



# CHRISTIAN BROTHERS HIGH SCHOOL

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COLLEGE PREPARATORY

1995-1996

PARENT /STUDENT HANDBOOK AND CALENDAR

# **CHRISTIAN BROTHERS HIGH SCHOOL**

4315 Martin Luther King, Jr. Blvd.  
Sacramento, California 95820

(916) 733-3630

Accredited by:

Western Association of Schools and Colleges  
Western Catholic Education Association

Affiliated with:

National Education Council of Christian Brothers  
Christian Brothers Secondary Administrator's Association  
San Francisco Province of the Christian Brothers  
St. Mary's College of California  
National Catholic Education Association  
California Scholarship Federation  
National Honor Society  
National Forensic League  
California Association of Student Councils  
Metropolitan Athletic League  
Sac-Joaquin Section of the California Interscholastic Federation

September 1995

### ***NOTICE OF IMPLIED INTENT***

The registration of a student at Christian Brothers High School is deemed an agreement on his/her part, and on the part of his/her parent/guardian, to comply with all policies, rules and regulations of the school, as outlined by this handbook. Christian Brothers reserves the right to make revisions in this book when deemed necessary by the School Administration. Observance of any such change is expected by all as soon as the change is made known to the Student Body.

### ***STATEMENT OF ACCEPTANCE AND GOOD STANDING***

Christian Brothers High School admits students of any race, color, ethnic or cultural origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of race, color, ethnic or cultural origin in the administration of its educational policies, admission policies, scholarship and loan programs, athletic programs, or any other school-administered programs.

Students are enrolled at Christian Brothers High School on the basis of a yearly evaluation and acceptance. Christian Brothers High School reserves the right to dismiss students for infractions of regulations, unsatisfactory academic standing or other reasons that affect the welfare of the individual student or the school community.

A student considered to be in good standing is: (a) one who has not become subject to dismissal for academic reasons, (b) one whose record of conduct is satisfactory, and (c) one who has met all financial obligations to the school, or made satisfactory arrangements for their discharge with the Director of Finance.

The administration of Christian Brothers High School reserves the right to refuse registration or re-registration. Where it is evident that parents do not support school policies, the administration reserves the right to terminate the student's enrollment.

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## **THE CHRISTIAN BROTHERS HIGH SCHOOL MISSION STATEMENT**

The Mission of Christian Brothers High School in Sacramento is to exercise the spirit of faith and zeal in the instruction of youth that was envisioned by St. John Baptist De La Salle.

Our students are offered a quality college preparatory curriculum which meets their individual needs, therefore enabling them to gain the knowledge, skills and understanding necessary to prepare for the future.

Our students are presented with experiences which deepen and strengthen their faith based on the gospel of Christ, the traditions of the De La Salle Christian Brothers, and the responsibility to be of service to others.

Our students experience a community that maintains a culturally and economically diverse student body. In this environment students are encouraged to recognize and accept their own self-worth and unique diversity of others.

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## PHILOSOPHY

Christian Brothers High School is inspired by the Lasallian tradition of education under the governance of the Board of Trustees, with the sponsorship of the De La Salle Christian Brothers, in partnership with their colleagues. Lasallian education is rooted in the story of St. John Baptist de La Salle, our founder. The hallmark of Lasallian education is the spirit of faith and zeal. Faith is the realization of God's presence in the education process, and zeal is the active commitment of educators to ensure the integrated education of their students. Lasallian educators exercise care that students will continue to develop their personal and academic lives by teaching in a loving manner and through their personal example. Concerns for social justice and Christian values are presented to the students as the centerpiece around which to model their lives.

Christian Brothers High School realizes that education is a natural and lifelong process. Students learn through situations and experiences that lead them toward maturity, become self confident, and recognize themselves as reflections of God. Christian Brothers High School acknowledges the need to prepare the students to live in and transform a world marked by significant social, political and technological change. Through programs that stress religious and moral formation, critical thinking and intellectual growth, the school seeks to prepare students as leaders in the world they will enter. Included also are programs which foster college preparation, career and religious vocation awareness, social and physical development, and a sense of civic responsibility and pride.

Christian Brothers High School believes in the uniqueness of students both as individuals and as vital members of the world in which they live. The school encourages students to see themselves as persons who possess individual worth, who are also social in nature and are an integral part of their family and communities. Great emphasis is placed on the students establishing a personal relationship with God. They are also expected to become part of the school community, one in which they and their teachers are bound together by common goals and respect. This balance between individuality and community enables the students to become more empathetic, caring, introspective, and loving, resulting in the "putting on the person of Christ" in their daily lives.

Education at Christian Brothers High School is not simply a matter of academics. The students' convictions, ambitions, physical makeup, and emotions all have a prominent role in the learning process. This holistic approach encourages the students' total and active involvement in their education and emphasizes the merging of life experiences in the classroom. In this way students can make the processes and goals of the school their own.

Christian Brothers High School's ultimate purpose then is to help its students become full participants in their education, to acquire lifelong skills and to develop Christian character.

## ACADEMIC PROGRAM

### *Graduation Requirements:*

Graduation requirements are established by the administration of Christian Brothers High School. Credits are received for full-time attendance each semester. A full-time freshman, sophomore, or junior will earn 35 credits by taking seven courses each semester. Seniors are required to complete a minimum of 30 credits (six courses) each semester. Seniors planning to continue their education after high school are strongly advised to enroll in seven courses. All students will have completed 270 credits prior to graduation. An "F" grade, regardless of the number of credits on the transcript will receive no credit and must be repeated. Students transferring to Christian Brothers must also make up any "F" grades earned at their previous school.

Course work taken during the summer session must be approved by the Academic Assistant Principal/Students prior to the beginning of the course. Approval will only be granted for courses taken at accredited institutions. Adult Education, independent study, or private tutors are not acceptable. Upon completion of the course, it is the student's responsibility to have an official transcript including grade and credits sent to Christian Brothers High School.

Course	Credits	Semesters
English Literature	50	10
Fine Arts	10	2
Foreign Language	20	4
Mathematics	30	6
Physical Education (includes Health req.)	15	3
Religion	40	8
Science	20	4
Social Studies	35	7
Electives	50	10

### *Program Planning and Class Scheduling:*

Each spring, instruction and assistance in course selection is given by the Academic Assistant Principal/Students, the Guidance Office, and the academic departments. Schedules are developed with respect to graduation requirements and to the individual student's future academic plans. Beyond minimum graduation requirements students and parents need to give very careful consideration to their course selections. Entrance requirements established by the University of California and the California State University systems are reflective of admissions requirements by most universities and should be used when selecting courses; however, it is the individual student's responsibility to contact prospective universities regarding their specific entrance requirements.

### *Grading Policies:*

Each teacher establishes a grading policy for his/her classes which will be explained to the students at the beginning of the semester. It is the responsibility of the student to be aware of the policy and all requirements in his/her courses. Should a parent or student wish to review a specific policy for a course, the teacher concerned should be contacted.

While individual grading policies may differ, all courses will use the following standards. A student's grade point average is the total quality points (the product of the points allotted to each letter grade and the number of semester units of credit allotted to the class) divided by the number of credits attempted.

Grade	Definition of Mark	Grade Pt. Value
A	Outstanding Achievement	4
B	Good Achievement	3
C	Satisfactory Achievement	2
D	Minimum Achieve.	1
F	Below Minimum Acceptable Achieve.	0
I	Incomplete Work	0

### ***Honors And Advanced Placement Grade Credit:***

All courses designated as "Advanced Placement" (AP) or "Honors" receive an additional grade point. The cumulative GPA reported to colleges is based upon a 5-point scale. Those colleges and universities that make use of honors credits, such as the University of California, will add honor credits according to their own policies.

### ***Advanced Placement Examinations:***

Advanced Placement courses are college level courses given at the high school. The culmination of these courses is the Advanced Placement Examination given in May of each year. Students enrolled in Advanced Placement courses must take the examination as part of their condition for enrolling.

### ***Homework:***

Homework is to aid students in the following areas:

- Preparation for daily classroom activities.
- The completion of work begun during class.
- Gaining the skills and knowledge necessary to progress with the course material.

Homework is not limited solely to written work; it also includes reading, studying, preparing for exams and oral or written projects. Homework is to be neat and completed according to the directions given by the teacher.

### ***Make-up Work for Absences:***

Students who have missed exams due to absence are to arrange a date to make up the exam with the respective teacher. Normally such exams will be taken after school in study hall.

Classroom and homework assignments are the sole responsibility of the student. All students should obtain the telephone numbers of other reliable students in each of their classes whom they can

contact for missed assignments due to absences. For an extended illness (3 days or more), upon parental request the Attendance office will help students in gathering information concerning missed work.

### ***"D," "F," and "Incomplete" Grades:***

Any freshman, sophomore, or junior who receives three (3) semester F's in an academic year will be dismissed at once no matter what courses the failures are in, since such a student record would seem to indicate a genuine lack of application.

No student will be readmitted to Christian Brothers High School in the fall with an "F" for a semester grade in any subject. A student who receives a semester "F" grade must make up that grade in summer school at Christian Brothers High School.

Since a "D" is not an acceptable grade for entrance to college, students with a grade of "D" are strongly encouraged to attend summer school to repeat the subject.

For Mathematics, Science and Foreign Language, an "F" grade received for the Fall semester will change to a "D" if:

- the spring grade is a "C" or better, and
- a "C" or better grade is earned on a comprehensive examination covering all the major material taught in both semesters.

An "Incomplete" grade demands an immediate written contract for a course's completion. Requirements for completion of work in a course are determined by the instructor and approved by the Assistant Principal/Students. An "Incomplete" left unrectified by the student becomes an "F" and is thus governed by rules concerning "F" grades.

### ***Senior "F" Grades***

Seniors receiving an "F" grade must repeat the course (or the equivalent) regardless of the number of credits earned. The student will be permitted to take part in the graduation ceremonies but will not receive a diploma until the course is repeated.



### ***Attendance and Academic Credit:***

Christian Brothers views the classroom daily activities, lectures, and discussions as necessary and invaluable components of the education process. Therefore, attendance at each class session is required. A student's grade will be directly affected by excessive absences.

### ***Academic Probation:***

Placement on Academic Probation is determined each quarter. Students who earn less than a 2.00 GPA or who receive an "F" (irrespective of GPA) are automatically placed on Academic Probation. Students who are on probation for two consecutive semesters may be asked to withdraw from Christian Brothers High School. Academic Probation automatically disqualifies a student from participation in extra/co-curricular activities.

### ***Academic Grievance:***

If a student believes that a grade is unjust, the following procedure should be followed:

1. Meet with the teacher privately and attempt to reconcile the disputed grade
2. If the meeting with the teacher does not resolve the issue, consult with the department chairperson
3. If the above steps fail to provide a satisfactory resolution, request a hearing with the Academic Assistant Principal /Students.

### ***Academic Dishonesty:***

Cheating and plagiarism are forms of academic dishonesty which have no place at Christian Brothers High School. Students guilty of being involved in such acts, including aiding and abetting, and violation of reasonable rules set forth by the teacher, will receive a zero for the particular assignment or test, and may be subject to academic failure, probation, or dismissal.

### ***Valedictorian/Salutatorian:***

The Valedictorian and Salutatorian, the first and second highest honors respectively, are selected

from the Senior class by the Administrative Board using the following criteria:

- Cumulative GPA
- Difficulty of the academic program
- Embracing the school mission and values
- Superior behavior and attendance

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## **REGULATIONS AND PROCEDURES**

Regardless of age, all students at Christian Brothers High School are required to comply with the rules and regulations found in this Handbook. The school expects its students to reside with parent(s) or approved guardian(s) while enrolled.

### ***ATTENDANCE POLICIES:***

All students are to be present at school daily, to be on time for school each day and to be prompt in arriving for scheduled classes. Heavy traffic and inclement weather are not necessarily legitimate excuses for being tardy. Students are expected to leave early enough so these conditions will not cause them to be late.

If it is expected that a student will be absent for a prolonged period of time, the parent or guardian must immediately contact the Attendance Office to explain the situation. In cases of absence for medical reasons of five or more consecutive days, parents or guardians will be asked to present to the school a physician's written verification attesting to the medical situation. Students whose absence from school is due to a contagious disease (i.e., chicken pox, influenza, hepatitis, etc.) will be asked to present a physician's release before being allowed to return to school.

In the event that a student is temporarily not residing at home, parents are requested to notify the Attendance Office of the name and the number of the adult responsible for the student.

To attend and/or participate in any after-school activity (i.e., drama, athletics, games, etc.) a student must have attended more than half of the class periods for that day. Consideration will be given

for special circumstances in personal or family situations.

#### ***Absence Policy:***

Students will not be penalized for the following reasons:

1. Retreats
2. Field Trips
3. On-campus interviews with college representatives
4. Activities/functions related to an office/club membership/school organizations
5. Counseling sessions
6. Summons from administrative or attendance personnel
7. School-related athletic events

Absences will be considered unexcused for students taken out of class for reasons other than those listed above. It is the responsibility of the student to make arrangements with the teacher for the completion of work missed during an excused absence.

The parent/guardian is required to call the Attendance Office (733-3625) between 7:30 a.m. and 9:30 a.m. each day the student is absent. On returning to school after an absence, the student must present a note to the Attendance Office before 7:55 a.m. The note should contain:

1. Current date
2. Date(s) of absence(s)
3. Reason for absence(s)
4. Parent/Guardian's signature
5. Phone number

The student is responsible for all work missed due to absence. Failure to make up work may result in loss of credit for the class. Class failures due to chronic or severe absences may warrant a student's attendance in summer school.

**NOTE:** The school does not approve absences from class for convenience or personal reasons (i.e., trips, family vacations, etc.). Therefore, teachers are not required to give a student make-up tests, quizzes or work for these types of personal absences, and time missed from school may have to be made up. Parents are expected to notify the attendance office in advance. Failure to do so may require disciplinary action.

#### ***Tardy Policy:***

When a student arrives late to school, he/she is to report immediately to the Attendance Office. When circumstances dictate a student's tardiness, a parent/guardian should notify the Attendance Office of their awareness of and reason for the tardy. All others will be considered unexcused and will require a conference with the Dean or Associate Dean of Students. Any student with an unexcused tardy is to report to general detention on the day of the tardy unless excused by the Dean or Associate Dean of Students.

#### ***Truancy Policy:***

Truancy, cutting school without a valid reason or parental consent, will result in the immediate notification of parents, mandatory conference prior to re-admission to class (possible suspension, probation and detention).

#### ***Early Dismissal Policy:***

Special appointments with dentists, doctors, etc. should be made during hours which do not infringe upon school time. If circumstances necessitate a student being taken out of class during school hours, the student is to present a note to the attendance office requesting dismissal for the appointment. The note should contain:

1. Current date
2. Date of appointment and doctor's name
3. Time student is to be released
4. Parent/Guardian's signature
5. Contact phone number

All notes are to be presented to the Attendance Office before 7:55 a.m. When a student returns to school after an appointment, he/she is to report to the Attendance Office with a note from the doctor or dentist stating that the student was seen. An Admittance Pass will be issued. The student is responsible for all class work missed during the absence.

#### ***College Visitations:***

Seniors are allowed one school day for a college visit in addition to their day off while the rest of the school is taking tests in the Fall. Any time missed

for college visits in excess of two days will be made up. Adjustments may be made due to special circumstances. Seniors should use either the Christmas or Easter vacation and other school holidays for college visitations. College visitation forms are available in the Guidance Office. In every case, the Attendance Office must be notified in advance, or the student will be considered truant.

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## PERSONAL APPEARANCE

Christian Brothers High School believes that a student's appearance has an impact on his/her attitude and behavior. Respect for the school community, for the students themselves, and for what the school is giving to the students is evidenced by dressing appropriately for the proper time and place.

It is the specific responsibility of the Dean of Students to prevent the adoption of exaggerated or faddish hair styles, clothing, jewelry and/or accessories which tend to draw unfavorable attention to the wearer. The school does not see this as an infringement of the personal fashion desires, for the student has many off-campus hours to dress as he/she wishes. However, attending Christian Brothers is a privilege, and the school expects its students to conform to its dress code.

For those articles not listed, students should consult with the Dean of Students to see if they are appropriate. Dress code regulations are in effect during the entire school day including lunch. Any article of clothing or accessory which features an inappropriate picture, symbol or slogan may not be worn.

### Dress Code

#### *Dress Pants:*

Any solid color, non Levi/Jean material pants (such as Dockers style) may be worn by all students.

#### *Walking Shorts:*

Khaki and Navy blue (may be purchased through Joe Sun & Co. or Sue Mills)

#### *Dress Shirts & Blouses:*

All dress shirts and blouses are to be collared and worn tucked in and buttoned; dress turtle neck shirts must also be tucked in. (Mock turtle necks, flannel, and sleeveless shirts and blouses are not allowed).

#### *Polo Shirts:*

Solid color polo shirts of traditional length, (no more than 6" below the waist) may be worn. Polo shirts with a CB logo will also be available in the book store.

#### *Skirts:*

Variety of skirts will be provided through Sue Mills company (Box pleats - navy plaid, navy blend, grey gabardine). All skirts must reach the kneecap. There are no other options for skirts.

#### *CB T-Shirts:*

Are permitted only in the early fall (September - October) and in the spring months (April - June). The T-shirts must be showing at all times and may not be covered up by a shirt, sweatshirt or sweater.

#### *Sweatshirt:*

**Only** CB Sweatshirt and solid colored sweatshirt may be worn with a collared shirt underneath.

#### *Sweaters:*

Must be worn with **collared shirt underneath.**

#### *Jackets:*

Christian Brothers jackets are encouraged to be worn. A jacket is acceptable as long as it is neat

and clean. Jackets with lettering and graphics other than CBS are permitted, provided logos can be covered with the palm of one's hand. Club jackets, jackets from other schools, college jackets, professional team jackets and jean jackets are not allowed.

***Shoes:***

Shoes and socks must be worn at all times. Leather dress shoes, leather sandals, topsiders, canvas or athletic shoes may be worn. Extreme or faddish styles or colors may not be worn. Beach sandals, thongs, clogs, Dr. Marten style military boots, or shoes with cleats may not be worn.

***Hair:***

Extreme or faddish hairstyles are not permitted. A student's hair should be clean, professionally cut, neatly combed and/or styled in a moderate manner. As a guide for male students, the hair is not to extend below the top of the dress-shirt collar in the back. Exaggerated styles (tails, uneven cuts, excessive use of hair spray and gels) are not permitted. All males are to be clean-shaven with the exception of moustaches which must be trimmed and neat.

***Jewelry:***

Earrings may be worn. For males only, one earring may be worn during school hours. Hoop earrings are strongly discouraged for safety reason.

***Makeup:***

Makeup, if worn, must be in good taste and not so heavy as to be easily noticeable.

***Headwear:***

Hats, caps, visors, headbands, scarves or sunglasses are not to be worn during the official school day (including breaks and lunchtime).

***Prohibited Items:***

**The following items are prohibited at all times:**

- any torn, dirty or faded clothing
- any clothing containing objectionable words or symbols
- rolled up or rehemmed shorts

Students who do not follow these guidelines will be referred to the Dean of Students and not allowed to attend class. If students miss class time because of improper dress, their parents/guardians will be notified, and the absence will be considered unexcused and appropriate detention time will be assigned.

***Dress Up Days:***

In keeping with appropriate dress and respect for certain events and occasions, Christian Brothers High School will have dress-up days. These days will be announced in advance and students will be expected to adjust to the special guidelines of the day.

***Women:***

Dresses of appropriate length (below the knee); dress slacks and a blouse with sleeves; dress shoes or dress boots; socks or hose, the school uniform skirt and a white blouse may be worn on dress-up days.

***Men:***

Dress shirt with tie and dress slacks; sports coat, suit, sweater or school jacket is optional. Dress shoes (non-athletic).

**The Administration reserves the right to make final decisions regarding student grooming and appearance.**

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## STUDENT CONDUCT

### *Closed Campus:*

To insure the safety of students, Christian Brothers High School maintains a "closed campus." Visitors or guests must have written permission from the office of the Dean of Students to be on campus. Students may not leave the school grounds without specific permission from the Dean of Students.

### *Boundaries:*

The areas listed below are considered "out of bounds" during the school day unless otherwise announced by the Dean of Students. Availability of these areas will be at the discretion of the Administrative Board or the Deans of Students.

1. All parking lots, (except when passing through to handball courts)
2. Fields behind the tennis courts
3. Lawn area between the north and south wings (quad area)
4. Lawn area behind the 300 wing
5. Baseball/softball fields (includes bleachers)
6. Area behind the handball courts
7. Football field and track
8. Gymnasium and locker rooms
9. Area in front of school beyond gates
10. Two markets on Martin Luther King Jr. Blvd: Prit Market and Special Food Mart (south of school)

### *Lunchtime:*

The upper wing hallways, administrative hallway, library/speech arts hallway, walk-ways in front of classrooms and quad area are out of bounds for eating, during lunch. Due to the implementation of the split lunch system, students are not to go to their lockers while lunch is in process. It will be the responsibility of each student to respect the teaching taking place in classrooms while they are on lunch. Students may use the bookstore and phone areas during their lunch period.

### *Conduct:*

Christian Brothers High School students are expected to conduct themselves at all times in a Christian manner that shows respect for themselves and others.

In order to insure the good order of the school, all students must observe the following guidelines:

- a) Students must conduct themselves in the classroom in such a way as to insure the proper environment for learning.
- b) Students are expected to show courtesy to all faculty, staff and other students.
- c) Public display of affections is prohibited. Inappropriate behavior will be determined by the administration; included in unacceptable behavior are kissing, embracing, or any situation involving close physical contact.
- d) At assemblies, liturgies, rallies, etc., respect for speakers, guests and performers should be the mark of the Christian Brothers student body. Students are expected to distinguish between the various events in determining the behavior appropriate to each.
- e) Student behavior should exhibit concern for the safety and well-being of all members of the community.
- f) Students are expected to promptly obey directions given by a member of the faculty or staff of Christian Brothers High School.
- g) Students are expected to cooperate in maintaining a clean and orderly campus.
- h) Student conduct outside the school should reflect well on herself/himself and the school. Special concern should be given to behavior toward school neighbors and to the maintenance of positive and friendly relations with other schools.

### *Failures in Good Order:*

The following infractions of good order are examples of actions which are considered serious and will be dealt with accordingly:

- a) Disobedience, insubordination or rudeness to any member of the administration, faculty or staff
- b) Involvement in racial/ethnic incidents, whether verbal or physical, that expresses negative attitudes, derogation or hate for a person or group based on race, ethnicity or other forms of prejudice or discrimination. These incidents may take the form of slurs, insults, name-calling and jokes, graffiti, intimidation and physical assault.
- c) Language or behavior which is seriously immoral, profane, vulgar or obscene
- d) Possession, distribution or use of drugs, alcohol, or legally controlled mood altering substances on campus or at any school-related activities
- e) Injury or harm to person(s) or property or threat of same
- f) Theft or other actions involving dishonesty.
- g) Use of tobacco or tobacco products on campus or at any school-related activity
- h) Outrageous, scandalous or seriously disruptive behavior
- i) Possession of indecent or profane books, pictures, music (i.e., tapes, records, CD's) or other such objects
- j) Possession of any explosive device on campus or at any school sponsored activity
- k) Gambling or gaming of any type
- l) Assault with, or possession of, a lethal weapon or instrument on campus or at any school sponsored activity
- m) Conduct at school or elsewhere which would reflect adversely on Christian Brothers High School and which is detrimental to the good reputation of the school

**NOTE:** Groups and/or gangs which, in the judgment of the administration, are detrimental to the positive Catholic atmosphere of Christian Brothers High School will not be allowed to exist on campus. Individuals or groups who promote attitudes and ideals that are contrary to Christian and democratic principles and practices will not be tolerated. Students who join, promote, or recruit others to join such groups will be subject to

suspension and/or expulsion. No student on school property or at any school activity shall wear, possess, use, distribute, or display any clothing, jewelry, emblem, badge, symbol, sign or other articles which are evidence of membership or affiliation in such groups.

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## DISCIPLINARY SANCTIONS

### *Detention:*

Tardy and Disciplinary Detention will be held five (5) days per week, in Room 102. Students are to report to detention on the day assigned unless other arrangements are made with the Dean or Associate Dean of Students. Detention will begin promptly 10 minutes after the bell ending the regular school day.

### *Probation:*

Students with behavioral, attendance or tardiness problems may be placed on Probation. Behavioral Probation may include prohibition of participation/attendance at school-related activities. The length of probation will be determined by the Dean or Associate Dean of Students in accord with the student's conduct. At the conclusion of the probationary period, if there is no improvement in the student's conduct, he/she may be asked to withdraw.

### *Suspension:*

A student may be suspended from school for serious misconduct whether on or off campus. Parent(s)/Guardian(s) will be notified by phone of such a decision and must confer with the Dean of Students before the student is readmitted to class. A repeat of this or any offense of a serious nature may result in the student's disqualification for Christian Brothers High School.

### ***Dismissal:***

A student may be expelled from school for any serious offense which is detrimental to the good order of the school. As an alternative to expulsion and at the discretion of the Principal, a student may be given the option to withdraw. The decision to expel a student or to ask a student to withdraw from the school will be made by the principal after consultation with the school administration.

### ***Drug/Alcohol Policies:***

Christian Brothers High School is a supportive partner in educating its entire Christian Brothers family about drug and alcohol abuse. We realize that substance abuse remains a significant problem in our society. We strongly support preventive education which must find its roots in the family and in the home. Along with this preventive education, Christian Brothers High School has adopted special sanctions in dealing with drug and alcohol abuse.

Distribution and sale of drugs, alcohol or any legally controlled mood altering substance on campus, at school-sponsored activities or a time or place involving the school is considered to be a very serious offense. Should a student violate this rule, the following would apply:

- a) Contact parent(s)/guardian(s)
- b) Suspension from school
- c) Administrative review which could result in the student's expulsion from Christian Brothers High School

Possession or use of drugs, alcohol or any legally controlled mood altering substance on campus, at school-sponsored activities or at a time or place involving the school is considered to be a serious offense. Should a student violate this rule, the following would apply:

- a) Contact parent(s)/guardian(s)
- b) Suspension from school

- c) Administrative review of the situation which could result in the student's referral for substance abuse assessment by an outside agency. Should an off-campus follow-up be recommended by the counselor or agency, a list of approved programs will be provided. In this case, the family assumes all fees related to such a program.
- d) Student placed on probation

### ***Referral for Professional Assessment:***

When observation and/or evidence of inappropriate behavior indicates a possible dependency problem, a serious health problem, etc., a professional assessment may be required. Should a parent refuse, the school may suspend a student indefinitely or move for expulsion.

### ***Pregnancy:***

Acknowledging that human LIFE at all stages is a sacred gift from God, including the human fetus, and that abortion is never a Catholic alternative at any stage of pregnancy, students who become pregnant deserve and need the full support of the administration, teachers, and other students. Therefore, ordinarily, the expectant student will be allowed to remain in school. This is not to condone an unwed pregnancy but rather to protect the sacred gift of life of the unborn child and to extend love and compassion to those involved.

If attendance in the classroom is judged not to be in the best interests of the student or the school community, other arrangements will be made. The school should continue to assist the student through graduation, including the ceremony and other related activities. Counseling will be required for all students.

Any student who publicizes and advocates an abortion either planned or already obtained so that it becomes common knowledge will be asked to leave school. This policy pertains to the boy or girl directly involved or to any student spreading rumors about a supposed abortion.

### *Student Body Cards:*

Each student must have a student body card in his/her possession at all times while on campus or at extracurricular activities. Any student who loses his/her student body card must purchase a replacement card from the Director of Student Activities. The student will also lose all student body privileges until a replacement card has been issued.

### *DANCES:*

#### *Time:*

Inter school dances that are held on-campus are generally from 8:00 p.m. to 11:00 p.m. Students will NOT be admitted one hour after the dance begins and will NOT be allowed to leave until one-half hour before the dance is scheduled to end. Exceptions must be arranged in advance with the Dean of Students. Formal dances are held off-campus and the time and location are announced in advance.

#### *Admittance:*

All students should be prepared to show their Student Body Cards at the door in order to enter the dance. ONLY students enrolled in Catholic high schools are permitted to attend Christian Brothers dances. Formal date dances are considered the exception to this. Christian Brothers students may bring ONE guest from another high school to a Christian Brothers dance. Guests MUST have a valid GUEST PASS and a student body card. The administration reserves the right to refuse admittance to any student or guest.

#### *Guest Passes:*

Any guest must have a valid Guest Pass issued by the Deans of Students. Guest passes are for guests of Christian Brothers High School students only. Guest passes must be obtained from the Director of Student Activities in advance. Only one guest is allowed per student. Christian Brothers students

must enter with, and assume responsibility for, any individual for whom they obtain a Guest Pass to attend a dance. Guest passes will be valid for a single dance.

#### *Dress Code:*

Students and their guests are expected to use good judgment by dressing appropriately and maintaining a respectful, neat and clean appearance for all dances. Students failing to adhere to these guidelines will be refused admittance. If a specific dress code is required for a dance, it will be announced in advance.

#### *Conduct:*

Students must follow the directives of the prefects and security guards during a dance. The following rules will be in effect at all dances:

- Once a student has been admitted to a dance, he/she may only step out for fresh air. Students will not be permitted to go to their automobiles or to the parking lots.
- No smoking is permitted during the dance.
- Anyone who is in possession or under the influence of alcohol or drugs will be turned over to the Dean of Students or the Director of Student Activities. That student will be ejected immediately. Parents will be called to take that student home.
- No "Slam Dancing" is allowed. Similarly, all students are to refrain from dances that are overly suggestive. Determination of this will be left to the discretion of the prefects. Students will be told that if they continue they will be asked to leave the dance.
- Any student who is disrespectful or uncooperative with one of the prefects will be ejected from the dance. If a prefect has any difficulty in enforcing these rules or effecting these consequences, he/she will seek the help of



the Dean of Students or Director of Student Activities.

Students who fail to comply with the above rules or other school regulations will be subject to immediate removal from the dance and further disciplinary action.

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## HARASSMENT POLICY

Christian Brothers High School is committed to providing a learning environment that is free from harassment in any form. Harassment of any student by any other student, lay employee or, religious is prohibited. The school will treat allegations of harassment seriously and will review and investigate such allegations in a prompt, confidential and thorough manner.

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

Harassment occurs when an individual is subjected to treatment or 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, drawing, gestures;

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

1. Submission to such conduct is made either explicitly or implicitly a term or condition of a student's academic status or progress
2. Submission to or rejection of such conduct by a student is used as the basis of academic decisions affecting the individual
3. 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:

1. Making unsolicited sexual advances and propositions
2. Using sexually degrading words to describe an individual or an individual's body
3. Displaying sexually suggestive objects or pictures
4. Telling inappropriate or sexually related jokes
5. Making reprisals, threats of reprisals or implied threats of reprisals following a negative response to sexual advances

It is the responsibility of Christian Brothers High School to:

1. Implement this policy through regular meetings with all administrators, ensuring that they understand the policy and its importance
2. Make all faculty, staff, students, and parents aware of this policy and the commitment of the school toward its strict

enforcement

3. Remain watchful for conditions that create or may lead to a hostile or offensive school environment
4. Establish practices designed to create a school environment free from discrimination, intimidation, or harassment

It is the student's responsibility to:

1. Conduct himself or herself in a manner which contributes to a positive school environment
2. Avoid any activity that may be considered discriminatory, intimidating, or harassing
3. Consider immediately informing anyone harassing him or her that the behavior is offensive and unwelcome
4. Report all incidents of discrimination or harassment to the principal
5. If informed he or she is perceived as engaging in discriminatory, intimidating, harassing, or unwelcome conduct, to discontinue that conduct immediately

### ***Complaint Filing and Investigation Procedures:***

The following procedures must be followed for filing and investigating a harassment claim:

1. The student may first choose to tell the individual causing the harassment that his/her conduct is offensive and must stop. If the objectionable behavior does not cease immediately, the student must report the harassment to the principal, or to a teacher who will report it to the principal, or to the Director of Education if the principal is the subject of the allegation. Additionally, in the case of sexual harassment allegations, the student is free to raise the issue with another, same sex, administrator if he/she prefers to do so.
2. The student alleging harassment will be asked to complete a formal, written claim

will be investigated thoroughly, involving only the necessary parties. Confidentiality will be maintained as much as possible.

3. The investigation will include a meeting with the person alleged to have harassed, sharing with that person the nature of the allegations as well as the name of the person bringing the allegations. If appropriate, the alleged harasser will be placed on administrative leave during the course of the investigation.
4. Once the facts of the case have been gathered, the Principal, in consultation with the Director of Education, will decide what, if any, disciplinary action is warranted. The disciplinary action will relate to the nature, context, and seriousness of the harassment and can include all disciplinary actions up to and including immediate termination.
5. If the complaint is against a non-employee or non-student, such as a parent, volunteer or vendor, the school will take steps, within its power, to investigate and eliminate the problem.

### ***Abuse of School Personnel***

1. Every parent, guardian, or other person who upbraids, insults or abuses any school personnel, in the presence or hearing of a pupil, is guilty of a misdemeanor.
2. Any parent, guardian, or other person who insults or abuses any teacher in the presence of other school personnel or student, and at a place which is on school premises or public sidewalks, streets, or other public ways adjacent to school premises or at some other place if the teacher is required to be at such other place in connection with assigned school activities, is guilty of a misdemeanor.

(Issued by the Catholic School Department, Diocese of Sacramento 5/2/95)

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## **OTHER INFORMATION**

### ***Automobiles, Bicycles, Motorcycles and Scooters:***

Parking lots designated for student use are available on campus. Students are not to use the parking lot in front of the school or spaces designated "reserved." These areas are specifically for faculty, staff and visitors. Any student parked in these areas is subject to a fine and loss of parking privileges. The large lot in front of the Brothers Residence is not for student use. Loitering of any kind is not permitted. Upon arrival, students are to proceed to the main body of the campus. During the school day, the parking lot may be used as a thoroughfare for students going to Oak Ridge Elementary School, to the handball courts or to the basketball courts. At no time is a student to be in or near any vehicle parked in the lot. Students are strongly urged to place all valuables (e.g., tape players, jackets, athletic equipment, etc.) in the trunk. Motorcycles, scooters and mopeds are to be parked in the designated area only.

### ***Registration:***

All vehicles must be registered with the Dean of Students. The cost is \$20.00 per year. Once registered, each student will receive a parking permit which is to be displayed from the rear view mirror. Since unregistered vehicles may not use the parking lot, street parking is available. Failure to display the required parking permit will result in a \$10.00 fine.

Students demonstrating excessive speed, careless driving or continuous disregard for parking regulations will be fined and/or have their parking privileges revoked.

Students with bicycles must park in the area designated. Students are encouraged to lock all bicycles when unattended to prevent theft.

**PARKING ON CAMPUS IS A PRIVILEGE.**

STUDENTS USING PARKING AREAS, INCLUDING THE BICYCLE AREA, ACCEPT FULL RESPONSIBILITY FOR THEIR VEHICLES AND ARE ADVISED TO TAKE APPROPRIATE PRECAUTIONS TO PROTECT THEIR PROPERTY FROM THEFT AND VANDALISM.

### ***Cafeteria and Food Service:***

Food service is provided through the cafeteria. Since the cafeteria service is a privilege, all students are expected to cooperate with faculty and staff to maintain a clean environment.

Breakfast and other snacks are available prior to the beginning of the school day. During the morning break, a variety of snacks, beverages and breakfast meals are served. The lunch program features a special dish each day plus a number of standard items that round out the menu. A snack bar is available at morning break and lunch. Vending machines are also available during cafeteria service hours.

### ***Lockers:***

Each student will be issued a locker. Students are required to purchase a lock to provide for added security. It is the personal responsibility of the student to clear out the locker by the last day of school. Books and material left in the lockers after the last day become property of Christian Brothers High School and are resold or given to organizations for the needy. Any defacement of school lockers will be the responsibility of the student who has been issued the locker. Charges incurred because of irresponsible use of the locker will be billed to the student who has been issued the locker. Improperly functioning lockers should be reported to the proper authority. The school will not be responsible for any loss, theft, or damage to any books or other personal property. Christian Brothers is a private school. The administration reserves the right to investigate any student's locker when the general good of the student body is in question.

### ***Radios:***

All radios, cassette players, compact disc players, etc. are prohibited on campus during school hours.

### ***Use of Facilities:***

Requests for all school and athletic facilities use must be forwarded to the Director of Finance.

### ***Library Hours:***

The Christian Brothers Library is open from 7:30 a.m. to 4:00 p.m. on regular school days.

### ***Textbooks:***

The student's name should be placed prominently in several places in each textbook as soon as it is purchased. This will help to prevent loss or theft of books. It will also make it easier to return lost textbooks to the proper owner if found.

The school cannot assume responsibility for lost or stolen textbooks or supplies. Student should always be careful to keep their books within sight and not leave them unattended.

Textbooks and other personal property should be kept in a condition befitting a Christian man or woman.

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## **STUDENT ACTIVITIES PROGRAM**

Christian Brothers High School supports an extensive co-curricular activity program designed to provide the students with opportunities for self-expression, leadership and service which will complement their academic work. The Student Council acts as a legislative and deliberative body elected by the students to support the ideals set forth in the Constitution of the Associated Students of Christian Brothers High School. The Student Council is committed to supporting only clubs and activities that represent the diverse ethnic and

cultural composition of the school's community and that recognize and promote the dignity and worth of each member of the Christian Brothers Community.

## ***CLUBS, ORGANIZATIONS AND ACTIVITIES:***

### ***California Scholarship Federation:***

The CSF fosters high standards of scholarship, service, and citizenship on the part of the senior high schools of California. There are three categories of membership: Associate (second semester freshmen and first semester sophomores), Semester (second semester sophomores through senior years), and Life (granted to those students who, by graduation, have achieved semester membership for four of the last six semesters of high school). Membership is neither mandatory nor automatic; those whose grades meet CSF standards may apply.

### ***National Honor Society:***

The NHS recognizes student achievement in academics, leadership and service to the school and community. Membership is by nomination of the faculty and is open to sophomores, juniors and seniors with a grade point average of 3.0 or better.

### ***Crest Yearbook:***

The *Crest Yearbook* is the annual publication which captures the highlights of the school year. This publication contains photography, layout/design and creative writing.

### ***Talon Newspaper:***

The *Talon Newspaper* is a quarterly publication written, published and printed by the student body. The material published in the *Talon* will be informative, as well as reflective of the activities and events on the Christian Brothers campus.

### ***At Wit's End Literary Art Journal:***

The Literary Art Journal is an annual publication of student poetry, short stories and art work. It serves to promote the creative expression of the students.

### ***Friday Night Live:***

Friday Night Live provides fun and entertaining sober and drug-free activities. The program is designed to prevent alcohol and other drug problems among teenagers. Dances, social gatherings and activities are held with other high school FNL Clubs.

### ***Students Reaching Out:***

CB students, along with students from the other Catholic high schools, present drug awareness information to the local parochial schools. Refusal skills and techniques for dealing with peer pressure are taught in role-playing format.

### ***Mathletes:***

The Mathletes is a group of students that compete in local and regional high school mathematics competition. Teams generally consist of 3-4 students with alternates.

### ***Odyssey of the Mind:***

Competition in this organization focuses on creativity and cooperation in solving unique problems of engineering, science, mathematics and the arts.

### ***Moot Court:***

Students are selected to represent the school in competition with other high school students in presenting legal arguments to a panel of judges. Cases are based on similar Supreme Court cases. Emphasis is placed on ability of a student to present a convincing argument and to defend a position under direct questioning.

### ***Mock Trial:***

Students re-enact entire courtroom proceedings with students in the roles of judge, attorneys, defendants, jurors and witnesses.

### ***MESA:***

MESA, the Math, Engineering and Science Association, promotes the awareness of opportunities in Science and Engineering for traditionally under represented student groups.

### ***Key Club:***

The Key Club is a service group, affiliated with a local Kiwanis club.

### ***Science Club:***

The Science Club provides an opportunity for those interested to explore deeper into the field of science.

### ***Junior Statesman of America:***

The Junior Statesman of America's purpose is to prepare students for active participation in government, on the local, state and national levels.

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## ***CAMPUS MINISTRY***

The Campus Ministry Program is the specialized means by which the faculty, staff, and students establish and develop a Christian and Lasallian community. The program is responsible for the building of the faith community through the following activities: student body liturgies, class liturgies, retreats, prayers in class, and voluntary service programs.

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## ***ATHLETIC PROGRAM***

Christian Brothers High School is a member of the CIF Sac-Joaquin Section and participates in the Metropolitan League. Christian Brothers participates in the following interscholastic sports:

### ***Women's Athletic Program:***

**Volleyball:** Frosh, J.V., Varsity  
**Basketball:** Frosh, J.V., Varsity  
**Soccer:** J.V., Varsity  
**Softball:** J.V., Varsity  
**Cross Country:** Varsity  
**Track:** Varsity  
**Swimming:** Varsity  
**Tennis:** Varsity  
**Golf:** Varsity

### ***Men's Athletic Program:***

**Football:** Frosh, J.V., Varsity  
**Basketball:** Frosh, J.V., Varsity  
**Soccer:** Junior Varsity, Varsity  
**Baseball:** Frosh, J.V., Varsity  
**Cross Country:** Frosh, Sophomore,  
Junior Varsity, Varsity  
**Track:** Junior Varsity, Varsity  
**Swimming:** Varsity  
**Tennis:** Varsity  
**Golf:** Junior Varsity, Varsity  
**Volleyball:** Junior Varsity, Varsity  
**Wrestling:** Junior Varsity, Varsity

The Director of Athletics is in charge of the entire sports program, assisted by the Assistant Athletic Director. The entire student body should take a genuine interest in the athletic program and contribute to our effort to strive for excellence. Students are expected to manifest a spirit of good sportsmanship and cooperation with officials and with the administration, coaches, faculty members and students from other schools.

In addition to the interscholastic athletic program, there is also an intramural program during parts of the school year held during the lunch period. This intramural program is open to all students, except those participating in interscholastic sports during the particular season of that sport.

Student athletes should refer to the academic section of this handbook for eligibility requirements.

*What are your needs? Who do you contact?*

Christian Brothers High School is governed by a Board of Trustees that works in conjunction with the Lasallian Education Corporation (the Christian Brothers of the San Francisco District). The **Chairman** of the Board of Trustees appoints the **President** who is the Chief Executive Officer, and the president is ultimately responsible for all aspects of the operation of CBS. The president has appointed two vice-presidents: the **Vice President/Principal** who is in charge of the daily operation of the school, itself, and the **Vice President/Director of Finance** responsible for all financial and business matters concerning the school. The principal of the school has nothing to do with tuition or any other type of financial billings; these matters are all handled by the Business Office. The personnel in this office work for the Director of Finance.

The principal has appointed an **Administrative Team** who have the power to act in their area of responsibility. At CBS, there are two academic assistant principals: the **Academic Assistant Principal/Students** and the **Academic Assistant Principal/Faculty**. The assistant principal/students handles all student class schedules, course conflicts, grades, report cards, and in conjunction with the assistant principal/faculty, problems that might arise between a student and an individual teacher. Also, the **Director of Admissions** reports directly to the assistant principal/students. The primary concern of the assistant principal/faculty is with curriculum development and with faculty issues. The **Dean of Students** is concerned with all aspects of student life outside of the academic area: attendance, conduct, co-curricular activities, athletics. He is assisted by the **Associate Dean of Students** whose primary concern is attendance and tardiness. The **Athletic Director, Director of Student Activities**, and **Campus Minister** report directly to the Dean. The principal meets regularly with each school administrator and officially once a week with the full Administrative Team; all major decisions--policy and procedure--are a

collaborative effort with the final decision being made by the principal with the approval of the president.

If during the school year, you have a question involving some school matter, you should call the Main Office and speak to Ms. Nancy Rives, school receptionist, or to Ms. Janis Hoffart, administrative secretary. They will be able to forward your phone call to the appropriate area. If your concern is financial or some other aspect of CBS, you should call the new office complex (located in the north wing of the Brothers' residence) which now houses the President's Office, the Development Office, and the Business Office. The secretary/receptionist at this complex, Ms. Gayle Gaylord, will direct you to the appropriate office.

**IMPORTANT SCHOOL TELEPHONE NUMBERS:**

MAIN OFFICE. . . . .	733-3630
BUSINESS OFFICE. . . . .	733-3644
DEVELOPMENT OFFICE . . . . .	733-3600
GUIDANCE DEPARTMENT . . . . .	733-3680
ADMISSIONS . . . . .	733-3680
ATTENDANCE OFFICE. . . . .	733-3625
DEAN OF STUDENTS. . . . .	733-3625
ACADEMIC REGISTRAR. . . . .	733-3632
ATHLETIC DIRECTOR . . . . .	733-3671

## ADMINISTRATION

Dr. Donald H. Gillott, Ph.D.  
President

Brother A. Stephen Rusyn, FSC, Ph.D.  
Vice President/Principal

Mr. Jeffrey Knezovich  
Vice President/Director of Finance

Mrs. Judy Budzenski	Academic Assistant Principal/Students
Mr. Jeff Corrigan	Academic Assistant Principal/Faculty
Mr. Jack Witry	Dean of Students
Sister Maria Campos, R.S.M. (on leave of absence 1995-96)	Associate Dean of Students
Ms. Cecilia Sullivan-Powers	Interim Assistant Dean of Students
Ms. Marcia Clarke	Interim Assistant Dean of Students

## BUSINESS OFFICE

Mrs. Sheri Remson	Administrative Assistant/Finance
Mr. Tom Daniel	Accounts Receivable Bookkeeper
Mrs. Diane Parsons	Accounts Payable Bookkeeper
Ms. Shaeyln Hurst	Donor Data Base/MIS Coordinator
Mr. Steve Dill	MIS Coordinator

## PRESIDENT'S OFFICE

Mrs. Claire Matthews ..... Special Assistant to the President and Secretary to the Board of Trustees

## DEVELOPMENT OFFICE

Mr. Jim Keating	Director of Support Groups and Communications
Mrs. Jean Lahey	Special Events
Mrs. Gayle Gaylord	Secretary

## OFFICE

Ms. Janis Hoffart	Administrative Secretary
Mrs. Nancy Rives	Receptionist
Mrs. Susan Young	Attendance Secretary
Mrs. Roberta Tosta	Registrar
Mrs. Mary Alice Delgado	Admissions/Guidance Secretary



**ATHLETICS**

Mr. Daniel Delgado ..... Athletic Director  
Mrs. Jill Bennett ..... Assistant Athletic Director

**CAMPUS MINISTRY**

Brother Kevin Slate, FSC. .... Campus Minister  
Ms. Christine Paintner ..... Assistant Campus Minister  
Rev. Colin MacDonald ..... Chaplain

**COUNSELING**

Mr. John Higgins ..... Guidance Director

**ADMISSIONS**

Mr. Jim Hughes ..... Director of Admissions

**BOOKSTORE**

Mrs. Lee Wurschmidt ..... Director

**CAFETERIA**

Mr. Bud Graham ..... Food Service Manager  
Mrs. Pat Graham ..... Assistant  
Mrs. Theresa Guilherme ..... Assistant

**BUILDINGS AND GROUNDS**

Mr. Joe Guilherme ..... Supervisor  
Mr. Manuel Brum ..... Groundskeeper  
Mr. Germano Nascimento ..... Groundskeeper/Custodian  
Mr. Germano Fernandes ..... Custodian  
Mr. Fernando Freitas ..... Custodian  
Mr. Joao Coelho ..... Custodian

## FACULTY

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MRS. JILL BENNETT

*Instructor of Physical Education., Department  
Chairperson, Assistant Athletic Director, Sports  
Camp Director*

MS. CATHY BOSCH

*Instructor of Mathematics, Sophomore Class  
Moderator*

MRS. JUDY BUDZENSKI

*Instructor of Mathematics, Academic Assistant  
Principal/Students*

MR. TOMAS CAPOGRECO

*Instructor of Spanish*

MS. MARCIA CLARKE

*Instructor of Science, Assistant Dean of Students*

MR. JEFF CORRIGAN

*Instructor of German, Academic Assistant  
Principal/Faculty*

MR. MIKE COSTELLO

*Instructor of Mathematics, Intramurals*

MR. SONNY DAL PORTO

*Instructor of Science, Scholar Program Assistant*

MR. DANNY DELGADO

*Instructor of Science, Athletic Director, Head Cross  
Country Coach, Assistant Track Coach*

MR. MICHAEL DESMOND

*Instructor of Social Studies, Moot Court*

SR. DIANA FRANCIS METZLER, RSM

*Instructor of English, Interact Club Moderator*

MR. MICHAEL DIFILIPPO

*Instructor of Science, Department Chairperson,  
Science Club Moderator*

MR. JOHN DONCH

*Instructor of Science, Assistant Frosh Football  
Coach, Assistant Track Coach*

MS. BODIL DRUCKER

*Instructor of Fine Arts and Mathematic,  
Yearbook Moderator*

MR. TOM ENGLISH

*Instructor of Social Studies, Department  
Chairperson*

MR. TONY FERRANTE

*Instructor of Science and Math*

MR. THOMAS FERNANDO

*Instructor of Religion, Key Club Moderator*

MR. JOSEPH GILL

*Instructor of English, Varsity Head Baseball Coach*

MRS. SHELLY GORMAN

*Instructor of Social Studies, Senior Counselor*

MRS. MADELINE GUERRA

*Instructor of Science, Sophomore Class Moderator*

MR. KEVIN HAAG

*Instructor of English, Assistant Frosh Football  
Coach, Hallo-Hallo Club Moderator*

MS. JOAN HAAN

*Instructor of English, Junior Counselor,  
Students Reaching Out Moderator, CORE Team*

MR. JOHN HIGGINS

*Instructor of Religion, Guidance Department  
Chairperson*

MR. BRIAN HOEY

*Instructor of Mathematics*

MR. JIM HUGHES

*Director of Admissions*

MR. DAVID JABLONSKY

*Instructor of English, Department Chairperson*

MS. MARY JENKINS

*Instructor of Social Studies, CSF/NHS Moderator,  
JSA Moderator*

BR. JESUS LARA, FSC

*Instructor of Spanish and Religion,  
Director of Student Activities*

BR. KEVIN SLATE, FSC  
*Instructor of English and Religion, Campus Minister,  
Freshman Class Moderator*

MR. KENNY KIRRENE  
*Instructor of English, Assistant Senior Class  
Moderator, Moot Court Moderator*

MR. ROBERT KOSSICK  
*Instructor of Social Studies, Audio Visual  
Coordinator*

MR. MICAH LAZENBY  
*Instructor of Mathematics, Assistant Football Coach,  
Black Student Union Moderator*

MR. RON LIMEBERGER  
*Instructor of Physical Education, Intramurals and  
Drivers Education*

MR. KEVIN MC GOVERN  
*Instructor of Fine Arts, Department Chairperson*

MR. GREGORY MEEGAN  
*Instructor of English and Social Studies, Varsity  
Head Football Coach, Junior Class Moderator*

MS. ADRIANA MUNDO  
*Instructor of Spanish, Maya Club Moderator*

MR. PATRICK O'BRIEN  
*Instructor of Social Studies, Sophomore Counselor,  
MESA Moderator, Men's Tennis Coach*

MRS. CHRISTINE PAINTNER  
*Instructor of Religion, Assistant Campus Minister*

MS. HOLLY PETERSON  
*Instructor of Religion, Wellspring Moderator,  
Women's Tennis Coach*

MR. FRED QUONTAMATTEO  
*Instructor of Spanish, Work Study Coordinator*

BR. RICHARD ORONA, FSC  
*Instructor of Spanish and Religion, Co-Moderator  
Maya Club, Freshman Class Moderator*

SR. RITA ESPARZA, RSM  
*Instructor of ADP English and Study Skills,  
Academic Development Program Administrator*

MR. DANIEL RANGE  
*Instructor of Music*

MS. KATHY ROSENFELD  
*Instructor of French, Advanced Placement  
Coordinator*

MR. ROLF SCHUMANN  
*Instructor of Mathematics, Wellspring Coordinator,  
Junior Varsity Coach*

MRS. CLEONE SILAN  
*Librarian*

MS. ROBYN SLAKEY  
*Instructor of Fine Arts, Friday Night Live Moderator*

MR. GEORGE SMITH  
*Instructor of Physical Education and Science, PAL  
Football, Junior Class Moderator*

MRS. SUSAN SNYDER  
*Instructor of English, Newspaper Moderator*

MS. CECILIA SULLIVAN-POWERS  
*Instructor of Religion, Interim Assistant Dean of  
Students, Assistant Director of Student Activities*

MS. MARNIE SUNDERBRUCH  
*Instructor of English, Scholar Program Moderator,  
Literary Art Journal Coordinator*

MS. GABRIELE TRUHITTE  
*Instructor of German, German Club Moderator*

MRS. KATHY VAN LIEFDE  
*Instructor of Mathematics, Department Chairperson*

MS. NAOMI VASQUEZ  
*Instructor of English*

MR. TERRY VENDLINSKI  
*Instructor of Mathematics*

BR. WARREN STEWART, FSC  
*Instructor of Social Student, Drama Assistant*

MS. KENA WARRICK  
*Instructor of Religion and Social Studies  
Academic Counselor*

MR. ERIC WESTMARK  
*Instructor of Religion*

MS. BOBBI WILSON  
*Instructor of Fine Arts, Music Director,  
Jazz Band Coordinator*

MR. JACK WITRY  
*Instructor of Mathematics, Dean of Students*

MS. CHRISTINA WOODS  
*Instructor of Social Studies,  
CORE Team Member*

MS. LEE WURSCHEMIDT  
*Instructor of Mathematics, Bookstore Manager  
Mathletes Moderator*

MR. CHUCK ZANNETTI  
*Instructor of Religion, Department Chairperson*

# August 1995

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Alumni Bd Mtg/7pm	3	4	5
6	7	8 Spirit Auction Mtg, 7pm	9 Booster Bd Mtg/7:30pm	10 PSO Bd Mtg/7:30pm	11	12
13	14	15	16	17	18	19
20	21	22 SRO Workshop, 9-11am	23 Study Skills	24 Study Skills New Teacher Orientation District & CBS	25 <b>Community Mtg</b> Campus Minister Mtg Community Social	26 Blue/Red Scrimmage, CBS, 10:am
27	28 <b>Student Process</b> (All Students) Orientation New & Transfer Students Sue Mills, Cafeteria	29 <b>Special Schedule</b> 8 am-Seniors & Juniors 9:10am-Soph & Frosh	30 <b>Special Schedule</b> 8 am-Soph & Frosh 9:10am -Senior & Junior Soccer vs Roseville(H):3:30/5:pm	31 <b>FULL DAY OF CLASSES</b> Grading Policies Due		

# September 1995

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3	4 LABOR DAY No Classes	5 Dept Mtg/2pm dismissal Soccer vs Yuba City(H)3:30/ 5pm	6 Alumni Bd Mtg/7pm	7 Fr.Ftbal vs El Camino(A)4pm	8 Rally Schedule Alumni Wine Tasting Soccer Del Campo Tourney (TBA) Ftbal vs ElCamino(A) 5:30/ 7:30p	9 CC:Oakmont Invt(Sierra College)9am Soccer Del Campo Tourney (TBA) St. Francis Dance
10 Student Activity Dir. Wkshop, 9/10-12	11	12 Community Mtg/2pm dismissal Spirit Auction Mtg. 7pm	13 Soccer vs Wood(H)3:30/5pm Boosters Bd Mtg/ 7:30pm	14 Back to School Night Early Dismissal CC: Elk Grove Park/3:30p Fr.Ftbal vs Florin(CRC)4pm	15 Soccer vs Burbank(H)3:30p JV Soccer vs Natomas(H) 5pm Ftbal vs Florin (CRC)5:30/ 7:30p	16 CC: Angels Camp/9:30am Jesuit Dance
17 Frosh Unity Day & Family Liturgy	18 Student Body Officers Mass/Jesuit	19 Metro Mtg 9am, CBS Sr. Search Wkshop	20 Soccer vs Johnson (A)3:30/ 5pm College Night,Sr/Parents	21 Fr.Ftbal vs Nevada Un(H) 4pm	22 Soccer vs McClatchy(H)3:30/ 5pm Ftbal vs AAStagg(A)5:30/ 7:30p Loretto Dance	23 CC:Chevy to Chevy's/8:30am
24 Class Awards Sunday	25 Progress Reports due	26 Verification due	27 Mail Progress Reports Soccer vs Jesuit(A)3:30/5pm	28 CC:Elk Grove/3:30p Fr.Ftbal vs Burbank(H)4pm	29 Soccer vs Sac(H)3:30/5pm Ftbal vs Burbank(ARC)5:30/ 7:30p	30 CC:Grass Valley/10:am CB Dance

# October 1995

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
ISC Officers Mtg/CBS	SSAA (Napa) Br. Norman Visit Soph Classes 10/2-5	<b>Dept Mtg/2pm dismissal</b> SSAA(Napa) CADA Conf. Woodland	Soccer (A)3:30pm Alumni Bd Mtg/7pm	Fr.Fibal vs Sac(A)4pm	Fibal vs Sac(Hughes)5:30/7:30p	
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
		<b>Community Mtg/2pm dismissal</b> Blood Drive M.Brennan visit 10/10-12 Spirit Auction Mtg, 7pm	Mathletes 3-6pm, CBS CC:Ancil Hoffman/3:45p JV Soccer vs Natomas(A) 3:30p Soccer vs Burbank(A)3:30p Boosters Bd Mtg/ 7:30pm	Fr.Fibal vs McClatchy(H) 4pm Br.Bertram Society Dinner	Soccer vs Johnson(H)3:30/ 5pm Fibal vs McClatchy(ARC) 5:30/7:30p	CC:Hayward/9am SAT I only
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
<b>CB OPEN HOUSE</b> <b>1-3 PM</b> Jesuit Open House 11-1pm	FACULTY DAY <b>No Classes</b>	<b>English/Math Exams</b>	<b>Lang/Religion Exams</b> Soccer vs McClatchy(A)3:45/ 5pm Frosh Guidance Night	<b>Sci/Soc Studies Exam</b> CC:Elk Grove Park/3:30p Fr.Fibal vs Johnson(A)4pm Jesuit Play 10/19-22 PSO Bd Mtg, 7:30pm	<b>PE/FA Exams</b> Soccer vs Jesuit(H)3:30/5pm Fibal vs Johnson(Hughes) 5:30/7:30pm	CC:Elk Grove Park/3:30p
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
Loretto Open House 12-2pm		PSAT/Career Testing Senior Liturgy	Soccer vs Sac(A)3:30/5pm CC:Metro Meet(Sierra College)3:30p	<b>Night Rally</b> Fr.Fibal vs Kennedy(H)4pm Jesuit Play 10/26-29	Soccer vs Natomas(H) 3:30pm Fibal vs Kennedy(ARC)5:30/ 7:30p	A.C.T. testing @CBS Homecoming Dance
<b>29</b>	<b>30</b>	<b>31</b>	<b>Homecoming Week Special Schedule</b>			
St. Francis Open House 1-4pm		Halloween Special Schedule				

# November 1995

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5	6	7	8	9	10	11
		Class Meetings <b>Dept Mtg/2pm dismissal</b>	Soph Parent Support Night Boosters Bd Mtg/ 7:30pm	Frosh Elections Fr. Ftbl vs Natomas(H)4pm PSO Bd Mtg/7:30pm	VETERANS DAY <b>No Classes</b> CC:Section (Sierra College) 9am Ftbl vs Mira Loma(ARC) 5:30/7:30p	Estate Planning Seminar 9-3pm Loretto Homecoming Dance
12	13	14	15	16	17	18
	Food Drive begins STAFFING DAY <b>No Classes</b>	<b>Community Mtg/2pm dismissal</b> Spirit Auction Mtg. 7pm		Huether Wkshop 11/ 16-18 Fall Play Dress Rehearsal	Progress Reports due	Venaver Retreat, 11/18-22 St. Francis Homecoming Dance
19	20	21	22	23	24	25
Eligibility Deadline <b>Soph Family Liturgy</b> Fall Play, 2pm	Verifications due	Mail Progress Reports <b>Thanksgiving Prayer Service</b>			<b>Fall Play, 8pm</b>	(B)BBvs Center (A) CC:State Meet(Fresno)9am
26	27	28	29	30		
CC:State Meet(Fresno)9am		(B)BB vs Rio Linda(A)		(B)BB vs Nevada Union(H)	<b>Thanksgiving Vacation</b>	



# December 1995

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3	4 Br. Norman Visit Jr. Class 12/4-8	5 <b>Dept Mtg/2pm dismissal</b> Metro Mtg 9am, CBS	6 <i>Toy Drive begins</i> Alumni Bd Mtg/7pm	7 (B)BB Del Campo Toumey 12/7, 8, 9	8 <b>Immaculate Conception</b> Mass	9 A.C.T. Test
10	11	12 (B)BBvs Del Oro (A) Spirit Auction Mtg, 7pm	13 Boosters Bd Mtg/ 7:30pm	14 (B)BB Jesuit Toumey 12/ 14, 15, 16 Christmas Concert, St. Philomene's (tent) PSO Bd Mtg/7:30pm	15 New Course Descript Due <i>Oakridge Xmas Party</i>	16 CC:Kinney Nationals(San Diego)9am Jesuit Dance
17	18 B/C Exams	19 D/E Exams <i>Community Mtg/12pm</i>	20 F/G Exams	21 A Exam	22 (B)BB vs San Juan (H)	23
<b>SEMESTER EXAMS</b>						
24	25	26	27	28	29	30
<b>Christmas Vacation</b>						
<i>CBS Xmas Classic</i>						
<b>Christmas Vacation</b>						
31						

# January 1996

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 (B)BB vs Grant (A) (G)BB vs McClatchy(A)	3 (B)BB vs Johnson (H)	4 (G)BB vs St. Francis(H)	5 (B)BB vs Kennedy (A)	6
7	8 Classes Resume Grades Due M. Brennan visit 1/8-11	9 Verifications due (G)BB vs Kennedy (A) Spirit Auction Mtg. 7pm	10 Mail Report Cards (B)BB vs Burbank(H) Boosters Bd Mtg/ 7:30pm College \$\$ Aid Night Wkship	11 (G)BB vs Sac(H) PSO Bd Mtg/7:30pm	12 (B)BB vs McClatchy(H) Rally Schedule	13
14	15 MARTIN LUTHER KING DAY No Classes	16 Community Mtg/2pm dismissal Course Catalog changes due (G)BB vs Burbank(H)	17 (B)BB vs Jesuit (A)	18 (G)BB vs Loretto(A)	19 (B)BB vs Sac (A)	20 Mother/Son - Father/ Daughter Dinner Dance
21	22	23 (G)BB vs Johnson(H)	24 (B)BB vs Natomas (A)	25 (G)BB vs McClatchy(H)	26 Talent Show (B)BB vs Johnson (A)	27 SAT, I & II Alumni Dinner
28	29	30 (G)BB vs St. Francis(A)	31 (B)BB vs Kennedy (H) Lower Division(9-10) Academic Night			

# February 1996

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4	5 SSAA (Napa)	6 <i>Dept Mtg/2pm dismissal</i> SSAA(Napa) Blood Drive (G)BB vs Sac (A)	7 Progress Reports due (B)BB vs McClatchy (A) Alumni Bd Mtg/7pm	8 Verifications due (G)BB vs Burbank(A)	9 Mail Progress Reports (B)BB vs Jesuit (H) St. Francis Dance	10 Jazz Concert, 7:30pm
11 Eligibility Deadline	12	13 <i>Community Mtg/2pm dismissal</i> (B)BB vs Loretto(H) Spirit Auction Mtg, 7pm	14 (B)BB vs Sac (H) Boosters Bd Mtg/7:30p	15 (G)BB vs Johnson(A) PSO Bd Mtg/7:30pm	16 (B)BB vs Natomas (H)	17
18	19 PRESIDENTS' DAY <i>No Classes</i>	20	21 <i>Ash Wednesday</i> <i>Prayer Service</i>	22	23 CBS Dance	24 Jesuit Dance Loretto Auction
25	26 M. Brenman visit 2/ 26-29	27	28 College Night Jr & Parents	29		

# March 1996

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3	4	5 <i>Dept Mtg/2pm dismissal</i>	6 Tennis vs Burbank(H) Alumni Bd Mtg/7pm	7	8	9
10	11 Lang/Religion Exams Tennis vs Johnson(H)	12 Sci/Soc Studies Exam Spirit Auction Mtg, 7pm	13 English/Math Exam Tennis vs Sac(H) Booster Bd Mtg/7:30pm	14 FA/PE Exam Lasallian Leadership Wkshp(LD) 3/14-17 PSO Bd Mtg/7:30pm	15	16 Boosters Crab Feed
17	18 Grades Due Tennis vs Jesuit(H)	19 <i>Community Mtg/2pm dismissal</i> Verifications due Jr. Leadership Wkshp/ Vocation Program Mary Brennan 3/19-22	20 Mail Grades Venaver-Tijuana 3/20-24 Tennis vs Kennedy(H)	21	22	23 SAT, I Only Jesuit Pace Auction
24	25 Tennis vs McClatchy(A)	26 <i>Spring Musical. 2pm</i> Spring Concert, 7:30pm	27 <b>Career Day</b>	28	29	30
31	Eligibility Deadline				Junior Prom (tentative)	

# April 1996

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
7	8 Tennis vs Burbank(A)	9 Spirit Auction Mtg, 7pm	10 Tennis vs Johnson(A) Boosters Bd Mtg/ 7:30pm	11 PSO Bd Mtg/7:30pm	12 A.C.T. Test	13	
14	15 Classes Resume Sr. Progress Reports due Tennis vs Sac(A)	16 Community Mtg/2pm dismissal Verifications due M. Brennan visit 4/ 16-19	17 Mail Sr. Progress Reports Metro Mtg 9am, CBS Tennis vs Jesuit(A)	18	19 Senior Ball (tentative)	20	
21	22 Tennis vs Kennedy(A)	23	24 Progress Reports due ASB Speeches Tennis vs McClatchy(A)	25 Verifications due Renaissance/Madrigal Dinner	26 Mail Progress Reports ASB Elections Hall of Fame Dinner	27 Loretto Jr/Sr Prom & Frosh/Soph Dance	
28	29 Senior Family Liturgy	30 Tennis Metro Singles	Campaign Week				

# May 1996

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5 <b>CB Spirit Auction</b> College Fair, St. Mary's College	6 <b>AP French/Physics Exam</b>	7 <b>AP Spanish Exam</b> Dept Mtg/2pm dismissal M. Brennan visit 5/6-8	8 <b>AP English Lit/Music Theory Exam</b> Booster Bd Mtg/7:30pm	9 <b>AP Calculus Exam</b> College Fair, UC Davis PSO Bd Mtg/7:30pm	10 <b>AP US History Exam</b> "Pop" Concert, 7:30pm	11
12	13 <b>AP German Exam</b> Campaign Week Class speeches	14	15 <b>AP US Government Exam</b> FOUNDERS DAY Walk-a-thon	16 Sr. B/C Exams	17 Sr. D/E Exams Election Class Officers Jesuit Jr. Prom	18
19	20 Sr. F/G Exams	21 <b>Community Mtg/2pm dismissal</b> Sr. A Exam	22 <b>Graduation</b> 9am Baccalaureate 5pm Commencement Loretto Graduation	23 Volunteer Appreciation Night	24	25 Jesuit Sr. Ball
26	27 MEMORIAL DAY No Classes	28	29 St. Francis Graduation	30	31	

# June 1996

## Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2 Jesuit Graduation	3 B/C Exams	4 D/E Exams	5 F/G Exams	6 A Exam 10:30 Comm Mtg 12:00 Fac/Staff Luncheon	7 Semester Grades due	8 A.C.T., Testing @ CBS
9	10 Mail Grades SSAA (Napa)	11 SSAA (Napa)	12 SEMESTER EXAMS	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

# CHRISTIAN BROTHERS HIGH SCHOOL

4315 Martin Luther King Jr. Boulevard • Sacramento, California 95820 • (916) 733-3630 FAX 733-3639

## CLASS BELL SCHEDULES

### *Regular/Homeroom*

*45 minute classes*

1st Set	8:00 – 8:45
2nd Set	8:49 – 9:34
Homeroom	9:38 – 9:48
Break	9:48 – 10:03
3rd Set	10:07 – 10:52
4th Set	10:56 – 11:41
1st Lunch	11:41 – 12:14
Early E Set	11:45 – 12:30
2nd Lunch	12:30 – 1:04
Late E Set	12:19 – 1:04
6th Set	1:09 – 1:54
7th Set	1:58 – 2:43

### *Special Meeting/Rally*

*40 minute classes*

1st Set	8:00 – 8:40
2nd Set	8:44 – 9:24
Break	9:24 – 9:39
3rd Set	9:43 – 10:23
4th Set	10:27 – 11:07
1st Lunch	11:07 – 11:41
Early 5th Set	11:11 – 11:51
2nd Lunch	11:51 – 12:26
Late 5th Set	11:46 – 12:26
6th Set	12:31 – 1:11
7th Set	1:15 – 1:55
Meetings or Rally	2:00 – 2:45

### *Rotation*

Set	Mon	Tues	Wed	Thurs	Fri
1st	A	A	A	A	A
2nd	B	B	B	B	B
HR	HR	HR	HR	HR	HR
	Break	Break	Break	Break	Break
3rd	C	D	F	G	C
4th	D	F	G	C	D
1st Lunch	***	***	First Lunch	***	***
5th	E	E	E	E	E
2nd Lunch	***	***	Second Lunch	***	***
5th	E	E	E	E	E
6th	F	G	C	D	F
7th	G	C	D	F	G

### *Assembly*

*40 minute classes*

1st Set	8:00 – 8:40
2nd Set	8:44 – 9:24
Assembly	9:24 – 10:19
Break	10:19 – 10:34
3rd Set	10:38 – 11:18
4th Set	11:22 – 12:02
1st Lunch	12:02 – 12:35
Early 5th Set	12:06 – 12:46
2nd Lunch	12:46 – 1:20
Late 5th Set	12:40 – 1:20
6th Set	1:25 – 2:05
7th Set	2:09 – 2:49