

# BISHOP MIEGE HIGH SCHOOL

Shawnee Mission, Kansas  
2023-2024 Student Handbook



## MISSION STATEMENT

Bishop Miege High School,  
a Catholic Community of Faith, strives to develop the  
potential of our students through spiritual growth,  
academic success and stewardship.

## Bishop Miege High School Faculty & Staff Administration

Mr. Phil Baniewicz, M.S.N., President  
Mrs. Maureen Engen, M.S.L., Principal  
Mr. Joe Schramp, Ed.S., Associate Principal/ Athletic Director  
Mr. Alex Keith, M.S.L., Dean of Students

### Campus Ministry

Mr. Bill Creach, M.L.A., Director of Campus Ministry/Christian  
Social Service Program  
Father Anthony Mersmann, M.Div./STB, Chaplain  
Mrs. Debbi Schraeder, Administrative Assistant

### Guidance Department

Mrs. Amy Carman, M.S., Counselor  
Mr. Dan Meara, M.A., Counselor  
Mrs. Elaine Schmidtberger, M.A., Counselor  
Mrs. Katie Stilwell, L.P.C., N.C.C., Social Emotional Counselor  
Mrs. Teresa Rodriguez, Registrar & PowerSchool Manager  
Mrs. Evelyn Lopez, Administrative Assistant

### Admissions Team

Mrs. Patti Marnett, Director of Admissions, Financial Aid Director  
Ms. Katie Jo Kirk, Admissions Coordinator/Retail Manager

### Learning Resource Department

Mrs. Mallorie Hurlbert, LMSW, M.Ed, Learning Resource  
Director  
Mr. Bill Conley, B.S.E.  
Mrs. Marie Devine, B.S.E.  
Ms. Sara Strayhall, Learning Center Support Staff

### Community Outreach

Jon Holmes, M.S.A.

### Development Office

Mrs. Molly Peterson, Director of Advancement  
Mr. Corbin Sedlacek, Development Associate  
Mrs. Becky Skaggs, Development Associate  
Mrs. Teresa Stockton, Director of Communications and Graphics

### 21st Century Learning

Mr. Matthew Peterie, M.S.E., Director/Engineering Lab  
Dr. Jackelyn Arico, Ph.D., Project Studio Coordinator  
Mrs. Lori Voss, M.A., Math Hub Coordinator

---

### Business/Computer Science Department

Ms. Lori Dowd, M.E.  
Mr. Matt Eshelbrenner, M.A.

### English/Language Arts

Mr. Dan Fournier, M.A., Chairperson  
Mr. Michael Allen, M.A.  
Mr. Brock Hess, B.A.  
Mrs. Jessica Switzer, M.E.  
Mr. Jacob Taylor, B.A.  
Mrs. Margaret Verschelden, M.A.  
Mrs. Janie Woods, B.A.

### Engineering Department

Mr. John Clark, M.Ed., Chairperson  
Mr. Scott Anderson, M.A.  
Mr. Matt Eshelbrenner, M.A.

### Family & Consumer Science Department

Mrs. Bridget Hays, B.S.

### Fine Arts Department

Mrs. Robin Christie, B.M.E.  
Chairperson  
Ms. Kathryn Berry B.A.  
Mr. Austin Barnes, M.M.  
Mr. Michael Long, B.F.A.  
Mrs. Sarah McCambridge, M.A.  
Mrs. Tiffany Nesbihal, B.A.  
Mrs. Melissa Reynolds, M.A.

### Mathematics Department

Mrs. Erica Hafey, M.A., Chairperson  
Mrs. Jane Barreca B.A.  
Ms. Emily Feuerborn, B.S.  
Ms. Taryn Frank, B.S.E.  
Mr. Andrew Groene, M.A.  
Ms. Kayla Moylan, B.S.  
Mrs. Cara Nelson, M.Ed.  
Mrs. Lori Voss, M.A.

### Physical Ed./Health Department

Mr. Travis Grosdidier, M.A. Chairperson  
Mr. Tyler Paule, B.S.  
Mrs. Lindsay Franco, M.A.

### Theology Department

Mr. Steve Koesterer, Ed.S., Chairperson  
Mrs. Patricia Arnold, M.A.  
Ms. Alicia Baehr, M.A.  
Mr. Ryan Geris B.A.  
Mr. Brock Hess, B.A.  
Mrs. Nancy Weber, M.A.

### Science Department

Mr. John Clark, M.Ed. Chairperson  
Mr. Scott Anderson, M.A.  
Mrs. Nikki Burnett, M.S.  
Mrs. Angela Lueckenotto, M.N.A.S.  
Mrs. Paula Patterson, B.S.  
Mr. Matthew Peterie, M.S.E.  
Ms. Emily Knaus, M.Ed.  
Mrs. Mary Beth Summers, M.S.

### Social Studies Department

Mr. James Wilcox, M.Ed., Chairperson  
Mr. Greg Bippen, M.A.  
Mr. D.J. Gemmill, M.A.  
Mrs. Amy Lukert, M.Ed.  
Mrs. Margaret Verschelden, M.A.

### World Language Department

Mrs. Martha Drone, M.Ed., Chairperson  
Mrs. Jennifer Dessert, M.A.  
Mr. Ryan Geris, B.A.  
Mrs. Leigh-Ann Haggerty, M.B.A

### School Nurse

Mrs. Malisa McEachen, R.N.

### Professional Support Staff Administrative Office

Mrs. Barbara Allen, Bookkeeper  
Mrs. Mariann Jaksa, Executive  
Assistant  
Mrs. Patti Marnett, Comptroller  
Mrs. Ellen Monty, Administrative  
Assistant

### Attendance Office

Mrs. Jennifer Ceceña, Administrative  
Assistant  
Mr. Nate Huppe, Assistant Athletic  
Director

### Facilities & Maintenance

Mr. Ryan Wrigley, Facilities Manager  
Mr. Bob Dankert, Custodian  
Mr. Jeff Jones, Custodian  
Mr. Jose Lopez, Custodian  
Mr. Calvin Ross, Custodian  
Mr. James Jones, Maintenance

### IT Systems Administrator

Justin Story

### Security Office:

Mr. Greg Schiffelbein, SRO

# 2023-2024 Bell Schedule

<u>A/B Day</u>	
Hour 1/5	8:25-9:55
Hour 2/6	10:00-11:30
Hour 3/7	11:35-1:30
A Lunch	11:35-11:57
	Class 12:02-1:30
B Lunch	12:02-12:24
	Class 11:35-11:57 & 12:29-1:30
C Lunch	12:29-12:51
	Class 11:35-12:24 & 12:56-1:30
Faith Family	1:35-1:45
Hour 4/8	1:50-3:25

<u>Herd or Flex A/B (1-4/5-8)</u>	
Hour 1/5	8:25-9:46
Hour 2/6	9:51-11:12
Hour 3/7	11:17-1:05
3A Lunch	11:17- 11:39
	Class 11:44-1:05
3B Lunch	11:44-12:06
	Class 11:17-11:39 & 12:11-1:05
3C Lunch	12:11-12:33
	Class 11:17-12:06 & 12:38-1:05
Hour 4/8	1:10-2:31
Herd Or Flex	2:36-3:25

<u>Mass Day A/B (1-4 / 5-8)</u>	
Hour 1/5	8:25-9:42
<b>Mass</b>	<b>9:47-10:57</b>
Hour 2/6	11:02-12:44
A Lunch	11:28- 11:50
	Class 11:02-11:23 & 11:55-12:44
B Lunch	11:55-12:17
	Class 11:02-11:50 & 12:22-12:44
C Lunch	12:22-12:44
	Class 11:02-12:17
Hour 3/7	12:49-2:04
Hour 4/8	2:09-3:25

<u>Late Start</u>	
Faith Formation	7:45-8:15
Department/PD/ Level Meetings	8:25-9:10
Hour 1/5	9:25-10:40
Hour 2/6	10:45-12:00
Hour 3/7	12:05-1:50
A Lunch	12:05-12:27
	Class 12:32-1:50
B Lunch	12:32-12:54
	Class 12:05-12:27 & 12:59-1:50
C Lunch	12:59-1:19
	Class 12:05-12:54 & 1:24-1:50
Faith Family	1:55-2:05
Hour 4/8	2:10-3:25

<u>1-8 Hour Day</u>	
Hour 1	8:25-9:09
Hour 2	9:14-9:58
Hour 3	10:03-10:47
Hour 4	10:52-12:08
A Lunch	10:52-11:14
	Class 11:19-12:08
B Lunch	11:19-11:41
	Class 10:52-11:14 11:46-12:08
C Lunch	11:46-12:08
	Class 10:52-11:41
Hour 5	12:13-12:57
Hour 6	1:02-1:46
Hour 7	1:51-2:35
Hour 8	2:40-3:25



## Final Exam Bell Schedule and Rules



### Friday 12/15 & 5/18

Hour 1	8:25 - 9:55 am
Hour 2	10:05 - 11:35 am

### Monday 12/18 & 5/20

Hour 3	8:25 - 9:55 am
Hour 4	10:05 - 11:35 am

### Tuesday 12/19 & 5/21

Hour 5	8:25 - 9:55 am
Hour 6	10:05 - 11:35 am

### Wednesday 12/20 & 5/22

Hour 7	8:25 - 9:55 am
Hour 8	10:05 - 11:35 am
Make Up* (Media Center)	Noon - 1:20



\*Make Up times for finals are only for students who become sick and cannot take the final on the day of their testing. This is not an optional or alternative time for students to take their finals.

Changing a time for a final should only be done in extreme and rare circumstances. Requests to change time for finals must be approved by Administration and teachers ONE WEEK before finals begin. Students can pick up request sheets from the Guidance Office. Please plan family vacations after all finals have been completed.

Powerschool will be turned off on the first day of finals and turned back on when grades are finalized. Powerschool will remain turned off for students who are on the fees and fines or detention list.

One Waiver per student will be created to exempt an exam and will be handed out by Administration the week before finals.

All students can receive one waiver for a final exam each semester that will be submitted to the teacher by the student. (Seniors see next section). Students, in the class they are waving must have a 93% or above, less than four (4) unexcused absences, less than five (5) tardies and be in good discipline standing for the semester. **Teachers will have final discretion to approve or deny a waiver for a final exam. Students who are on a behavior, academic or disciplinary contract will not receive a waiver.**

Seniors may opt out of all **second semester** exams, with the exception of students in A.P. or dual enrollment classes, providing they have met the following criteria:

- Demonstrated mastery of the content (better than 93%)
- Have been responsible for modeling appropriate behavior and attendance
- No more than four (4) unexcused absences in one class for the semester
- The Administration and/or teachers have the right to deny an exemption.

## **Bishop Miege High School**

### **Our History**

The Archdiocese of Kansas City in Kansas established Bishop Miege High School in 1958. Miege was named in memory of Bishop John Baptist Miege, the first bishop of the territory of Kansas. Bishop Miege was instituted as a co-educational archdiocese school to serve Northeastern Johnson County. Today, the school's geographical boundaries have expanded, and the school enrolls young men and women from throughout the Johnson County region, as well as students from Missouri.

### **Our Philosophy**

We believe the responsibility of a Catholic school community in a democratic society is to provide as many varied opportunities for accomplishment and development as the individual student's aptitude, skills and potential will allow.

We further believe that each student comes to us as a member of another community - the family - and within that community resides the student's primary educators: his/her parents. We, therefore, include in our educational process the parents, as well as all others who contribute to the total education of the student.

### **Our Educational Objectives**

Our goal is to serve students who seek admission, to identify their needs and to provide a variety of programs to serve those needs and interests, thus providing for a comprehensive educational process which fosters the development of the student as a whole person.

Foremost, we believe that all who are responsible for the instruction of students must follow the moral and ethical guidelines of the Master Teacher: Jesus Christ.

### **Nondiscrimination Policy**

The Catholic schools of the Archdiocese of Kansas City in Kansas welcome students of every race, national origin and gender and admit them to all rights, privileges, programs and activities generally made available to students in these schools. Preference in admissions is given to members of the Catholic parishes/regions served by the Archdiocesan schools and members of the Catholic faith.

### **Our Professional Affiliations**

Miege is a fully accredited high school, both by the State of Kansas and the Cognia Association, and is a member of the National Catholic Education Association.

### **Our Insignia: Bishop John Baptist Miege Coat of Arms**

**Nova ET Vetera: (The New and the Old)**

### **Our Mascot and School Colors: Stags; Royal Blue and Scarlet Red**

**Our Motto: Excellence: Our Goal  
Success: Our Tradition**

**Bishop John Baptist Miege**

Bishop John Baptist Miege was born on September 18, 1815, in France. He entered the Society of Jesus in 1836 and was ordained to the priesthood in 1847. In 1850, Pope Pius IX established the Vicariate Apostolic East of the Rocky Mountains. A vicariate apostolic is a territorial division of the Catholic Church that does not have the full status of a diocese. The vast territory, comprising more than 500,000 square miles, stretched from the Missouri River to the Rocky Mountains and from Canada to New Mexico. Father Miege, just three years ordained, was chosen to lead the vicariate.

He was consecrated a bishop on March 25, 1851, and served the Native Americans of the Great Plains at the mission in St. Mary's, Kansas. In 1854, after the passage of the Kansas-Nebraska Act, Bishop Miege anticipated population growth along the Missouri River, moving his residence to Leavenworth. He formally established the Cathedral of the Immaculate Conception, in Leavenworth, on August 15, 1855.

Bishop Miege retired as bishop of Leavenworth, Kansas, in 1874. After a few years at Woodstock College in Maryland, he was called on, in 1877, to become the first president of Detroit College, known today as the University of Detroit Mercy. He filled the position with distinction until 1881, when he returned to Woodstock College to serve as a counselor to the students there. He died a few years later on July 21, 1884.

(Adapted from *The Archdiocese of Kansas City in Kansas, 150 Years of Faith: 1850 – 2000*, 2000, and *Bishop East of the Rockies: The Life and Letters of John Baptiste Miege, S.J.*, 1994)

### **St. Angela Merici (Feast Day: January 27)**

St. Angela Merici, daughter of a middle class farm family, was born in Desenzano, Italy, around 1470. Sometime in her teens she had an experience that proved to be life shaping; it convinced her of God's love for her. She longed to serve God in the real world and in real and practical ways.

After years of prayer, various kinds of service to the poor and needy, and caring for the young and old, she founded the Company of Saint Ursula, taking the 8th century legendary woman as her patron. Ursula, according to legend, took 10,000 virgins on pilgrimage to Rome to consult with the pope. By Angela's day, Ursula was patroness of youth and therefore a worthy inspiration to Angela's company.

St. Angela's vision offered a new kind of religious life for women to dedicate their lives to God and to the service of others while living among the people. Her followers lived in their homes and went about their accustomed duties, paying attention to the way they served and the love that motivated them.

As Angela's reputation for holiness grew, people of all ranks came to her for counsel, comfort and reconciliation. Today she would have many titles - spiritual director, youth minister, director of charities, teacher, social worker, nurse. But in her day she was simply "Madre Angela," beloved friend of all. She died on January 27, 1540.

St. Angela Merici's gift of loving God in the world and serving God's people in whatever needs they have, continues to live on in the work, example, and legacy of the Ursuline Sisters who have served the Bishop Miege Community since 1958.

(Adapted from the Ursuline Sisters of Mount Saint Joseph and the Ursuline Sisters of Louisville websites)

### **The Core Values of St. Angela Merici's Heritage**

Bishop Miege High School commits itself to practicing seven core values as it engages in a search for truth and knowledge, both for personal enhancement and to understand and improve our community, our country, and our world.

- **Emphasis on the Individual** means being mindful and respectful of the things that make each of us unique persons loved by God – personality, talents, strengths, faults, and needs.
- **Academic excellence** for each student – in the areas of critical thinking, problem solving, creativity, curiosity, communication, and both a breadth and depth of specific knowledge constructed from across the curriculum – to the best of their ability.
- **Leadership** is the capacity to translate vision into reality. This vision includes hard work, being inspired by the example of Jesus, and accepting whatever sacrifices are necessary in the pursuit of the common good.
- **Community** inspires and challenges everyone to share their gifts and talents among all people. Each person has a *right* to participate in community in order to more fully live out their God-given dignity. Each person has a *responsibility* to participate because the good of others depends upon it.
- **A positive attitude toward change** means not being afraid of where God is leading each of us. It is an invitation – through prayer, conversation, or the voice of conscience – to surrender to a way of new life.
- **Spirituality** is a way of living in relationship with God, with an emphasis on love and charity, and a belief in Jesus as the Son of God.
- **Service** calls us to use our gifts, talents, and abilities to advance the genuine well-being of all those we encounter.

**Our Most Important Contribution To the Church and to Society:  
Our Students**

*The policies and procedures may be revised at any time to accommodate changes in state law, Archdiocesan policy or Bishop Miede policy.*

*Bishop Miede High School has designated the following information about students as “directory information” under the Family Educational Rights and Privacy Act: name, address, telephone numbers, electronic mail address, photographs, date and place of birth, participation in Miede sponsored activities and sports, weight and height of members of athletic teams, and honors and awards received. Typically, such information is disclosed in student directories, performing arts and athletic programs, marketing and informational materials, including the school Web site and similar publications. Miede may disclose any of this designated directory information without the consent of the parents or of eligible students [students 18 years of age or older], unless Miede is notified in writing by the parents of a student or by an eligible student that they do not wish disclosure of any or all of the designated directory information. Any such written notification must be given to the Principal by September 1 each year.*

**Handbook of Policies and Procedures for Catholic Schools in the Archdiocese of Kansas City in Kansas, Policy #6010 Concerning Parents**

Parents shall:

- model Catholic behaviors and attitudes, including fulfillment of the Sunday obligation and active participation in the Sacraments and in ongoing faith formation;
- support the efforts of the schools in the education of their child(ren);
- share talent, time and treasure with their parishes and schools;
- as their child(ren)’s first teacher, encourage and help them to learn;
- promote regular attendance and punctuality;
- provide an appropriate environment and schedule adequate time for completion of school work at home;
- maintain Christian decorum in all manner of communication with school personnel and other members of the school community.
- ensure home environments that do not create conflict between home and school experiences as described in policy #6000.

Principals and teachers shall assist parents in understanding the approach, content and methods of Catholic education and school matters. In addition, schools shall communicate in writing to parents a code of acceptable parent conduct. In particular, this policy needs to be highlighted so that there is clarity with parents about the policy. Schools reserve the right to reevaluate a student's enrollment based upon parental behaviors that violate this policy.

## SERVICES

### **Activity/Student ID card**

The activity card is a student's identification for admission to home athletic events, activities, mixers, and use in the Media Center. If a student loses his/her card he/she may replace it for a \$5 fee. Using another student's card will result in its confiscation and possible discipline measures.

### **Books and School Supplies**

Miege has implemented a book-rental program. The rental fee is based on the school's need to replace or purchase books to meet the current and projected demands of classroom instruction and/or student enrollment. If a student damages or loses a book they will be required to pay for the cost of a new book. The student's report card or transcript will be held until all fees and fines are paid at the conclusion of each semester.

### **Building**

The building is open from 7:00 a.m. until 4:30 p.m. Outside doors are locked each day by 8:25 a.m. A moderator must accompany students in the building at any other time, including weekends. Students waiting for rides are to wait in the Commons or the south entrance foyer after 3:45 p.m. **Students waiting in the building past 4:00 p.m. will be expected to sit and study in the Commons Foyer area. Students must be picked up by 5:00 p.m.**

### **Chromebook**

Students will be required to purchase a Google Chromebook from Bishop Miege. Chromebooks must have the proper management software installed by Bishop Miege. Students are not allowed to use an alternative laptop or device. If a student forgets his/her device at home, Bishop Miege will have a loaner device available for the day at no charge. Students who borrow a daily chromebook are expected to return it at the end of the day or be subjected to a fine. If the chromebook breaks, students are responsible for damages and can have their chromebook repaired through our partner Kincaid IT. Students may take their chromebook home each summer, and upon graduation, students may keep the chromebook.

### **Drop Off Protocol**

**West Drive** - Due to safety concerns for our students who are dropped off, remember that the WEST DRIVE IS DESIGNED FOR ONLY ONE LANE OF TRAFFIC. When drivers create and use an outside lane it creates a dangerous situation for students who exit the vehicle. The student must then walk in front of vehicles that may be moving. Therefore, we are asking drivers to do the following to help speed up the flow of traffic:

- Use the lane closest to the building
- Have students exit vehicles curbside
- Have students exit along sidewalk and walk to the west doors instead of waiting to be dropped at the door



**The South circle drive is also available for dropping off students at the south doors.**

### **Guests and Visitors**

For the safety of our students and faculty, all guests and visitors are asked to sign in at the **Attendance Office (South entrance)** to receive a *Visitor's Pass*. Visitor's passes must be worn while in the building. **Alumni that are coming to visit teachers are to call and make an appointment or visit prior to the start of school or after school.**

We allow outside guests to bring lunch to students, but we do not allow visitors to stay and eat lunch with the students.

### **Health**

The school has a registered nurse on duty from 7:45 a.m. to 3:30 p.m. daily. If a student is sick or injured, he/she should obtain a pass and report to the nurse's office. A student whose illness requires that he/she be sent home from school **MUST REPORT FIRST TO THE NURSE**; she will then make necessary arrangements with parents and notify the Attendance Office of the student being sent home.

- **Emergency Form:** This form was turned in at the time of registration. Please notify the nurse, and/or the Registrar, of any changes in address, phone number or doctor, etc. Keeping forms current assists in better care for your student.
- **Immunization Record:** The state requires the updating of certain immunizations for all students; this should be taken care of prior to the beginning of school. State Law dictates that students are not allowed in school unless such immunizations are taken and record of such is on file at school.
- **KSHSAA Form:** All students participating in athletics must have a physical, and the **completed KSHSAA** form turned in prior to the beginning of practices/tryouts. This includes mascots, cheerleaders and dance team members.
- **Prescription and Non-Prescription Drugs:** All prescription and non-prescription drugs, except inhalers for asthma, must be kept in the nurse's office.

### **Mailings**

All school mailings will be sent to the listed parents/guardians/host families and second parents unless legal papers precluding the same are on file with the Principal.

### **Math Hub and Media Center**

The Media Center is open every school day from 7:30 a.m. until 4:00 p.m. and the Math Hub is staffed with a math teacher every hour and before and after school.

### **Locker Usage**

The lockers are the property of Bishop Miege High School and are provided for student use.

**Bishop Miege reserves the right to search the lockers at any time without notice.** Each student is issued a locker with a combination lock provided by the school. **Students are required to keep their locker locked at all times.** Any malfunction with the locker should be reported to the Administration. Locker combinations should not be given to others. Books and purses should not be left unattended. Combinations are changed every year. Purposeful damage to lockers is punishable by repair costs, detentions and possible suspension. Students must use masking tape or tape that is easily removed, for items taped inside or outside their lockers.

Lockers are provided for student use in storing school supplies and personal items necessary for use at school. The school is not responsible for anything taken from a locker that is left open or

jammed. As a precaution, students are asked not to bring items of value to school.

Students are not to share or change their locker assignment.

If valuable items are brought to school, they can be left in the Attendance Office.

**Students whose lockers are not cleaned out at the end of the year will be charged a cleaning cost according to the time required.**

### **Lost and Found**

A lost and found is located in the Attendance Office. Items not claimed after one semester will be donated to charity.

### **Lunch**

Lunch is served daily in the Commons. Students may bring their lunch or purchase lunch which includes a hot lunch menu option and/or sides. The primary area for food and drink is the Commons. Food and drinks are not allowed in the halls, classrooms, or study halls. Miega does not allow students to order fast food and have it delivered during school hours.

### **Office Business**

School offices are open for business from 7:30 a.m. until 4:00 p.m.

### **Overdose Situation/Use of Narcan**

In the case of a drug overdose during school or at school activity in addition to calling 911, Narcan (Naloxone) can be administered if trained professional deems necessary. Narcan will be held in SRO's Office as well as Nurse's Office.

### **Parking**

Only authorized vehicles will be permitted in the parking lot. Authorized vehicles must have a properly displayed student-parking permit. Parking permits are sold on a first-come, first-served basis. Space is limited and students will be denied their request for a permit once available slots are sold.

- Parking permits cost \$25.00 and may be purchased during student orientation in August.
- Vehicles parked in the fire, handicapped, faculty, no parking zones, or blocking the flow of traffic will be fined and may be towed at the owner's expense.
- Students are not allowed to park on the surrounding streets.
- Unsafe driving will result in fines and or the loss of the privilege of driving to school.
- Bishop Miega High School is not responsible for damage to vehicles parked on Miega property; this includes damage caused by baseballs.
- **Freshmen are not allowed to drive to school.**

### **Yearbook and Student ID Pictures**

Student pictures are taken each year on orientation days for the yearbook and Student ID cards. Student picture packets are available for purchase. Senior photos are scheduled the summer before the student's senior year; parents and students are notified of the dates by email.

### **School Safety**

If a dangerous situation is of immediate concern call the school Safety Voice Mailbox 913-222-5993 or email an administrator. If the situation is of immediate concern outside of school hours please email an administrator.

### **Student Insurance**

The school has a lifetime catastrophic insurance policy, which covers all athletes, cheerleaders, student trainers and student managers while they are participating in a program under the jurisdiction and rules of the Kansas State High School Activities Association. The policy has a \$25,000 deductible.

### **Technological Resources**

Technological resources, including the Internet, are provided to support and enhance educational goals and objectives. Internet access is a privilege, not a right. **Students and parents must read and sign the Bishop Miego High School Internet Usage Policy before the student will be allowed to use this resource.** (This is completed as part of the Registration Process for all students each year.) Any inappropriate use of this resource, or any other technology hardware/software, will result in cancellation of this privilege, and appropriate disciplinary measures will be taken.

### **Telephone Usage**

School office phones are for official school business or emergency use only. Calls to parents, not directed by the school, are to be made before or after school or at lunch.

## **ACADEMIC CRITERIA**

### **Academic Criteria for Transfer Students**

All transfer students will be considered for acceptance to Miego based on their ability to meet our graduation requirements under the normal progression policy. Transfer students must have been in attendance at a previous high school and be a student in “good standing”. Students in “good standing” are those within the parameters of the Bishop Miego attendance and discipline requirements. In addition, the Admissions Committee will meet to consider the prospective student’s entire record.

- There is a mandatory, in person, meeting with a parent and potential transfer as part of the process to seek approval for transfer.
- All Transfers will be placed on an Academic and behavior contract upon approval.

***\*All transfers will be reviewed on a case by case basis.***

**Seniors** –Bishop Miego does not normally take senior transfers. Consideration will only be given to a student moving in from outside the metropolitan area, No senior transfer will be approved once the school year has started; all senior transfer students must be enrolled prior to the first day of orientation.

### **Criteria that must be met before applying for admission to Bishop Miego:**

- Minimum GPA of 2.0/4.0 grade point average
- Must be a student of good standing with your current school (*Students in “good standing” are those within the parameters of the Bishop Miego attendance and discipline requirements.*)
- Must be on track for graduation

### **Transfer student procedures:**

1. Complete the application and submit it along with registration fee
2. Complete transfer questionnaire

3. Submit transcript and copy of current grades
4. Schedule personal interview with transfer committee

**Interview committee will consist of:**

- Administrator
- Guidance Counselor
- Student Advancement Representative

*Note: Every transfer student will be interviewed by the interview committee*

**Enrollment deadline:**

- Enrollment will be accepted until two (2) weeks into the semester
  - Application must be submitted no later than one (1) week into the semester

**Credit Requirements:**

- **Freshmen:** minimum 3 academic credits
- **Sophomore:** minimum 6.5 academic credits (January transfer: 9.5 academic credits)
- **Junior:** minimum 13 academic credits (January transfer: 16 academic credits)

**Acceptance policy:**

Once the interview process has been completed, the Principal will make the final decision on acceptance to Bishop Miege. The transfer coordinator will notify the family of all accepted transfers. The Principal will notify a family if the transfer is not accepted.

*Note: There will be no appeal process for transfers not accepted.*

**Academic Review Board:**

The Academic Review Board assists students and teachers in their mutual effort to achieve appropriate goals. The specific purpose of the board is, first and foremost, to address itself to those students with failing grades or incomplete grades. However, upon the request of a teacher or academic advisor, any student who is failing to work up to his/her academic level may be called before this Board. The Principal reviews the grades of students and often refers those with problems to the appropriate staff: Teachers, Guidance Counselor, or Administrator. Students with numerous and/or serious academic problems are required to appear before the Academic Review Board.

At the end of the school year, the Academic Review Board reviews all the students who had problems during the year. A student will be academically suspended from Miege if he/she acquired failures to the extent that would disallow normal progression toward graduation. (See Normal Progression Policy.)

**Academic Contracts System**

To be run through the Dean of Students, but all administrators and counselors would be notified at the time of incident.

**Target Areas for Improvement (Level I):**

Students will attend school as normal but are to work positively toward improvement in the contract's designated areas. This contract is between students and administrators and will serve as a warning to correct academic shortcomings.

**Academic Honesty Contract (Level II):**

**Automatically given for a first instance of cheating. Students will also receive a Saturday Detention and loss of their final waiver.** The student will attend school as

normal but will have contracted restrictions and/or requirements. This contract will notify parents that their child has been involved in a grave act of misconduct or not heeded warnings from administration.

### **Probation Contract (Level III):**

The student will attend school as normal but will have probationary restrictions and/or requirements. This contract will once again involve parents and administration. An Administrative Board Hearing (see below) may be scheduled. Disciplinary actions like In School and Out of School suspension may go along with this contract.

### **Credit Recovery and Course Repeat Policy**

Bishop Miege High School students may repeat a course at Bishop Miege for recovery of failed credits. Bishop Miege offers a limited number of summer recovery courses. Students wishing to recover credit or repeat a course **outside** of Bishop Miege should speak with their counselor.

### **Course Withdrawal**

A student may withdraw from a course within the first week of a semester with the approval of parents and the Guidance Department and nothing will be recorded on the student's permanent record. After the first week of a semester, a student may withdraw from a course only if extenuating circumstances exist, but the student must have conferred with the teacher, guidance counselor and administrator in addition to written permission from parents approving the withdrawal. If a student withdraws before the second week concludes, a WP or WF will be recorded on the transcript and no credit will be given for that semester, nor will the student's grade in the course become part of the grade-point average. If a student withdraws anytime after the second week a WF will be recorded on the student's transcript and no credit will be given for the semester. Student accommodations or major life changes will be taken into consideration of the teacher's, counselor's and administrator's decision.

### **Dual Enrollment Information**

Seniors may be permitted to participate in a dual college enrollment program if the following criteria are met:

- The student must be recommended by his/her counselor.
- The student must be in the process of completing all course work as required by Miege.
- The student may not substitute a college credit class for a required course offered by Miege.
- Participation in dual enrollment does not afford a reduction in fees to Bishop Miege.

### **Extended Absences**

An extended absence is defined as a student missing 3 or more consecutive days of school. Parents that know of an extended absence must request the time off through the Administration and complete and fill out an extended absence form signed by all teachers. This is to be requested at least one week prior to the absence time. Forms can be found in the Attendance or Guidance Offices.

### **Failure of Courses**

Failure of required courses will require the student's immediate repeating of the course. In some cases, failure of such courses may demand summer school attendance. First semester courses may be able to be retaken during the second semester, if course offering and class size allows.

Notification of need for remedial action will be given at the end of each semester.

### Grade Point System

Symbol	1	2	Symbol	1	2	Symbol	1	2
A+	5.33	4.33	B -	3.67	2.67	D	2.0	1.0
A	5.0	4.0	C+	3.33	2.33	D-	1.67	.67
A-	4.67	3.67	C	3.0	2.0	F	0.0	0.0
B+	4.33	3.33	C-	2.67	1.67			
B	4.0	3.0	D+	2.33	1.33			

The two columns under grade point describe the grade-point weight scale that is used depending on the course: (1) AP/Honors courses or (2) College-prep and general academic courses.

### Grade Reporting

An update of current grades may be viewed at any time via PowerSchool. The semester grade is the definitive grade that is recorded on a student's permanent transcript.

### Graduation

Bishop Miega High School requires four full years of high school attendance in order to graduate. Because we believe both semesters of the senior year are an essential part of the high school experience, **early graduation is not permitted.**

If the total credit deficiency at the end of first semester does not exceed one (1) unit, he/she will be allowed to participate in all graduation activities and ceremonies. A senior must have accumulated 21.5 units by the end of the first semester. The student will, however, be required to attend summer school at an accredited high school or a community college. The credit deficiency must be remedied during the summer following graduation.

Diplomas will be withheld from any student until he/she completes the kind and number of credits needed to meet Miega's requirements.

Diplomas will also be withheld if a student fails to complete the Christian Service Program. Exceptions and/or modifications to the Service Program requirements may be made for transfer students who enter Miega during their junior or senior year.

### Honesty in Academic Work

Bishop Miega students are expected to display academic honesty and integrity at all times and to refuse to tolerate academic dishonesty on the part of other students. Students should be aware that the following behaviors are dishonest: Giving or receiving unauthorized assistance on a test; copying another student's homework or allowing your homework to be copied---this would include computer generated homework or assignments; giving false reasons for making up late work or tests; re-submitting work that has been copied for another class (without permission); falsifying laboratory data; submitting work that has been copied (wholly or partially) from a book, internet, magazine, etc., without crediting the author; stealing tests or using tests stolen by another student; witnessing academic dishonesty and not reporting it.

Consequences for academic dishonesty will include being placed on a Level II Academic Contract and may include, but are not limited to, (See "Grounds for Expulsion" # 13) suspension, discipline contract, a loss of credit for the assignment or test, academic probation, or class failure. (Student's dishonesty may also result in loss of or ineligibility for membership to certain organizations or clubs and/or non-consideration for academic or personal character awards.)

### Normal Progression toward Graduation Policy

A student must be able to make normal progression toward graduation to maintain his/her enrollment at Bishop Miege High School. Summer school is an acceptable method of acquiring credit to maintain this progression. If a student fails a math, science or English course, they will be required to make up the class during summer school at Bishop Miege if the course is offered.

At the conclusion of the freshman year, a student should have acquired a minimum of six (6) units of credit; this enables the student to make normal progression without any summer requirements. If the credit minimum is not attained, then summer school is required. At the conclusion of the sophomore year, a student should have acquired a minimum of 12 units of credit; this enables the student to make normal progression without any summer school requirement. If the student has not acquired the credit minimum 12, summer school is mandatory for one or both summers during the student's remaining high school years. At the conclusion of the junior year, 19 units of credit are needed to fall within the guidelines of the normal progression policy; again, summer school may be used to attain this numerical criterion. An exception may be made for a student who, despite attending summer school, has a total 18.5 credits as he/she begins the senior year. This student must attend a community college or alternate school during the first semester at the same time he/she is enrolled in classes at Miege. This dual attendance will allow the student to acquire the necessary credits to make normal progression toward graduation.

**Summary of Requirements for Graduation**

THEOLOGY	4 CREDITS*	TECHNOLOGY	1 CREDIT
ENGLISH	4 CREDITS	FINE ARTS	1 CREDIT
MATHEMATICS	3 CREDITS	PHYSICAL ED.	1 CREDIT
SCIENCE	3 CREDITS	ELECTIVES	6 CREDITS**
SPEECH	.5 CREDITS	<b>Total of</b>	<b>26.5 credits</b>
SOCIAL STUDIES	3 CREDITS		

To meet college admissions requirements, it is recommended that students take the following: Two or three years of world language, four years of mathematics and four years of science.

\*The Christian Service Program is part of the Theology Department's total requirements for graduation.

\*\*Students must take a total of 16 credits in English, math, science, social studies and world language. Three electives must come from these five departments.

**Permanent Record**

Only semester grades (18 weeks) are placed on permanent record. A student's relative rank in his class consists of semester grades converted to grade points on a 4.0 scale.

**PowerSchool**

Academic progress can be monitored through PowerSchool. PowerSchool is a student information system website utilized by Bishop Miege to communicate students' academic progress to parents and students. Grades, attendance and other information are posted on a regular basis. Parents retrieve their son's or daughter's information utilizing an assigned account. (PowerSchool information may be withheld if financial or other obligations are not up-to-date.)

**Semester Grades/Finals/Waivers and Exam Exemption**

Individual teachers or departments will calculate semester grades for each student. Final exams

may account for fifteen (15) to twenty (20) percent of the semester grade. Students must report for their final time and remain in their classroom for the duration of the final, even if there is a project assigned or finish the test early. Students who remain in the building, but are not taking a final, must be in the commons.

Changing a time for a final should only be done in extreme and rare circumstances. Requests to change time for finals must be approved by Administration and teachers ONE WEEK before finals begin. Students can pick up request sheets from the Guidance Office. Please plan family vacations after all finals have been completed.

Make Up times for finals are only for students who become sick and cannot take the final on the day of their testing. This is not an optional or alternative time for students to take their finals.

One Waiver per student will be created to exempt an exam and will be handed out by Administration the week before finals.

All students can receive one waiver for a final exam each semester that will be submitted to the teacher by the student. (Seniors see next section). Students, in the class they are waving must have a 93% or above, less than four (4) unexcused absences, less than five (5) tardies and be in good discipline standing for the semester. **Teachers will have final discretion to approve or deny a waiver for a final exam. Students who are on a behavior, academic or disciplinary contract will not receive a waiver.**

Seniors may opt out of all second semester exams, with the exception of students in A.P. or dual enrollment classes, providing they have met the following criteria:

- Demonstrated mastery of the content (better than 93%)
- Have been responsible for modeling appropriate behavior and attendance
- No more than four (4) unexcused absences in one class for the semester
- The Administration and/or teachers have the right to deny an exemption.

### **Schedule Changes**

Students are reminded that schedule changes cannot be guaranteed once they have signed up for their preferred courses. The Master Schedule is built on the basis of student choices of courses; therefore, class size and arrangement of time periods for courses can prohibit possible changes. Academic integrity of individual courses demands that necessary changes be made within the first week of each semester. These changes will be initiated through the student's counselor. The student must confer with the teachers involved in the change and obtain written parental permission. Schedule changes require a \$25.00 clerical fee.

After the first week has passed, schedule changes will no longer be made. **School policy precludes any request for change due to the desire to get into or out of the class of a particular teacher.**

### **Student Employment Information**

Students who seek employment should plan to begin work after the formal school day. The student's educational plan, i.e. preparation for university work, should be the primary goal of their education. Therefore, all students are to enroll in eight classes each semester during their four years at Bishop Miege.



### **Student Residence**

Miege students must reside with their parents or legal guardian.

### **Teacher Conferences**

Students should feel free to confer with their teachers at a time convenient for both. Parents may call to schedule a teacher conference. Teachers may ask for conferences with students who are having academic problems. These conferences may take place any time. The school will schedule Parent/Teacher conferences in the fall.

### **Teacher Tutoring/Makeup**

Many teachers use before and after school time as well as flex time for tutoring and makeup of class work. These sessions are normally open to all students of a course; students should take advantage of this extra help provided during each week of the school year.

### **Transcripts**

Transcripts are to be ordered through a student's Parchment account. This account may be created and/or accessed on the Bishop Miege website by selecting Transcript Request from School Quick Links. Transcripts are electronically sent to the college/university or business as requested pending approval. (Please note: Tuition accounts for active students must be current before a transcript may be released. Tuition accounts for graduated students must be paid in full before final transcripts will be released.)

### **Use of Artificial Intelligence (AI) such as ChatGPT**

At Bishop Miege, we uphold the belief in promoting academic integrity, critical thinking, and independent learning among our students. While artificial intelligence may have many useful applications, it is strictly against the Academic Honesty Policy for a student to use any AI platform to pass as their own original work. A critical part of the learning process is robbed from the student when AI platforms perform the duties uniquely assigned to a student.

AI blockers may be installed on computers and teachers have the right to put student work through AI checkers to determine if AI was used in creating, aiding or completing work that was assigned to students. Students caught using AI will be subject to Level II Academic Contract and may face consequences such as: Saturday Detention, loss of credit for assignment, etc.

## **SPIRITUAL AND RELIGIOUS DEVELOPMENT**

Bishop Miege High School continues the mission of the Church, under the leadership of Archbishop Naumann, by strengthening our friendship with Jesus Christ and building a community for and with others through fellowship and service.

### **Theology Curriculum**

All students are required to take four credits of Theology in order to graduate from Bishop Miege. The courses are designed to educate, enlighten, and develop an academic understanding of the teachings of the Catholic Church, as well as nurture a personal relationship with Jesus Christ. The courses include:

- Freshmen: *The Revelation of Jesus Christ in Scripture (Old Testament and New Testament)*
- Sophomores: *Jesus Christ's Mission Continues in the Church and Sacraments as Privileged Encounters with Christ*

- Juniors: *Life in Christ (Morality)* and *Theology of the Body*
- Seniors: *Living as a Disciple of Jesus Christ in Society* and *Why God? Why Jesus? Why the Catholic Church?*

### **A Campus Ministry Prayer**

*May God, our loving Creator, guide our words and actions so we might be a light for those in need of hope, a rock for those in need of strength, and a comfort for those in need of compassion. May Christ, our Savior, embrace us and enliven us in our ministry so all we do is proclaim his glory. May the Holy Spirit, our Advocate, find a dwelling place in our hearts so that we may act for justice, lead with wisdom, and proclaim the Good News with passion. Amen.*

### **Campus Ministry Mission Statement**

The mission of the Campus Ministry Program is to meet each member of the Bishop Miege High School community - especially students - where they are and to accompany them on their faith journey through liturgies, retreats, service, prayer, and fellowship. All of the opportunities to promote spiritual development are designed to strengthen our relationship with God, to more fully realize the person God created each of us to be, and to accompany each other as persons for and WITH others.

### **Campus Ministry Team (CMT)**

Campus Ministry at Miege involves the entire community. Everyone - faculty, staff, Chaplain parents, alumni, benefactors, and especially students - are companions in a shared ministry as members of our community.

There is a CMT Google Classroom page for communicating special announcements, service opportunities, and promoting planning meetings for specific projects including:

- Liturgies
- Retreats
- Service
- Miegians for Life and Justice
- Prayer Group
- Vocations
- Cultural Diversity Club

### **Gathering as Community**

- *All School Mass* every month in the gym.
- *Chapel Mass* three days a week at 7:45 a.m.
- *Rosary Prayer* once a week in the Chapel at 8 a.m.
- *Morning Prayer* once a week in the Chapel at 8 a.m.
- *Exposition of the Blessed Sacrament* at least once a month on Fridays
- *All School Celebrations with the Archbishop*: Mass (fall) and Adoration (spring)
- *Class Reconciliation Services* during Advent and Lent (and weekly opportunities for private confessions with our chaplain)

### **Bishop Miege Community Prayer Intentions**

Members of our community have the opportunity to submit their prayer intentions by calling the Campus Ministry Office (913-222-5808) or emailing their intentions to [prayers@bishopmiege.com](mailto:prayers@bishopmiege.com). The names of the people to be prayed for will be entered into our Book of Intentions which will be on display in the St. Angela Merici Chapel. The Book of Intentions will also be included in our entrance procession at all school Masses and included in our Prayers of the Faithful.

## Retreats

Each class has a retreat opportunity during the school year.

- Freshman retreat
- Sophomore retreat
- Junior retreat, *Called to Lead*, will be facilitated by members of the senior class in the spring semester.
- *Journey*, our senior retreat, takes place a few days before graduation. This retreat will be facilitated by members of the Bishop Miege faculty
- *Kairos*, an optional senior retreat, is offered four times a year. It is a three-day, two-night, off campus retreat. The triple focus of the retreat is to strengthen and deepen each retreatant's relationship with God, self, and others.

## Special Events

Students are also encouraged to participate in special spiritual formation opportunities including the National Catholic Youth Conference, the March for Life in Washington, D.C., the Topeka Rally for Life, and CMT Day Away.

## BISHOP MIEGE CHRISTIAN SERVICE PROGRAM

The Christian Service Program is an integral component of the spiritual development of the students at Bishop Miege High School. It adds the dimension of faith in action to the academic component of the Theology curriculum and encourages students to reach out to those in need. Our goal is to teach compassion and understanding for others and follow the model of self-sacrifice exemplified by Jesus Christ. It is through these life-challenging experiences that students encounter the living Christ in others. We hope to kindle a spirit of giving that will last a lifetime for our students.

## Service Requirements

This is the traditional annual service requirement for each class (CWM = Corporal Works of Mercy):

- Freshmen: a minimum of 10 hours, 5 of which must be CWM hours
- Sophomores: a minimum of 20 hours, 10 of which must be CWM hours
- Juniors: a minimum of 25 hours, 12.5 of which must be CWM hours
- Seniors: a minimum of 25 hours, 12.5 of which must be CWM hours

Note: transfer students' hours will be adjusted based on the yearly requirements for each class as they enter Bishop Miege.

**The graduation requirement for returning seniors will be adjusted due to the impact of COVID-19 from Spring 2020 to Spring 2021.**

- **Class of 2025-2027: a minimum total of 80 hours, 40 of which must be CWM hours.**
- **Class of 2024: a minimum total of 70 hours, 35 of which must be CWM hours.**

A minimum of **HALF** of the service hours for each class need to be in service to the *Corporal Works of Mercy*.

The *Corporal Works of Mercy* are taught by our Lord Jesus Christ in the Gospel of Matthew 25:31-46 and are as follows:

- To feed the hungry
- To give drink to the thirsty

- To clothe the naked
- To shelter the homeless
- To visit the sick
- To visit the imprisoned
- To bury the dead

CWM hours can be completed through agencies who have **direct contact** with the people described above (examples: hospitals, nursing homes, assisted living communities, mission trips, Project UpLift). CWM can also be completed by assisting agencies on projects that **indirectly help** the people described above (examples: Harvesters, Giving the Basics, and TurnStyles).

**FRESHMEN, SOPHOMORES AND SENIORS ALL service hours need to be completed through an approved agency or a Bishop Miede sponsored service project or mission trip.**

**JUNIORS: ALL service hours for 2023-24 need to be completed through ONE approved agency or a Bishop Miede sponsored Mission Trip.** The CWM MUST directly or indirectly benefit people in need. Service hours related to animals or the environment will not count towards their graduation requirement.

The list of approved agencies will be updated and posted monthly on the CMT Google Classroom page, on the Theology Hallway bulletin board, and in the Theology classrooms.

-By connecting with an agency, students learn more about the individuals, families, and communities in need of help and at the same time students learn more about the individuals and organizations working to make a difference. Students need to get approval from the Campus Ministry Office to serve at any agency that has not been approved. These organizations will be added to the approved agencies list.

-Students turn in their service verification forms to their Theology teachers on a monthly basis.  
-All forms from the previous month will be due on the 15th of each month (example: all September service verification forms need to be turned in by October 15th). No late forms will be accepted unless there are special circumstances. An electronic copy of the verification form is available on the CMT Google Classroom page and hard copies are available in the CMT Office and on the CMT table in the Theology hallway.

-Students who complete their graduation service requirement before senior year still need to complete ONE service project (a minimum of one hour) each year as a part of their second semester Theology grade (see below for more information). Seniors are exempt from this project if they have completed their service requirement by April 15th.

-If a student has completed service hours above the annual requirement, the additional hours are cumulative and will be added to the graduation total. Hours served in excess of the annual requirement will also be applied toward the Campus Ministry Service Awards: Silver, Gold, and the Mary Perrini Community of Caring Award.

-Service hour totals will be updated monthly on PowerSchool and are available for students and parents to view.

-The second semester final project, which is part of students' Theology grade, consists of the following: completed verification forms, and a final project to be determined by the instructor.

-The deadline for turning in verification forms - for the purpose of second semester grading and awards consideration - is April 15th.

-Seniors may be exempt from the second semester final project if the graduation service requirement is complete.

-Seniors who have not completed their service requirement will not receive diplomas and transcripts until this requirement has been met.

### **Other Basic Requirements**

- Freshman, Sophomores and Seniors may choose to serve with several different agencies to complete the required hours.
- The service **may not be given to a relative**; this is considered a family responsibility.
- Services are to be **performed outside of school hours**, any time before the school day begins or after the dismissal of the school day.
- Students **may not receive payment** for services. It must be done on a volunteer basis.
- Students should clock in and out with their supervisor. After each completed project, a verification form must be completed, signed by the student and supervisor, and returned to the student's Theology teacher.
- Students are expected to represent Bishop Miege High School in a positive, Christian manner.
- Please Note: The Campus Ministry Office will no longer accept hours for managing athletic teams. Athletic managers are a vital part of every team and students may earn a Varsity letter for their participation. The role of a manager is that of a team member; managing is not considered service.

## **PRAYERS**

### **Glory Be**

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

### **Hail Mary**

Hail Mary, full of Grace, the Lord is with you. Blessed are you among women and blessed in the fruit of your womb, Jesus. Holy Mary, MOther of God, pray for us sinners, now and at the hour of our death. Amen

### **The Lord's Prayer (Our Father)**

Our Father, who art in Heaven, hallowed be thy name. Thy kingdom come, thy will be done, on Earth as is in Heaven. Give us this day our daily bread, and forgive us our tresspasses. As we forgive those who trespass against us, and lead us not into temptation, but deliver us from evil. Amen

### **Act of Contrition**

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

### **Mysteries of the Rosary**

1. **Joyful Mysteries**: The Annunciation, The Visitation, The Birth of our Lord, The Presentation of our Lord, The Finding of the Lord in the Temple (traditionally prayed on Monday and Saturday)
2. **Luminous Mysteries**: The Baptism of the Lord, The Wedding at Cana, The Proclamation of the Kingdom, The Transfiguration, The Last Supper (traditionally prayed on Thursday)
3. **Sorrowful Mysteries**: The Agony of our Lord, The Lord is Scourged at the Pillar, Our Lord is Crowned with Thorns, Our Lord carries his Cross to Calvary, The Crucifixion of our Lord (traditionally prayed on Tuesday and Friday)

4. *Glorious Mysteries*: The Resurrection, The Ascension, The Descent of the Holy Spirit at Pentecost, The Assumption of Mary, The Coronation of Mary (traditionally prayed on Wednesday and Sunday)

## **Herd - A Community System at Bishop Miege**

*Herd is an all encompassing way of structuring student life: faith development, academics, service, student leadership, and school spirit. It enables all students to embrace their potential for leadership by increasing the opportunities to contribute to the Bishop Miege community.*

Herd has three core values:

1. Faith - growing a personal relationship with Jesus Christ
2. Community - recognizing Christ in one another
3. Service - being Christ to one another

To meet these core values, each student is placed in a multi-grade Faith Family with an equal number of students from each grade level. A member of the faculty serves as a Faith Family Mentor for the student's entire tenure at Bishop Miege High School. Faith Families meet on a regular basis throughout the school year.

Faith Families are grouped into Herds. Four Faith Families constitute a Herd. Each Herd is named in honor of eight notable Bishop Miege faculty members whose contributions, examples, and legacies serve as models for our three core values of faith, community, and service.

Student leadership is incorporated into Herd. Each Faith Family will select one senior representative to be their Captain for the entire school year. Elections for captain will take place in the spring for the following year's captain. Each Faith Family will also select a freshman, sophomore and junior to serve as deputy to assist their Faith Families.

Each Herd will select one of their four senior leaders to serve as a Herd Executive Leader. The Herd Executive Leaders collectively serve on the Herd Executive Council. The Herd Executive Council, the senior and junior representatives, and the sophomore and freshman assistants will take the lead in organizing, communicating, and enlisting student participation in liturgies, service projects, dances and mixers, and advise the Administration on student issues within our school.

### **Requirements for Leadership**

- Must attend Summer Leadership Training
- Must participate in and promote all school fundraisers
- Mandatory participation in Homecoming Tailgate/bonfire
- Mandatory participation in events: Freshmen Herd Welcome, 7th/8th grade mixer, Open House
- Morning Meetings: Tuesday Morning Exec Meetings 7:30 (First Tuesday of the month Herd Council)

### **Academics**

Must have about a 2.5 GPA, Must not be on an Academic Contract for 4 consecutive weeks on an improvement plan or cheating. Must be enrolled in a full 8 class schedule

### **Attendance**

Cannot be on a Level II or III Attendance Contract - Can not have more than 7 tardies to school in a semester. At 5 Tardies to Faith Family, Captain will be put on probation. Cannot have more than 7 absences in a single class. Herd with the best attendance gets Herd points at the end of the year.

### **Behavior**

Can not be on a Level II or III Behavior Contract. Must have less than 12 cumulative detentions.

### **Process for Execs/Captains Who Violate Requirements**

Probationary status may be applied to any Elected Leader. Students have the ability to appeal their probation through a hearing. Hearing consists of a meeting with Administrators, Herd Coordinator and parents.

### **Process for replacing a Captain**

Herd Coordinator/ Admin will meet with the Mentor teacher for a recommendation. If needed a special election will be held.

## **ACADEMIC COMMUNITIES**

*Now there are varieties of gifts, but the same Spirit; and there are varieties of service, but the same Lord; and there are varieties of activities but it is the same God who empowers them all in everyone.-1 Corinthians 12:4-6*

As a Catholic community of faith, Miego is committed to developing the potential of our students through spiritual growth, academic success and stewardship. Our 21st Century Learning Programs support students in leveraging their strengths and interests while discerning how they will utilize these gifts to carry out God's work with their lives.

Bishop Miego provides opportunities to experience authentic and real world real world learning through:

- Rigorous comprehensive Catholic High School Curriculum
- Project Based Learning that allows students to create solutions to real world challenges
- Community Service Projects and Corporal Works of Mercy
- Dual Credit and Applied Learning courses
- Professional Networking Opportunities, Job Shadows, and Work Based Learning

### **Individual Plan of Study**

All students at Bishop Miego will develop an individual plan of study that begins with interest and strength inventories and a four year plan of study that will be revised regularly as student interests and future plans evolve. The Individual plan of study culminates with a Junior Led Conference that will take place on Holy Thursday. Junior Led Conferences are required for all students.

### **List of Academic Communities**

A team of educators work along with Administration, student services, and campus ministries to develop and curate coursework and experiences that students can participate in to gain a deeper understanding about what a future in a variety of career fields including:

- Digital Media and Performing Arts
- Computer Sciences and Information Technology
- Health Science and Medicine

- Human Services and Education
- Engineering and Design
- Business and Law
- Faith Based Services

## GUIDANCE AND COUNSELING DEPARTMENT

Each student has an assigned counselor. The Guidance and Counseling Department wishes to provide services to all students to help them know more about themselves and the world they live in and to make decisions which are congruent with this knowledge. It is essential to help provide an environment that lets young people feel good about themselves. It is also vital to assist teachers and parents in helping students.

The Guidance Office exists to aid students in understanding the variety, depth and breadth of personal experiences, the opportunities available, and the choices and alternatives open to them by helping them recognize, interpret and act upon their personal strengths and resources.

To make an appointment with a counselor, students sign up for an appointment in the Guidance Office, making the appointment for the day and time desired. The student will receive a notice confirming the appointment. Students must show this notice to the teacher before leaving the class and return it to the teacher after leaving the Guidance Office.

Parents should also feel free to call any of the counselors regarding any difficulty their students may be having.

Counselors are here to listen and to help students. Seeing a counselor is never a difficulty for students. In fact, students are encouraged to seek assistance before a situation becomes a problem.

### **CARE Team**

The C.A.R.E Team aims to promote education, identification, and intervention concerning the well-being of students attending Bishop Miege High School. This is a community-based effort to provide a safe and nurturing environment for all students. The team members include Guidance Counselors, Administration, Campus Minister, Nurse, concerned faculty members, and the Learning Resource Director.

### **College Financial Aid Information**

Computer programs for scholarship search, financial aid information and ACT test preparation are available for parent and student use in the Media Center or the Guidance Office.

### **Counselor Intervention in Discipline**

A counselor will intervene in the discipline system of the school to help the individual student in changing his/her behavior. The intervention is not to be seen as punishment for the student but extended counseling services.

The points at which a counselor will intervene in the school discipline system, are as follows:

- When a student is referred by a teacher because of an inappropriate pattern of behavior
- When a student is referred by the Administration because of a continued pattern of disruptive behavior in class
- When a student is recommended by the Discipline Board or the CARE Team

### **Guidance Program**

In addition to individual and group counseling, the counselors provide the following services:



**Eighth Grade** – The STS test (Scholastic Testing Service) is given to incoming freshmen for the purpose of placement. Evaluations and recommendations from eighth grade teachers and principals are also sought. These are used by counselors to recommend courses for ninth grade.

**Ninth Grade** – The Pre-ACT exam, which simulates the ACT experience with shorter tests for all four subtests along with a paper practice version of the test will be administered to all freshmen in the fall. Students will create a Naviance account to complete career interest surveys.

**Tenth Grade** – Per parent request sophomores may take the Preliminary Scholastic Aptitude Test/ National Merit Scholarship Qualifying Test (PSAT/NMSQT). All sophomores will take the Pre-ACT exam, which simulates the ACT experience with shorter tests for all four subtests along with a paper practice version of the test. All students will have an ACT Academy account which will provide personal lessons to prepare them for the ACT test. The Pre-ACT test will be administered to sophomores during the fall in school. During the tenth and eleventh grades students will be assisted in seeking information on career and educational opportunities. Students will complete an individual plan of study through Naviance which will include career interest surveys and information.

**Eleventh Grade** – Per parent request, juniors may take the Preliminary Scholastic Aptitude Test/ National Merit Scholarship Qualifying Test (PSAT/NMSQT). Results of the exam can be used to help predict scholastic success in college. Special tutoring sessions are held for all interested students. ACT Online provides practice questions, games and additional resources for individual learning, along with practice test options. The actual ACT test will be administered to juniors in school in the spring. Students will add to their individual plan of study through Naviance.

**Twelfth Grade** – Group and individual guidance meetings will be conducted for seniors. Emphasis will be placed on selection of post-high school education appropriate to individual needs, financial aid, and interpretation of ACT results. Resources used will be the Countdown to College, which has been prepared by the Guidance Department, The College Handbook, college catalogs, and the “Career Cruising” program. Similar meetings will be held for parents of seniors and juniors. Consult the calendar for dates and times.

### **Occupation and Educational Information**

The Guidance Department has the computer-based CAREER CRUISING which provides general and specific information concerning occupations and post-high school educational opportunities. Students may make an appointment in the Guidance Office to use CAREER CRUISING.

### **Social Emotional Counselor**

The Social Emotional Counselor is to provide structured support for students at Miego who are struggling in ways that require either immediate or ongoing intervention. The Social Emotional Counselor will develop a caseload of students that would meet and work through issues as needed. Students will be referred to the Social Emotional Counselor through their Guidance Counselor or Administration.

## **ATTENDANCE REGULATIONS**

Regular and punctual attendance at school is the primary responsibility of the student and parent. Students who are absent from school jeopardize their academic standing. While parents have the right to take their daughters/sons out of school, **the school retains the right to impose**

**consequences for excessive absences.** Parents are expected to schedule family vacations during school vacation periods. Dental and medical appointments should be made after 3:25 p.m. or on Saturdays or school holidays.

### **Absences**

Prompt daily attendance is mandatory. Absences adversely affect grades. **Students will be allowed five (5) absences per class in a semester for illness or appointment.**

Any student who has more than 5 absences in a class per semester will face academic and/or disciplinary action. These sanctions may include loss of semester exam waiver, lowering of the semester grade, loss of credit and possible removal from class. Situations will be reviewed on a case by case basis and exceptions will be made for long term illness as determined by the Administration.

### **Attendance Contract System**

An Attendance report will be run by Administration every other Wednesday.

#### **Targeted Area of Improvement: Level I**

Students will meet with the Dean of Students to discuss their attendance. **This contract will be signed by both the student and Dean of Students. Students are given the chance to change attendance patterns without further disciplinary actions.** Student will be placed on a Level I contract for:

- More than 5 absences in a class.
- More than 5 tardies to school.
- More than 5 tardies to an individual class.

#### **Attendance Contract: Level II**

Students will meet with the Dean of Students and communication will be made to parents. The Dean of Students, student and parents will sign the contract. **Students will be given detention at the time of contract and will receive more if attendance pattern is not changed.** Student will be placed on a Level II contract if:

- More than 7 absences in a class
- More than 7 tardies to school.
- More than 7 tardies to an individual class.

#### **Probationary Contract: Level III**

Students will meet with the Dean of Students and a phone call will be placed to parents. The Dean of Students, student and parents will sign the contract. **Disciplinary actions will be taken by administration and could include: loss of credit for class, lowering of grade by 10% (in collaboration with teachers), In School Suspension, loss of elected leadership. Students on a Level III Contract will lose their final exam waiver.**

- More than 10 absences in a class
- More than 10 tardies to school
- More than 10 tardies to an individual class.

### **Absentee Homework Assignments**

Students who are absent should check Google Classroom for their assignments. Students will have the class that they return plus an additional class to complete homework without a late penalty. This does not apply to students who are truant.

Bishop Miege may supply homework assignments for extended absences. If your son/daughter

is absent for **three consecutive days**, please look online at PowerSchool or Google Classroom for assignments, or email teachers directly. For students who are absent less than three days, we recommend that the student email the teacher or go to Google Classroom for assignments.

### **Absence Reporting**

Parents are to report absences daily, between 7:20 and 9:30 a.m., by calling the school at 913-222-5992 or emailing [attendance@bishopmiege.com](mailto:attendance@bishopmiege.com). The school will contact a parent if a call is not received. School Messenger will be used and an automated message will go out to parents stating that your student has been reported absent and to please notify the school.

### **Extended Absences**

An extended absence is defined as a student missing three (3) or more consecutive days of school. Parents that know of an extended absence must request the time off through the Administration and complete and fill out an extended absence form signed by all teachers. This is to be requested at least one week prior to the absence time. Forms can be found in the Attendance or Guidance Office.

### **Extended Illness**

Arrangements for continuing the student's schooling should be made with their counselor or administrator. Such arrangements may include homebound teacher, private tutoring, or some other option that is appropriate to the individual situation. If arrangements include a two week or greater absence from Bishop Miege classes, parents must provide relevant documentation for the student to return to school.

### **Procedure for Requesting Early Dismissal**

A student must have the permission of the Administration to leave campus during the school day. Permission will not be given without a dated, written request, email or parent/guardian phone call to the Attendance Office before 8:25 a.m. The note or phone call must include a reason for the early dismissal, a phone number to verify the request and the name of the doctor or dentist, if applicable. If a note or phone call with the name and phone number is not provided, *early dismissal may not be granted.*

**NO STUDENT MAY LEAVE THE BUILDING DURING SCHOOL HOURS WITHOUT PRIOR PERMISSION OF PARENTS AND OFFICIALLY CHECKING OUT THROUGH THE ATTENDANCE OFFICE. STUDENTS MUST BE PICKED UP FROM THE SOUTH ENTRANCE WHERE THE ATTENDANCE OFFICE IS LOCATED.**

### **School Activity Attendance**

In order to attend or participate in an after school activity, students must be in school for three consecutive hours. The Administration may make exceptions to this policy. If a student attends a Saturday event and was absent Friday, their presence indicates the consent of the parent/guardian to their attendance.

### **Tardy to School**

Students arriving late will be admitted to their first period class after the bell rings within the first five minutes and will be counted tardy by their teacher. After the first five minutes students may only enter class with an "admit pass" from the Attendance Office. **There are no excused tardies to school except for dental or medical appointments.**

## **Suspension**

Students suspended for discipline reasons may not receive full credit for work they missed. Missed work is expected to be turned in to teachers when the student returns to school so he/she may stay on pace with the progress of their classes. The student will work with the teacher to determine the amount of credit given for missed assignments. Suspended students are expected to complete all Google Classroom and online assignments.

**Students will receive a zero on any work due or assigned which is missed because of a truancy.**

**The school may request verification of a student's absence, as it deems necessary.**

## **MIEGE VIRTUE AND DISCIPLINE SYSTEM**

### **Developing Virtue- A Preventive Behavior Approach Philosophy**

*"Whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is lovely, whatever is gracious, if there is any excellence, if there is anything worthy of praise, think about these things."*

*Phil 4:8*

In a partnership with parents, Bishop Miege aims to form students by teaching and modeling what is good and acceptable behavior. Then, as a school, we will give them opportunities and reasons to do what is good. Emphasis will be on the individual developing virtue in matters large and small. **Bishop Miege students are expected to strive for a life of excellence by developing virtue.** Virtue, as defined in the Catechism of the Catholic Church, is a *habitual and firm disposition to do the good*. All rules and regulations are to be taken seriously and combined to help form the individual as well as the student body as a whole. Developing virtue is a process that is meant to be practiced. Therefore adherence to "minor" rules are to be taken seriously because they help develop the person to make good decisions for life's biggest choices.

### **Off Campus Misconduct**

- Bishop Miege High School does not actively solicit information about off-campus (evening, weekend) misconduct.
- Our educational system is based on a three-way covenant relationship (student, school, parents) in which all agree to help the student grow into a responsible adult Christian. In this relationship we do not pry on each other, but it would be wrong for school or parents to ignore a known danger to the student. Bishop Miege will intervene when we learn of off-campus activity that is unhealthy to mind, body, or soul. The alternative would be for a Catholic school to do nothing, even with actual knowledge that a minor student is engaged in unhealthy, dangerous, or immoral conduct. That alternative is not who we are, and would not fulfill the obligations that flow from the relationship we have with parents and students.
- **Therefore, we reserve the right to discipline for off-campus behavior that comes to our attention.**

### **Acts of Gross Misbehavior**

Actions that threaten the safety, wellbeing and educational environment for students are strictly

prohibited. Exploding fireworks, setting fires, causing a false alarm, etc., are acts that will result in severe penalties such as suspension or expulsion.

### **Cell Phones, Headphones, Recording Devices**

Cellular phones, cell phone cameras, watches with internet access, bluetooth headphones and recording devices are not to be used or in possession of students during school hours. A faculty or staff member may take any of these devices from a student and turn it into the attendance office where the student can get it back at the end of the day.

Phones are not allowed to be in pockets or laptop cases during the school day. Phones are not to be used during lunch.

Phones may be accessed during passing periods at your locker. Phones must be put back in the locker before going to the next class.

- **1st offense - device taken away until the end of the day and Detention will be issued**
- **Every Following Offense - Student will check device into the Attendance office at start of the day for 2 consecutive weeks**  
**If a student fails to turn in their device, a note will be sent and an extra day will be added to the 2 week check in.**

### **Classroom Expectations for Student Conduct:**

- Teachers will maintain an orderly learning environment appropriate to their subject area.
- Routine violations will be dealt with by individual teachers within the classroom environment. Various methods may be used to promote a positive change. These include requiring students to spend time before or after school or having students repair or clean items they have damaged. (One day's notice will be given for time required before or after school.)
- Continued problems will result in a call or email home or referral to the Dean of Students.
- Repeated violations will be dealt with as a serious violation on an administrative level. Students may be dismissed from class, lose privileges and may be asked to sign a class contract and /or disciplinary contract before returning.

### **Contraband**

Objects that are not acceptable in school or out of school functions, including items such as laser pointers, matches, lighters, items that cause a room or hallway to smell and all other objects that can potentially cause harm to students, faculty or property. Violators will be subject to discipline and the objects will be taken and not returned.

### **Destruction of School Property**

Defacement or abuse of school property, vandalism, tagging, or stealing all can result in suspension or expulsion.

### **Disruptive Behavior**

Involvement in behavior or contributing to behavior that disrupts the educational environment or the functioning of the school is not permitted. Students may be given a warning by the teacher, and if behavior continues they will be given a consequence as determined by the teacher and Administration.

## **Drug/Alcohol Policy**

**Bishop Miega High School reserves the right to ask any student to comply with an alcohol test or urine screen at any time if the school administration decides that there is a reasonable cause.** Failure to comply will be considered as admission of guilt and result in a review of the student's continued attendance at Bishop Miega.

Bishop Miega High School does not allow students to possess, use, consume, sell or transfer drugs, e-cigarettes, vape products, tobacco, narcotics, prescription drugs, alcoholic or cereal malt beverages, or drug paraphernalia on school property, at school functions, prior to attending school functions whether on or off of school property. Such student behavior is a serious violation of school policy, and violators will be subject to probation, suspension or expulsion from school on the first offense.

**Students judged to have consumed alcohol or restricted substances prior to attending or at a school function will be detained and parents will be notified. A student will be considered "under the influence" if it is detectable in any way.**

BMHS will have an alcohol analyzer available at all times for students who wish to demonstrate their non-use of alcohol. If at any time a student is requested to take a breathalyzer test and refuses to do so, it will be assumed that the student has consumed alcohol and the appropriate sanctions will follow.

If any alcoholic or cereal malt beverage, drugs, drug paraphernalia, or narcotics are discovered in an automobile, on school property or at a school approved function and individual possession cannot be determined, each occupant of such automobile shall be considered to be in possession of the substance and in violation of this policy.

Any alcoholic or cereal malt beverage, drugs, drug paraphernalia or narcotics found in a student locker will be considered to be in possession of all students who use the locker, unless individual possession can be determined.

Graphics or writings, in addition to pictures and those found on an electronic device, that indicate a student's interest or obsession with drugs or alcohol will be considered a concern and violation of the school's policy.

Students hosting parties with drugs or alcohol are in violation of "Grounds for Expulsion" #11 in the Calendar Handbook. Parents involved in hosting are subject to being reported to city police for prosecution. The student may be suspended and their future attendance at Bishop Miega reviewed by the Administration.

All violations of the drug/alcohol policy will result in suspension and additional consequences, which may include:

- Dismissal, withdrawal, or Discipline Board Meeting
- Suspension from school
- Required to be professionally assessed within 24 hours of parental notification as assigned by BMHS
- Participation in drug/alcohol awareness program
- Community service hours
- In-patient treatment at an alcohol/drug facility
- Restrictions from participation or attendance at extra-curricular activities
- Discipline Probation
- Academic sanctions
- Regularly scheduled drug testing
- Other appropriate action consistent with the situation

## **Fighting**

Fighting is prohibited at school or any school activity and may result in suspension or expulsion.

## **Food/Drink outside the Commons**

Eating or drinking outside the Commons is not permitted. A detention will be given.

**Students are not allowed to use the vending machines during school hours except lunch.**

## **Gambling**

Gambling is not allowed on campus or at activities sponsored by Miego.

## **Gum**

Chewing gum is not permitted. A warning will be given for the first offense and then a detention will be assigned for consecutive offenses.

## **Hall Passage**

Students are not to be in the hallways during classes without permission from a staff member. Students who violate this rule will be considered as truant or cutting class and will receive consequences for their behavior. Students stopped in an administrative directed “Hall Freeze” will be issued a detention and a tardy for being late.

## **Harassment**

**1. Bullying:** *I give you a new commandment: love one another. As I have loved you, so you also should love another.* (John 13:34). The Bishop Miego High School environment will be free from harassment, intimidation or bullying. If any such behaviors do occur, all community members will be able to tell and know that the incident is unacceptable and will be dealt with effectively in a Christ-like way.

Definition: “Harassment, intimidation or bullying” means any intentional written, verbal, or physical act, when the intentional written, verbal, or physical act physically harms a student or damages the student’s property; has the effect of substantially interfering with a student’s education; is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment or has the effect of substantially disrupting the orderly operation of the school.

Harassment, intimidation or bullying can take many forms, including slurs, rumors, signs, tags, demeaning stereotypes, jokes, innuendos, demeaning comments, drawing cartoons, pranks, gestures, physical attacks, threats or other written, oral or physical actions. “Intentional acts” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).

Counseling, corrective discipline and/or referral to law enforcement will be used to change the behavior of the perpetrator and remediate the impact on the victim. False reports of or retaliation for reporting harassment, intimidation, or bullying also constitutes violations of this policy.

**2. Cyber-Bullying, Internet/Social Networking, etc.:** Deliberate defamation of others is not consistent with Christian values; therefore, any student who deliberately defames another person will be held accountable. Consequences may include disciplinary probation, suspension from school or expulsion from Bishop Miego.

**3. Sexual:** This policy re-emphasizes the personal dignity of the individual and fosters positive sexual attitudes toward respect for others.

For the purpose of this policy, sexual harassment includes any inappropriate behavior of a sexual implicit, explicit or obscene motive that is intended to demean or offend the recipient. Examples include verbal sexual abuse; disseminating obscene or sexually explicit material, whether in the form of music, written lyrics, pornographic pictures or other literature, or having such material in one's possession in the school, on school grounds or at school sponsored activities; obscene sexually explicit graffiti anywhere in the school or on school grounds; continuing any unwanted written or oral communication of a sexual motive directed toward another; spreading sexual rumors, touching another sexually and obscene and/or sexually explicit gestures. The above list is not meant to be all inclusive, but is intended to provide guidance as to what may constitute sexual harassment.

### **Harassment - Reporting**

Students who believe they are victims of harassment need to report the facts to a teacher, counselor, or principal in order for the school/Archdiocese to investigate and take corrective action where appropriate. Students may also access the anonymous [Bullying Report Form](#) on the school website to self report bullying or bullying that they have witnessed. Students may always leave a message at any time of day to report harassment or safety concerns on the **School Safety Voice Mailbox: 913-222-5993**.

### **Immoral Behavior**

Any verbal or written vulgarity, indecent exposure or obscenity is not permitted. Students may be suspended or expelled.

### **Lunch Behavior**

All students must report and leave the Commons during their assigned lunch period, as they would to any assigned class. Proper manners and cleanliness will be expected.

### **Non-Compliance**

A student is non-compliant if they consistently fail to adhere to Bishop Miega standards of conduct. The school may take any action deemed appropriate.

### **Policy For Missing Sacraments and Spiritual Activities**

According to Section #7020 of the Archdiocesan Hand Book:

*Students who are not of the Catholic faith are welcome in Catholic schools in the Archdiocese of Kansas City in Kansas. However, since the Catholic school curriculum and activities are designed to teach the Catholic faith, promote the Catholic mission and support community-building, it is important for all students to participate in all school activities. **To this end, non-Catholic students are expected to participate in liturgical and prayer services** (with the exception of receipt of sacraments, open only to members of the Catholic faith) and are not exempted from these or religion/theology class requirements.*

### **All School Mass**

All School Mass is the most important communal gathering at Bishop Miega. We expect all students and faculty members to be present and participate in the degrees in which they are called.

- Attendance will be taken in Flex Time before each All School Mass.



- Missing All School Mass will result in that student reporting to a daily Mass with an Administrator or Campus Minister. This must be done within a week's time and skipping will result in a meeting with the Dean of Students.

### Class Retreats

Retreats are an important part of the experience of encountering Jesus as well as being a Bishop Miede student.

- Missing a retreat will result in a student having to do a make up retreat after the 8th hour final of that semester. The retreat will be run by Campus Ministry and Administration.
- Transcripts and grades will be held until retreat is completed.

### Herd Service Day

If a student fails to show up for Herd Service Day they will have an additional 3 hours added to their service requirements for the year.

### **Prescription Drugs**

Students may not have prescription drugs or over-the-counter drugs in their locker or on their person. Selling, transfer or ingestion of these drugs can result in suspension or expulsion. All medication should be dispensed from the nurse's office.

### **Public Display of Affection**

Any act of public affection will be verbally corrected on the first offense. A second offense will result in a detention being assigned.

### **Racial Discrimination**

Bishop Miede is grounded in the belief that all individuals are created in the image and likeness of God and are thus deserving of dignity, respect, and fair treatment. Racial discrimination goes against these core values and is strictly prohibited in our school community. This policy reflects our commitment to promoting inclusivity, equity, and justice, while upholding the teachings of the Catholic faith.

Everyone Made in God's Image and Likeness: We affirm the inherent dignity and worth of every person, recognizing that each individual, regardless of their race, ethnicity, or background, is created in the image and likeness of God. This fundamental belief guides our interactions and relationships with others, and underscores our commitment to treating all members of our school community with kindness, compassion, and respect.

Education and Prevention: Bishop Miede is committed to providing ongoing education and prevention efforts to promote understanding, respect, and appreciation for diversity. This may include professional development, integrating Catholic social teaching on human dignity, solidarity, and justice into the curriculum, organizing cultural awareness programs, and fostering dialogue and understanding among students and staff from different racial and ethnic backgrounds.

Reporting and Response Procedures: Any member of the school community who witnesses or experiences racial discrimination is encouraged to report it immediately to a teacher, counselor, administrator, or other designated school personnel. Reports will be treated with

confidentiality and will be promptly investigated and addressed in accordance with Catholic values and principles of justice. Students can report anonymously to the hotline (913-222-5888).

Prohibited Behaviors: All members of the school community, including students, faculty and staff, are expected to uphold the values of respect, tolerance, and inclusivity, and refrain from engaging in any behavior that constitutes racial discrimination inside or outside of the building. This includes, but is not limited to:

1. Using derogatory language, racial slurs, or offensive comments related to race or ethnicity in any form (verbally, written, social media, etc.)
2. Engaging in discriminatory practices, such as exclusion or unfair treatment based on race or ethnicity
3. Bullying, harassing, or intimidating others based on their race or ethnicity
4. Participating in or promoting any form of racism, prejudice, or bias
5. Engaging in any other behavior that contradicts the principles of Catholic social teaching and promotes inequality or injustice based on race or ethnicity

Consequences of Racial Discrimination: Any acts of racial discrimination, whether in words or actions, will be taken seriously by the school and will result in appropriate disciplinary action. Such consequences may include, but are not limited to:

1. Suspension from school
2. Counseling and education on the harmful effects of racial discrimination and the importance of promoting inclusivity and diversity
3. Referral to appropriate authorities or law enforcement agencies, if necessary
4. Guidance on seeking forgiveness and making amends to those affected by the discrimination
5. Disciplinary Board Hearing in accordance with the Archdiocesan Handbook (4333.1.1)

Support for Affected Individuals: Bishop Miede is dedicated to providing support and resources to individuals who have been affected by racial discrimination. This may include access to counseling, pastoral care, and other support mechanisms to help victims cope with the emotional and spiritual effects of discrimination, in accordance with Catholic values and teachings. Every student has an assigned counselor who a student can talk to about these issues. If needed students can be referred or ask to set up an appointment with the school's Social Emotional Counselor. The Social Emotional Counselor can also hold group coping sessions or act in response to a crisis.

Non-Retaliation: Retaliation against any individual who reports racial discrimination or participates in an investigation of such reports is strictly prohibited and will result in appropriate disciplinary action, in line with the principles of Catholic social teaching and justice.

Review and Revision: This policy will be reviewed yearly to ensure its alignment with Catholic values and teachings, and may be revised as needed to reflect changes in laws, regulations, or school procedures.

## **Respect**

Students are expected to show respect to teachers, other members of the school staff, and students at all times. In addition, parents and students sign a commitment to respect, attend and

participate in all school spiritual activities. Disrespect may be grounds for suspension or expulsion.

### **Social Media**

Bishop Miega High School's name may not be used for personal or group communication in any form without permission from the Bishop Miega Administration. Any use that is unauthorized may result in suspension, expulsion or other discipline measures.

### **Student Arrest**

Students charged with a crime may be suspended from all activities until the matter is resolved.

### **Stag Seminar/Personal Growth**

Students who are scheduled for Stag Seminar/Personal Growth must bring study material at all times. A quiet atmosphere conducive to studying will be expected. Bluetooth headphones may be used in the classroom but teachers have the right to confiscate them if they are not being used for educational purposes or being used outside the classroom.

### **Teacher Respect & Authority**

Students must courteously and respectfully comply with reasonable requests of any teacher, staff member, or administrator in or out of the classroom and at school sponsored activities. Students are expected to give their names if asked of them and to comply with directions of the school personnel. Failure to comply will be considered insubordination and defiance, subject to disciplinary action and possible suspension or expulsion.

### **Theft**

Theft is a serious incident and may result in suspension or expulsion. Students who steal can lose athletic or activity privileges.

### **Threats**

Verbal or physical threats made toward another student or faculty member will be investigated and dealt with individually. Threats can result in suspension and/or expulsion.

### **Violence**

Every type of violent act can become a serious violation and result in expulsion.

### **Vulgarity or Obscene Language**

Any verbal or written vulgarity or obscenity, including that found on electronic devices, is not permitted.

## **Disciplinary Procedures**

---

*All disciplinary procedures have the well being of the student as its ultimate end and goal. Each action taken by the Administration aims to partner with parents in getting their child the help that they need while protecting the school environment of Bishop Miega.*

**Students who are determined to have violated school regulations will be subject to disciplinary actions.**

The disciplinary actions include the following as well as any other sanctions deemed appropriate

by the Administration.

### **Activities and Functions**

Students may be kept from certain functions and activities as a means of disciplinary measures.

### **Detentions**

Students will be notified if they have received a detention from the Attendance Office/Dean of Students. Students will have 3 opportunities to serve the detentions.

- After school the day they receive the detention.
- Before school the day after they receive the detention.
- After school the day after they receive the detention.

Detentions take precedence over sport practices, games or other extra curricular activities. If a student fails to show up for a detention their parents will be notified and they will receive a Saturday Detention to be served at the next scheduled time on the calendar.

### **Detention Rules**

Detentions are assigned in order to right a wrong that has been done by the student. Consequences for actions will aim to be proportionate to the action that afforded them a detention. Actions that could be taken are but not limited to writing an apology to teacher/student, writing out reasons for actions, cleaning a teacher's room, cleaning Miego property, or a combination of these things.

**Before and After School Detentions are held in room 235. If teacher is not present, the student must check in at the attendance office.**

- **Before School Detention will begin at 7:35** and will be 30 minutes in length.
- **After School Detention will begin at 3:35** and will be 30 minutes in length.
- There is no talking. No food, drink or gum allowed. Students are to be in uniform. No cell phones. Students may be taken out of detention to do work around the building with prior approval of the Administrator. Students are to work on the assigned task during detention. If a student isn't working quietly, he or she could be dismissed.
- **Failure to report to detention as assigned will result in a Saturday Detention (see below).**

### **Fines and Fines**

Students will not be able to view grades in PowerSchool until all fees and fines are paid. **Seniors will not be issued caps/gowns until all fees and fines are paid.**

### **Parent Notification**

Parents may be notified of misbehavior for the reason of helping resolve the behavior.

### **Saturday Detentions**

Students who repeatedly fail to attend a detention, or are placed on a Disciplinary Contract, will be required to attend a Saturday Detention. This will take precedence over sporting events and other school activities.

- Saturday Detentions will be assigned on a month by month basis.
- Parents will be notified if their child has received a Saturday Detention.
- Students will report to the Attendance Office at 8am and serve the detention until 10:00. Students who arrive late will be sent home and further consequences will be given.
- Students do not need to be in school uniform, but need to dress appropriately for the

weather as they will most likely spend some of their time outside. Failure to attend a Saturday School will result in an In School Suspension the following school day.

### **Searches**

School authorities may conduct student searches when there is reasonable suspicion that a student is concealing or is in possession of materials that are illegal, that are dangerous or harmful to the student or others or that are in violation of school rules. Student searches include, but are not limited to, student apparel (e.g., jackets, shoes, socks, pants pockets), bags (e.g., purses, backpacks, cases, lunch containers), lockers, student planners, cell phones, electronic devices, and automobiles parked on the school grounds or on streets outside the school.

## **Discipline Contract System**

---

**All contracted students are considered students NOT in “good standing,”** and are prohibited from running for Herd Council or eligible to receive a final waiver. The students on contract will attend school as normal but will have specified restrictions and/or requirements. Contracts can be given for a specific grave offense or as a result of a multitude of disciplinary write ups. Behavior Contracts are designed to partner with parents and provide structure for students who are developing the virtue necessary to be at Bishop Miege.

### **Behavior Contracts**

#### **Target Areas for Improvement (Level I):**

Students will attend school as normal but are to work positively toward improvement in the contract’s designated areas. This contract is between students and administrators and will serve as a warning to correct behaviors.

#### **Discipline Contract (Level II):**

The student will attend school as normal but will have contracted restrictions and/or requirements. This contract will notify parents that their child has been involved in a grave act of misconduct or not heeded warnings from administration. Disciplinary actions like a detention or Saturday Detention may go along with the contract.

#### **Probation Contract (Level III):**

The student will attend school as normal but will have probationary restrictions and/or requirements. This contract will once again involve parents and administration. An Administrative Board Hearing (see below) may be scheduled. Disciplinary actions such as In School and Out of School suspension may go along with this contract.

### **Administrative Board Hearing**

These hearings will usually take place after a suspension and involve the student, parents and a combination of Administrators. The student is expected to be prepared and lead the meeting. They will be expected to answer the following questions in front of their parents and Administrators.

- Have you had time to reflect on your behavior and do you wish to make a sincere apology to your parents and the school?
- What are specific things you can do to regain the trust that has been broken with you and

- your parents and school?
- What insecurities or underlying situations lead to the behaviors and how can you combat these with some type of virtuous behavior?

### **Discipline Board Hearing**

The Discipline Board will only meet in cases where expulsion of the student is a distinct possibility. The procedure for a Discipline Board Hearing is laid out in section 4330.1.1 in the Archdiocesan Handbook. The Board may consist of the Associate Principal, Dean of Students and two faculty representatives. **The feedback of the Discipline Board will be presented to the Principal for final action.**

### **Expulsion**

The student will no longer attend Bishop Miege, school functions or be present on school property.

### **In School Suspension**

The student is held in school and out of classes for a determined amount of time.

### **Suspension**

Short Term and Long Term suspensions restrict students from attending classes for a specified length of time and they may not attend school functions or be on school property during that time. Suspensions may result from violating behaviors listed under grounds for expulsion. Full academic credit may not be given for the classes missed and work is expected to be turned in to the teacher upon return only.

### **Review of Discipline Contracts**

At the end of each semester an administrative committee reviews all student discipline contracts. The result of this review can range from the student being removed from the existing contract, being moved to a different contract level, or denial of re-admittance to Bishop Miege.

### **Grounds for Expulsion**

1. Misbehavior, which substantially impedes the educational process
2. Willful abuse of school property
3. Truancy
4. Repeated absences or tardiness to school without suitable excuse
5. Fighting at school or any school function
6. Acts of deliberate disrespect, or disobedience toward school authority or other students
7. Failure to fulfill disciplinary guidelines (Violation of Probationary Contract)
8. Obscene behavior/pornography
9. Gang related activity (i.e. use of gang graffiti, clothes, writing, language)
10. Possession of any object that would be harmful to the individual or student body, such as weapons or firearms
11. Possession, use, consumption, sale or the transfer of drugs, hosting, narcotics, prescription drugs, alcoholic or cereal malt beverages, or drug paraphernalia, off of school property, on school property, or at school functions or prior to school or to attending school functions
12. Participation in public acts, violent acts or criminal acts, such as theft, rioting, destroying public property, or “other inappropriate conduct” which would bring discredit on self,

- family or school
13. Continuous failure in academic work or academic dishonesty considered as a delinquent act (Stealing tests, plagiarizing, changing grades, hacking as a means of being academically dishonest)
  14. Any delinquent act or threats directed against school personnel, school property, or another student
  15. Failure to serve after school detentions.
  16. Non-Compliance
  17. Harassment, bullying, or verbal, written or physical threats, directed toward another student or school personnel
  18. Theft
  19. Sexual harassment
  20. Misuse of technology, such as sending inappropriate, immoral, demeaning or discrediting email, texts, tweets or other social media

## UNIFORM/DRESS CODE POLICY

### **Philosophy**

Our school dress code reflects a positive image of our uniqueness and lends dignity to our most important task at school – teaching and learning. **“WE ARE TEMPLES OF THE HOLY SPIRIT, GOD DWELLING WITHIN.”** The dress code allows us to recognize the demands of society regarding professional dress and makes a distinction between work and recreational activities. The dress code reflects modest standards reflective of our faith.

### **Privileges**

A student who does not cooperate and abide by the dress code regulations set forth will receive one or more detentions. Continual non-compliance will result in a discipline referral and a review of the student’s continued attendance at Bishop Miege.

The Associate Principal and Dean of Students will be the final judges of appropriate attire and personal appearance. Removal from certain activities or functions of Miege may occur if students fail to cooperate with the dress code.

### **Purpose**

- To provide a uniform appearance to promote Miege identity and a sense of community and belonging
- To promote self-discipline and a responsibility for personal appearance
- To reduce the cost of providing school clothes
- To reduce competition between students based on physical appearance

### **Shirts**

- Option 1. A solid white oxford, collared dress shirt with a Miege logo purchased in the Stag Shop.
- Option 2. A white, navy, or red polo shirt with a collar and the Miege logo purchased in the Stag Shop.

Only one shirt may be worn, another shirt over the top is not acceptable. Shirts are to be tucked and buttoned up at all times. Shirt sleeves are not to be rolled up and collars are to be down. **All shirts must be in good repair.**

### **Skirts/Skortts**

- Freshmen and Sophomore girls must wear plaid skirts.
- Junior and Senior girls may wear navy/khaki skortts or plaid skirts.

Both can be purchased or ordered through the Stag Shop. Girls' skirts are measured so that the hem will be **4" above the knee**. This length is not to be altered. Skirts are to be buttoned not rolled. **We request and expect parents' cooperation with our efforts to maintain the uniform skirts at an acceptable and fashionable length.** All skirts must be hemmed and in good repair and not altered for any reason except to keep appropriate length. Please have alterations made to ensure that the back of the skirt rests 4" above the knee. Skirt check measurements will take place throughout the school year.

### **Slacks**

Classic, Relaxed or Straight Fit Tan Khaki pants purchased at a local department store must be worn by all boys and girls. Only navy blue or tan khaki slacks are acceptable. Lands End slacks can be ordered through [www.landsend.com/school](http://www.landsend.com/school). (Lands End School# 900169202) **No split leg seams allowed** (do not cut the leg seam). All slacks must be in good repair, **the correct color** and not altered in any way. Slacks are to be waist height, not pulled below the waist. Slacks are not to be rolled up or tucked into shoes, socks or boots. Pants must have belt loops and cannot be elastic at the cuff. No cargo pockets on the pant legs.

### **Sweaters/Quarter Zips/Crew Neck Sweatshirts**

Only a solid color red or navy sweater, red crew neck sweatshirt or designated uniform quarter zip, with the Miege logo, purchased in the Miege Stag Shop is permitted. Sweaters or quarter zips do not replace the uniform shirt. The uniform shirt is a mandatory item of apparel. It is always to be visibly worn under the uniform sweater or quarter zip. Sweaters or quarter zips are to be worn and not wrapped around the neck or waist. They must be in good repair. Uniform sweaters, red crew neck sweatshirts and quarter zips can be worn anytime during the school year.

### **T-Shirts and Turtlenecks**

Only solid white short or long sleeved t-shirts or white turtlenecks may be worn under dress code shirts. No trim or print is allowed. Print may not show through the shirt nor may undergarments such as, but not limited to, athletic/sports bras. Shirts must be buttoned up. Herd shirts may be worn on Herd Days.

### **ALL STUDENTS' DRESS CODE: BOYS & GIRLS:**

- Sunglasses or hats are not to be worn during school hours.
- Slacks are to be worn at proper waist height. Slacks may not be pulled below the waistline.
- All shirts must be worn tucked in.
- No visible tattoos or markings on the skin are allowed to show.
- Events or game day dress must always be within the dress code. Teams or groups may dress up in lieu of the game day dress regulations by receiving proper approval from the Administration.
- Jackets or sweatshirts may not be worn during school hours.
- T-shirts that are worn at Miege events or special dress days must not advertise alcohol, drugs, and cigarettes or be sexually explicit.  
Stickers, badges or inappropriate items are not allowed unless approved by the



Administration.

### **Boys' Dress Code – Personal Grooming**

Grooming: Hair extremes such as but not limited to shaved heads, dyed hair, painted hair, headbands, designs cut into the hair, eyebrows, shaved sides, mohawks, numbers painted on the head, and extreme hair lengths are not acceptable. Hair should be neat, clean and may not be extreme. Hair must be off the collar and out of the eyes. Sideburns may not extend below the earlobe or onto the cheeks or face. Boys are to be clean-shaven (no beards or mustache). Those students who are not clean-shaven will be required to shave in the nurse's office.

### **Girls' Dress Code – Personal Grooming**

Extremes in grooming are not allowed (such as, but not limited to, shaved sides, painted hair, shaved heads or a painted number on hair). Hair should be neat and clean. Hair colors are to be natural only. Hair highlights are to be natural colors only. No off-colored streaks or extensions are allowed.

### **Backpacks**

Students may not carry backpacks, duffel bags, fanny packs, large bags or cases or large purses during the school day. They are to be kept in the student's locker during the school day. P.E. bags may be carried to class but are expected to be kept in the student's assigned P.E. locker.

### **Belts & Accessories**

A **black or brown** traditional belt with buckle is required as part of the dress code. Belts are to be tucked in and not hanging down. Buckles are to be traditional in size and shape, with no political or controversial message. Scarf wraps, chains, hooks, keys, rings or any item hanging from clothes other than normal jewelry are not acceptable. Jewelry and accessories are to be limited to those things that are in good taste and not extreme. Safety pins, buttons, dog collars, etc. are not allowed.

### **Body Piercings**

Visual body piercing is not acceptable. Nose or tongue studs or plugs are not permitted. **The boys are not permitted to wear earrings during school hours or school activities.** Girls may wear earrings in their ears. Band-Aids, plastic plugs, or tape may not be used to cover piercings. Boys will be asked to remove earrings when in school.

### **Dress-up Days for Dance Royalty, Debate and Forensics**

Students that are dance royalty for Homecoming, Sadie Hawkins and Prom may dress up the day before the dance or on a day permitted by the Administration. Students competing in Debate or Forensics may dress up for competition on the day of the competition. Footwear must have a back heel strap. Dress for these days must be Christian modesty.

### **Shoes**

Shoes and socks must be worn at all times and in acceptable condition. Flip-flops, plastic sandals, rubber shoes, **crocs, moccasins, house slippers** or swim shoes **are not acceptable.** Shoes must have a hard sole and a defining heel. High lace boots are not permitted.

### **Spirit Days**

Students may wear a class t-shirt, Miego sweatshirt, Miego team jersey or any shirt that has

Miege printed on it on designated spirit days. Athletic teams that are competing at the State Tournament may wear their team shirt or jersey the day before or day of the competition.

### **Tights**

**One solid color** legging/tight is permitted as part of the dress code. Sweats, long underwear, loose leggings and leg warmers are not permitted. Fishnet tights, sculpted tights or tights/leggings with designs are not permitted. Socks extending over the knees are not permitted and are considered an extreme.

## **AWARDS**

### **Academic Awards**

Special awards are given at the Awards Assembly in May to the boy and girl in each class with the highest grade point average.

### **Academic Excellence Awards**

This award will be presented to freshmen, sophomores, juniors and seniors in two categories: 3.85 and above cumulative average and to those who achieve a 4.0 and above cumulative average.

### **Betty Rodriguez Award**

This award is given to a **transfer student** who, with the exception of the four-year tenure at Miege criteria, exhibits every other characteristic required for selection as an Ursuline Award Recipient.

### **CMT Gold and Silver Award (Note: these numbers will be adjusted for juniors and seniors due to the impact of COVID-19)**

These awards are given to students who complete Christian service hours above and beyond the graduation requirement of eighty hours during their four years at Bishop Miege High School.

The *Silver Award* is earned by completing 150-249 Christian service hours. The *Gold Award* is earned by completing 250-499 Christian service hours. Note: students are eligible to receive each of these awards once during their time at Bishop Miege High School.

### **Department Awards:**

Each of the various departments of the school annually gives an award at the Awards Assembly to the student in that department who best meets the criteria for the department's award.

### **Honor Roll**

Students will be placed on the Honor Roll based on their semester grades.

Second Honors is a semester GPA of 3.0-3.49. First Honors is a semester GPA of 3.5-4.0+.

### **Jerry Clifford Award**

This award is given annually to the male student who has exhibited to the highest degree the qualities of sportsmanship and Christian character. The recipient of this award is determined by the vote of all coaches.

### **Mary Ann Lucas Award**

This award is given annually to the girl student who has exhibited to the highest degree the

qualities of sportsmanship and Christian character. The recipient of this award is determined by the vote of all coaches.

**Mary Perrini Community of Caring Award (Note: these numbers will be adjusted for juniors and seniors due to the impact of COVID-19)**

This award is given annually to students who have given of themselves in love and self-sacrifice through Christian service. Students who complete 500 or more service hours including a minimum of 375 Corporal Works of Mercy hours.

**National Honor Society**

Membership in this society is limited to juniors and seniors. Students are eligible to be considered for membership if they show evidence of Scholarship: (a 3.4 cumulative grade point average throughout high school), Service: (both in and out of school), Leadership, and Excellent Character. These four characteristics are required by the national organization, which publishes its guidelines annually. A committee of faculty members, chosen by the prospective members, screens eligible students and makes the final selection for membership based on the nationally established guidelines. A student can be subject to suspension from the society if he/she fails to maintain the 3.4 grade point average or fails to live up to any of the other three required characteristics.

**Presidential Service Award**

Students apply for this award online after completing the required number of service hours: Bronze (100-174 hours), Silver (175-249), and Gold (250+). The Campus Ministry Office will assist in the application process for this award.

**Presidential Scholars**

The ten seniors with the top cumulative grade point averages are designated as Presidential Scholars.

**P.S.A.T-National Merit**

Finalists and semifinalists (one-tenth of one percent of those taking the test nationally) in the P.S.A.T.-National Merit Scholarship Qualifying Test are eligible for scholarships and are recognized at graduation.

**Sister Mildred Berdelle Award**

This award is given to the outstanding international student who has attended Bishop Miege for two or more years and has made an impact on our community. These students are nominated by staff members, receive votes from their senior classmates, and are selected by the awards committee.

**Ursuline Award**

This award is given at the Awards Assembly in May, recognized at Graduation and is Miege's top award. To be selected for an Ursuline Award, a student must be a four-year Miege student and must exhibit the following: Scholastic achievement commensurate with ability, above-average service to the school and/or community, leadership in an elected office in the community or in the classroom, excellent Christian character.

**TUITION PAYMENT POLICIES**

## **Tuition Payment Policy**

The full and prompt payment of all tuition and fees is expected of all families.

- Semester and year-end grades and transcripts will not be released until all financial obligations are paid in full.
- Seniors will be allowed to participate in all graduation activities, but the diploma, final grades and transcript will be withheld until all financial obligations are satisfied.
- All tuition accounts must be current or payment arrangements made with the Business Office for a student to remain in good standing. Students must be in good standing to attend class.

## **Registration Fee**

- A \$110.00 registration fee is due when the student re-registers for the upcoming school year in InfoSnap in January/February. Since teacher employment and course offerings are based on timely registration, a late fee will be assessed for late enrollment. The late registration fee of \$135.00 will apply approximately two weeks after InfoSnap begins. If not completed by the end of February, the late fee of \$185.00 will go into effect March 1.
- Registration fees are only refunded if the family or student moves out of the Kansas City area or if the student is not able to attend school for health reasons.

## **Tuition - Semester Admission / Early Withdrawal**

- Semester Admissions - Families transferring from another school at semester will pay ½ of the annual tuition plus registration and Class Activity Fees.
- Early Withdrawal - Tuition will be prorated based on the number of days attended. All registration and class fees are non-refundable.

## **Class Fees**

**Class Activity Fees (CAF) are assessed each year and billed outside of tuition. Fees must be paid prior to receiving a class schedule.**

**Return Checks/Payments: A \$35 fee will be added for all checks/payments returned as uncollectible to cover the bank charge and internal process.**

**FINAL GRADES, DIPLOMAS AND TRANSCRIPTS WILL NOT BE RELEASED UNTIL ALL FEES, TUITION AND FINES ARE PAID IN FULL.**

## **ORGANIZATIONS**

### **Campus Ministry Team**

The Campus Ministry Team is coordinated through the Campus Ministry Office and is an opportunity for students to participate in the spiritual life of the Miega Community outside the Theology classes. It is a leadership opportunity for students to help develop and participate in programs that enhance the spiritual life of the Miega Community including: liturgies, prayer services, retreats, and service projects. This organization is open to all students in grades 9-12.

### **Clubs**

There are a number of clubs/groups which a student may join or be part of at Miega. All clubs must have its charter approved by the Administration and have a faculty sponsor. Full list of

clubs can be seen on the school website.

### **Club Athletics**

In addition to KSHSAA athletics, Bishop Miege offers a number of club sports that practice and compete regularly throughout their designated season. Though not directly funded by the school, there is a partnership between club sports which allows them to use facilities, name and logo and represent Bishop Miege. The club sports currently offered at Bishop Miege are: Boys Lacrosse, Girls Lacrosse and Boys Volleyball.

### **Co-Curricular**

The following activities are related to classroom work but also require extra-curricular time and service: Yearbook staff, Miegian staff, Photography, Sound Technician, Drama, Miede Singers, Concert Chorale, Treble Choir, Drumline, Pep Band, Debate and Forensics, Miede Weekly.

### **Robotics**

The varsity sport for the mind. First Robotics Competition combines the excitement of sport with the rigors of science and technology. Under strict rules, limited resources, and time limits, every year our robotics team (StagRobotics) is challenged to raise funds, design a team “brand”, hone teamwork skills, and build and program a robot to perform prescribed tasks against a field of competitors. Volunteer professional mentors lend their time and talents to teach team members about computer aided design, computer programming, machining of parts, marketing, fabrication and much more. Students work together over a seven month period ending with the FRC competition. FRC competition involves over 50 teams from around the Midwest in an event that is both a sporting event and science competition. Students from all grade levels are welcome to sign up between August and mid-September.

### **National Honor Society**

Membership into this society is limited to juniors and seniors. Students are eligible for membership if they show evidence of:

- Scholarship - a 3.4 cumulative grade point average throughout high school
- Service - both in and out of school
- Leadership
- Excellent Character

These four characteristics are required by the national organization, which publishes its guidelines annually. A committee of faculty members, chosen by the prospective members, screens eligible students and makes the final selection for membership based on the nationally established guidelines. A student can be subject to suspension from the society if he/she fails to maintain the 3.4 grade point average or fails to live up to any of the other three required characteristics.

## **PARENTAL ORGANIZATIONS**

### **Miede Activities Booster Club**

The purpose of the Miede Activities Booster Club is to support the activities at Miede (both athletic and non-athletic). Specifically their goals are to:

- Coordinate and support all parent activities
- Provide a forum to bring ideas for new parent involvement or activities.
- Be a sounding board for the school

- Facilitate more parent involvement.

In addition to the above goals the MABC has representatives from the Mothers Club, Auction Committee, Recruiting Committee and Project Graduation. They meet throughout the school year to plan and organize student and parent activities to promote Bishop Miega High School. Some of their projects include the Safe Home program, student mixers, parent socials and the welcome picnic.

### **Mothers Club**

The purpose of the Bishop Miega Mothers Club is to **(a)** give mothers an opportunity to get involved with Bishop Miega, **(b)** be a social organization in order to promote Miega students, **(c)** support Bishop Miega’s various education and fundraising programs, and **(d)** be a means of parent communication with the Administration. **President:** Stacey Mayer

## **ATHLETICS**

### **Philosophy**

Participation in athletics at Bishop Miega High School is a privilege and an integral part of the educational process. Student athletes will be exposed to and expected to develop values such as self-discipline, courage, loyalty, humility, integrity and cooperation.

Athletic competition should be a continuation of the basic school objectives: To enhance the intellectual, moral, spiritual, and physical development of each student athlete.

The school competes in interscholastic sports as follows:

**Girls:** cheer, cross-country, dance, golf, tennis, volleyball, basketball, bowling, soccer, softball, swimming and diving, and track

**Boys:** cross-country, football, soccer, basketball, bowling, swimming and diving, wrestling, baseball, golf, tennis, and track

### **Concussion Policy: Return to Learn before Return to Play**

The following steps will be implemented when a child has been diagnosed with a concussion:

- Follow School and Health Guidelines as determined by the Nurse and Physician.
- Extra time for tests/homework.
- Rest in the nurse's office as needed.
- May attend school alternating half days until able to attend all day without increased symptoms.
- No PE/Sports/Extracurricular Activities

The school nurse and academic counselor will be working with his/her teachers to ensure the student’s needs are met while recovering.

**Before a student may return to Miega sports, PE class, or Extracurricular Activities, there are several steps that need to be completed.**

Upon receiving a written release from a doctor:

- The student must complete a return to learn before returning to athletics and/or extracurricular activities.
- The student must attend school full time, current on all academics without discomfort related to the concussion.
- His/her high school academic counselor will work with the student to make sure school work is current.

For the returning student athlete:

- After completing return to learn, we recommend the athlete complete return to play with our athletic trainer or PE teacher and/or both.
- After completing return to play per state protocol the athlete may then participate in athletics.

### **Sportsmanship**

Students of Bishop Miege are to show support; they should be positive, not negative or disrespectful to others, including opponents.

Policy:

- Be courteous to all — participants, coaches, officials, staff and fans
- Abide by and respect the officials decision
- Win with character (be humble), lose with dignity
- Show appreciation for good sportsmanship regardless of the team
- Exercise self-control so it reflects positively upon yourself, your team and Miege
- Be positive so this reflects on Miege and its tradition of being the best

We at Bishop Miege support Rule 52 of the Kansas State High School Activities Association and its Citizenship/Sportsmanship Program. Those not following the above recommended guidelines will be removed from the activity.

### **Bishop Miege High School Extra -Curricular Activities Alcohol/Drug/Tobacco/Vape Abuse Guidelines**

Participation in interscholastic extracurricular activities at Bishop Miege High School is a privilege. That privilege is available to a student for so long as the student complies with school policy. Failure to comply with the following guidelines will result in suspension of the privilege of participation in the listed interscholastic extracurricular activities. These guidelines are an extension of the Bishop Miege Alcohol/Drug guidelines, which are found in this handbook. The interscholastic extracurricular activities included are as follows: All athletic teams, cheerleading, dance team, speech, debate, forensics, scholars bowl, band and choral music.

A participant in an interscholastic extracurricular activity shall not use, possess, transfer, or be under the influence of any alcoholic or cereal malt beverage, tobacco/vaping or controlled substance (as defined by Kansas law), either within or outside Bishop Miege High School. If the school determines that a student has been involved in drug/alcohol/tobacco/vape use outside of school, regular school consequences will apply. Violation of the extra-curricular guidelines will result in additional disciplinary action, including, without limitation, the disciplinary action stated below.

#### **First Offense:**

- A. Suspension from participation in all interscholastic extracurricular activities for a minimum of 20% of the current season. Administration will determine the consequence if the incident occurs outside of the sports season.
- B. The regular school guidelines written in the Student Handbook will also be enforced.
- C. Fulfillment of any additional responsibilities required by the coach/sponsor before reinstatement.

#### **Second Offense:**

- A. Suspension from participation in all interscholastic extracurricular activities for a minimum of 50% of the current season. Administration will determine the consequence if the incident occurs outside of the sports season.
- B. The regular school guidelines printed in the Student Handbook will also be enforced.
- C. Fulfillment of any additional responsibilities required by the coach/sponsor before

reinstatement.

**Third Offense:**

- A. Suspension from participation in all interscholastic extracurricular activities for a minimum of 365 consecutive days.
- B. The regular school guidelines written in the Student Handbook will also be enforced.
- C. Fulfillment of any additional responsibilities required by the coach/sponsor before reinstatement.

Suspension from an interscholastic extracurricular activity may extend from one season to the next and/or from one school year to the next (all post season play is included); a full season must be completed. If a student is involved in a non-athletic activity and athletic activity simultaneously when the violation occurs or is reported, the student will be suspended from both interscholastic and extracurricular activities.

**Performance Enhancing Supplements**

Bishop Miega High School strongly discourages the use of performance-enhancing supplements by all of its students because the use of dietary supplements can have an adverse effect. All students and their parents should consult with their physicians before taking any supplement product. In addition, coaches and school staff should not recommend or supply any supplement product to students. Due to the unregulated nature of these items, they cannot in good faith be recommended to any minor. The use of any illegal performance enhancing substance (i.e. anabolic steroids, ephedra etc.) by any student at Bishop Miega High School will be treated like the use of any other illegal substance.

**EKL Ejection Rule (Athletics Only)**

Any student athlete who is ejected from any athletic contest for misconduct shall be prohibited from participation in the next contest and must complete a sportsmanship class.

**Code of Ethics: Extra-Curricular Activities**

- 1.) Stealing and/or destruction of property may result in the student being dismissed from the team. Each case will be reviewed by the moderator/coach and must be brought to the attention of the Athletic/Activity Director.
- 2.) Any action deemed as negative or not sportsmanlike during an activities contest toward the public, official, senior moderator, coaches or other student participants will not be tolerated. The staff will take appropriate action suitable in the degree with the offense.
- 3.) A student that quits or is dismissed from an activity will not be allowed to participate in another activity during the same season. An exception is possible through mutual consent of the two moderators or coaches and the Athletic Director.
- 4.) A student may participate in a second activity during the same season if participation in the first activity was terminated because of cuts or natural squad reduction.
- 5.) Students are responsible to attend all activity meetings, practice or team liturgy as scheduled by the respective coach or sponsor. Continued absence or tardiness may result in suspension or dismissal.
- 6.) A sponsor or coach may put a student on a contract that is designed to help that certain student improve academically and/or in the area of discipline and/or training expectations.
- 7.) Attendance - A student must be in school for a minimum of three consecutive hours in order to be eligible to compete in Interscholastic events or participate in practice during the day. Special circumstances such as funerals, doctor appointments, court appearances or others will need the approval from the Athletic Director. If a student is absent on Friday and the activity is



Saturday, the student's attendance shows consent by the parent or guardian that the student is able to compete. Students are to be in class on time the day following any contest during the school week.

8.) Dress-Code-Grooming - The Administration may make such rules and regulations on dress and appearance for students to ensure a good public image for Bishop Miege High School at home and away. Special consideration above the normal dress code of the school as a whole is authorized due to the fact that the activity program is extra-curricular and participation is voluntary.

9.) Hazing/Harassment/Bullying-Cyber - No student shall be personally attacked and their personal dignity violated, physically or verbally. Violations can result in loss of playing time or possible removal from the team. The Athletic Director and the head coach will consult on the matter.

10.) Moderators and coaches may have other guidelines and expectations in addition to the ones listed here.

11.) Outside of school/Discredit to School or Criminal Acts – will be looked at case by case. The Athletic Director and head coach will review the issues presented. Results could be suspension or dismissal from the team.

12.) All student athletes are to be in “good standing” – academically and behaviorally. Those who are not may be suspended until all situations are resolved or they may be removed from the team.

13.) Academic Eligibility:

A) Bishop Miege follows the KSHSAA guidelines for semester academic eligibility for participation in extracurricular activities. This policy is as follows: The student shall have passed at least five new subjects (those not previously passed) of unit weight, or its equivalent, the previous semester or the last semester of attendance. Also, the student shall be enrolled in and attending a minimum of five new subjects (those not previously passed), of unit weight, or its equivalent, during the present semester.

B) Additionally, weekly academic eligibility will be as follows: Scholastic eligibility for students would be checked the Thursday of the 4th week of each semester and each succeeding Thursday thereafter. This policy would be applicable to all KSHSAA activities, plus potentially to other extra-curricular activities and non-curriculum related field trips.

-- A failing grade list would be generated out of PowerSchool on Thursday morning, including those when we do not have school scheduled. Students whose names appear on that list will be impacted the following Monday.

-- A student must be passing in all subjects he/she is enrolled in during that semester. If a student is failing one or more classes, they will have until the following Thursday to raise all grades to passing. Any failing grades that remain as failing the following week will cause that student to be ineligible to participate during the next one week period. The eligibility period will begin on Monday and end on Sunday.

-- If a student is failing for a second straight week, possible athletic eligibility can be maintained through an appeals process. The student may appeal that they were not allowed ample opportunity to improve their grade to 60% or that they made progress doing all they could and 60% was not attained. In addition, the appealing student-athlete commits to a plan of improvement that includes recommendations on improving their grade. Examples would be: Math Hub appointments, meeting with a teacher before or after school, etc..

--A student that has lost eligibility under this provision must achieve the minimum scholastic standard of passing all classes in order to regain eligibility during that semester.

**These guidelines will apply in addition to the school calendar/handbook guidelines.**

## STUDENT ACTIVITY POLICIES

1. All procedures and policies in the Herd Council constitution are considered school policy.
2. Freshmen **are not** eligible to attend the Homecoming Dance, Sadie Hawkins Dance or Junior/Senior Prom. Freshmen may attend mixers approved by the Administration. Sophomores may attend all mixers, Homecoming and Sadie Hawkins dances. Miege sophomores or sophomores from other schools may not attend the Junior/Senior Prom. (Guests may not be older than 20 years of age.)
3. Outside dates are allowed at the Homecoming Dance, at the Sadie Hawkins Dance and at the Junior/Senior Prom. Outside dates must be registered and will be verified by the Administration. (Turn in form one week before the dance.)
4. **Students who are suspended, expelled or have withdrawn for discipline reasons may not attend school dances or other identified Miege events.**
5. Queen or king royalty crowned at one of the formal dances, may not be part of the court at any of the other formal dances.
6. Freshmen and sophomores may not attend Prom.
7. Outside Dance Contracts are to be signed by the outside school's administration and a member of the Bishop Miege administration.
8. Cleaning up is the responsibility of the class or club, which holds the function. Except for Homecoming and Sadie Hawkins, clean up is to take place immediately after the function. Gym, commons and foyer should be ready for school the next day.
9. Open mixers are not permitted. (Only Bishop Miege students may attend school sponsored mixers)
10. Security is to be provided by the group organizing an activity.
11. All details concerning intra-school activities: class meetings, dances, assemblies and other such activities are to be written up and signed by the moderator and then submitted to the Associate/Dean of Students, who presents it to the Administrative Team for approval.
12. Herd Council, which consists of elected students within the Faith Family, will sponsor the major money making activities. Other classes and clubs may have money making activities, but may not sell commodities to the public by means of a selling drive without approval of the Development Office.
13. Dance Guidelines: There will be only appropriate dancing. Sexual, suggestive dancing, rough and dangerous or other inappropriate dancing will not be accepted. Any student violating this code will be warned and if it continues they will be removed from the dance and other discipline measures may be used. Any out of school guest must sign a regulations agreement form one week prior to the dance. This form is to be turned into the Administration.
14. **Security may do random alcohol/drug checks at all dances or activities. This includes, but is not limited to: breathalyzer use, search of car, purse or person.**