becky Ducharme	B.A.	University of Texas at Arlington	Appointed 2005
Mr. Jake Dueitt '98	B.S.	University of Louisiana-Lafayette	Appointed 2004
Ms. Tiffany Dugas '98	B.S.	University of Louisiana-Lafayette	Appointed 2003
Mrs. Elizabeth Froeba	B.A.	Louisiana Scholars College	Appointed 2014
Mrs. Ceata Hackett	B.S.	University of Southwestern Louisiana	Appointed 2011
Mr. Jed Hebert	B.S. M.ED	University of Southwestern Louisiana Southern University	Appointed 2014
Mrs. Meredith Hebert	B.S.	University of Louisiana-Lafayette	Appointed 2009
Mr. Terry Hebert	B.S.	University of Louisiana-Lafayette	Appointed 2005
Mrs. Emily Lancon '04	B.S.	University of Louisiana-Lafayette	Appointed 2010
Mrs. Kristina Lavergne	B.S.	University of Louisiana-Lafayette	Appointed 2014
Mrs. Roberta LeBlanc	B.S.	Southern Arkansas University	Appointed 2002

Mrs. Carrieanne Ledet	B.S. M.A.	University of Louisiana-Lafayette University of Phoenix	Appointed 2008
Mr. Kent Masson	B.A.	Southeastern Louisiana University	Appointed 2003
Mrs. Monica Mire	B.A. M.ED	University of Louisiana-Lafayette University of Louisiana-Lafayette	Appointed 2014
Mr. Chance Mistic	B.S.	University of Louisiana-Lafayette	Appointed 2014
Mrs. Susan Morrough	B.S.	University of Louisiana-Lafayette	Appointed 2014
Mrs. Rise' Nicholson	B.A.	University of Louisiana-Lafayette	Appointed 2003
Mr. John Paoletti	M.A.	Domincan House of Studies	Appointed 2014
Mr. Robbie Richard '96	B.S.	University of Louisiana-Lafayette	Appointed 2002
Ms. Caroline Savoie	B.A.	Franciscan University-Steubenville	Appointed 2012
Mrs. Norma Schexnailder	B.A.	University of Southwestern Louisiana	Appointed 2002
Ms. Lauren Jeffrey	B.S.	Louisiana State University	Appointed 2005
Mrs. Elizabeth Snyder	B.S. M.ED.	University of Southwestern Louisiana Northwestern State University	Appointed 2006
Mr. George Stonecipher	B.S.	University of Southwestern Louisiana	Appointed 2004
Mr. Brad Taylor '07	B.S.	University of Louisiana-Lafayette	Appointed 2012
Mr. Mike Thibodeaux	B.S.	Louisiana State University	Appointed 2008
Mr. Craig Wall	B.A.	University of Louisiana-Lafayette	Appointed 2013

#### CAFETERIA MANAGER

Mrs. Vern Hebert                      Appointed 1992

#### MAINTENANCE STAFF

Mr. Michael Thibodeaux	Facilities Director	Appointed 2014
Mr. Brian Bolner	Custodian	Appointed 2007
Mr. Sydney George	Custodian	Appointed 2013

#### ADVISORY COUNCIL

The Teurlings Catholic Advisory Council conducts open meetings at 6:30 p.m. on the third Wednesday of each month in the Teurlings Catholic Library. Individuals wishing to place items on the agenda must submit their information to the Advisory Council Chair ten (10) days prior to the meeting.

#### 2014 - 2015 Advisory Council

Susan Blakely, Danielle Caillier (Secretary), Adam Champagne, Pamela Lazaro, Kevin LeBlanc, Karl Meche, Andrea Ozene, Donald E. Richard (Chair), Bryan Riche', St. Elizabeth Seton Appointee TBA

## ADMISSIONS POLICY

Teurlings Catholic High School strives to provide its students with both a superior education and an appreciation for the values of the Christian heritage into which they are baptized. Thus, every applicant to Teurlings Catholic High School is deserving of serious consideration as a potential recipient of our best efforts toward Catholic Christian education. However, the physical facilities and the design of the curriculum impose upon admissions personnel duties to accept, out of a sense of justice, students who demonstrate the ability and desire to achieve while pursuing an education at Teurlings Catholic High School.

Teurlings Catholic High School admits students of any race, or gender to all the rights, privileges, programs, and activities generally made available to students at the school. Teurlings Catholic High School does not discriminate on the basis of race, religion or gender, the administration of its educational policies, admission policies, scholarship and financial aid programs, athletics, and other school administered programs.

All first-time Teurlings Catholic High School students will be admitted on academic and behavioral probation for the first year. During the first year, students who fail to exhibit appropriate, acceptable behavior will not be allowed to continue their education at Teurlings Catholic High School. Academically, a student must demonstrate a satisfactory degree of progress in all course work in order to continue.

The admission's committee will base its consideration for selection using the following criteria: past and current report card evaluation, standardized test score review, behavioral consideration, priority ranking as described in "Admissions Priority" and other relevant information.

## Admissions Points Structure

### Rationale

Applications for admission to Teurlings Catholic High School are made available on the first school day in January of each year. The deadline is the last school day of January of each year. Applications are based on a fair and impartial points system based on a variety of factors. Points earned by each applicant are held in confidence by TCH Administration and Admissions Office. Should a student fail to file his or her application within the deadline or fail to register at the time of in-house registration, the applicant loses his or her status and is placed after those on the wait list.

The following church parishes are members of the Teurlings Catholic Corporation. The pastors of these parishes serve on the Board of Pastors of Teurlings Catholic High School.

X	Immaculate Heart of Mary, Lafayette	Our Lady of the Assumption, Carencro
X	St. Bernard, Breaux Bridge	St. Elizabeth Seton, Lafayette
X	St. Genevieve, Lafayette	St. Leo the Great, Lafayette
X	St. Patrick, Lafayette	St. Peter, Carencro

The following are official feeder schools of Teurlings Catholic High School:

X	St. Bernard Elementary, Breaux Bridge	Immaculate Heart of Mary
X	St. Genevieve Middle School	Carencro Catholic, Carencro
X	Sts. Leo-Seton Elementary	

### Point System

Priority points are determined by a variety of factors:

X	Alumni of Teurlings Catholic who are parents of applicants
X	Years of attendance at official feeder schools
X	Level of family involvement within our owner church parishes
X	Years of attendance at non-feeder Catholic schools
X	Level of family involvement in other Catholic (non-owner) church parishes
X	Siblings of Teurlings Catholic students, legacies, and direct third generations
X	Behavior and school discipline records
X	Academic grades and standardized test scores
X	Level of involvement with extracurricular activities

### Readmit Process

If a student is asked to leave Teurlings Catholic High School because of academic or disciplinary problems, he or she will not be readmitted for at least one calendar year. The student may reapply for admission after one calendar year. If he or she leaves for other reasons, readmission will be contingent on available space at the time he or she wishes to be readmitted to Teurlings Catholic. The student must then follow prescribed admission procedures. No student, who because of academic reasons, is ineligible to return to his or her former school or who has a history of suspensions, or serious behavior problems will be admitted to Teurlings Catholic.

# TUITION AND FEES POLICY

## Registration Fee

The registration fee is due at the time of registration in the spring of each school year. The registration fee is **NOT REFUNDABLE** for any reason.

## Tuition

Tuition must be prepaid in full at registration or monthly installment tuition plans are available. Information about the prepaid tuition program, as well as the monthly installment plan, is available from the Business Manager at the time of registration.

## Work-Study Grants

Families may apply for assistance with tuition in the form of a work-study grant after acceptance and registration. An application is available on line once a student is registered for enrollment. The application must be completed and submitted by deadline for grants for the following year. Notification of grant awards will be made in May of each year. Grants are for only one year at a time and are not automatically renewed. **WORK-STUDY GRANTS ARE NOT SCHOLARSHIPS.**

## Policies for the Work-Study Grant Program

Freshmen who receive a grant are required to complete work hours on campus between June 1 and July 31. Upperclassmen will be assigned to teachers or staff members and must complete all grant work by May 1. The following guidelines are applicable to the grant program.

- The student must maintain a minimum GPA of 1.7. If, after the completion of one year, the student fails to maintain a 1.7 GPA, he or she will not be eligible for a grant the following year.
- The assistant principal will make a recommendation in May based on the following for each grant recipient: effort, attitude, discipline record, and school attendance.
- Approved family members may contribute to the reduction of a student's hours by volunteering to work at school. (i.e., concession stands, clerical, tutoring, grounds keeping, etc.)
- It is the responsibility of each grant student and his or her parents to insure that all requirements of the grant program are met.

## Grant Committee

The Teurlings Catholic Advisory Council appoints an anonymous committee to serve in the selection of students for grants. The committee will include at least one pastor. This committee will report the grants to the principal, who will then inform parents of the grant awards. The decisions of the committee will be final.

## School Fees

All fees are paid at the time of registration or will be included in the monthly installments.

## Delinquent Tuition and Fees Policy

In the event a payment under a monthly tuition plan is delinquent (one month in arrears) to Teurlings Catholic High School, then the following options rest with the school:

1. A \$25.00 delinquent tuition late fee will be assessed per account.
2. In the event payment is two months in arrears, the student will be removed from any and all extracurricular activities and an additional late fee of \$25.00 will be assessed.

3. In the event that any tuition and/or fees are outstanding at the beginning of the semester examination-testing period in December and in May, then students whose tuition and/or fees have not been paid will not be given semester exams. This is a policy of the Diocesan school system.
4. Students delinquent at the time of tryouts for activities for the next school term will not be allowed to participate.

### **Return Check Policy**

Any and all checks returned to the school for insufficient funds, account closed, etc., will incur a \$20.00 handling fee due to Teurlings Catholic.

### **Tuition Refund Policy**

Tuition will be refunded on a quarterly basis. The registration fee is non-refundable in any case. **SCHOOL FEES, INCLUDING SENIOR FEES, CANNOT BE REFUNDED AFTER THE FIRST DAY OF THE SCHOOL YEAR.**

### **Delayed Payments**

If a family is unable to meet all financial obligations, then they are required to submit a written application for a delayed payment. Applications for delayed payments are available from the Business Manager.

## **DEVELOPMENT PROGRAM**

As a private, Catholic, secondary school, Teurlings Catholic High School receives no funds from the Diocese of Lafayette but operates on tuition, donated services and contributions from benefactors. Although tuition is the primary source of funding for the daily operation of Teurlings Catholic, it is the financial support of alumni, present and former parents and grandparents, and other friends that strengthen Teurlings Catholic for today's students and those yet to come. The primary purpose of the Teurlings Catholic High School Foundation is to assure the longevity of Catholic education at Teurlings Catholic High School through an endowment trust fund. In the future, once the corpus has matured, the interest from the fund will be made available to the school to handle pressing needs as diverse as providing tuition assistance for needy students, chairing faculty members, or making physical improvements to our campus.

### **PUBLICATION AND COMMUNICATION POLICY**

- A. Prior to publication, , all press releases, internet postings, and news articles must be reviewed by the Development Director.
- B. Prior to publications and/or distribution of documents produced in the name of Teurlings Catholic High School, a copy must be reviewed by the Development Director. These include but are not limited to:
  - Yearbook
  - Newspaper
  - Sports programs
  - Special event programs, ads, banners
  - Communications on TCH Letterhead
  - Mass e-mails from any TCHS address
  - TCH FaceBook and Website
  - Other correspondence to the TCHS family
- C. School Newsletter, *Rebellion*, Emails, Internet postings, and other school associated communications
  1. The parent monthly newsletter, *Rebellion*, is posted on RenWeb and on the TCHS Website. Information may be suggested for inclusion of this publication but must be submitted in writing to

Tiffany Dugas [tdugas@tchs.net](mailto:tdugas@tchs.net) by the deadline date. Items received after deadline will be placed in the newsletter of the following month if applicable.

2. The Development Office must review all communications of mass distribution. Once a copy has been approved and filed in the Development Office, they may be sent.
3. Mail-outs by individual groups of Teurlings Catholic High, e.g., Advisory Council, RABC, TASC, clubs, sports, classes, capital campaign, etc. are handled by that group. A copy should be sent to the Development Office **prior to distribution**.

<b>Monthly Newsletter Deadlines 2014-2015 (<a href="mailto:tdugas@tchs.net">tdugas@tchs.net</a>)</b>	
<b>Newsletter Month</b>	<b>Deadline for Articles</b>
September	August 18
October	September 22
November/December	October 20
January	December 8
February	January 21
March	February 9
April	March 23
May	April 20
June	May 20

## **SOLICITATION POLICY:**

**Rationale:** A policy for solicitation is necessary so that efficient records are maintained and donors are properly acknowledged. It is the responsibility of the Development Office to coordinate all fund raising efforts and donor solicitations. Prior to any fund raising transactions, all persons and organizations that solicit in the name of Teurlings Catholic High School must complete a fund raising project proposal and receive approval from the Development Director. The Development Director and Principal reserve the right to limit or refuse a proposed solicitation.

**Policy:** The Teurlings Catholic High School Solicitation Policy is as follows:

1. No individual or business is to be solicited without prior concurrence with the Development Office.
2. Solicited funds must be targeted to a specific project or event that has received the prior approval of the Development Director.
3. Restricted donations must be applied to the area or project specified by the donor unless the donor is contacted by the Development Director and such permission is granted.



4. Under no circumstances may the solicitor promise or guarantee any specific returns or favors for the donor's contribution.
5. All donors should receive a written acknowledgment for their contribution from solicitor within fifteen (15) days of receipt. A copy of the letter/note must be filed in the Development Office on the day that it is mailed. The Development Director sends an IRS acknowledgment in substantial compliance of IRS Code Section 170(f)(8)(B) from the school.
6. The Development Office will publicize all gifts in the school's newsletter and annual report.
7. In order to maintain a permanent record of donor history, the following information must be provided to the Development Office:
  - A. Name and address of donor
  - B. Amount/Value of donation (if applicable, indicate type of in-kind service or item.)
  - C. Project or campaign in which the donation was made
  - D. Date of the donation
  - E. Solicitor's name
8. In-kind donations, or gifts of property, which might incur additional expenses, must receive approval and permission from the Development Director, Principal and Pastor Board prior to any transaction.

## TRADEMARK POLICY

Only officially recognized departments, personnel, individuals and groups of Teurlings Catholic are authorized to use the school's name or logo and only with PRIOR PERMISSION FROM THE TCH DEVELOPMENT OFFICE. The trademarks of Teurlings Catholic High School may not be distorted, modified, or infringed upon in any way. Contact the Development Office PRIOR to the design and/or planning of use of school identification on items such as but not limited to: publications, tee-shirts, websites, documents, letterhead, stickers, decals, or promotional items.



Rebels



## SAFE ENVIRONMENT PROGRAM

Diocesan policy **mandates** that any employee or volunteer having contact with minors **must complete** training required by the "Safe Environment for the Protection of Children and Young People." This includes teachers, coaches, substitutes, volunteers, chaperones, or anyone else having contact or working with the students. **Once you have attended the Initial Education class, you must visit [www.virtus.org](http://www.virtus.org) to take the Continuing Ed class on a yearly basis.** This program creates awareness regarding child and sexual abuse facing our society today. For the safety of our students, please help us to enforce this policy. If you have any questions, contact Tisha Collado (TCH Safe Environment Coordinator) at 235-5711 Ext.229 or [tcollado@tchs.net](mailto:tcollado@tchs.net).

# CAFETERIA LUNCH PROGRAM

Teurlings Catholic operates its cafeteria under the direction of the Diocesan School Food Service. Meal tickets may be purchased from the Cafeteria Manager. Teurlings Catholic High School's School Nutrition Program is computerized. Each student enrolled in the school will be given a food service identification (ID) number. This will be your food service ID number as long as you attend Teurlings Catholic High School.

Prior to, or on the first day of school, students who plan to eat in the cafeteria should establish a food service account, i.e., prepay money into the account just as if they were purchasing a meal ticket. It is suggested that students prepay for 20 days (\$30) as if a monthly meal ticket were being purchased. After the account has been established, students may make daily purchases in the cafeteria against their account displaying their ID card.

Students may use their food service account to purchase a federally subsidized lunch or, with parental permission, use the account to also purchase "extra servings" such as second entrees/sandwiches, french fries, juice, ice cream, etc. Parents who do not want their child to use the food service account for these "extras" should notify the school's cafeteria Manager so that your child's computer file can be flagged to prevent him or her from using the account to purchase food other than the federally subsidized lunch.

It is important for students and parents to understand that students who "borrow" another student's cafeteria ID number will be disciplined. It does not matter if the student has permission from the other student. In addition to the ID numbers being used to debit an account, the numbers also are used to generate a monthly federal meal claim for reimbursement, i.e., some students are approved for free or reduced price meals, based on family income.

The following policies will be in effect for those students who elect to bring their lunch to school:

- 1). Lunch boxes must be of the size to fit in a school locker.
- 2). Lunches must be eaten outside the cafeteria.
- 3). **Parents may not drop off lunches for students.**

## PHONE CALLS and E-MAIL ADDRESSES

### Administration and Staff

NAME	TITLE	EXTENSION	E-MAIL
Mr. Michael Boyer	Principal	Ext. 104	mboyer@tchs.net
Mr. Bruce Baudier	Assistant Principal	Ext. 102	bbaudier@tchs.net
Mrs. Marty Heintz	Assistant Principal	Ext. 103	mheintz@tchs.net
Mrs. Aline Norwood	Director of Development	Ext. 105	anorwood@tchs.net
Mr. Sonny Charpentier	Director of Athletics	Ext. 208	scharpentier@tchs.net
Mrs. Josette Surratt	Director of Faith Formation	Ext. 229	jsurratt@tchs.net
Mrs. Ramey Badeaux	Campus Minister	Ext. 216	rbadeaux@tchs.net
Mrs. Toni Dueitt	Librarian	Ext. 107	tdueitt@tchs.net
Mrs. Leslie Bergeron	Technology Coordinator	Ext. 220	lbergeron@tchs.net
Ms. Kristy Underwood	ISN Director	Ext. 201	kunderwood@tchs.net
Mr. Michael Doherty	ISN Coordinator	Ext. 245	mdoherty@tchs.net
Mrs. Anna Proctor	Director of Guidance	Ext. 108	aproctor@tchs.net
Mrs. Dawn Aucoin	Guidance Counselor	Ext. 114	daucoin@tchs.net
Mrs. Kathy Dodson	Administrative Secretary	Ext. 101	kdodson@tchs.net
Mrs. Lori Beslin	Registrar	Ext. 244	lbeslin@tchs.net
Mrs. Maria Hanes	Director of Admissions	Ext. 128	mhanes@tchs.net
Mrs. Ann Dugas	Receptionist	Ext. 100	adugas@tchs.net
Mrs. Tisha Collado	Safe Environment	Ext. 246	tcollado@tchs.net
Mrs. Lisa Taylor	Business Manager	Ext. 109	ltaylor@tchs.net
Mrs. Ella Richard	Teacher's Aide	Ext. 231	erichard@tchs.net
Mr. Dexter Bergeron	Systems Director	Ext. 237	dbergeron@tchs.net

## PHONE CALLS and E-MAIL ADDRESSES

### Teaching Staff

	EXT.	E-MAIL	NAME	EXT.	E-MAIL
Amie Adams	225	aadams@tchs.net	Emily Lancon	259	elancon@tchs.net
Michelle Binnings	265	mbinnings@tchs.net	Kristina Lavergne	205	clavergne@tchs.net
Nicole Blazek	217	nblazek@tchs.net	Roberta LeBlanc	219	rleblanc@tchs.net
Kyle Bourque	241	kbourque@tchs.net	Carrieanne Ledet	250	cleDET@tchs.net
Pilar Burson	243	pburson@tchs.net	Vivica Marino	222	vmarino@tchs.net
Tony Courville	150	tcourville@tchs.net	Cathryn Martin	228	cmartin@tchs.net
Lauren Delahoussaye	260	ldelahoussaye@tchs.net	Kent Masson	236	kmasson@tchs.net
Son Do	226	sdo@tchs.net	Monica Mire	264	mmire@tchs.net
Linda Doherty	209	ldoherty@tchs.net	Chance Mistic	242	cmistic@tchs.net
Becky Ducharme	230	bducharme@tchs.net	Susan Morrogh	230	smorrogh@tchs.net
Jake Dueitt	212	jdueitt@tchs.net	Risé Nicholson	204	rnicholson@tchs.net
Dona Dugas	210	ddugas@tchs.net	John Paoletti	263	jpaoletti@tchs.net
Tiffany Dugas	200	tdugas@tchs.net	Robbie Richard	221	rrichard@tchs.net
Stacy Freeman	214	sfreeman@tchs.net	Caroline Savoie	235	csavoie@tchs.net
Elizabeth Froeba	215	efroeba@tchs.net	Norma Schexnailder	224	nschexnailder@tchs.net
Ceata Hackett	238	chackett@tchs.net	Liz Snyder	207	lsnyder@tchs.net
Jed Hebert	249	jhebert@tchs.net	George Stonecipher	234	gstonecipher@tchs.net
Meredith Hebert	213	mhebert@tchs.net	Brad Taylor	202	btaylor@tchs.net
Terry Hebert	223	thebert@tchs.net	Mike Thibodeaux	203	mthibodeaux@tchs.net
Joe Heintz	218	jheintz@tchs.net	Craig Wall	240	cwall@tchs.net
Lauren Jeffrey	233	ljeffrey@tchs.net			

# ACADEMIC PROGRAM

## PROGRAM OF STUDIES

The program of studies at Teurlings Catholic High School is based on the Catholic philosophy of education, the Southern Association of Colleges and Schools standards, the requirements of the Department of Education of the State of Louisiana, and the general entrance requirements of colleges, universities, and career training programs.

<b>English</b>	4 units	I, II, III, IV
<b>Religious Studies</b>	4 units	I - IV
<b>Social Studies</b>	4 units	Geography Civics American History World History
<b>Mathematics</b>	4 units	Algebra I, II Geometry Senior math elective: Adv. Math I, DE College Trigonometry/Calculus, DE College Algebra/Adv. Math II, Financial Math
<b>Science</b>	4 units	Physical Science Biology I Chemistry Senior science elective (Biology II, Physics, DE Anatomy, Environmental Science)
<b>Physical Education</b>	2 units	Health/P.E. I, P.E. II
<b>Electives</b>	6 units	
<b>Total</b>	28 units	

## GRADUATION REQUIREMENTS

**Graduation from Teurlings Catholic High School and participation in graduation ceremonies require:**

- X A total of **26 units** is required for graduation with a Teurlings Catholic High School diploma.
- X A total of **24 units** is required for a Catholic school diploma.
- X Taking all midterm and final exams (unless exempt).
- X Fulfillment of all obligations and commitments, including financial.
- X Participation in the Senior Retreat.
- X The Principal's approval.
- X **Graduates must follow the Louisiana Core 4 Curriculum to meet admission requirement for entry to Louisiana colleges and universities. \* Please refer to the TCH website, [www.tchs.net](http://www.tchs.net), for Louisiana Core 4 curriculum.**

## REQUIREMENTS FOR EACH YEAR OF HIGH SCHOOL

FRESHMAN Graduates of 2018	SOPHOMORE Graduates of 2017	JUNIOR Graduates of 2016	SENIOR Graduates of 2015
Religious Studies I	Religious Studies II	Religious Studies III	Religious Studies IV
English I	English II	English III	English IV
Health/Physical Education I	Physical Education II		
Algebra I or Geometry	Algebra II or Geometry	Algebra II or Advanced Math I	Advanced Math I, DE College Algebra/Advanced Math II, DE College Trigonometry/Calculus, or Financial Math
World Geography	Civics	American History	World History
Physical Science	Biology	Chemistry	Physics, Biology II, DE Anatomy, or Environmental Science
Elective (1)	Elective (1)	Electives (2)	Electives (2)
<b>Total Credits: 7</b>	<b>Total Credits: 7</b>	<b>Total Credits: 7</b>	<b>Total Credits: 7</b>

## GRADING SYSTEM

The scholastic year is divided into four quarters. The grade for each quarter is based on daily assignments, class participation, quizzes, and tests. (Extra credit work assigned after the end of the quarter is not allowed.) In the computation of the student's quarter, semester, and final grade, only the one-digit fraction of .5 or greater is automatically rounded to the next higher number. Semester grades are determined by averaging the two-quarter numerical grades (80%) and the semester exam grade (20%). The final grade in any course is the average of the two-semester numerical grades. A numerical average of 70% or better is required to receive credit. Students who do not meet the attendance requirements will not receive credit for the course.

LETTER GRADES	NUMERICAL AVERAGE	DESCRIPTION	QUALITY POINTS
<b>A</b>	<b>94-100</b>	Excellent	4
<b>B</b>	<b>87-93</b>	Above Average	3
<b>C</b>	<b>78-86</b>	Average	2
<b>D</b>	<b>70-77</b>	Below Average, passing	1
<b>F</b>	<b>BELOW 70</b>	Failing Work	0
<b>I</b>		Incomplete Work	0

## Grade Point Average

To determine the grade point average, the total number of quality points is divided by the number of courses taken (excluding those courses for which a grade of "Pass/Fail" is given and drivers' education). All students' grades (report cards, transcripts) will be reported on a 4.0 scale.

## Grades for Transfer Students

All final grades are recorded on the transcript as letter grades. Grades reported in progress as percentage grades will be recorded as percentage grades. Grades reported in progress as letter grades will be recorded as percentage grades based on the midpoint of each letter category of the Teurlings Catholic grading scale. The formula for determination of grades is as follows: Transfer grade X the number of days in the program in a quarter + Teurlings Catholic grade X number of days in a quarter at Teurlings Catholic divided by 45.

Example:  $87(16/45) + 70(29/45) = 76$ .

## Homebound Student Grade Policy

Students who are out of school for more than two weeks for serious medical and/or psychological conditions, accident injuries, or surgery may be asked by the Academic Assistant Principal to enter the Homebound program through the public school system. Guidance counselors will work with families to facilitate the process. Grades for homebound work will be submitted by the local public school system and those grades will be averaged as necessary into the Teurlings Catholic report card grades.

## Correspondence, Dual Enrollment and Online Courses

While enrolled at Teurlings Catholic High School, the student may be allowed to take correspondence courses or online courses through an accredited institution to remediate a required course or for elective credit. Grade level counselors and the assistant principal/academics must approve and those courses are scheduled by the student in addition to the Teurlings Catholic schedule and are completed on the student's own time. **Teurlings Catholic High School sets the deadline for completion of approved courses. Grades for completion of those courses are assigned by the correspondence or online instructor, not by Teurlings Catholic H.S. faculty.**

Students in Dual Enrollment courses receive grades from Teurlings Catholic for the appropriate high school work as well as from the university granting college credit. Grades for those courses are determined by the university criteria. Students are reminded that all Dual Enrollment grades will be included on all future college transcripts and may affect a student's TOPS status the first semester of college. Students who fail a Dual Enrollment course or who wish to improve a DE grade may do so at their expense by attending a subsequent semester at the university. Dual Enrollment students must follow all guidelines, including those for plagiarism, student dishonesty, and prerequisites, as set by the individual university, as well as all Teurlings Catholic guidelines. Parents and students are responsible for all fees associated with the university credit. Failure to pay fees by university-set deadlines not only results in loss of college credit but may require a schedule adjustment on the TCH campus. **Dual Enrollment tuition and fees are set by each university just prior to the start of the school year. Tuition and fees for DE classes are paid directly to the appropriate university and not to Teurlings Catholic H.S.**

## Class Ranking

Teurlings Catholic High School ranks its students in deciles. No individual rank is given.

## ACADEMIC ACCOUNTABILITY

### Academic Honesty and Plagiarism

Students are expected to maintain the highest standards of academic honesty. This includes work on research papers, homework, and other assignments as well as on tests. Students should refrain from lending computer files and/or access to other students. If work has been copied, there is assumed guilt on the part of all students involved. Student work or behavior that, in the opinion of the teacher, is a violation of academic honesty will be

subject to the consequences of the cheating rule. Students should have a strong desire to do their best and not to take credit for the efforts of another.

Plagiarism is defined as the intentional or unintentional taking and use of ideas, passages, etc. from another's work, representing them as one's own. Plagiarism is not tolerated at Teurlings Catholic and a grade of "0" is given for each instance of unintentional plagiarism. Intentional plagiarism is subject to disciplinary penalties in addition to the academic penalties.

Removing a test or academic materials from a classroom without the teacher's permission is a serious violation. This includes taking actual tests and/or answers, copying answers, taking a picture of a test or answer key with a cell phone or computer device, or sharing or using test materials someone else removed from the classroom. In addition to penalties for cheating, the offense is considered theft.

## **Academic Probation**

Students are placed on Academic Probation if and when they receive a "D," an "F," or an "I" at the midpoint of the quarter or on the quarterly or semester report card. The student will not be excused from that class for any extracurricular activity until the next reporting period at which time the grade must be a "C" or better. In addition, the student is **encouraged** to meet with the grade level counselor and/or the Assistant Principal of Academics. Arrangements can be made at that time for tutoring. Incomplete grades carry the value of an "F" grade until all work is completed.

## **Report Cards**

Report Cards are available at the end of each nine weeks period. Students who receive an "I," "D," or an "F" will be placed on Academic Probation. Each student is encouraged to schedule an appointment with his or her counselor. **Academic Probation also carries the consequence that a student may not miss that class for extracurricular functions.** Parents are urged to contact the teacher of the subject involved. Parents may check grades at any time through the RenWeb system.

## **Failure Letters**

After the third quarter report cards, failure letters will be mailed to the parents of any student in danger of failing a subject for the year.

## **Make Up Work/Tests**

Students are responsible for initiating and completing makeup work in any/all classes missed, regardless of the reason for the absence. Make up work must be initiated and completed by the student, unless the teacher makes other arrangements with the student. Violations of this policy may result in a grade of zero (0). All makeup work should be completed with the teacher within three days of the student's return to school with the exception of tests. Makeup tests are given every Tuesday through Friday at 6:30 am. Students must take makeup tests on the first makeup test session following their return to school. Students with multiple makeup tests are required to take a minimum of one test each morning until all tests are completed.

## **Extracurricular Activities**

Students who are placed on Academic Probation or who have a "D" or "F" in conduct will not be excused from that class to participate in extracurricular activities until the next grading period. A student must also attend at least three classes per day to participate in any extracurricular activity. Legitimate exceptions to this policy may only be granted by the principal or the assistant principals. In the event payment under the monthly tuition plan is delinquent two months, a student will be removed from participation in any and all extracurricular activities.

## **Exam Exemption Privilege**

Students participating (any grade level) in state literary rally and taking a comprehensive subject test may be exempt from the final examination in the subject of their participation. Seniors with "A" average for each nine weeks,



an “A” on the midterm exam, and all “A's” in conduct are eligible for exemption. In addition, students in performance classes, such as Literary Rally, may be exempt from exams. Exemption privilege is an option granted by the teacher.

### Schedule Changes

The school will not consider a request for a change in the schedule unless a change is necessary:

- a. because of a scheduling error committed by the school;
- b. or because your child is completing an academic course, which substantially affects some scheduled course, in the summer before the new school year;
- c. or because he or she must take a course failed the previous school year and which was not available during the summer-school session.

The student schedule is subject to change to balance student enrollment in certain classes and students may not request specific teachers. Note that poor performance in a course; dislike of the sequence of courses, or dislike of the teacher does not merit consideration for a change.

### Monitoring Student Grades

SCHOOL	STUDENT	PARENT
Teachers update grades in RenWeb every two weeks. Academic probation is calculated at the midpoint of the quarter and progress reports are posted on RenWeb, according to dates posted in the school calendar. Students with a grade of D, F, or I at that time are considered to be on academic probation.	Students should check grades on RenWeb. Students on academic probation should meet with the teacher, their academic counselor and/or the academic assistant principal.	Parents are urged to contact the teacher in the event of academic probation.
Progress Reports and Report Cards are available on RenWeb according to the dates and method on calendar. Students with a grade of D, F, or I at that time are considered to be on academic probation.	1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> Quarter progress reports and quarter report cards are available on RenWeb. Students on academic probation are strongly encouraged to meet with their teacher and counselor. End of the year report cards are mailed home.	The 1 <sup>st</sup> quarter report card is available on RenWeb. Parent/teacher Conference Day is scheduled on October 15, 2013. Parents are notified of any student placed on academic probation. Parents are urged to set up a conference with the teacher and encouraged to talk with the level guidance counselor.
Conduct grades of A or B.	Student receives grades on their report card.	Parents encouraged to review all grades, contact the teacher if there are questions.
Conduct grade of C. Teacher will issue referral to the student.	Students must bring referral to parents for signatures.	Parents requested to sign referral and contact teachers.
Conduct grade of D. Teacher referral processed by assistant principal. Out of class suspension.	Students must bring referral to parents for signatures. Out of class suspension issued.	Parents requested to sign referral and contact teachers.
Conduct grade of F. Parents are called. Out of school suspension.	Out of school suspension issued.	Parents requested to meet with the assistant principal.

### Homework

Homework assignments are given at the discretion of the teacher. Homework aids the learning process and assists the students in the development of self-discipline through effective time management. Compliance is mandatory for all student assignments. It is the responsibility of the student to obtain assignments when absent by calling fellow students. Homework assignments may be viewed by parents or students by accessing RenWeb.

## Homework Policy

Homework assignments are available for parents and students to view in RenWeb. Teachers also post homework assignments on the boards in their classrooms.

1. The purposes of homework are:

- to ensure that work taught in class is thoroughly learned and practiced
- to give practice in creative thinking
- to provide opportunities for students to learn to work alone, to help themselves, to solve problems and learn self-discipline
- to reveal to the student the weakness in his or her studies so that he or she may ask teachers how to overcome the weaknesses

2. Regular homework is set for each night of the school week.

- There is no such thing as “No Homework.”
- There is always homework in the form of:
  - **Revision**
  - **Preparation for future lessons**
  - **Personal research work**
  - **Study**
  - **Reading novels**
  - **Preparation for tests, exams, etc.**

3. Some recommendations are that:

- Homework should be constant not irregular, spaced rather than bunched.
- Homework should be interesting, enjoyable, demanding, challenging and, above all, educative and meaningful. It is not work for work’s sake.
- Homework should also be varied:
  - a. In action it can be reading, writing, thinking, studying, repetition, research, watching, exploring, etc.
  - b. In direction and scope it can be specific or vague.
  - c. In format it can be nightly, weekly, by quarter, assignment or project style.
- Teachers should check and correct all homework that they assign.
- Parents should be contacted if students repeatedly fail to do homework.
- Parents should take an active role in monitoring homework.

4. The amount of time spent on homework will depend on the student’s ability, grade, and difficulty of course.

5. All homework is graded, either for completion or, at the teacher’s discretion on review material, for correctness.

## ACADEMIC REMEDIATION

### Failure/ Retention

Students failing one or two required courses, in order to return the following year, will be required to successfully make up one (1) in summer school immediately following the failure. A minimum grade of “D” is required for successful completion of a summer school course. Those who have failed two (2) courses will be advised by the guidance counselor and/or academic assistant principal as to how to remediate the second course. Students must be on track to meet all graduation requirements by the end of the senior year. As a result, any student failing three (3) or more required subjects for the year may not be allowed to continue as a student at Teurlings Catholic. All summer school credits must meet Louisiana State Board of Education and Diocesan requirements.

### Credit for Repeated Courses

Students who successfully remediate a failed course through summer school or who elect to repeat a course through correspondence or online outside the normal Teurlings Catholic school program will receive the grade for the course assigned by the summer school, correspondence or online teacher. That grade replaces the previous grade.

## Failure in Religious Studies

Teurlings Catholic High School strives to offer well-rounded study of the Christian faith as taught by the Roman Catholic Church. A student receives full academic credit for each Religious Studies course successfully completed. Because the study of the subject of Religious Studies is central to the identity of Teurlings Catholic High School, a failure in the subject of Religious Studies will necessitate successful completion of course objectives and requirements in a Teurlings Catholic High Summer School of Religious Studies before a student will be readmitted to TCH. In the case of a graduating senior failing the course of Religious Studies, that student will not be granted a Teurlings Catholic High School diploma, will not participate in graduation ceremonies, and will not have any fees refunded.

## HONORS/DUAL ENROLLMENT COURSES

The honors and dual enrollment courses at Teurlings Catholic are designed to provide in-depth study in a given area. Students who are interested and meet the grade level criteria may pick up an application form from the counselor.

### Placement into 9th Grade Honors Courses

- \* A student must have earned a 90% average or higher in the selected course at the end of the 8th grade first semester with no conduct grade lower than “C.”
- \* **Math (H), Geography (H), and/or Science (H):** Using the most recent standardized test scores, a student must have scored at the 90th percentile or higher in Math and Science or scored an 18 on the Explore.
- \* **English (H):** Using the most recent standardized test scores, a student must have achieved an average of 90% using the reading and language NPR or scored an 18 on the Explore.

### Placement into 10th - 12th Grade Honors Courses

- \* A student must have earned a 90% average or higher in selected courses on his or her 1<sup>st</sup> semester report card and have received no conduct grade lower than “C.”
- \* A student must have a sub score of 22 or higher on the Pre-ACT/Plan test or ACT in the selected area.
- \* A student must meet teacher recommendation requirements.

### Honors Continuation Policy

- \* Students currently enrolled in honors courses must reapply each year to continue in the program.
- \* Grades earned for the first semester will be considered. Students in honors courses must maintain a grade of “C” or higher in the course to continue in the program.
- \* Teacher recommendation for continuation in the program will be considered.

## Dual Enrollment Program

The Dual Enrollment Program, run in conjunction with Louisiana Tech University and the University of Louisiana-Lafayette, allows students to earn college credit while taking courses at Teurlings Catholic. Dual Enrollment courses are considered to be honors courses at Teurlings Catholic High School and count as such in determining honor graduate status. DE courses are currently offered in English III/IV, American History, World History, Psychology, French III, and Anatomy for Non-Majors, College Algebra, and College Trigonometry. Students interested in the program must have a minimum composite score of 20 and meet all university enrollment guidelines. In addition, the following guidelines apply: students in French must have an A or B in French I and II; all other DE courses require a score of 22 in the appropriate subject area. All students in dual enrollment courses should maintain a minimum of a “B” average in the appropriate course area. Enrollment also requires a teacher recommendation. Grading in Dual Enrollment courses is conducted according to the university guidelines and all Dual Enrollment grades will appear on all subsequent college transcripts. Dual Enrollment grades may affect the individual student’s TOPS status during the first semester of college.

Fees for Dual Enrollment are set each year by the cooperating university/college and are paid directly to the university. Credit is issued for the college course by the appropriate institution, based on the college grading scale.

Students, on successful completion of the course, receive credit for the high school course from Teurlings Catholic and for the college course from the university or college.

## HONOR GRADUATE CATEGORIES

To achieve the distinction of Honor Graduate, a student must satisfy all of the following requirements:

- \* No final average in any course lower than a 78%
- \* Two years of a foreign language
- \* A GPA of no less than 3.500

Teurlings Catholic will recognize the following Honor Graduates at commencement:

<i>Msgr. Charles Fortier Honor Graduates:</i>	4.000 grade point average and a minimum of 11 completed honors courses.
<i>Father Bede Becnel Honor Graduates:</i>	3.500 grade point average and a minimum of 11 completed honors courses.
<i>Sister Angelle Bell Honor Graduates:</i>	3.500 grade point average and a minimum of 9 completed honors courses.
<i>Sister Julie McDougall Honor Graduates:</i>	3.500 grade point average and a maximum of 8 completed honors courses.

## ACCEPTABLE USE AND TECHNOLOGY POLICIES FOR ALL COMPUTERS AND DEVICES (PERSONAL OR SCHOOL-OWNED)

Please note: Signing the Handbook Acknowledgement Form indicates the parent and student are in agreement with the Teurlings Catholic High School Acceptable Use and Technology Policies listed below. No student will be allowed to use any computer equipment on the campus without a current, signed acknowledgment form.

### I. Teurlings Technology Policy for Students

1. All personal devices used on campus must display an approval sticker issued by the TCH Technology Department. Misuse of these labels or failure to register a device on campus is a violation of the Technology Policy and results in a loss of computer privileges for the remainder of the school year.
2. Downloading, uploading, sending, saving, surfing, or accessing pornographic material on a school or personal device on campus is a serious violation of the safe schools policies of both Teurlings Catholic and the Diocese of Lafayette. Violating the policy will result in dismissal.
3. The inappropriate use of the name Teurlings Catholic or any logo/symbol associated with Teurlings Catholic is strictly prohibited on Facebook, Twitter, Instagram, blogs, or any Internet posting sites. This includes pictures of the student that may also be deemed inappropriate. **It is the right of school officials to determine what is inappropriate.**
4. Students are prohibited from being a contact on a teacher or staff member's social media site. In addition, the only email contact a student should have with an employee of Teurlings Catholic should be conducted via the employee's and student's TCHS email account for appropriate school-related issues.
5. Inappropriate pictures and inappropriate language either stated or implied, that may be offensive to or inflammatory of others or Teurlings Catholic, is strictly forbidden.
6. Impersonation and/or anonymity is prohibited.
7. No student may open chat or social media programs on any computer or electronic devices on campus. Students may not play, download, or view games. Further, students may not "surf" the Internet from any computer or electronic device on campus without specific directions from the teacher who is monitoring the activity. Accessing any religious material on a state-owned computer is prohibited. Electronic devices, school or personally-owned, may only be used in the classroom, library, or lab under the direct supervision of the teacher. Cameras and audio recorders may not be used on campus. Laptops and approved devices may not disrupt or distract from the learning environment. Student use of personal laptops and devices on campus must be in support of education and research consistent with the educational objectives of Teurlings Catholic High School. Students are responsible for removing inappropriate files

from their personal device before the device is brought on campus. **At no time should the student use any device for anything but an educational purpose under the direction of a faculty member.**

8. Students may not alter in any way the screen appearance, screen-saver, controls, or any other management function of any Teurlings Catholic computer.

9. Browsing, deleting, adding to, or editing someone else's work stored on the Teurlings Catholic network is a violation of the policy. All student papers (essays, research papers, etc.) should be stored on personal flashdrives and submitted through Turnitin.com.

10. Information created, received, transmitted, stored, held, copied, viewed, read, attached to or printed using the communication system at the school or a personal system on campus (including but not limited to cell phones, tablets, laptops) is NOT protected by an individual's right to privacy. It is the right of the school to access review and/or inspect all such information at its discretion, including disclosure to third parties when warranted. This includes personal devices used on campus.

11. Students may not play games on graphing calculators in any class. Calculators may not be used in class without teacher approval. Teachers have the right to check calculator memories at any time and to erase any material found in calculator memories. In addition to penalties for violation of the Technology policy, storing material in the memory of a calculator may also be considered a violation of the school's policy on cheating.

12. No computer or device should be allowed in the classroom on desks during testing situations. In that case, all devices should be stored in the front or rear of the room. Failure to do so may also result in consequences for cheating, as well as a technology policy violation.

## **II. Consequences for Violations of the Teurlings Catholic Technology Policy for Students**

1. Violations of the policy will be dealt with individually and may result in suspension and/or expulsion from school. Penalties include but are not limited to the following:

- a. Picking up the laptop or device and holding it in the front office until a parent or authorized adult comes to school to pick up the item;
- b. Prohibiting the student from bringing a personal device on campus or using a Teurlings-owned device;
- c. Standard disciplinary actions such as detention, suspension, probation, and expulsion.

2. Student/parent is responsible for any monetary damages caused to Teurlings Catholic equipment or the network by the student's action..

3. If warranted, academic penalties may also apply.

If there are any questions about the policy or consequences, please contact Academic Assistant Principal Marty Heintz (Ext. 103), Disciplinary Assistant Principal Bruce Baudier (Ext. 102), or Technology Coordinator Leslie Bergeron (Ext. 220).

## **III. Remedies and Recourse**

Anyone accused of any of the violations has all of the rights that would normally apply if such people were accused of school vandalism or any other illegal activity. Teurlings Catholic has the right to restrict or terminate information network access at any time for any reason. The school further has the right to monitor network activity in any form that it sees fit to maintain the integrity of the information network.

## **Student Email Policies**

The primary purpose of the Teurlings Catholic High School student electronic mail system is for students to communicate with school staff, outside resources related to school assignments, and fellow students to collaborate on school activities. Email communication between TCH school staff and students should be through the tchs.net account only.

All student email accounts are the property of Teurlings Catholic High School. Email activities must comply with the Teurlings Acceptable Use Policy. Use of the email system will align with the school's code of conduct and the code will be used for discipline purposes. Communication through the school's email system will exhibit common sense and civility. Improper use of the system will result in discipline and possible revocation of the student email account. Illegal activities on the system will be referred to law enforcement authorities for appropriate legal action.

Account user names and passwords are created and monitored by the school's technology director. Students may not change their email password. Students should not share their passwords. Students are responsible for messages sent from their accounts. Teurlings Catholic High School cannot guarantee the privacy or confidentiality of electronic documents, and any messages that are confidential should not be communicated over email. Unauthorized attempts to access another person's email or similar electronic communications or to use another student's name, email, or computer address or workstation to send email or similar electronic communications are prohibited and may subject the individual to disciplinary action.

Messages posted on the school's email system cannot cause disruption to the school environment or normal and acceptable school operations. Occasional and reasonable personal use of the school's email is permitted, providing that this does not interfere with the performance of the electronic mail system or disrupt the operation of the schools. Email can be checked from home or from school computers. Access to email at school is allowed only with expressed approval from the teacher.

Students will report any unusual activities such as "spam" communications, obscene email, questionable content, and the like to the school's technology director. Students should not forward chain letters, jokes, or graphics files.

Teurlings Catholic High School reserves the right to access email to retrieve TCH information and records, to engage in routine computer maintenance and housekeeping, to carry out internal investigations, to check Internet access history, or to disclose messages, data or files to law enforcement authorities.

The student will be removed from the system upon graduation from Teurlings Catholic or upon withdrawal from the school; therefore, students should use personal email accounts for all college and scholarship correspondence.

# GUIDANCE SERVICES

The guidance services exist mutually with the instructional dimensions of education; however, these services place greater emphasis on the healthy development and well being of the individual. The following assumptions are basic to the concept to guidance:

1. Guidance is concerned with the total person.
2. Guidance aims to increase the possibility for all individuals to develop their potentials to the fullest.
3. Guidance is delivered through a team comprising administrators, teachers, counselors, parents and learners. The goals of the guidance team are to assist students in:
  - seeing themselves as important, significant individuals.
  - dealing effectively as members of the family, the community, and the whole society.
  - ensuring their physical and mental health.
  - selecting an occupation in line with their interests and abilities.
  - securing training necessary for their chosen vocation.
  - engaging in pleasurable leisure time activities geared toward their interests.

Guidance helps individuals to reconcile their development with the environment in which they are growing to maturity. The concerns of this service are with the total person and are directed toward optimizing the potential of the individual in light of factors in the social situation and environmental opportunities.

Guidance Department staff members provide a number of other important services for the student. They evaluate his or her current progress in school and provide academic, vocational and college planning as well. In addition, a college-admissions counselor works specifically with students who may qualify for college scholarships. Students may seek this counselor's help in completing college and scholarship applications and in meeting with college representatives.

The Guidance Department strives to work with parents and faculty members in helping the student in his or her maturation process. The department sponsors workshops for parents and arranges conferences with them throughout the school year. Thus the department will join the faculty and school administrators as "partners with parents" in understanding and assisting them in their own important task as educators.

## Standardized Testing

The following standardized tests are normally available to help determine progress and needs of students:

1. Level: Grades 9-10-11-12 (Testing is open to all students) Scholastic Aptitude Test (SAT) and American College Test (Battery ACT)
2. Level: Grade 11(Optional) PSAT - NMSQT (To qualify for National Merit Scholarships)
3. Level: Grade 9 and 10 ASPIRE Test (administered in October of 9<sup>th</sup> and 10<sup>th</sup> grade years and additionally in April of ninth grade)

**\*\*ACT Code 191421 // \*\*TCH Site Code #5711**

## Literary Rally

Teurlings Catholic students participate in district and state literary rallies held each year at UL Lafayette and LSU, respectively. Winners may receive certificates, medals, and/or scholarships to various state universities. Teachers of each applicable subject select the student who they feel will best represent the subject area.

## Family Educational Rights and Privacy Act of 1974

The Family Educational Rights and Privacy Act of 1974 is a federal law, which states that a written institutional policy must be established and that a statement of adopted procedures covering the privacy rights of students is made available. The law provides that the school will maintain the confidentiality of student education records.

Teurlings Catholic High School accords all the rights under the law to students and their parents. No one outside the school will have access to nor will the school disclose any information from students' educational records, including records to officials of other institutions in which students seek to enroll, to persons or organizations providing students financial aid, or to accrediting agencies carrying out accrediting functions without the **written**

consent of the student and his or her parent. Exceptions to this written consent include qualified personnel in the school, persons in compliance with a judicial order, and persons in an emergency in order to protect the health and safety of students or other persons, and to parents who present sufficient evidence that the student is dependant upon them for financial support. All of these exceptions are permitted under this act.

Within the Teurlings Catholic High School community, only those members, individually or collectively, acting in the students' educational interest are allowed access to student education records. These members include personnel in the Guidance Office, Administration Office, Office of the Registrar, Business Office, Financial Aid Office, the Office of Admissions, academic department coordinators, other academic personnel within the limitations of their need to know, the Teurlings Catholic High School attorney, designated law enforcement officials, corporate owner pastors, and any other person deemed by the school as official.

At its discretion Teurlings Catholic High School may provide directory information in accordance with the provisions of the Act. Directory information at Teurlings Catholic includes: student name, primary parent name, address(es), telephone number(s), and date of birth.

Requests for non-disclosure will be honored by Teurlings Catholic High School for only one year; therefore, authorization to withhold directory information must be filed each year in the guidance office.

The law provides students with the right to inspect and review information contained in their education records, to challenge the contents of their education records, to have a hearing if the outcome of the challenge is unsatisfactory, and to submit explanatory statements for inclusion in their files if they feel the decisions of the appeals committee to be unacceptable.

Students may **not** inspect and review the following as outlined by the Act: financial information submitted by their parents; confidential letters and recommendations; employment of job placement, or education records containing information about more than one student, in which case Teurlings Catholic will permit access only to that part of the record which pertains to the inquiring student. Students may have copies made of their records with certain exceptions (e.g., a copy of the academic record for which a financial "hold" exists, or a transcript of an original source document which exists elsewhere).

Any student who believes that his or her education records contain information that is inaccurate or misleading, or are otherwise in violation of his or her privacy or other rights may discuss his or her problems informally with the Teurlings Catholic guidance department or the respective guidance counselor. If the decisions are in agreement with the student's request, the appropriate records will be amended. Otherwise, the student will be notified within a reasonable period of time that the records will not be amended and why. The student will then be informed of his or her right to appeal to the next higher authority (e.g., department coordinator or administration).

Revisions and clarifications will be published as experience with the law and Teurlings Catholic High School's policy warrants.

Students enrolled in Dual Enrollment classes are also considered to be students of the applicable university. FERPA guidelines adopted by the individual university pertain to those classes. In general, students in those classes are considered adults by the university, regardless of age, and grades, transcripts, and other records are not accessible by parents unless a FERPA release has been signed by the student and are on file at the university. Dual enrollment grades, as recorded by Teurlings Catholic High School, are accessible by parents through RenWeb.

## **LIBRARY**

Every student is encouraged to utilize the library at all convenient time periods. The library has current periodicals, audiovisual materials, and an extensive book collection. The library is open from 7:00 a.m. to 3:00 p.m. and is for use by Teurlings Catholic students, faculty, and staff. For the comfort of the library patrons, the following policies are in effect:

1. The library is a place of QUIET for study, research, reading, and recollection. Activities, which disturb or distract others, will not be allowed. The library is not a student lounge. Loud, boisterous behavior will not be tolerated at any time. The computers located in the library are for academic use only and their use is governed by the same rules and regulations as computers located in classrooms and the computer labs. The Librarian reserves the right to restrict computer access to any student at any time for violation of any portion of the school's computer use and Internet policies.
2. No food or drink is to be brought into the library.
3. The area behind the circulation desk is the librarian's office. As in any private office, objects and materials here are of a personal or professional nature and are not to be disturbed.



4. Failure to obey rules 1, 2, and 3 at any time may result in a student being asked to leave the library and denied use for an extended period of time. Any violation of the school Internet /Technology Use Policies may also result in a loss of library privileges.
5. Books may be checked out for a two-week loan period; these may be renewed if there is no hold on the item.
6. Current periodicals are for IN-LIBRARY use only.
7. Reserved books or materials and back issues of periodicals may be checked out with special permission from the librarian at the end of the school day for OVERNIGHT checkout only. These must be returned before 8:00 a.m. the following day or a fine will be levied.
8. Since the library is open for an appropriate period of time before and after school, REFERENCE BOOKS MAY NOT BE CHECKED OUT.
9. Overdue fines of \$.05 per day for two-week loan items and \$.25 per day for overnight loan items will be charged.

## **CAMPUS MINISTRY**

The primary goal of the Teurlings Catholic High School campus ministry program is to enable students to integrate faith with their daily living. The Campus Minister, Mrs. Ramey Badeaux, supervises the program and works closely with the Ms. Josette Surratt, Director of Faith Formation. They provide for the students' needs in liturgies, the sacraments, prayers, retreats, pastoral counseling and religious education.

### **CONFIRMATION**

Preparation for Confirmation: Regarding the Sacrament of Confirmation, Teurlings Catholic High School conforms to Diocesan policy. All students wishing to be confirmed must do so in their own church parish. Teurlings Catholic students receive no formal preparation for Confirmation at Teurlings Catholic High School. They must go through the preparation set forth by their church parish. Students are advised to contact their Pastor or Director of Religious Education early in the school year to find out what steps need to be followed to receive Confirmation in that locale.

### **JUNIOR COMMISSIONING**

While it is understood that graduation from Teurlings Catholic is the most important and special event in the lives of our students, their ascension to the status of seniors, school leaders, is viewed as the second most important event. During May, we celebrate with a special Mass for the Commissioning of our junior class into the role of student leaders. The unity that this special liturgical celebration brings to each class demands that this activity be mandatory for each junior student. It has been a long-standing tradition at Teurlings Catholic that girls wear white. In keeping with that tradition, all students will wear white gowns, purchased through Balfour, to the Commissioning Mass.

### **LITURGIES**

School Liturgical celebrations are scheduled weekly for students and faculty. Involvement of many school groups in planning liturgies helps make the celebrations more meaningful to students. Students are strongly encouraged to participate in the sacrament of reconciliation both at school and in their respective parishes. Active involvement at the parish level is recommended as an excellent introduction to the larger church community.

### **PRAYER**

Prayer serves to enhance the Christian ideals, which Teurlings Catholic High School strives to foster. All students are expected to participate in school prayer activities.

### **RETREATS**

Retreats are scheduled and directed by the Campus Minister. Retreat Ministry conducts all TCH retreats and outside retreats. The activity serves to enhance the student's individual awareness of Christian values. Annually, seniors participate in a closed retreat in order to set the tone for their final year at Teurlings Catholic. The value placed

on this prayerful, religious experience is immeasurable and calls for this retreat to be a mandatory experience for all seniors. Students in all other grades will participate in school day retreats, with special attention given to the needs of each age group.

## **RETREAT MINISTRY TEAM**

The Retreat Ministry Team is comprised of seniors who have heard the call of God to minister to their peers. Team members are selected following a discernment process at the end of their junior year. In a program that begins with a summer workshop and continues into the school year, team members receive training in small-group leadership, communication techniques and other ministry skills.

## **COURSE DESCRIPTIONS**

Refer to the school website [www.tchs.net](http://www.tchs.net), for the course description listing.

## **STUDENT BEHAVIOR**

One of the most important lessons education should teach is discipline. While it does not constitute a subject, it underlies the whole educational structure. It is the training that develops self-control, character, orderliness, efficiency and the ability to cope with the responsibilities of adult life. It is the key to good conduct and proper consideration for other people.

As a general principle, TCH students should act with responsible freedom. "With responsible freedom" should mean acting like a person who is aware of the rights and feelings of others and whose conduct respects these rights and feelings. Respect for others is the keystone of all conduct. Our school functions on the belief that students come to school to learn and to become responsible for their own behavior. The rules and policies at TCH are to foster growth, responsibility, and self-discipline of every student. Both the administration and faculty strive to provide an atmosphere where students can grow academically, emotionally, socially, spiritually, and morally. The code of discipline is not adapted to students who require constant correction.

All students have the obligation to represent TCH in a respectful manner, both in school and at school-sponsored activities. Students must remember that wherever they are they carry the reputation of the school with them. Students who may become involved in any grave violation of discipline and/or serious public misconduct that brings discredit to this school could be subject to suspension or expulsion.

Since there can be no character formation without training in discipline, TCH students must conform to all the regulations which are devised for the welfare of the whole student body. **ATTENDANCE AT TEURLINGS CATHOLIC HIGH SCHOOL IMPLIES A WILLINGNESS TO COMPLY WITH THESE RULES.**

## **CODE OF COURTESY**

Teurlings Catholic students are expected to be polite and respectful toward others both on and off the campus. Courtesy should be the hallmark of a student's relationship with adult staff and fellow students. The following are guidelines students should follow in dealing with members of the Teurlings Catholic community.

- Always address faculty and staff members with appropriate respect, using titles proper to their positions (Father, Coach, Miss, Mr., or Mrs.).
- "Thank You" is the expected expression of gratitude when adults or fellow students give assistance.
- Say "Yes, (TITLE)" and "No, (TITLE)" or "Yes Ma'am" or "No Sir" to answer a question. Do not say "Yep" or "Nope."
- Say, "Excuse me" when you don't understand and want an adult to repeat something for you. Do not say "What?" or "Huh?"
- Excuse yourself when you want to interrupt an adult who is busy. Wait your turn when the adult is talking to someone else.
- Classroom decorum ordinarily requires a student to raise his or her hand and wait to be recognized before speaking.

- Common respect for adults requires you to allow adults to pass before you when entering a building or room, and that you hold the door open for persons coming behind you into a building or room.
- When an adult corrects you for some fault:
- Be quiet and listen until the adult is finished talking.
- Answer all questions politely.
- Do what you are told to do right away.
- If you have something to say, wait until the adult is finished speaking and ask permission to speak.
- Accept the adult's decision. Don't argue, make faces, or walk away while the adult is talking.
- Courtesy demands respect for school property. Students are asked to help maintain the appearance of the campus by keeping the campus free of litter, and by treating the trees, plants, and grassy areas with respect.
- While in the classrooms and buildings, students are asked to deposit trash in the trash receptacles located in each classroom or in the breezeway. No paper or other trash should be left on the floor of a classroom at the end of a class period.

## **DISCIPLINE POLICY**

### **Classroom Conduct Grade**

In order to have a consistent school wide discipline system, teachers will be required to use a conduct deduction system for their classroom. Each teacher is responsible for setting up his or her own classroom rules and making sure students follow them as well as all school rules. Conduct grades will be posted on the progress and report cards and students will have consequences. Every quarter each student starts with 100 points.

- Three point deductions may include, but are not limited to: tardy, talking, out of desks, no book, sleeping, and any other minor infraction that violate the teacher's classroom rules.
- Six point deductions may include, but are not limited to: disrespect to a teacher, inappropriate comments, picking on another student, talking about a teacher, or a continuing infraction.
- Discipline Referral: A student may be referred to the disciplinarian for the following infractions: fighting, skipping class, leaving class without permission, arguing with a teacher, refusal to do work, uncontrollable distraction in class, cheating, a low conduct grade, or a computer violation.
- Cheating: A first offense of cheating on a test, quiz, or homework, will result in a zero on the test or homework and the teacher or assistant principal will contact the parents. The assistant principal of academics will assign a Saturday School for the first infraction. A second or third offense in the same school year will result in a suspension and a fourth infraction in the same school year will result in a third suspension and expulsion.

### **Consequences**

- 87-93 (B): Parent will be notified through progress report or report card.
- 86-78 (C): The teacher will send home a form to the parent to be signed and returned by student or an email may be sent by the teacher to parents informing them of the drop in conduct grade.
- 77-70 (D): The student will receive an out of class suspension for that class the next class period. The disciplinarian will notify the parent, and the student will not be allowed to leave class for any extracurricular activity, field trip or sporting event.
- 70-below (F): The student will be suspended for a day.

## **MAJOR BEHAVIOR SANCTIONS**

### **Disciplinary Referrals**

Teachers will write up a referral to send students to the discipline office. The assistant principal will meet with the student and depending on the situation the following consequences may follow: a conference with the student/parents, meeting with a counselor, detention, Saturday School, suspension, or dismissal.

## Saturday School

Students will attend school from 8:00-9:30 a.m. on Saturday in school uniform or work clothes if work is scheduled, under supervision of a teacher. Failure to attend Saturday School will result in a suspension the following Monday. Out of town trips, lack of transportation, or athletic commitments, whether school or non-school related, will not be excused.

## After School Detention Hall

Students who violate the uniform code, who are tardy to class or to school, chew gum, fail to lock their locker, carry an electronic device (CD and/or iPod player, beeper, or games), talk at Mass, leave class without a hall pass, or any other minor infraction determined by the assistant principal, will attend detention on Wednesdays. Morning detention is from 6:45 a.m. until 7:15 a.m. or in the afternoon from 2:45 p.m. until 3:15 p.m. Failure to attend detention will result in Saturday School the following Saturday. **When a student receives seven detentions or a combination of seven discipline infractions, the student will be suspended.**

## Suspension

Suspension is the second most serious form of disciplinary action at Teurlings Catholic High School. It serves as a notice to the parents and the student that the student is in jeopardy of being dismissed if behavior does not improve. **Upon incurring a second suspension, a meeting will be held with the student, parent, Assistant Principal of Discipline, and Chancellor. A student suspended three times in one school year will be dismissed from Teurlings Catholic. Dismissal from school may also be warranted by the seriousness of an offense.**

## Out of Class Suspension

The student will not be allowed to attend that particular class the very next time that class meets. The student will complete assigned school work in a designated area. **Work completed will only be allowed 70% credit.**

## In School Suspension

Students report to the office for work assignments for the day. They will be under the supervision of staff members and may be required to do physical work. **Work missed will only be allowed 70% credit.** The student will not be allowed to participate in any extracurricular activity on the day of the suspension.

## Out of School Suspension

Students will not be allowed to attend school for the length of the suspension. **Students will be allowed to make up 50% credit for work missed while suspended.** The assistant principal will determine how many days the student is suspended; one, two or three or more days. The student will not be allowed to participate or attend any extracurricular activity on the day(s) of the suspension, or on the weekend when a suspension continues into the following week. Students are responsible for all work missed and work is due upon their return to school.

## Second out of School Suspension

Students incurring a second out of school suspension must meet with the Assistant Principal of Discipline and Chancellor, along with the student's parents/guardians. The purpose of this meeting is to inform the parents and student of the consequences of a third out of school suspension.

## Dismissal

Dismissal is the most serious form of disciplinary action at Teurlings Catholic. A student will be dismissed immediately for any grave violation of rules or misconduct. Once a student is expelled from school, the student may not reapply for one calendar year.

# DRUGS AND ALCOHOL POLICIES & PROCEDURES

The sale, purchase, possession or consumption of drugs or alcohol during a student's academic day or at a school-related function is strictly prohibited. Anyone violating this policy while on school grounds or while at a school-related function shall be dismissed.

The sale, purchase, possession or consumption of drugs or alcohol either off-campus or at a non school-related function is strictly prohibited. Anyone violating this policy and anyone who knowingly chooses to remain in the presence of someone who is in violation of the policy is subject to suspension or dismissal.

For the purpose of this policy the following definitions shall apply:

A. Consumption shall include but not be limited to smoking, snorting, inhaling, eating, swallowing, or otherwise ingesting

B. Possession shall include but not be limited to the actual physical possession of the prohibited substance. Additionally a person shall be deemed to be in possession: (1) when any prohibited substance is found in a locked or unlocked vehicle belonging to or driven by a student including but not limited to the driver's compartment, the passenger's compartment, the locked or unlocked glove compartment, the locked or unlocked trunk, or the locked or unlocked pickup bed, (2) when any prohibited substance is found among the student's personal possessions including but not limited to lockers, backpacks, purses, etc., (3) and/or when prohibited substances (either opened or in a container) are near enough in proximity to be physically controlled by the student.

C. Drugs shall include but not be limited to any controlled dangerous substance listed in Schedules I, II, III, IV and V of LSA-R.S. 40:964, or any derivation thereof, unless obtained directly or pursuant to a valid prescription from a medical practitioner authorized by law to dispense same and said prescription is personal to the user. Additionally, drugs shall include anabolic steroids and any substance listed or identified as **"not for human consumption,"** including but not limited to products commonly referred to as synthetic and/or legal marijuana, legal bud, spice, hex, voodoo, blaze, blueberry haze, dank, demon passion smoke, genie, Hawaiian hybrid, k2, magma, ninja, nitro, ono budz, panama red ball, puff, sativah herbal smoke, skunk, spice, ultra chronic, voodoo spice, herb, legal herb, clove, legal clove, illegal bath salts, blue sky, kamikaze, vanilla sky, ivory wave, white rush, pure ivory, whack, bolivian bath, purple wave, charge, ocean burst, sextacy, gloom, purple rain, salt, fly, hurricane Charlie, and/or crush.

D. Alcoholic Beverages shall mean all alcoholic substances established by statutes of the State of Louisiana and/or the United States of America for which a license to sell the alcoholic substances is required; including counterfeit, bogus, deceptive or simulated alcoholic substance intended to mislead the possessor or other persons as to the true nature of the alcoholic substance and shall include, but is not to be limited to, such substances as are commonly referred to as non alcoholic beer, non alcoholic brew, near beer, non alcoholic wine, etc.

**\*\*\*Any arrest for illegal use or possession of drugs will constitute a positive result in the TCH drug policy. Any student who is tested with a breathalyzer at school, at a school dance or school activity and tests higher than "zero" (0.00) will be considered under the influence of alcohol and will constitute a positive result under the substance abuse policy.**

## Drug Detection and Prevention

It is acknowledged that the ultimate purpose of the school system is to provide a quality education. Further recognizing the fact that the presence, introduction, or consumption of illegal and/or harmful drugs or possession of related drug paraphernalia on our campus has no place in the educational system, the Advisory Council hereby adopts the following program for Drug Detection and Prevention.

Beginning September 1, 1986, any student enrolled within the school system may be subjected to a reasonable and limited search of his or her self, vehicle, possessions, and lockers by the Principal or any teacher. Refusal by any student to allow such inspection or search voluntarily will result in disciplinary action.

The principal is further authorized to solicit and provide for periodic use of trained animals in the search for or detection of illicit drugs. In the event that such animals should detect or indicate the presence of such substances, then the Principal (or designate) will be authorized to demand all students in the area of the detection to display or

otherwise exhibit the contents of the affected area. If said demand is refused, then the Principal (or designate) will be authorized to take all reasonable and necessary steps to determine the contents of the affected area.

All lockers and storage areas, although provided for use by the students, remain the property of the school and the use of it by the student is with the specific understanding that those areas remain subject to periodic and unannounced searches.

Further, by use of the parking facilities provided by the school and exercise of the privilege of parking on the premises by the students, constitute an implied consent to have said automobiles periodically and reasonably searched or inspected for the purpose of detecting the presence of drugs or other unauthorized material.

The above policies will likewise apply to any function (social, educational, or other) held upon the grounds of the school and sponsored by the school or any student organization.

At the beginning of each school year, all parents of students will be presented with a copy of the foregoing policy. In as much as it is necessary that the program must apply to everyone equally in order to make it work, then at least one parent of each student must sign an acknowledgment of the said policy and verify that they understand same and agree to be bound thereby. Said acknowledgment and verification will be a prerequisite to the student's remaining in school.

## **DRUG TESTING**

### **Overview**

All students at Teurlings Catholic are drug tested yearly. The Assistant Principal of Discipline, with the approval of the Principal and Board of Pastors, will determine the drug testing procedure. Currently all students are tested through urinalysis. A hair test may be substituted for the urinalysis when applicable.

### **A Statement of Need and Purpose**

Recognizing that observed and suspected use of alcohol and illicit drugs by Teurlings Catholic High School students is increasing; a program of deterrence will be instituted as a pro-active approach toward a truly drug-free school. The purpose of this program is threefold: (1) to provide for the health and safety of all students; (2) to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs; and (3) to encourage students who use drugs to participate in drug treatment programs.

### **Selection of Students for Testing**

The testing facilitator will use a system of student numbers to select students for testing. Every student enrolled will be drug tested at least once during the school year. After the initial test, each student becomes eligible for further random testing.

### **Form Completion**

The Assistant Principal is responsible for seeing that proper drug testing custody and control forms are used that satisfy the needs of the Policy for Random Urine Drug Testing of Teurlings Catholic High School students and the testing laboratory. A student number will be used for identification, with the student's name only appearing on the copies that go to the donor, and school official.

### **Procedures for Students**

**Informed Consent for Testing:** At the beginning of each school term, students and parent/guardian/custodian will complete and sign the Teurlings Catholic High School Code of Conduct and Expectations Informed Consent Agreement. No student may enroll in TCH until this form is properly executed and on file with the Registrar.

**Urine Drug Testing Frequency:** At the beginning of each school term or when a student enrolls into Teurlings Catholic High School or when the student's name is randomly selected, a student may be subject to urine

testing for illicit or banned substances. Following initial school testing, previously tested students will be randomly tested anytime during the school year. Any student who refuses to submit to urine drug testing will be subject to dismissal.

**Sample Collection:** Any eligible student selected randomly for urine drug testing, who is not in school on the day of testing, will be tested at the next available testing time. Any student unable to produce an adequate specimen of urine during the collection period will have a hair sample taken and sent to the certified lab for testing.

## **Confidentiality of Results**

All drug test results are considered confidential information and will be handled accordingly.

## **Procedures in the Event of a Positive Result**

Whenever a student's test result indicates the presence of illegal drugs or banned substances, or the specimen was adulterated, the following will occur:

(1) The Principal or Assistant Principal, within 24 hours, will notify the parent/guardian/custodian. The Principal may keep all test results for a period up to one year; (2) The student will be notified and may be required to submit weekly urine specimens, via the Vendor until the student tests negative; (3) If the parent/guardian/custodian or student wishes to contest the results, the Vendor will arrange for the split portion of the specimen to be submitted to another laboratory approved by the Board of Pastors for testing. This is done at parent/guardian/custodian or student expense. Such a request must be made to the Principal in writing within five working days from first notification of positive test results; (4) the lab may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of the illicit or banned substance from the body. If the lab feels the quantitative levels determined to be above the established tolerance levels do not reflect current use but natural decay, then a negative result may be reported.

**First Positive Result:** For the first positive result, the student will be suspended for three days and will be given the option of:

(1) Within five days having an appointment with a Certified Chemical Dependency Counselor (or at an agency certified by the Louisiana Department of Health or the Louisiana Department of Alcohol and Drug Addiction Services) for a chemical dependency assessment and then follow the recommendations of the counselor. (If treatment is recommended, it must be with a Certified Chemical Dependency Counselor.) The student must also submit to weekly urine drug testing for up to five weeks or until a negative test result is produced. Parent/guardian/custodian is responsible for all expenses; or (2) Dismissal from Teurlings Catholic High School.

**Second Positive Result:** For the second positive result within the student's enrollment at TCHS, the student will be allowed to withdraw within 48 hours or be expelled from Teurlings Catholic High School.

**\*\*\*Any urine sample that is reported adulterated by the Drug Testing vendor will be considered positive.**

## **Consent to Perform Urinalysis for Drug Testing**

We hereby consent to allow the student named on the form to undergo urinalysis testing for the presence of illicit drugs or banned substances in accordance with the Policy and Procedure for Random and/or Probable Cause Related Urine/Hair Drug Testing of Teurlings Catholic High School students as approved by the Teurlings Catholic Advisory Council. We understand that any samples will be sent only to a certified medical laboratory for actual testing, and that the samples will be coded to provide confidentiality. We hereby give our consent to the medical vendor selected by the Teurlings Catholic Advisory Council, their laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform urinalysis/hair testing for the detection of illicit drugs or banned substances. We further give permission to the medical vendor selected by the Teurlings Catholic Advisory Council, its doctors, employees, or agents, to release all results of these tests to the school. We understand these results will be forwarded to the Principal and will also be made available to us.

We hereby release the Teurlings Catholic High Advisory Council of Pastors and Advisory Council and its employees from any legal responsibility or liability for the release of such information and records. **(See Acknowledgement Form)**

# **CONDUCT ON CAMPUS**

## **Automobiles/Parking**

Driving privileges for the regular school day to/from school are extended to students in grades 11 and 12. All student vehicles must park in the area provided. Students parking a vehicle on campus must purchase a TCH parking tag (\$40.00 per year). Students are not allowed to remain in their cars or in the parking area upon their arrival to school. Students may not go to their vehicles at any time during the school day without permission. Reckless/unsafe driving will result in the loss of driving privileges. Courtesy to our surrounding community is expected. Please keep the boom noise and music volume at a low level.

## **Athletic Events**

Teurlings Catholic High School has a fine athletic tradition and prides itself in the conduct of its students at such events. Therefore, students should conduct themselves in a manner, which brings credit to the school and the team involved. Misconduct in the form of booing, fighting, obscene gestures, or off colored cheers will not be tolerated. Students are required to follow the mandates of the school dress code at all athletic events.

## **Textbooks (Hard Copy, CD, and Online Access)**

Each student is responsible for all books and textbook CDs, whether lost, stolen, or damaged. Lost, stolen, or damaged textbooks and CDs must be paid for before a student may take any exams. Textbooks must be covered at all times. Books and other belongings are not to be left out of lockers on school property after school hours.

Access to online textbooks is provided to students in some classes. The passwords and access to the textbooks is granted to individual students and is not to be shared. All online textbooks are the property of Teurlings Catholic High School and sections of those textbooks may not be copied or posted in any form without the permission of the school and the publisher.

## **Cafeteria**

Students are expected to conduct themselves in an orderly manner when entering the cafeteria. All students are expected to return their trays and clean up their space when they are finished eating. Students are required to display their I.D. card in the cafeteria. Seniors are extended the privilege of entering the cafeteria early and moving to the front of a line. Underclassmen are not allowed to cut in line.

## **Calls/Deliveries**

During regular school hours, students may not make or receive telephone calls except for emergency situations. Students can only use the front office phone for personal emergencies, before or after school, or during lunch. All deliveries, such as balloons or flowers must be made to the office. Students may pick them up after school. Students are NOT allowed to have lunches delivered to them at school.

## **Cell Phones**

Cell phones are allowed only in student lockers or student vehicles during the school day. They are not allowed on the student or in the student's book bag. If a cell phone is taken away from a student or found in a book bag the student will be issued a Saturday School and a parent will have to come to school to pick up the phone. A second and third infraction will result in a suspension and the student will lose the privilege of having the phone for the remainder of the school year. A fourth infraction within a school year will result in dismissal from Teurlings Catholic. It is the school's right to review recent calls and/or text messages on a cell phone confiscated during the school day or school activities. Pornographic material on a phone, including but not limited to material sent to another phone, downloaded, accessed, surfed, or saved will result in dismissal.



## **Change of Address**

Parents must complete the Change of Address/Employer Form to notify the school immediately upon change of address or a change of household or employer telephone number.

## **Cheating and Plagiarism**

All students at Teurlings Catholic are bound by the guidelines of expectations of TCHS student behavior. Students found to be cheating on exams, tests, quizzes, or other assignments or who have plagiarized will be referred to the Assistant Principal of Academics. The student will receive a zero on the test or assignment and a Saturday School for cheating. A second or third cheating offense will result in a suspension and a fourth offense within a school year will result in a third suspension and dismissal.

Plagiarism is the use of another's words, thoughts, and/or ideas. It may be unintentional, which results in a grade of "0" on the work and no disciplinary action, or intentional (i.e. downloading or copying material from the Internet, a book, or another student) which is a disciplinary violation that may result in suspension. Paying for or selling academic material (a test, a paper, an essay, etc.) will result in dismissal.

Removing a test or academic materials from a classroom without the teacher's permission is a serious violation. This includes taking actual tests and/or answers, copying answers, taking a picture of a test or answer key with a cell phone or computer device, or sharing or using test materials someone else removed from the classroom. In addition to penalties for cheating, the offense is considered theft.

## **Damage to School Property**

Any student who by his or her action causes damages to school property is obliged to replace that property. Any act of vandalism against school property, the property of another school or the property of any other member of the faculty, staff, or student body, either on or off campus, could result in severe corrective action including dismissal.

## **Dances/Prom**

Students will be allowed one non-student guest of the opposite sex for which they will be accountable. School dances will be held from 8:30 p.m. to 11:00 p.m. No one will be admitted into the dance after 8:30 p.m. or will be dismissed before 11:00 p.m. No guest may be 21 years or older, or younger than a freshman in high school for school dances. Students must sign up dates with the Assistant Principal and receive approval. A guest must show a school I.D. or driver's license to be admitted into the dance. All female students and guests must abide by the following dance attire guidelines for all school dances.

Students who have been expelled or asked to leave Teurlings Catholic may not attend school-sponsored dances. TCH students bringing a non-TCH date to a school-sponsored dance must bring a completed Guest Form to the Assistant Principal by the required due date. Forms will be available online at the appropriate time.

## **DANCE ATTIRE GUIDELINES**

Teurlings Catholic High School dances are an event, which reflects the philosophy of our school and the teachings of the Catholic Church. Among our most important considerations is adherence to Church teachings regarding modesty.

According to *The Catechism of the Catholic Church*, "Purity requires modesty. Modesty protects the intimate center of the person. It means refusing to unveil what should remain hidden. It is ordered to chastity to whose sensitivity it bears witness . . . Modesty is decency. It inspires one's choice of clothing. It keeps silence or reserve where there is evident risk of unhealthy curiosity. It is discreet . . . Teaching modesty to children and adolescents' means awakening in them respect for the human person."

In accordance with these directives of the National Conference of Catholic Bishops, Teurlings Catholic High School sets forth the following dress guidelines for our students and their dates:

### **A. TOPS**

1. The neckline of a dress, top, or gown must be cut in a modest way. If ANY cleavage is showing, the student will be asked to leave the dance. Spaghetti straps or strapless dresses are allowed, as long as they are not low cut.
2. The cut of a dress in the back must not be below the waistline.

**B. LENGTH**

1. A dress, skirt, or gown, must be no shorter than three (3) inches from the knee.
2. Slits in a long dress/skirt may be no higher than the knee. Slits in a short dress/skirt may be no higher than three (3) inches from the knee.

**C. MISCELLANEOUS**

1. No midriff is allowed to show, (when arms are raised only one (1) inch of the midriff can show.)
2. No navel is allowed to show.
3. The bodice of the dress must not have any fabric cutouts (this includes openings covered with net-like fabric).

**ADDITIONAL NOTES:** Admittance to the dance, with consideration of attire, will be left to the discretion of the faculty/administration sponsors who are present that evening. If a student is in doubt as to the expected modesty of his or her chosen attire, he or she should consult with administration before the dance to avoid the embarrassment of being turned away.

## **Dishonesty**

All students at Teurlings Catholic are bound by the guidelines of the expectations of TCHS student behavior. Dishonesty includes but is not limited to lying to a faculty member or administrator, forging parents' signatures, calling in the front office as a parent, falsification of faculty, staff signatures, transcripts, letters of recommendation, college/university applications, or school documents, is subject to disciplinary action, including suspension or dismissal.

## **Disrespect**

Any student who displays disrespect at Teurlings Catholic will be disciplined appropriately by the assistant principal, and may include Saturday school, suspension or dismissal.

## **Distribution of Printed Matter**

No student is allowed to distribute any type of printed material on campus without the permission of the Development Director. This includes flyers, maps, invitations, pamphlets, announcements, and the like.

## **Electronics**

Radios, CD players with headsets, iPods, beepers, and laser pointers are not permitted. These items will be confiscated and the student will attend a detention hall. Cell phone violations result in Saturday School. Calculators are only to be used in class with the teacher's permission.

## **Emergency Announcements**

In case of an emergency where school may be called off due to dangerous weather or other circumstances, Teurlings Catholic High School will normally follow the directives of the Lafayette Parish School System. Students and parents should watch for RenWeb Parent Alert texts and/or emails. They should also listen to the radio and/or TV for news reports concerning whether or not school will be open or closed.

## **Fighting**

Fighting is a serious offense at Teurlings Catholic and may result in Saturday School, suspension or dismissal to be determined by the disciplinarian.

## **Firearms/Weapons**

Act 833 creates the crime of carrying a firearm by a student or non-student on school property and mandates that school officials notify all students and parents of the impact of the legislation and post notices of the impact of the legislation at each major point of entry to the school.

\*\* Act 833 of the 1991 regular session of the Louisiana Legislation creates the crime of carrying of a firearm or dangerous weapon (such as knives, clubs, gas, liquid or other substance or instrumentality, which, in the manner used), is calculated or likely to produce death or great bodily harm by a student or non-student on school property. The crime is defined as the intentional possession of any firearm by any student or non-student on a school campus or on a school bus during regular school hours. Whoever is convicted of the crime of carrying a firearm on school property or on a school bus is subject to a maximum penalty of imprisonment at hard labor for not more than five (5) years. The law exempts from its provisions a federal, state, or local law enforcement officer. Violation of the firearms policy will result in expulsion and possible criminal prosecution. The law prohibits possession of a firearm or dangerous weapon not only on school property or within 1,000 feet of the school's property or on a school bus, but also at any school-sponsored function in a specific designated area including but not limited to athletic competitions, dances, parties, or any extra curricular activities.

\*\* Act 107 specifically mandates that when a principal or other school official detains a student for violation of R.S. 14:95.2, and the principal confiscates or seizes a dangerous weapon from a student while a student is on school property or at a school function, or on a school bus, the principal or other school official must immediately report the detention or seizure to the appropriate law enforcement authority, and notify the student's parents if he or she is detained for any of the above.

## **Fire Drills/Bomb Threats**

Unannounced fire drills are held so that students may learn to evacuate the building properly. Students are to go out through the designated exit (instructions are posted in all classrooms) and remain in the safety zone until the all-clear signal is given. Bomb threats will be handled in a similar manner. Bomb threats will be turned over to the authorities and any student found guilty will be dismissed.

## **Food/Drinks**

With the exception of lunchtime and break, students are not permitted to consume food/drinks on the campus during the regular school day. Chewing gum is not allowed on campus. Water bottles may only be used at break, at lunch, and in between classes and not in the classroom. Water bottles may only be of the commercial 16 oz. clear type. An after-school detention will be assigned to any student in violation. Students are not allowed to receive lunches or outside food during the school day. When checking in students may not bring food to campus for other students.

## **Hall Passes**

Any student out of class without the required hall pass will receive an after school detention.

## **Harassment**

All students at Teurlings Catholic are bound by the guidelines of expectations of TCHS student behavior. Each student at Teurlings Catholic has inherent dignity and individuality. Teurlings Catholic is committed to providing a learning environment that is free from harassment in any form. Harassment of any student by any other student, teacher, or employee, is prohibited. The school will treat allegations of harassment seriously and will review and investigate such allegations in a prompt and thorough manner.

A charge of harassment shall not in and of itself, create the presumption of wrongdoing. However, acts of harassment will result in disciplinary action up to and including dismissal. Students found to have filed false and frivolous charges will also be subject to disciplinary action up to and including dismissal.

Harassment occurs when an individual is subjected to treatment or to a school environment, which is hostile or intimidating because of the individual's race, creed, color, national origin, physical disability or sex. Harassment can occur any time during school or during school related activities. It includes, but is not limited to, any or all of the following:

**Verbal Harassment:** Derogatory comments and jokes; threatening words spoken to another person;

**Physical Harassment:** Unwanted physical touching, contact, assault, deliberate impeding or blocking movements, or any intimidating interference with normal work or movement;

**Visual Harassment:** Derogatory, demeaning or inflammatory posters, cartoons, written words, drawings, gesture;

**Sexual Harassment:** Includes unwelcome sexual advances, requests for sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when any or all of the following occurs:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a student's academic status or progress;
- Submission to such conduct by a student is used as the basis of academic decisions affecting the individual;
- Such conduct has the purpose or effect of unreasonably interfering with an individual's academic performance or of creating an intimidating hostile or offensive educational environment;
- Specific examples of sexual harassment include, but are not limited to:
- Making unsolicited sexual advances and propositions;
- Using sexually degrading words to describe an individual or an individual's body;
- Displaying sexually suggestive objects or pictures;
- Telling inappropriate or sexually related jokes;
- Making reprisals, threats of reprisals, or implied threats or reprisals following a negative response to sexual advances.

## **I.D. Cards**

Required I.D. cards and lanyards are issued in conjunction with school pictures and students are required to present their I.D. any time it is requested by any administrator or teacher. The correct color class ID must be worn around the neck. Students are allowed to enter all regular season home athletic events and dances with their school I.D. at no charge. Students must present their school I.D. every day in order to purchase a meal in the cafeteria. Lost or damaged ID cards should be replaced for a \$5 fee in the main office.

## **Illness**

A student who becomes ill during the course of the school day is to report to the office. Should the Administrator or Receptionist determine that the student is too ill to remain at school, a parent will be notified. Students are never allowed to call home from a personal phone or another student's phone during the school day.

## **Liturgical Celebrations**

In order to establish a reflective and reverent mood, each student is to enter the gym in silence and maintain silence until the celebration begins. A student is encouraged to participate in the singing and appropriate congregational responses; otherwise, a student is to give full and silent attention to the actions of the celebration. Any student being disruptive or disrespectful at Mass will be disciplined. It is a common expectation that non-Catholic students participate in the spiritual exercises of the school or remain silently reverent.

## **Lockers**

Locker space is the property of Teurlings Catholic. It is not a solely private area for the student. He or she is urged to keep his or her personal belongings in the locker and to make certain that it is locked at all times. The student must assume all responsibility for the contents of the locker; the school is not liable for any losses that the student may incur. The Administration reserves the right to inspect any and all lockers at any time. Lockers will be distributed to the students at the beginning of the year for a rental fee of \$5.00. All students will use a TCH lock only. If the lock is lost or stolen it will cost \$5.00 for a new one or \$3.00 for a used lock.

## **Medication**

Teurlings Catholic will not provide even simple medication (such as aspirin) to students. All medication must be brought to the office and the parent and physician must complete a form. These medication forms are in the office. Any medication must be dispensed from the office. Students may not have in their possession any form of medication, whether over the counter or prescription. Students found in violation of this procedure are subject to expulsion. A parent at the end of the school year must pick up all medication. Otherwise, it will be discarded.

## **Obscenity**

The use of obscene language (either spoken or written) or gestures is prohibited. Students are prohibited from having in their possession obscene printed or written material. The administration will not tolerate inappropriate language in the classroom, on the campus, or at school functions. Students using disrespectful language will be subject to disciplinary action to be determined by the disciplinarian.

## **Student Pranks/Criminal Mischief**

Student pranks often lead to criminal mischief and damage which can disrupt the school day, result in monetary damages, suspensions, dismissal from school and possible legal action.

## **School Sponsored Trips**

On any school trip, students must go and return by means of transportation provided by the school and must remain at the event unless explicit permission to the contrary is obtained from the administration. School dress is required on any trip unless otherwise specified, and all appropriate school regulations remain in effect. Students must not be on academic probation to attend school-sponsored trips.

## **Skip Days/Skipping Class/Leaving School Prior to Dismissal**

Teurlings Catholic does not authorize or recognize student skip days. Skipping classes or leaving school prior to official dismissal will result in a suspension. Leaving a class without permission or failure to report to a class will result in disciplinary action, which may include Saturday School or suspension.

## **Smoking, Tobacco Products and Pyrotechnics**

Smoking, possession, and/or the use of smokeless tobacco, e-cigarettes, VAPES, or the use of pyrotechnics is strictly prohibited on the school property or at any school related activity. Students who are caught smoking tobacco products or e-cigarettes, VAPES, or any type of tobacco alternative on campus or with the possession of tobacco products on campus will be suspended.

## **Stealing/Possession of Stolen Property**

A student caught stealing property from a teacher, another student or the school, or from another school will be subject to disciplinary action, including suspension, dismissal, and notification of the appropriate law enforcement officials.

## **Unwed Pregnancies**

The Catechism of the Catholic Church reaffirms the teaching of Christ regarding chastity in stating: "All the baptized are called to chastity. The Christian has 'put on Christ,' the model for all chastity. All Christ's faithful are called to lead a chaste life in keeping with their particular state of life." As we continue to form young men and women in their baptismal commitments through Catholic education, each educator within our school system should take an active part in teaching the virtue of chastity. When a student or unmarried faculty member has not lived according to the virtue of chastity and the sexual act results in an unwed pregnancy, the clergy and the principal are to

counsel and offer pastoral care to those involved. Counseling should include the added responsibilities of the new parents, which will arise, with the birth of the child(ren).

While premarital sex is wrong, the pregnancy is a gift from God and unless the sex act occurs on campus or at a school-sponsored event, students may not be penalized or punished by the school. Female students who become pregnant may continue their education on campus unless their own physical, spiritual or psychological state requires at least temporary withdrawal and the beginning of a course of home study. As one major concern is for the health and safety of the pregnant girl while attending school, the student shall furnish a Pregnancy Status Report to the principal as soon as the pregnancy is confirmed and then at least every six weeks thereafter. If this form is not completed or if it is not submitted within the time frame set forth, the principal may consult the appropriate people and then take whatever action is deemed suitable to ensure that the health and safety of the young lady involved is protected.

## **Violence: Diocesan Policy**

Because safety in our schools is of utmost importance and one of our top priorities, when informed of possible violence or even threats of violence, school administrators should take this information seriously and follow these procedures in addressing the issue. The school should have a no-tolerance policy for dealing with and addressing not only real threats of violence but also those, which may be considered frivolous. Even frivolous threats can disrupt the operation of the school. This no-tolerance policy is to be communicated to all students, and their parents/guardians.

- The school administrator is to contact immediately the appropriate civil authorities, the sheriff's office or local law enforcement agency and to follow their directives.
- If the threat or danger involves a student or students, parents/guardians are to be contacted immediately.
- If the student is on campus, he or she is to be detained in a safe place according to directives received from the local law enforcement agency.
- The Superintendent of Catholic Schools is to be informed of the threat and the action that is being taken.
- If the threat or danger comes from a non-student, appropriate action will be left in the hands of the civil authorities.

## **CONDUCT OFF CAMPUS**

Students must conduct themselves in a manner consistent with their status as members of the Teurlings Catholic community and with the philosophy, policies, goals and commitments of Teurlings Catholic as set forth in its Student Handbook.

Violations of civil or criminal law involving moral turpitude or other conduct that in the professional opinion of the school administration would reflect or cause discredit to the reputation of Teurlings Catholic by being contrary to the moral, religious or orthodox ethical principles of the Roman Catholic Church or the philosophy, policies, goals and commitments of Teurlings Catholic as indicated in the Student Handbook makes a student subject to corrective action, including suspension or dismissal.

Teurlings Catholic High School recognizes its responsibility to safeguard its good name and the welfare of all its students. The School reserves the right to respond, as it sees fit, to the misbehavior of its students, especially in serious matters. This includes those actions that take place outside of school hours and away from school property or activities, as long as this behavior reflects badly on the school's good name.

If the students of Teurlings Catholic are out of school on a day when other schools are in session, these students are expressly forbidden to go to other schools, unless sent there for some explicit reason.

## **CAMPUS**

From the time students arrive until the end of the academic day, they must remain on campus. Students who arrive on campus early for practice, tutoring or make-up testing may not leave the campus before school begins. The Principal, Assistant Principals, Athletic Director, or specific coaches are the only persons who may give a student permission to leave campus.

## **SENIOR TRIP/STUDENT TRIPS**

Teurlings Catholic High School neither condones nor will accept responsibility for any student or parent-sponsored trip that is taken by its students or graduates. The school will not provide time or the facilities for meeting or information dispersal concerning such an event.

## **TRAVEL TO and FROM SCHOOL**

While traveling to and from school, students must conduct themselves according to the behavior principles of this Student Handbook.

## **GUIDELINES for STUDENT PARTIES**

### **A Practical Guide for Parents**

In our society, it is no longer just a few deviant teens that use alcohol and drugs. Today it is often the teen that does not drink or take drugs that are made to feel left out. The use and misuse of alcohol and other drugs are widespread and touches all of us. No family is spared the concern.

There are many pressures on our youth leading to the use of alcohol and other harmful drugs. The strongest pressure influencing an adolescent's behavior is the powerful need for peer group acceptance. Besides being aware of drug and alcohol use by popular singers, actors, and athletes, our youth is bombarded by television and other media messages that promote the use of chemicals to give pleasure and avoid pain. Some parents further compound the problem by permitting underage children to drink in their homes, adding to the confusion about the acceptability of drinking.

Many parents feel pressured by their sons or daughters to provide beer or alcoholic beverages because "everyone else is doing it." No parent wants a child to suffer the humiliation of having a party and no one comes. We all want our children to belong and to have friends. Sometimes, we compromise too much for this goal. If all Teurlings Catholic parents were to band together on this issue, the pressure to serve illegal beverages would be almost totally dissipated.

Many parents try to provide guidelines, yet continue to feel helpless. They sense that peer group pressure and society's temptations are a greater influence than their own parental guidance. Many are afraid that they have lost the battle, especially when faced with the fact that children are turning to alcohol and drugs at an increasing younger age. It is tempting to expect schools, churches, the police, courts and other community agencies to solve this problem. However, it is a problem, which parents and all other concerned individuals must solve together.

Teenagers deserve to live in an atmosphere where alcohol and drugs are not misused. Parents can help to provide such an atmosphere by encouraging open communication with their children and by setting acceptable standards of behavior for their children and for themselves.

Since a great deal of drugs and alcohol are used at parties this guideline is designed to help parents provide guidance for their teens when they host or attend parties. These guidelines may be too restrictive for some families and too permissive for others. Each family will need to consider them in the light of its own values and attitudes. If all of us give serious thought to the establishment of reasonable standards such as these, it would certainly help our communities reduce the abuse of alcohol and drugs by teenagers.

Some parents may hesitate to follow these guidelines because they fear they will be alone in their efforts. Others may feel they need more information or other kinds of help in order to understand how to cope with the problems of raising a teenager in today's society. To help reduce these feelings of isolation and to help promote a healthy atmosphere for our youth it is important for parents to come together to discuss mutual problems of parenting and to support and encourage one another.

### **Hosting a Party**

- A parent should be at home during the party.
- Alcohol or other drugs should not be served or allowed to be available. You may be liable both to criminal charges and for monetary damages in a civil lawsuit if you furnish alcohol or drugs to minors.
- Anyone who leaves the party should not be allowed to return.
- Limit party attendance and times.
- Set ground rules and expectations with your teen beforehand.

- Notify your neighbors beforehand.
- Notify the police when having a large party.
- Plan to have plenty of food and non-alcoholic beverages.
- Plan activities with your teen prior to the party.
- Homes where parents are absent are frequently party sites.

## **Attending a Party**

- Contact parents of the party giver to verify the occasion, to be sure the parent will be present, to be certain that alcohol and other drugs will not be permitted, and to offer assistance.
- Obtain the address and phone number of the party giver.
- Know with whom your teen will get to and from the party.
- Be sure your teen understands when he or she is supposed to be home.
- Be aware or have your teen awaken you when he or she arrives home.
- If your teen is staying overnight with a friend following the party, check with the parents of the friend beforehand to verify that this is acceptable to them, they will be home, and you both agree on curfew hours and other basic house rules.

# **ABSENTEEISM AND TARDINESS**

## **Attendance Policy**

Teurlings Catholic students are expected to attend and arrive at school on time every day it is in session. Please make every effort to schedule dental/doctor appointments after school to avoid students missing instructional time/disrupting classes checking out.

**The state of Louisiana requires that all accredited schools enforce state school attendance laws. Currently, Teurlings Catholic students may not miss more than 14 days and receive credit for a course, excused or unexcused.** Absences beyond fourteen (14) will result in the loss of academic credit for that course, regardless of the grade the student has earned. This policy applies to individual classes. **This policy will be strictly enforced.** The school reserves the right to judge the acceptability of parental request, which involves a student's absence during the day. Exceptions are made only for documented major illness and/or surgery.

## **Tardies**

Students are allowed three excused morning tardies per quarter. A morning tardy will be recorded only until 7:50, after which time it counts as an absence. **After receiving the third tardy in each quarter, every additional tardy will result in an after school detention.** The individual teacher will handle class tardies after the first period, which also has a maximum of three per quarter.

## **Absences**

**If a student will be absent, the parent must either:**

- 1) **Call the front office by 8:30 a.m.** on the day the student is absent from school. When the student returns to school, a note with reason or doctor's excuse is required. However, doctors' notes will only be accepted the date of return.
- 2) **Fax the front office by 8:30 a.m. (Fax #: 234-8057)** on the day the student is absent from school. A note is not needed the next day if a fax was sent. However, if the student went to a doctor, the excuse must be presented upon return.

- Students whose absence is excused will be allowed to make up work. Unexcused absences will make up work missed, but will receive no credit.
- Students must be on campus for **a minimum of three classes or four hours of time** to participate in athletic events, practice or extracurricular activities on that day.



## Extended Medical Absences

Students with serious medical/psychological conditions, injuries, or who require surgery resulting in extended absences must furnish proof of diagnosis and treatment to the Academic Assistant Principal. The resulting absences may then be considered as “Extended Medical Absences” which will not count toward the state allowed absence total of fourteen (14). Students who will be absent for more than two consecutive weeks may be asked to go on “homebound” status with the local public school system, at the discretion of the Academic Assistant Principal and Guidance Department.

## Excused Absences

Excused absences are a result of sickness, doctor/dental appointment, or any verified absence approved by the administration. Schoolwork missed during the excused absence may be made up by returning student. **An excused absence counts as a day absent toward attendance. Please note that visits to colleges and scholarship agencies, while excused, even for spring testing, are absences and count toward the student’s total absences. Extended medical conditions should be discussed with the Academic Assistant Principal.**

## Unexcused Absence

An unexcused absence is one in which the student is absent without a pre-approved reason or simply as a matter of convenience (e.g., out-of-town trips, work, or getting a haircut, etc.). The absence is counted as part of the student’s total attendance record as required by state attendance policies and work will not be made up.

## Checking in Late for School

Students who check in before 7:50 a.m. will be considered tardy. Students who check in after 7:50 a.m. will be considered absent from the class missed. When a student checks in at any time during the day, a parent call, note, fax, doctors’ excuse or an excuse from the Department of Motor Vehicles is required. The student must meet with each teacher of classes missed before officially checking in.

## Check Out

The faculty of Teurlings Catholic cannot carry out its responsibility of educating students unless the student is in class. With this in mind, the following policy will be adhered to concerning students checking out of school: No student will be allowed to check out of school at any time during the school day unless: A parent/guardian gives permission either in person or via a faxed message with a parent signature; the student has a verified doctor/dentist appointment and parental permission is obtained by the receptionist. The student must meet with each teacher of classes missed before officially checking out. **\*\*\*Any student who checks out of school cannot return without a doctor’s note.**

## Check-in/Check-out Procedure

Students checking in late or checking out will be responsible for taking their test(s) or turning in major projects or assignments before they are allowed to leave or they will not receive credit. The student must meet with each teacher of classes missed before officially checking in or check out.

## Request to Miss Class Form

Any student who knows in advance of an absence due to a family related trip, or personal reason must submit a letter from his or her parent and turn it in to the academic assistant principal for approval at least one week prior to the expected absence. If approved, the academic assistant principal will issue a request to miss form, which must be signed by the student’s teachers and indicates all makeup arrangements. This form must be returned to the academic assistant principal no less than three (3) days in advance of the proposed absence.

# UNIFORM REQUIREMENTS

Pride in one's appearance is considered, by Teurlings Catholic High School, to be an essential mark of a mature person. It is expected, therefore, that each student will reflect that pride by consistently manifesting a respectable and appropriate appearance in matters of personal hygiene and dress. In order to fulfill the objectives stated in the school philosophy, particularly with regard to promoting those skills and graces needed to act responsibly and successfully in adult society, the school has established a code of dress and appearance conducive to a serious scholastic and values-oriented environment.

## Free Dress Days

At various times throughout the school year students are allowed to wear attire to school other than the regular school uniforms. Occasionally, the entire student body is afforded this "perk" and at other times individual classes (freshmen, sophomores, juniors, or seniors) or team/club groups (i.e. Rally Team, Beta, etc.) are allowed this "perk."

The following guidelines govern special dress days:

**Jean Day:** a jean day is more commonly given as a reward for something accomplished, good deeds, or at the discretion of the administration. Any kind of a TCH shirt, jeans, and any shoe (not rubber boots, waders, hip boots, etc.). Outerwear, as well as other clothing or shoe articles, cannot be hooded or camouflage. All jeans must be free of holes and tears and must be full-length.

**Sweats Day:** a "sweats day" is usually given when weather is predicted to be extremely rainy, cold and/or "nasty". On those days an appropriate sweat shirt, sweat pants, wind pants (not pajama or flannel pants) and any shoe (not hip boots, waders, etc.). Rubber boots (calf height) are allowed. Outerwear, as well as other clothing or shoe articles, cannot be hooded or camouflage.

**Special Dress Day:** a special dress day is generally associated with a campus activity (spring pictures, Senior Mass, etc.) when students are allowed to wear dress or casual attire. Students must keep in mind neatness and modesty. Dresses shorter than 3 inches above the top of the kneecap are not allowed. The administration reserves the right to determine if the student meets the standards of the school day and events. If a student is not appropriately dressed, he or she will be sent home to change, and it will be considered an unexcused absence for the classes missed.

## General Uniform Requirements for Boys and Girls

- Students are NOT allowed to wear any jacket or sweatshirt without a TCH crest or logo on it and all uniform items must be from one of our uniform vendors or issued by an approved Teurlings Catholic athletic or extracurricular program.
- Pants or slacks may not be rolled, cuffed, or split. Pants may not be worn on the hips.
- School shirts **must be tucked in at all times during the day** and must be worn under all outerwear.
- Baseball caps and hats are not allowed during the school day. Knit caps are allowed outside only during cold weather.
- On Mass days, shorts are **NOT** allowed. Shorts are allowed on days of prayer service.
- Only plain **white** undershirts can be worn under the school shirt, without any writing on them.

### Girls Uniform:

Item	Color	Style	Comments
Plaid Skirt	260	8 Pleat, Stitched down skirt	3" from the top of the kneecap
Plaid Shorts	260	Walk short with <u>no cuff</u>	3" from the top of the kneecap With "TC" logo located on left front leg 1" from bottom and 1" from the side seam
Oxford Shirt	White/Light Blue	Oxford (SS or LS)	Mock crest on right chest / optional monogram on right chest
Knit Shirt	White /Light Blue	Jersey with hemmed sleeve (SS or LS) Over shirt (banded bottom) (SS or LS)	Mock crest on right chest / optional monogram on right chest
Pants	Navy	School Apparel mid rise flat front or Pleated Tri-blend	With "TC" logo located on the back right side between the side seam and center back seam, 1" below waist band / <b>NO OTHER BRAND ALLOWED</b>
Belt	Navy, Black, or Dark Brown	Braided or solid Leather	No decorations or large belt buckles
Socks	White, Navy, or Black	Triple Roll, Crew, Knee socks	Ankle bone must be covered
Tights	Navy or black	Footed	Full length footed tights with a waistband
Mass Day	Long pants only with uniform shirt, NO shorts are allowed		

### Boys Uniform:

Item	Color	Style	Comments
Pleated Pants	Navy	Pleated Tri blend	With "TC" logo located on the back right side between the side seam and center back seam, 1" below waist band / <b>NO OTHER BRAND ALLOWED</b>
Pleated Short	Navy	Pleated Poly Cotton	With "TC" logo located on the back right side between the side seam and center back seam, 1" below waist band / <b>NO OTHER BRAND ALLOWED</b>
Oxford Shirt	White/Light Blue	Oxford (SS or LS)	Mock crest on right chest / optional monogram on right chest
Knit Shirt	White/Light Blue	Jersey with hemmed sleeve (SS or LS) Over shirt (banded bottom) (SS or LS)	Mock crest on right chest / optional monogram on right chest
Belt	Navy, Black, Dark Brown	Braided or solid Leather	No decorations or large belt buckles
Socks	White, Navy, or Black	Crew	Ankle bone must be covered
Mass Day	Long pants only with uniform shirt, NO shorts are allowed		

### Boys and Girls Uniform:

Item	Color	Style	Comments
Sweatshirt	Grey	NO Hoods and NO Pockets allowed	Uniform sweatshirts can <b>ONLY</b> be purchased through the TCH Student Council. Sweatshirts will be available for purchase during both lunch periods on the deck the 2 <sup>nd</sup> week of school. Uniform vendor sweatshirts are <b>NOT</b> acceptable as an outerwear uniform item
Sweater	Navy	Cardigan, V-neck, Vest	With Monogrammed crest on right chest
Jacket	Navy	Polar Fleece (Pull Over)	With school logo
Jacket	Navy	Nylon Hooded (Fleece Lined)	With school logo
Jacket	Navy/ Red	Nylon (Pull Over)	With school logo
Shoes	Brown	Eastland	Brown Plainview (boys & girls) or Brown Syracuse (Girls ONLY)
Shoes	White, Black	Reebok classic running shoe	All Leather and can be black or white; Nylon in white only
Shoes	Brown	Topsider	All Leather and can be brown or a shade of brown
Shoes	Navy/White	Saddle Oxford (Girls ONLY)	All leather and MUST be navy and white ONLY (Girls ONLY)

\* The TC logo required on all pants and shorts is a multicolor **fiberlok** flock and is not to be substituted with any other type/style of logo. Every logo MUST have direct approval from the school.

\*\* Any student who has a size 15 shoe or larger, an extremely wide foot, or a medical problem with their feet: Please contact Mr. Baudier, Assistant Principal/Discipline, at TCH, 235-5711, ext. 102 or e-mail: [bbaudier@tchs.net](mailto:bbaudier@tchs.net)

## Grooming

- No extreme or distracting hairstyles or colors will be allowed for boys or girls. This includes hair of two different colors, mohawks, mullets, hair of an unnatural color, extremely spiked hair, or hair that is shaven underneath. Also no lines, dreadlocks, braids/plaits for boys, or feathers are allowed in the hair.
- Boys' bangs must not be longer than the top of the eyebrows and the back must not be longer than the collar, or over the ears. Hair may not be held in place with the aid of the ears. Hair must be of a moderate length as

determined by the school administration. Males must be clean-shaven each day, with sideburns no longer than the ear lobe. Braids and plaits are not an acceptable male hair style.

- **The assistant principal of discipline will determine what is extreme, distracting, or inappropriate for Teurlings Catholic High School.**

## **Jewelry**

- A student may wear one necklace only, with or without a religious medal. Multiple necklaces are not allowed.
- **Girls may wear one set of earrings (post style) at school and school functions.** No hoops/dangling earrings. Boys are not allowed to wear earrings at school or any school functions. Band-Aids will not be allowed to cover up a piercing.
- Body piercings that are visible are not allowed, i.e., tongue, lip, nose, etc.
- Tattoos that are visible are not allowed.

## **Physical Education Uniforms**

P.E. uniforms are required and may be purchased from Teurlings Catholic Physical Education Department. The student's P.E. instructor will explain proper P.E. attire during the first week of class.

## **STUDENT LIFE**

Extracurricular activities are provided by Teurlings Catholic High School to appeal to the interests and needs of the student body. Each student is encouraged to participate in these activities for his or her own enjoyment and development. These after-school activities are numerous and varied. Organizations and clubs include participation in academic activities and projects, fine arts areas, literary work, community service projects, and school spirit. The school encourages its students to participate in at least one extracurricular activity. To become a member of any organization, a student must contact the moderator of that group.

## **ACADEMIC**

### **4-H Club**

**Moderator: Mrs. Kristy Underwood**  
**State Skeet Champion 2003, 2004, 2006, 2007, 2008, 2009**  
**State Muzzle Load and Archery Champion 2004**

4-H is a Youth Service Organization in which members are encouraged to participate in Community Service and Community Study Activities throughout the year. Some of these activities include "Food for Families," Phone Book Recycling, Bowling Against Dystrophy, American Cancer Society "Walk for Life," Tune Out Violence Campaign, and many more. Members are required to choose a project in which to be involved. Just a few of the projects students have to choose from including Public Speaking, Leadership, Citizenship, Personal Development, Communications, Computers, Photography, and Livestock Projects. Members learn Parliamentary Procedure and Leadership Skills by attending their monthly meetings and through general involvement in the club. Members have the opportunity to compete on the Parish, State, and National Levels. The Lafayette Parish Cooperative Extension Service provides us with three agents who work with the club: Jan Coussan- Extension Agent, Daniel Sarver- County Agent, and Charles Hebert- Associate County Agent. They can be reached at 291-7090.

### **H.O.S.A. (Health Occupations Students of America)**

**Moderator: Mrs. Lauren Jeffrey**

The mission of HOSA is to enhance the delivery of compassionate, quality health care by providing opportunities for knowledge, skill and leadership development of all health science education students, therefore, helping the student meet the needs of the health care community.

## **Literary Rally Team**

**Moderator: Mrs. Marty Heintz**

The method of choosing a contestant to attend the District Literary Rally in March of each year is left to the discretion of each department head. The contestant named can be subject to change before the District Rally if the teacher feels that he or she is not properly prepared or if there is a last minute substitution due to illness, etc. Students provide their own transportation to UL-Lafayette for District Rally. All students are required to be present in the Union Ballroom for Rally results. Contestants who qualify for the State Rally at LSU will be required to attend. The number of students who qualify in a given event depends upon the number of schools competing in our division (Division II). Generally, anyone who places 1st, 2nd, or 3rd at District Rally qualifies to go to State Rally. Students participating at the State Rally will be required to travel together on a TCH bus. State results are mailed to the school within two weeks after the contest.

## **National Honor Society**

**Moderators: Mrs. Emily Lancon**

National Honor Society membership is by invitation only. A faculty committee chooses members. Requirements are that students:

1. Maintain a 3.80 cumulative average, enroll in at least one honor course their senior year, and receive a total of nine credits in honor courses while at TCH.
2. Display qualities of character, leadership and service.
3. Have completed three quarters of the junior year.
4. Have attended TCH for at least one year. \*

## **Quiz Bowl Team**

**Moderator: Mrs. Carrieanne Ledet**

Quiz Bowl is open to all TCH students. Team members are selected by a tryout in which they are required to answer questions in a situation similar to actual competition. The team participates in the Diocesan Quiz Bowl Tournaments. Each team consists of four members and two or more alternates.

## **XL Program**

**Moderators: Mrs. M. Heintz, Mrs. D. Dugas, Ms. T. Dugas**

The goal of this program is to motivate students to do better through a variety of rewards. The XL program sponsors the Academic Pep Rally held each spring in recognition of the academic successes of our students in the first semester.

## **FINE ARTS**

### **Art Club**

**Moderator: Mrs. Susan Morrogh**

The Teurlings Catholic Art Club is a member of the state organization, Youth Art Council of America. Each year the club attends the YACA State Convention and Leadership Conference. The club hosts and attends District IV YACA art meetings throughout the school year. Membership is open to all students, regardless of grade level. Students are expected to maintain a 2.0 GPA. The club sponsors one dance and assists others in their artistic endeavors.

### **School Play**

**Moderator: Mr. Kyle Bourque**

The TCH Drama Department in cooperation with the art department produces a full-length musical each spring. Auditions are generally held in December and are open to all students in good standing. The production takes place in early Spring and open to the public. Special performances are held for the feeder schools in this diocese.

**Speech and Debate**  
**2013 NCFL National Duo Reading Champions**  
**State Champion 2000, 2001, 2003, 2004, 2005, 2006, 2007, 2008, 2012**  
**Moderator: Mr. Craig Wall**

The Speech and Debate Club at Teurlings Catholic extends its membership to any student who is interested in competitive speaking. The members attend approximately 12 speech tournaments throughout the year. This organization also hosts its own annual tournament and presents a large-scale theatrical production during the spring semester.

## **LITERARY**

**Yearbook**  
**Moderator: Ms. Tiffany Dugas**

Yearbook can only be scheduled by sophomores, juniors and seniors on the recommendation of their teachers and on an interview with the advisor and editor-in-chief. This class publishes the yearbook, including layouts, copy, and photographs. An additional requirement is that students are obligated to contract a specific amount of advertisements.

The purpose of the Teurlings Catholic Yearbook is to:

- Inform students of school activities.
- Accurately report school events.
- Perform public relations between the school and the community.
- Provide a medium for creative literature.
- Serve as a history book by permanently placing on paper the school events of the year, outlining who was involved and what was accomplished.
- Serve as a reference book for counselors, teachers, and students.
- Showcase the school, the students, the teachers, and the talents of the people involved in the TCH community.
- Provide an educational experience for those students who produce the yearbook.
- Provide a learning experience for those who consume the yearbook.
- Provide a situation that teaches responsibility by meeting deadlines and selling advertisements.
- Provide information to the students in the area of art, organization, copy writing, and management.
- Train students to become more critical as reporters, editors, and creative writers.

## **SERVICE CLUBS**

**Beta Club**  
**Moderator: Mrs. Emily Lancon**

The Teurlings Catholic Beta Club was organized in the 1989-90 school year to promote and reward academic achievement. It is a nonprofit leadership-service organization, open by invitation, to the students of Teurlings Catholic who have maintained a 3.40 academic average and exemplify qualities of honesty, integrity, and leadership. The motto of the organization, "Let us lead by serving others" is an indication of the spirit, which guides our local chapter.

**Key Club**  
**Moderator: Ms. Tiffany Dugas**

Members of Key Club perform acts of service in their communities, such as cleaning up parks, collecting clothing and organizing food drives like "Topple the Trailer." Annually, the TCH Key Club sponsors "Fall Fest," providing families of the community a safe environment to Trick or Treat for Halloween. They also help with Special Olympics of Louisiana. Members learn leadership skills by running meetings, planning projects and holding elected leadership positions.

**Rebels for Life**  
**Moderator: Ms. Caroline Savoie**

The Rebels for Life Club provides leadership building events and activities while educating students to reverence life and creation in all its forms. These students meet regularly to plan opportunities for guest speakers and for participation in Diocesan Pro-Life marches, fundraisers and additional ministry for further awareness of the precious gift of life. The TCH Rebels for Life Club is open to all students.

**Rebel Ambassadors**  
**Moderator: Mrs. Maria Hanes**

The purpose of the Teurlings Catholic Rebel Ambassadors is to be a “goodwill ambassador” for TCH. This means each member of the organization is dedicated to welcoming anyone and everyone visiting the campus. Members participate in the recruitment of new students and aid in the retention of current students. Students are chosen based on applications received by the Admissions Director and teachers’ recommendations.

**Student Council**  
**Moderators: Mrs. Cathryn Martin**

The purpose of the Student Council is to create unity among students, administration, faculty, clubs, and community by establishing communication channels. The Student Council shall coordinate, evaluate, and charter all school clubs. It shall promote school spirit and positive club interaction and encourage an attitude of Christian values based on our school's philosophy.

**Students Against Destructive Decisions**  
**Moderator: Mrs. Amie Adams**

The mission of the SADD Chapter at TCH is to provide students with the best prevention and intervention tools possible to deal with the issues of underage drinking, illegal drug use, impaired driving and other destructive decisions. SADD is open to all students.

## **SCHOOL SPIRIT**

**Cheerleaders**  
**Moderator: Mrs. Maria Hanes**  
**Coach: Mrs. Nicky McIntosh**

The cheerleaders are members of the school spirit organization. This group includes the Cheerleaders, Junior Varsity Cheerleaders and Mascots. The purpose is to provide and promote school spirit at athletic events. Impartial judges are hired to select cheerleaders and tryouts are held each spring. All eligible students must have at least a 1.5 GPA at the time of tryouts, and must maintain that average each quarter.

**SCA National Cheerleading Champions 1994, 1998, 1999, 2004, 2011**  
**9<sup>th</sup> UCA National Championship 2014**  
**SCA National Cheerleading Runners-up 2007**  
**3rd SCA National Cheerleading 2010, 2011**  
**LHSAA State Champions 2014**

**Rebel Revue Dance Team**  
**Moderator: Mrs. Maria Hanes**  
**Coach: Ms. Lauren Olivier**

The Rebel Revue dancers are members of the school spirit organization. The dancers perform during halftime at all football games and home varsity basketball games. They perform at pep rallies, assemblies, and various school functions. Rebel Revue members are required to attend summer camp and competition. Being a member requires dedication, hard work, and responsibility. To be eligible, one must have a 1.5 grade point average, be in good standing with the school presently attending, and must attend a two-day workshop prior to the tryouts. Conducted by impartial judges, tryouts are held in the spring.

**2<sup>nd</sup> Hip Hop U.D.A. National Championships 2010**  
**3<sup>rd</sup> Jazz U.D.A. National Championships 2004**  
**4<sup>th</sup> Hip Hop U.D.A. National Championships 2006, 2012, 2014**  
**5<sup>th</sup> Hip Hop U.D.A. National Championships 2009, 2011**  
**7<sup>th</sup> Jazz (2005) and Hip Hop (2007, 2013) U.D.A. National Championships**  
**8<sup>th</sup> Hip Hop and 14<sup>th</sup> Jazz (2008) U.D.A. National Championships**  
**10<sup>th</sup> Pom Dance U.D.A. National Championships**  
**Louisiana State Jazz Dance Champions 1998, 1999, 2000, 2007**  
**Louisiana State Pom Dance Champions 1998, 1999, 2011, 2012**  
**Louisiana State Hip Hop Dance Champions 2005, 2006, 2007, 2008, 2009, 2010, 2013, 2014**

### **Pep Rallies**

Pep rallies are designed to enhance the spirit of the student body and to demonstrate support for Teurlings Catholic's fine athletic tradition. Rowdiness and inappropriate cheers are unacceptable.

### **Grade Point Requirements for Extra-Curricular Participation**

For those students participating in athletics, cheerleading, dance squad, along with all class and club officers, the minimum grade point average per grading period will be "C" average or 1.5. Grading periods are 1<sup>st</sup> quarter, 1<sup>st</sup> semester grades, 3<sup>rd</sup> quarter, and final grades. Summer school grades may affect final end of the year grades.

### **Extra-Curricular Activity and Religious Observances**

No social or nonreligious extracurricular event may be scheduled on Holy Thursday, Good Friday or Holy Saturday. An athletic contest may be held on Holy Thursday if the LHSAA schedule mandates a play-off game or if a Non-Catholic School schedules a district makeup game on that particular day. A Catholic school may not schedule a makeup game on Holy Thursday without the prior approval of the superintendent.

No social or nonreligious extracurricular event may be scheduled on a Sunday without the approval of the Chancellor and principal.

## **ATHLETICS**

Working with each student's academic program, Teurlings Catholic's Department of Athletics seeks to make the Teurlings Catholic student a well-rounded individual. To be eligible for participation in the school's vast athletic program, the student must pass at least six subjects which count toward graduation and must earn at least a "C" average in all subjects pursued. Students who do not meet this minimum requirement cannot participate in Teurlings Catholic athletic competition.

To participate in varsity athletics, a student must reside in the Northside High School public school zone, or attended TCH for one (1) calendar year. All other students are eligible for sub-varsity competition.



# ATHLETIC CODE OF CONDUCT

Teurlings Catholic High School is a member of the Louisiana High School Athletic Association and is classified as a 4-A school for athletic competition. The school follows the rules and regulations of the LHSAA. In addition, the school follows its own sportsmanship code that incorporates Catholic values into the athletic program. All TCH student athletes are given copies of this code. The TCH reputation in our community is one we can all take pride as fans and students continue to demonstrate Christian sportsmanship, patience, and fair play at all times.

## Athletic Philosophy

- To develop in the athlete the quality of self-discipline needed for proper conduct, fair play and sportsmanship.
- To aid in the physical, mental, emotional and Christian growth of the athlete.
- To develop qualities of leadership through a balance of cooperation with coaches and teammates and competition with opponents.
- To instill in the athlete a realization that self-sacrifice, self-discipline, teamwork and effort are necessary for achievement.
- To foster in the athlete a sense of pride in self, in the team and in the school.
- To provide opportunities for the athlete to learn to be gracious in victory and to cope with defeat.
- To provide an opportunity for the athlete to share experiences, ideas and emotions with others.

## Lettering Policy

Students in good standing and who have met the individual sport requirements of two (2) years of participation are eligible to receive a letter. The school does neither purchase nor issue letter jackets. A student who loses their good standing may lose the letter awarded. The athletic department reserves the right to monitor what patches may be worn in addition to the school letter.

# ATHLETIC COMPETITIONS

## Baseball

**State Champions 1985, 1990, 1999, 2010, 2012**

**State Runners-up 1992, 2000**

**Head Coach: Mr. Mike Thibodeaux**

Baseball practice starts in early January and regular season games begin in mid-February. The season consists of a 20 game schedule with twelve district games slated. **Tryouts are held for the varsity, junior varsity and freshmen teams.**

## Basketball

**Girls State Champion 2002**

**Head Boys Coach: Mr. Jake Dueitt      Head Girls Coach: Mr. Joe Heintz**

The school's basketball program has several separate teams for both boys and girls with tryouts for each: varsity, junior varsity, and freshmen. Each team has a coach and plays a complete schedule of games. Teams use the gymnasium for practice, weight room for strength training and the track for conditioning. **Tryouts are held for the varsity, junior varsity, and freshman teams.**

## **Bowling**

**Head Coach: Mrs. Cathryn Martin**

The school's bowling program has varsity and junior varsity teams for both boys and girls. The bowling season begins in January and lasts until the end of March. Teams practice and have their matches at local bowling facilities. **Bowling is open to all students.**

## **Cross Country**

**Girls State Champions 1983, 1985, 1986 State Runners-up 1987**

**Boys State Champion 1985 State Runners-up 1974, 1986, 1987**

**Head Coach: Mrs. Pilar Burson**

With varsity, junior varsity and freshmen squads, the cross country team begins practice in early August. The season concludes with the state championship in November. Runners train for three-mile races. One reward of cross country running is a solid conditioning base for the spring track and field season. **Cross country is open to all students.**

## **Football**

**Head Coach: Mr. Sonny Charpentier**

The football program consists of varsity, junior varsity, and freshman teams. Practice begins in August, and each team plays a full schedule of games. Team members participate in a rigorous off-season training program as well as mandatory summer training. **Football is open to all students.**

## **Golf**

**State Champions 1983, 2003, 2007**

**State Runners-up 2004, 2008, 2009**

**Head Coach: Mr. Robert Boudreaux and Mr. Terry Hebert**

Consisting of ten varsity players, the golf team participates in a split season. Matches are scheduled in the fall and the spring. In April, regional qualifying is held to determine which teams or individuals are eligible to compete in the state tournament. **Tryouts are scheduled early in the school year.**

## **Soccer**

**Boys State Champion 2008, 2009 State Runners-up 2006, 2007**

**Girls State Champion 2011, 2012 State Runners-up 2009**

**Boys and Girls Head Coach: Mr. Lance Peltier**

The soccer program fields varsity, junior varsity, and freshman teams. Practice begins in November and competition begins the last week of November. Players must be eligible under LHSAA rules for varsity and junior varsity competition. The season lasts through February. **Soccer is open to all students.**

## **Softball**

**State Champions 1989, 2000, 2001, 2007, 2012**

**State Runners-up 1997, 2002, 2003, 2006, 2011, 2013**

**Head Coach: Ms. Lauren Delahoussaye**

The softball season begins in mid-February, but practice begins in early January. The season consists of non-district and district games. **Tryouts are held each year for the upcoming season.**

## **Swimming**

**Head Coach: Ms. Angelina Wagnon**

Teurlings Catholic has both girls and boys swimming. Students who elect to join the swim team must practice after school. Practice sessions begin in August and continue through the state championships. **Swimming is open to all students.**

## **Tennis**

**Boys State Runners-up 2001, 2002, 2003**

**Head Coach: Mrs. Nicole Frey**

Teurlings Catholic has both girls and boys tennis. Playing positions are determined by performance and thus may change throughout the season. Teams vie for regional and state championships. **Tryouts for the squads are in early January.**

## **Track and Field**

**Boys State Champion 1987      Girls State Champion 1984**

**Boys State Runners-up 1989**

**Head Coach: Mr. Brad Taylor**

Students begin working out for the school's boys and girls track teams in early January. The track program fields varsity, junior varsity, and freshmen teams, but all squads practice together. The season begins the first week of January and ends with the state meet in mid-May. **Track is open to all students.**

## **Volleyball**

**State Champion 2014**

**State Runners-up 1992, 1995, 1997**

**Head Coach: Mr. Terry Hebert**

The girl's volleyball program consists of varsity, junior varsity and freshman squads. Practice begins in early August and concludes with the state tournament in November. Practice consists of gymnasium practice, weight training and summertime conditioning. **Tryouts take place in May.**

## **Wrestling**

**State Champion 2011, 2012, 2014**

**State Runners-up 2006, 2013**

**Head Coach: Mr. Kent Masson**

The wrestling program has thirteen different weight classes and competes against area squads until the season concludes in mid-February. **Wrestling is open to all students.**

# ATHLETIC CHAMPIONSHIPS

## 154 DISTRICT CHAMPIONSHIPS

Baseball	20
Softball	19
Girls Track	17
Volleyball	15
Boys Cross Country	13
Girls Basketball	13
Football	13
Boys Basketball	12
Girls Cross Country	7
Boys Soccer	7
Boys Track	6
Girls Soccer	6
Boys Bowling	3
Girls Bowling	2
Boys Golf	1

## 60 DISTRICT RUNNERS-UP

Baseball	9
Volleyball	7
Boys Cross Country	7
Girls Cross Country	6
Boys Basketball	5
Football	5
Boys Track	5
Girls Track	5
Softball	5
Girls Bowling	2
Girls Soccer	2
Girls Basketball	1
Boys Soccer	1

## 19 REGIONAL CHAMPIONSHIPS

Boys Golf	9
Girls Track	5
Boys Track	3
Girls Tennis	2
Boys Tennis	1

## 10 REGIONAL RUNNERS-UP

Boys Golf	3
Girls Track	2
Boys Tennis	2
Girls tennis	2
Boys Track	1

## 28 STATE CHAMPIONSHIPS

Softball	5
Baseball	5
Girls Cross Country	3
Boys Golf	3
Wrestling	3
Boys Soccer	2
Girls Soccer	2
Girls Basketball	1
Boys Cross Country	1
Girls Track	1
Boys Track	1
Volleyball	1

## 29 STATE RUNNERS-UP

Softball	6
Volleyball	3
Boys Cross Country	3
Boys Tennis	3
Boys Golf	3
Baseball	2
Boys Soccer	2
Wrestling	2
Girls Basketball	1
Girls Cross Country	1
Girls Track	1
Boys Indoor Track	1
Girls Soccer	1

# AWARDS PROGRAM

## Honor Roll

Academic Awards for Honor Roll are given at the Fall Award Ceremony for end-of-the-year grades and at the Spring Academic Pep Rally for mid term grades. A student with an **academic** or **conduct** grade of "C" or less in any subject is ineligible for the above awards. Certificates are presented at the Fall Award Ceremony. At the Academic Pep Rally, students receive items attained through donations garnered by the Rebel Academic Backers Club (RABC).

LEVELS OF HONOR ROLL	GPA REQUIREMENTS
Principal	All A's
Red	3.80 or better
White	3.40 - 3.79
Blue	3.00 - 3.39

### Academic Letter

Students with a 3.8 overall GPA at the end of the 10<sup>th</sup> grade year are eligible to purchase a TCH letter jacket that contains a “lamp of knowledge” emblem sewn into the TC letter. Third and fourth year recipients will be eligible to purchase a bar representing an “academic letter.” Also, students may purchase a “scholar” patch which is sewn onto the shoulder of the jacket. Students, who already have a TCH letter jacket, may purchase the “lamp of knowledge” pin and subsequent bars that indicate lettering in academics.

### XL Program

Teurlings Catholic High School has a commitment to excellence in education. The XL Program (“XL” - EX CEL 1. Surpass, out do 2. Be better than; exceed, improve on, cap, eclipse) is designed to promote academic excellence by encouraging each student to strive to be the best he or she can be through incentives, encouragement, and recognition. It is also intended to build **REBEL PRIDE**:

- P** Promote academic excellence
- R** Recognize and reward people
- I** Image - How we are perceived
- D** Developing tangible incentives
- E** Everything/everyone toward excellence

There are three levels of recognition on a quarterly basis. Each XL card carries a variety of rewards and incentives.

- 3.800 or better GPA
- 3.400-3.799 GPA
- 3.000-3.399 GPA

Because of our commitment to education, every effort is made to encourage, promote and recognize academic excellence. All students attaining XL status are recognized each quarter. Students are awarded XL cards which allows certain classroom and/or campus privileges. In addition, they are eligible for prizes attained through contributions garnered by the R.A.B.C. Student Incentives Program.

## ACADEMIC AWARDS

### SUBJECT AWARDS

For each academic subject in the curriculum, a student is selected for superior work. Department chairpersons present the awards to the students.

### HUGH O'BRIEN AWARD

This award spotlights a sophomore who has strong achievement in academics and extracurricular activities and who shows strong potential in leadership activities. The student will receive leadership training at the Hugh O'Brien State Convention. **2014 Recipient:** Brandon Alleman

## LOUISIANA BOYS AND GIRLS STATE

Selected students must have strong academic achievements and show strong civic interest and potential for leadership. They attend the annual state convention with student-delegates from all high schools in the state. Students learn about leadership and government, and they run for public offices on the city, parish, and state levels. The students are designated at the spring awards ceremony in May. **2014 Recipients:** Ethan Domingue, John Michael Bellard, Julianna Gerami, Madison Proctor

### ALL TCH

The All TCH Award is a prestigious honor awarded to students at every grade level. Students are nominated and voted on by the teaching staff. These recipients are rewarded for their Christian values, their academic achievement, their active participation in extracurricular activities, and their commitment to the school. **2014 Recipients: Seniors:** Jacob Cunningham, Mary Jock, Macy Miller, Nick Miller, Jacob Rees, and Hillary Washington.; **Juniors:** Ethan Domingue, Kynnedie maloz, Madison Proctor, and Paige Robichaux; **Sophomores:** Brandon Alleman, Eliana carrier, Claire Champagne, and Elizabeth Heintz; **Freshmen:** Lidia Acala, Brooke Badeaux, Brooks Hebert, and Lucy Toups.

### MSGR. TEURLINGS AWARD

The Msgr. Teurlings Award is the highest honor that is bestowed upon a graduate. A senior is selected as the most exemplary in service, loyalty, achievement, scholarship, and character. The inaugural award was given to a senior in the Class of 2000. **2014 Recipient:** Nick Miller.

### AMERICAN LEGION AWARD

The American Legion Award honors a boy and a girl who have shown courage, honor, leadership, patriotism, scholarship, and service to the school and community. The award encourages them to continue to uphold the ideals of the American way of life, and it urges them to enrich this way of life with love of country and belief in God. **2014 Recipients:** Macy Miller and Charles Pucheu-Morvant.

### REBEL OF THE YEAR

Each month a boy and a girl are chosen for their notable achievements in extracurricular activities or for outstanding service to the school. All monthly recipients are awarded a plaque, and one boy and one girl is chosen to be the Rebel of the Year. **2014 Recipients:** Tran Doan and Jacob Rees.

## 2014 GRADUATION AWARDS

<b>REBELS OF THE MONTH</b>
Jacob Rees, Macy Miller, Michael Courville, Emily Pratt, Jake Gremillion, Tran Doan, Zach LaFleur, Hillary Washington, Jacob Cunningham, Allison Theriot, Joseph Freeman, Shea Hebert, Charlie Pucheu-Morvant, Claire Vincent, Willie Smith, Mariah Ozene
<b>PRINCIPAL'S AWARD</b>
Adrienne Brown, Kathryn Burkhardt, Kristin Charpentier, Michael Courville, Jacob Cunningham, Teryn Daniel, Jake Gremillion, Arielle Grider, Zach LaFleur, Emily Pratt, Samantha Prejean, Madi Wilson
<b>NATIONAL HONOR SOCIETY AWARDS</b>
Kristin Charpentier, Joseph Freeman, Mary Jock, Alexander Kellar, Nick Miller, Amber Potier Emily Pratt, Matthew Prilliman, Shannon Schexnayder, Allison Theriot, Katelyn Ward
<b>BETA CLUB AWARDS (Maintained a 3.4 Average)</b>
Blair Benton, Adrienne Brown, Taylor Brown, Gabby Bruno, Kathryn Burkhardt, Callan Castille Kristen Charpentier, Adele Cosse, Michael Courville, Jacob Cunningham, Teryn Daniel, Allison Daspit Allison Edney, Rebecca Fontenot, Joseph Freeman, Arielle Grider, Tyler Hargrave, Shea Hebert, Bailey Hulin, Mary Jock, Alexander Kellar, Madeline LeBlanc, Macy Miller, Nick Miller, Paris Moore, Mariah Ozene, Carly Pelletier, Raymond Phung, Amber Potier, Emily Pratt, Samantha Prejean, Matthew Prilliman, Jacob Rees, Andrew Roesch, Shannon Schexnayder, Whitney Smith, Kelsey Stelly, Allison Theriot, Claire Vincent, Katelyn Ward, Hillary Washington

Aimee Devillier Delahoussaye Award .....	Taylor Brown
Brandon Latiolais Memorial .....	Matthew Prilliman
Catholic Youth Leadership .....	Claire Vincent and Justin Caesar
Daughters of the American Revolution .....	Shannon Schexnayder
Herff Jones Leadership Award .....	Allison Daspit
Knights of Columbus Outstanding Catholic Boy Award .....	Jacob Rees
Lutha Pierret Outstanding Catholic Girl Award .....	Mary Jock
Mark W. Graham Character Award .....	Hillary Washington
Nicholas Weber Memorial .....	Hunter Venable
Perfect Attendance .....	Kristen Arceneaux and Justin Caesar
Prudential Spirit of Community .....	Rebecca Fontenot
Richard C. Rees Humanitarian Award .....	Charlie Pucheu-Morvant
Roddy Richard Memorial .....	Tyler Broussard, Brilan Degeyter, Andrew Frenz
Rotary Club North .....	Mary Jock
Rotary Club South .....	Allison Theriot and Nick Miller
Scottish Rite American Patriotism .....	Teryn Daniel and Charlie Pucheu-Morvant
TCH Beta Club Scholarship .....	Jacob Rees
TCH Memorial Award .....	Taylor Callais
Terry L. Baudier Award .....	Mary Jock
Teurlings Knights of Columbus Award .....	Macy Miller and Daniel Roy
Tulane University Focus Award .....	Madison Proctor
Woodman of the World .....	Taylor Brown

## 2014-2015 TCH TIME SCHEDULE (ROLLING BLOCK)

**Make-Up Testing @ 6:30am:**  
**Tuesday-N. Schexnailder/33**  
**Wednesday-R. LeBlanc/8**  
**Thursday-L. Doherty/26**  
**Friday-L. Jeffrey/14**

**Detention: AM-room 21, 6:45-7:15am**  
**PM-room 21, 2:35-3:20pm**

	REGULAR	MASS	HOMEROOM	EARLY DISMISSAL	AFTERNOON ACTIVITY	COMBINED LUNCH	HOMECOMING
<b>OPENING BELL</b>	7:30	7:30	7:30	7:30	7:30	7:30	7:30
<b>1<sup>ST</sup> CLASS</b>	7:35-8:45	7:35-8:31	7:35-8:43	7:35-8:23	7:35-8:39	7:35-8:40	7:35-8:45
<b>MASS</b>		8:36-9:51					8:50-10:10
<b>2<sup>ND</sup> CLASS</b>	8:50-10:00	9:56-10:52	8:48-9:56	8:28-9:16	8:44-9:48	8:45-9:50	10:15-11:25
<b>BREAK</b>	10:00-10:10			9:16-9:26	9:48-9:58	9:50-10:00	
<b>HOMEROOM</b>			10:01-10:16				
<b>3<sup>RD</sup> CLASS</b>	10:15-11:25	10:57-11:53	10:21-11:29	9:31-10:19	10:03-11:07	10:05-11:10	
<b>1<sup>ST</sup> LUNCH (Gym-Rm 15)</b>	11:25-12:00	11:53-12:28	11:29-12:04	10:19-10:54	11:07-11:42	12:20-1:20	11:25-12:25
<b>4<sup>TH</sup> CLASS (Rm 16-37)</b>	11:30-12:40	11:58-12:54	11:34-12:42	10:24-11:12	11:12-12:16	11:15-12:20	
<b>4<sup>TH</sup> CLASS (Gym-Rm 15)</b>	12:05-1:15	12:33-1:29	12:09-1:17	10:59-11:47	11:47-12:51		
<b>2<sup>ND</sup> LUNCH (Rm 16-37)</b>	12:40-1:15	12:54-1:29	12:42-1:17	11:12-11:47	12:16-12:51	12:20-1:20	11:25-12:25
<b>5<sup>TH</sup> CLASS</b>	1:20-2:30	1:34-2:30	1:22-2:30	11:52-12:40	12:56-2:00	1:25-2:30	12:30-1:40
<b>ACTIVITY</b>					2:05-2:30		1:45-2:30



## **PARENT COOPERATION STATEMENT**

An integral part of the educational philosophy of Teurlings Catholic High School is the conviction that the school assists the parents/guardians in carrying out their primary responsibility of providing for the religious and secular education of their children. An ongoing positive working relationship between the parents/guardians and the school is critical to the success of the school and the students. As part of that working relationship, parents/guardians are expected to be involved as much as possible in the educational process, to refrain from conduct which thwarts the orderly administration and operation of the school, to support and participate in school activities, and to provide instruction to and set positive examples for their children both at home and in the community. While Teurlings Catholic High School encourages the constructive exchange of ideas, feedback and suggestions intended to foster the continued growth and improvement of the school, Teurlings Catholic High School is ultimately responsible for the orderly administration and operation of the school, including the policies and procedures implemented to achieve the school's goals. Teurlings Catholic High School reserves the right to terminate the enrollment of any student(s) in the event that it is determined by the school's administration that (1) a positive working relationship between the school and the parents/guardians no longer exists and/or is irreparably damaged or (2) that the parents/guardians have failed to provide the support, assistance and example necessary for the religious and secular education to which each child is entitled. Furthermore, failure on the part of any student and/or parent/guardian to abide by the rules, regulations and policies as outlined in the school handbook may result in termination of the student's enrollment from the school.

# STUDENT REQUEST TO MISS CLASS

\*\*\*\* NOTE \*\*\*\* This form is for the use of students only who are requesting to miss class. This form is not to be used for a Teacher's Activity or as a field trip form.

STUDENT'S NAME: \_\_\_\_\_ GRADE LEVEL \_\_\_\_\_

DATE FORM DUE BACK TO OFFICE \_\_\_\_\_

ACTIVITY \_\_\_\_\_

DATE OF ACTIVITY \_\_\_\_\_

MODERATOR \_\_\_\_\_

The student listed above understands that if you, the teacher, gives permission for he or she to miss class, it is with the understanding that all work missed may be required to be completed before or immediately following the absence. Failure to do so may result in an "F" for the missed work. Students with an academic or conduct grade of "D" or "F" will be refused excused permission. If absence is for a college visit, please have the appropriate official's signature on this form and return to the front office upon return. Please remember that, while excused, the absence counts towards the student's total absences.

NOTE FROM PARENTS

### TEACHERS' SIGNATURES AND COMMENTS

	TEACHER SIGNATURE	APPROVED	NOT APPROVED	COMMENTS/MAKE-UP DATES
1st Period				
2nd Period				
3rd Period				
4th Period				
5th Period				
6th Period				
7th Period				

After all information is complete, return the form to the Front Office to be presented to the Assistant Principal/Academics for approval.

APPROVED:	NOT APPROVED:	REASON:
COLLEGE REPRESENTATIVE / SCHOOL / DATE:		

**\*\*ALL REQUESTS MUST BE SUBMITTED TO THE SCHOOL THE DAY BEFORE THE ACTIVITY.**

## STUDENT CHANGE OF ADDRESS/WORK INFORMATION

**Student Name:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Effective Date of Change:** \_\_\_\_\_

### HOME/OTHER ADDRESS/PHONE INFORMATION CHANGE:

**From:** \_\_\_\_\_

Name of Parent/Guardian

\_\_\_\_\_  
Mailing Address (If different from Street)

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone # Cell # Beeper #

**To:** \_\_\_\_\_

Name of Parent/Guardian

\_\_\_\_\_  
Mailing Address (If different from Street)

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone # Cell # Beeper #

### WORK ADDRESS/PHONE INFORMATION CHANGE:

**From:** \_\_\_\_\_

Employer Name

\_\_\_\_\_  
Employer Street Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Work Phone # Cell # Beeper #

**To:** \_\_\_\_\_

Employer Name

\_\_\_\_\_  
Employer Street Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Work Phone # Cell # Beeper #

\_\_\_\_\_  
**Parent Signature**

\_\_\_\_\_  
**Date**

**Note: Before any change in a student's records can be made, this form must be completed, signed and turned in to the front office.**



## 2014-2015 ACKNOWLEDGMENT FORM

Because of the Buckley Amendment, Teurlings Catholic High School requires written permission from parents to release statistical and educational information about their children to colleges, scholarship organizations, media organizations, and military services which may request names, addresses, transcripts, grade point averages, and class ranking. Please sign the release form below:

I give my permission for Teurlings Catholic High School to release statistical and educational information about my child,

\_\_\_\_\_ Grade: \_\_\_\_\_ for the school year 2014-2015.  
(Print Name of Student)

Parent's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## 2014-2015 EMERGENCY TREATMENT

Teurlings Catholic High School has my permission to seek emergency medical treatment for my child in the event I cannot be reached. My child may be taken to the nearest medical facility in the event my private doctor is not available. In case of an emergency, parents are responsible for any bill incurred in seeking treatment. Permission is hereby granted to the attending physician to proceed with any medical or minor surgical treatment, x-ray, examinations, and immunizations for my child. In the event of serious illness or significant accidental injury, I understand that an attempt will be made by the attending physician to contact me in the most expeditious way possible. If said physician is not able to communicate with me, the treatment necessary for the best interest of my child may be given. Every precaution will be taken to prevent accident or injury, however in the event of accident or illness; I will assume financial responsibility for treatment of my child.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

In Case of an Emergency Notify: Name: \_\_\_\_\_ Relation to Student: \_\_\_\_\_

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Work #: \_\_\_\_\_

**Medical Insurance:** Students MUST have proof of insurance/Medicaid on file with the school in order to participate in school field trips, retreats, and other off-campus activities. You MUST list your insurance information in RenWeb and update as necessary. If you do not have insurance or Medicaid, low-cost student and athletic insurance is available with Health Special Risk Inc. (underwritten by Mutual of Omaha) and that information is included on our website and available by on-line enrollment only.

**Handbook Acknowledgement:** We have read the policies and procedures of Teurlings Catholic High School as stated in the on-line Handbook (through RenWeb), including the Parental Cooperation Statement, Policies and Procedures on Drug Testing, Technology, and Personal Laptop Computer Usage and have signed individual forms for Direct Contact, Photo and Video Release. We fully understand all school policies and agree to uphold them.

STUDENT's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Off Campus Permission:** We give our child permission to attend the required annual class retreat, as well as any school related off-campus class field trips in which transportation is provided by TCH school bus or private vehicle. We understand that Teurlings Catholic will make travel arrangements to and from the activity. We hereby release and hold harmless, the school, its employees, and other agencies from any and all liability for any and all harm.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Parents must complete all sections of this form and sign in all designated spaces. A student signature is required for Handbook Acknowledgement only. Your student needs to return this form to school on Orientation Day: Monday, August 11, 2014 (for freshman and sophomore students) and Tuesday, August 12, 2014 (for junior and senior students).



# Teurlings Catholic High School

*To Channel His Spirit for the Glory of God*

## Parental or Guardian Permission for Direct Contact with Minors

In order to comply with Diocesan Policy on Social Media, please complete Part II of this form and return it to school with all other permission printouts.

### PART I

- **Name of School:** Teurlings Catholic High School
- **Name of Contact:** Any member of the TCH Administration, Faculty or Staff
- **Teurlings Catholic communicates via:** home phone, cell phone, email, TCH Facebook, TCH Website, and RenWeb.

### PART II

**Parent or Guardian Completes:**

Name (Parent/Guardian): \_\_\_\_\_

Name of Minor Child(ren): \_\_\_\_\_

- You MAY NOT contact my child directly. (If this box is checked, sign & return.)
- You MAY contact my child directly. (If yes, complete all sections below, sign and return.)

**In addition to communication through RenWeb, contact with my child(ren) is permissible via the following methods:**

Phone call/voice message to this telephone number: \_\_\_\_\_

SMS/text message to this telephone number: \_\_\_\_\_

Social networking site sponsored by group named: \_\_\_\_\_

Email to this address: \_\_\_\_\_

➤ **Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



# Teurlings Catholic High School

*To Channel His Spirit for the Glory of God*

## PHOTOGRAPH/VIDEO/AUDIO/MEDIA CONSENT & RELEASE FORM

### FOR A MINOR (UNDER 18 YEARS OF AGE)

I, \_\_\_\_\_, parent/guardian of \_\_\_\_\_, hereby consent, to and authorize the Roman Catholic Diocese of Lafayette, Louisiana, (the Diocese) and all entities, representatives, employees, and agents operating under its authority to record, use, edit, reproduce, and/or publish photographs, video, audio, and/or other media that may portray and/or relate to the aforementioned minor child, his/her image, likeness and/or voice, without compensation.

I understand that these materials may be used in various print and electronic media, including but not limited to the Diocesan website and the Diocesan publication, *Acadiana Catholic*, and/or for other endeavors related to Diocesan interests. I understand that the Diocese may use and/or publish materials relating to the aforementioned minor child and/or use his/her photograph, voice, video images, and other media relating to said minor child in any manner that the Diocese deems appropriate in order to promote and/or publicize its programs, or for any other lawful purpose.

This authorization shall not expire and will remain effective indefinitely until rescinded in writing.

SIGNATURE/DATE: \_\_\_\_\_

PRINTED NAME/PHONE: \_\_\_\_\_



# Teurlings Catholic High School

*To Channel His Spirit for the Glory of God*

## PHOTOGRAPH/VIDEO/AUDIO/MEDIA CONSENT & RELEASE FORM

I, \_\_\_\_\_, hereby consent, to and authorize the Roman Catholic Diocese of Lafayette, Louisiana, (the Diocese) and all entities, representatives, employees, and agents operating under its authority to record, use, edit, reproduce, and/or publish photographs, video, audio, and/or other media that may portray and/or relate to me, my image, likeness and/or voice, without compensation.

I understand that these materials may be used in various print and electronic media, including but not limited to the Diocesan website and the Diocesan publication, *Acadiana Catholic*, and/or for other endeavors related to Diocesan interests. I understand that the Diocese may use and/or publish materials relating to me and/or use my name, photograph, voice, video images, and other media relating to me in any manner that the Diocese deems appropriate in order to promote and/or publicize its programs, or for any other lawful purpose.

This authorization shall not expire and will remain effective indefinitely until rescinded in writing. I hereby hold harmless and release the Diocese and all entities, representatives, employees, and agents operating under its authority from all claims, demands, and causes of action which I, my heirs, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of actions to which this authorization applies.

SIGNATURE/DATE: \_\_\_\_\_

PRINTED NAME/PHONE: \_\_\_\_\_