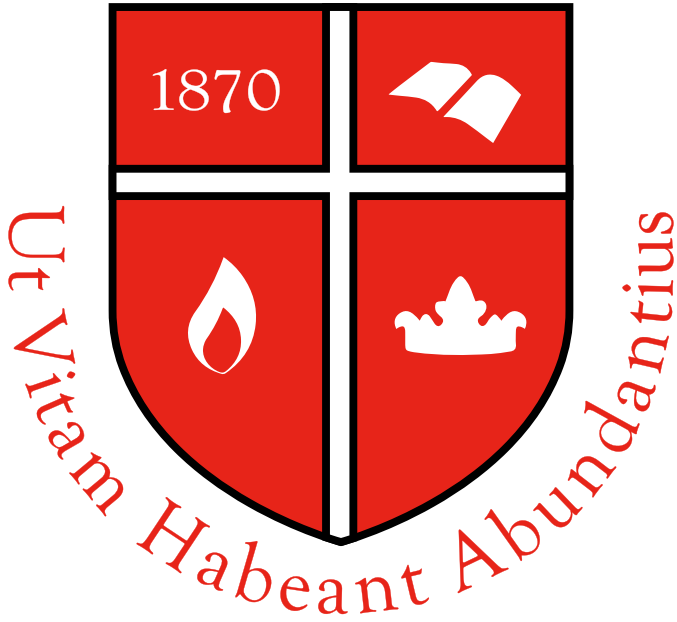


ST. JOHN'S PREPARATORY



2018-2019

STUDENT HANDBOOK & ACADEMIC PLANNER

21 - 21 Crescent Street • Astoria, New York 11105



Mission Statement of St. John's Preparatory School

St. John's Preparatory School, a college preparatory co-educational high school, is dedicated to promoting academic excellence and to instilling the principles and values of the Catholic Faith in a positive, nurturing environment. Inspired by its Vincentian tradition, St. John's Prep is built upon the profound respect for every individual. Students' character formation is nurtured through a vigorous academic curriculum, an engaging religious program, enriching service experiences and extensive extracurricular opportunities. St. John's Prep prepares students to be successful in meeting the challenges of the 21st century and in creating a world in which all "have life more abundantly."

Memorare Prayer

REMEMBER, O most gracious Virgin Mary, that never was it known that anyone who fled to thy protection, implored thy help, or sought thy intercession was left unaided. Inspired with this confidence, I fly to thee, O Virgin of Virgins, my mother; to thee do I come; before thee I stand, sinful and sorrowful. O Mother of the Word Incarnate, despise not my petitions, but in thy mercy hear and answer me. Amen.

ST. VINCENT DE PAUL:

"Give me a person of prayer, and such a one will be capable of accomplishing anything."

STUDENT HANDBOOK

2018-2019



ST. JOHN'S PREP

21-21 Crescent Street

Astoria, NY 11105

Tel: 718-721-7200

Fax: 718-545-9385

www.stjohnsprepschool.org

STUDENT'S NAME _____

PHONE _____

EMAIL _____

STUDENT ID _____

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A SHORT HISTORY OF ST. JOHN'S PREPARATORY SCHOOL

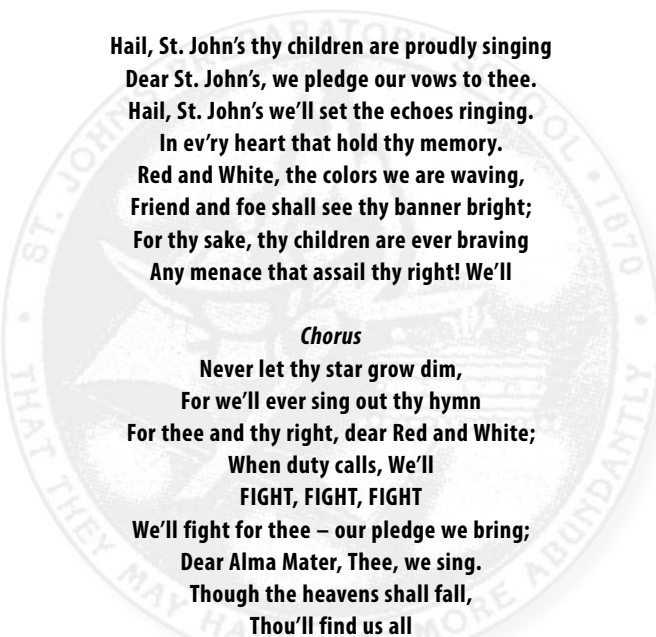
On May 28, 1868, ground was broken in the Bushwick-Williamsburg district for Saint John's College Hall, forerunner of both the Prep and St. John's University. Actually the school can trace its history back a few more years to 1865 when Bishop Loughlin commissioned the Vincentian Fathers to found a Catholic College in Brooklyn.

The doors first opened on September 5, 1870. Not until 1880 was a distinction made between high school and college level studies. Until then when a student registered at the College, he was interviewed by the President who acted as Prefect of Studies and depending on the young man's previous education, was assigned to a class. Only in the final classes were college level courses taught exclusively.

As the High School Department's enrollment increased, the decision was made to erect a new Prep building. In 1927 the Moore Memorial Building was dedicated by the most Reverend Thomas Molloy, Bishop of Brooklyn. From this date the student body of the High School was centered in the Moore Memorial Building. When the University moved to Hillcrest, Queens, the Prep continued to operate under the auspices of the Congregation of the Mission (the Vincentian Fathers) at the original site until 1972.

Mater Christi High School opened in Astoria in 1961 as a diocesan high school staffed by priests, the Sisters of Mercy, the La Salle Christian Brothers, and lay teachers. Originally co-institutional, the School eventually moved to co-education. In 1977 the name changed to Mater Christi Catholic High School when the diocese turned over the operation of the school to a board of trustees. In October of 1980 the Board of Trustees of Mater Christi Catholic High School and St. John's University announced the affiliation of the two schools, and, thus, on July 1, 1981 was born the NEW ST. JOHN'S PREP.

ST. JOHN'S PREP SCHOOL SONG



**Hail, St. John's thy children are proudly singing
Dear St. John's, we pledge our vows to thee.
Hail, St. John's we'll set the echoes ringing.
In ev'ry heart that hold thy memory.
Red and White, the colors we are waving,
Friend and foe shall see thy banner bright;
For thy sake, thy children are ever braving
Any menace that assail thy right! We'll**

Chorus

**Never let thy star grow dim,
For we'll ever sing out thy hymn
For thee and thy right, dear Red and White;
When duty calls, We'll
FIGHT, FIGHT, FIGHT
We'll fight for thee – our pledge we bring;
Dear Alma Mater, Thee, we sing.
Though the heavens shall fall,
Thou'll find us all
Responsive to thy slightest call!**

MESSAGE FROM THE PRINCIPAL

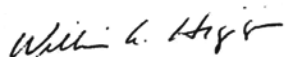
Welcome to new and returning students for the 2018–2019 academic year at St. John's Prep. The opening of a new school year is always an exciting time. It represents change, it reconnects our community, and it brings a whole new set of possibilities.

St. John's Prep prides itself on its high academic standards and rigorous curriculum. From engaging electives to our advanced placement courses, our college preparatory curriculum ensures all St. John's Prep graduates are prepared for the academic rigors of college. We encourage you to always be engaged in your classes, be prepared, actively participate and always ask for assistance when you need help. The classes you take at St. John's Prep are very important as they play a major role in preparing you for college and beyond.

We encourage all of you to take advantage of the many extracurricular opportunities that St. John's Prep has to offer; there is much learning that takes place in a club, in a service activity or on a Red Storm team. Get actively involved in the spiritual life of the school as a prayer leader, altar server, retreat leader, lector or minister of hospitality. Through participation, you build community, learn self-discipline, develop self-confidence and discover your passions. Take advantage of your high school years because the mark you make now will create memories that will last a lifetime.

We ask God to continue to watch over you and guide you and your family in the months ahead. Please accept my best wishes for an exciting, productive and successful school year at St. John's Prep.!

Sincerely,



*William A. Higgins
Principal*



TELEPHONE DIRECTORY

ADMISSIONS

Ms. Loehle	699
Ms. Mullen	298

ALUMNI/DEVELOPMENT OFFICE

Ms. Wilhelm	686
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ATHLETIC DIRECTOR

Mr. Levent	241
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ATTENDANCE

Ms. Ryan	0
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BUSINESS OFFICE

Ms. Gallino	260
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CAMPUS MINISTRY

Fr. Liju Augustine	630
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DEAN'S OFFICE

Ms. Moore	251
Ms. Cocchi	253

GUIDANCE

Fr. Gilley	271
Mr. Szymkiewicz	270
Ms. Curcio	276
Ms. O'Grady	277

HEALTH OFFICE

Ms. Sirchia, R.N.	624
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PRINCIPAL'S OFFICE

Mr. Higgins	219
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PROGRAMMING OFFICE

Ms. Martinez	240
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STUDENT CENTER

Ms. Johnson	250
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SWITCHBOARD

0

TRANSPORTATION

Ms. Prager-Fenster	250
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TUITION OFFICE

Ms. DiMarco	265
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VICE PRINCIPAL'S OFFICE

Ms. Flood	221
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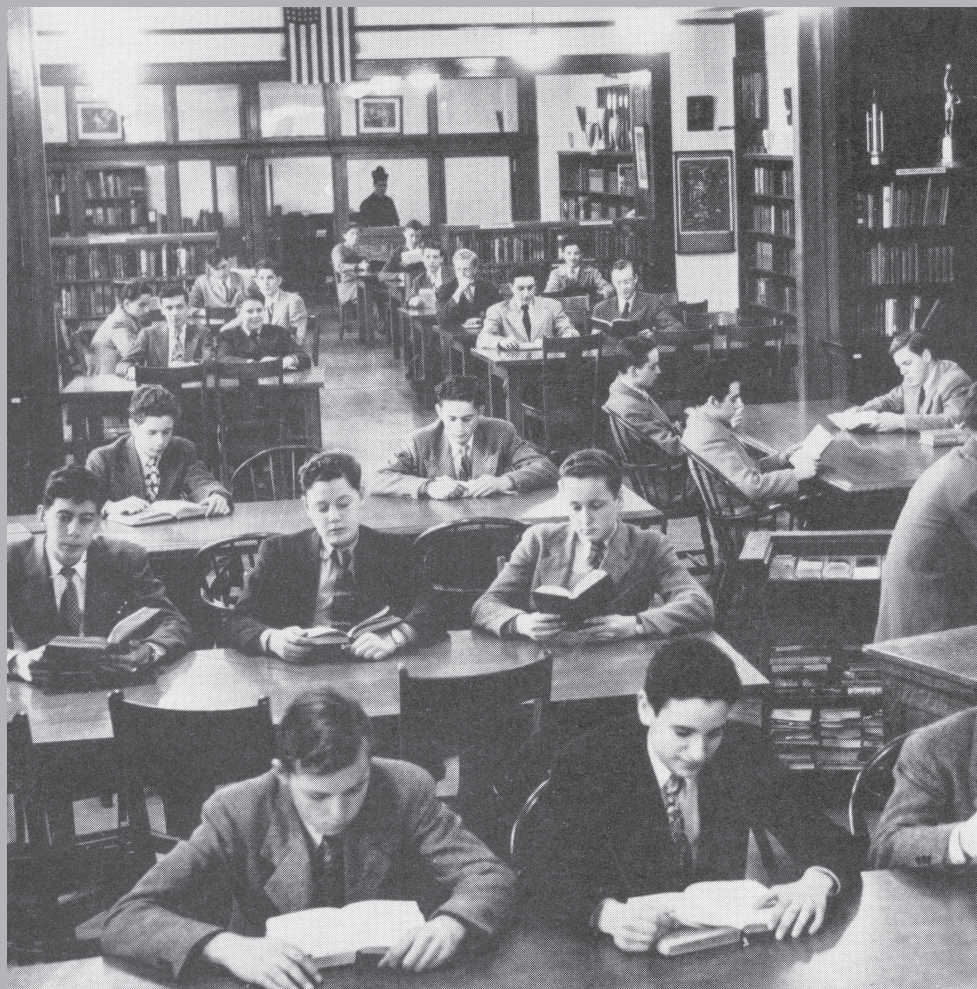




Catch the Spirit

OF SCHOLARSHIP

SJP



VALUES OF A ST. JOHN'S PREP STUDENT

The philosophy of St. John's Prep includes the belief that an individual will grow spiritually, intellectually and socially only when one's life is shared with others. The St. John's Prep student is a welcomed and vital member of the school community. As a member of the community, the student has a responsibility to the faculty and staff, and to his/her fellow students. The student's attitude, words, and actions affect all of the members of St. John's. Each student is expected to maintain a standard of behavior that enables our community to flourish, one that shows respect to all and one that allows every member to have life more abundantly. The student code delineates the standard of behavior that best typifies a St. John's Prep student. The code is a guide to help students put into action the philosophy and ideals of the St. John's Prep community.

- St. John's Prep students are respectful of themselves and of others as children of God.
- St. John's Prep students are honest. They value the truth and strive to maintain social and academic integrity.
- St. John's Prep students are responsible for their own learning. They contribute to the intellectual life of St. John's. They are aware that their attitude, preparation and participation advance their learning as well as that of their classmates.
- St. John's Prep students are cooperative. They respect school rules. They respond positively when people request their help.
- St. John's Prep students are hospitable. They welcome guests and treat members of opposing teams politely.
- St. John's Prep students are proud of St. John's and its traditions. Their pride and enthusiasm permeates academics, athletics, the arts, liturgy, extracurriculars, service, and all community events.
- St. John's Prep students are representatives of the school. At all times, they are responsible for upholding the school's name, and enhancing its reputation.
- St. John's Prep is a community of compassion and the students are committed to justice and service to others.



SPIRITUAL DEVELOPMENT

St. John's Prep is a Catholic High School dedicated to teaching the doctrines and values of the Catholic faith. St. John's Prep provides the opportunities and atmosphere for students to continue their faith development and to help in their seeking a deeper relationship with God. All words and actions are asked to reflect the primary truth that they are created in the image and likeness of God. Students are challenged to see God's Presence in themselves and to recognize His Presence in others.

Special Liturgies, Prayer Services, Penance Services, Day and Weekend Retreats provide meaningful opportunities for students in faith development experiences. Students are asked to approach these activities in a serious and respectful manner. In addition to these liturgies and programs, morning prayer is a special time at the beginning of each school day when all members of St. John's Prep, as a Community, join together in a moment of prayer.

Morning Prayer is an intrinsic and sacred part of the St. John's Prep school day. It sets the tone and recognizes on a daily basis the reason for our existence. It reflects our school's mission and helps us to see God's Presence in ourselves and in each other. At the beginning of first period, all activities cease, as we – as a community – ask God's blessing on our day and on members of our community.

To emphasize the importance of these prayerful moments we wish to review the following:

- All administrators, faculty, staff, and students pause at their work to participate in the prayer.
- Classroom teachers set the prayerful atmosphere as they ask all students to close books, to put down pens, pencils, in order to place ourselves in God's Presence so that we may focus and pray together.
- Throughout the building (library, guidance, gymnasium, hallways) faculty, staff and students stop and join in our morning prayer.

We come together in this prayerful time each day to rededicate ourselves as members of a Catholic faith-filled community. The seriousness with which we approach these moments of prayer emphasize our mission as a Catholic school.



ACADEMIC POLICY

Students are accepted to St. John's Prep based on standardized test results, academic performance, positive attitude, effort and attendance recommendations. The only students accepted at St. John's Prep are students who the admission committee believes are capable of achieving academic success.

St. John's Prep students must approach their studies in a serious and conscientious manner. They are expected to work hard, to pay attention in class, to seek extra help if needed, to complete all assignments and to make every effort to achieve academic success. A minimum of two hours each night should be focused on homework. It is important to realize that homework consists of written work, reading material and studying. School nights should be devoted to school work and preparation for classes.

Parents/Guardians will be notified if their student fails a course and/or a New York State Common Core/ Regents exam by their child's teacher as soon as grades are complete. These grades will be made available to the parents on the Home Logic Portal as well as on the morning of Grade Review Day, June 27, 2019.

The passing grade for all courses is 65%.

COURSE FAILURES:

- Any student who fails a course must make up the course during summer school.
- No student will be readmitted to St. John's in September unless he/she has taken an approved course(s) to make up the course failures from the previous school year.
- No course will be rescheduled for a student because of a failure unless the student first attempted to make up the course in summer school. A course would be rescheduled in such a case only if the Administration, in consultation with the Guidance Department, determined that such a rescheduling would be beneficial for the student involved and could be accommodated by the School's program.
- If a student fails three courses and it is only possible to make up two failures during the summer, the student will be readmitted in September only if the student makes up two failures and signs an agreement pledging to make up the third failure during the next summer.
- Any student who fails four courses will be asked to withdraw from St. John's Prep.

REGENTS/Common Core FAILURES:

Students who pass a required Regent's course but fail the Regent's examination will be required to attend a SJP 10 Day Crash Course at the end of July/early August to re-take the exam in August. (If the exam is not offered by N.Y. State in August, it may be retaken the following January)



GRADUATION REQUIREMENTS

A. REQUIRED COURSES

Freshmen and sophomores must carry a full program. Juniors and Seniors must take at least six periods of study per semester.

Required of all students: Religion, Physical Education and Guidance must be taken every year.

English	4 units
Social Studies	4 units
Mathematics	3 units
Science	3 units
Foreign Language	2 units
Math Lab/Latin	1/2 unit
Fine Arts (Music and/or Art)	1 unit
Health	1/2 unit

B. SENIOR REQUIREMENT

Seniors must have a passing average in all courses in senior year in order to graduate.

C. NEW YORK STATE REGENTS DIPLOMA

In addition to the credit requirements all St. John's Prep students must successfully pass the 5 required NY State Regents with a 65 in order to earn a New York State diploma. Students who do not successfully pass in June are required to attend a two-week review course in the summer to sit for the August examination.

For further information about the NY State Regents, visit their website at www.nysed.edu.

D. REQUIRED FOR A REGENTS DIPLOMA

Freshman Year

- Common Core Algebra
- Living Environment

Sophomore Year

- Global History and Geography

Junior Year

- English Language Arts Common Core
- United States History and Government

E. REQUIRED REGENTS EXAMS FOR REGENTS DIPLOMA WITH ADVANCED DESIGNATION

English

Mathematics (3 Exams)

Global History and Geography

US History and Government

Science (One Physical and One Life Science)

Language other than English



F. WITH HONORS

The "with honors" designation is added to either Regents Diploma or Advanced Regent's Diploma for students with an average score of 90 or more on all required Regents exams.

GRADES

Report cards are issued four times in the academic calendar. Parents or guardians should review their student's grades so that they are aware of their progress. Parents and guardians should participate in the parent - teacher conferences held in October, December, and March. In September, there is an incoming freshman orientation for the freshman grade parents and guardians. The dates and times are posted on-line and listed in the school calendar.

RECORDS AND TRANSFER POLICY

Students in need of current transcripts should see their guidance counselors. Students leaving St John's Prep must fill out a form available in the Programming Center, which must be signed by a parent. An exit interview with an Assistant Principal and/or Guidance Counselor is required. Alumni transcripts are available in the Programming Center.

HOME LOGIC FOR PARENTS

Home Logic for Parents is a secure web-based internet portal that is used for communication between teachers and parents. Parents /guardians have their own Home Logic account to access information about their student' classes, assignments, attendance, grades and contact faculty. The Home Logic portal is found on the school website www.stjohnsprepschool.org. A parent/ guardian will have to establish a user name and password in order to access the program.

ATTENDANCE

St. John's Prep students must develop a mature sense of responsibility and accountability. They must realize that attendance and punctuality are serious elements of their obligation and performance as a St. John's Prep student. If it is absolutely necessary for a student to be absent or late, it is the student's responsibility to know, to understand, and to insure that the required procedures have been followed. Parents are asked to consider the academic consequences of student absence when planning family vacations, college trips, etc. as this may directly affect a student's academic performance.

STUDENT ABSENCE

All absences are posted to students' attendance record and are available on Home Logic. A student's absence must be reported by a phone call between 8:00 A.M. and 10:00 A.M. (718-721-7200) each day of his/her absence. Any student marked absent must bring in a note signed by the parent or guardian explaining why the student missed school. The student must submit this note to their homeroom teacher following their absence. All absences need written verification. Failure to submit absent notes in a timely fashion may result in detention.

Except in the case of an educational absence, a student may not attend or participate in any athletic event or school activity on the date of his/her absence without special permission of the administration.



A student's grade may be affected by excessive absences. If a student should miss five classes during a quarter, he/she may receive a failure in that subject for the marking period. Excessive absence is a serious matter and may result in administrative intervention and disciplinary action including a parental conference, Saturday Academic Make-Up Session(s), suspension and/or expulsion. The school is aware and considerate of the fact that situations may arise in which a student is excessively absent for reasons beyond their control. In these cases, the school will make every effort to work with the family to act in the best interest of the student without compromising the academic integrity of the school.

EARLY DISMISSAL

St. John's Prep strongly encourages parents/guardians to make appointments for their child when school is not in session. However, there are situations which may warrant a student's early dismissal. Students will not be dismissed if the following procedure is not followed.

When students request early dismissal for a medical appointment or other official appointments, they must present a parent/guardian-signed note to the Attendance Office one day prior to the appointment. The note must include the reason, the time of dismissal and a parental/guardian signature. The Attendance Office will contact a parent/guardian to confirm the dismissal. Unexpected dismissals, due to a family emergency, require both written and verbal parent confirmation (718) 721-7200 authorizing the student to leave school. A parent/guardian may fax a note to the Attendance office at (718) 545-9835. A parent/guardian must report to the Student Center with proper ID to sign out their student.

College appointments during the school day must be arranged with the Guidance Department. Dismissal for these appointments will be granted only with the approval of a member of the Guidance Department.

CLASS ATTENDANCE

Attendance in class is mandatory. If a student should miss a class for any valid reason, he/she is responsible to make up work assigned by the teacher during the class that was missed. Cutting class will result in disciplinary action. If a teacher/substitute has not arrived on time for class, students are not to leave the room. One student should go to the Faculty Center (North Office) to inform someone of the situation.

LATENESS

At St. John's Prep we recognize that both excellent attendance and punctuality are keys for student success. Students are expected to be in school by 8:00 a.m. and be in homeroom by the first bell at 8:10 a.m. in full uniform. Students who come to homeroom after 8:15 a.m. must report to the Attendance Window to obtain a late pass. Students arriving without a note after 8:30 a.m. will serve one detention and students who report after 9:00 a.m. will serve two detentions.

MAKE A COMMITMENT TO BEING ON TIME

Being on time creates a well-organized and stress-free morning along with a smile that will last the rest of the day!

PREP FOR SUCCESS

1. Being on time is a habit. Being on time is just a matter of changing your routine.
2. Go to bed at a reasonable hour.
3. Wake up early.
3. Plan ahead. Do all the morning prep the night before.
4. Get an early start. Allow yourself plenty of extra time. You never know when there might be subway delays, an accident or construction on the roads.



5. Figure out how long things really take. Get real about timing. Do not underestimate how long it takes to get ready or to travel to school.
6. Think about the consequences of being late to school:
 - One Detention for a student when he/she misses home room
 - Two Detentions when a student arrives after 9am
 - In House Suspension if a student is late 5 times within a marking period
 - A student may be excluded from participation in all extra-curricular activities, clubs, intramurals, and athletic teams.

The St. John's Prep community can only be successful if we work together in a coordinated effort to ensure we are present and on time.

TRUANCY

Absence from school without the knowledge or consent of a parent or guardian is considered truancy.

When a student is truant, he/she will not be allowed to return to school until his/her parents have met with the Assistant Principal of Student Life. Disciplinary action may include suspension and/or expulsion.

ACADEMIC AWARDS AND HONORS

Academic recognition awards are presented at the conclusion of each semester. These awards include recognition for outstanding achievement, effort, performance, and attendance. The awards and certificates are presented at class year assemblies. The academic certificates of achievement are as follows:

- *Principal's List* - This certificate is presented to students with an average of 95% or over.
- *First Honors* - This certificate is presented to students with an average of 90% or over.
- *Second Honors* - This certificate is presented to students with an average of 85% or over.
- *Effort Awards* - Students who show extraordinary effort in a given discipline are rewarded with effort awards chosen by each academic department.
- *Perfect Attendance Awards* - This Award is presented annually to students who have had a year of Perfect Attendance. (Excessive lateness will effect eligibility for this award)

At St. John's Prep's Commencement Exercises, an academic award is presented to the student who has excelled in each of the specific subject areas. In addition, a Perfect Attendance Award is presented to students who have maintained perfect attendance for their four years at St. John's Prep.

- The Valedictorian, the spokesperson for the graduating class, is the student who has the highest academic grade point average for his/her four years as a St. John's Prep student.
- The Salutatorian is the student who has the second highest grade point average for his/her four years as a St. John's Prep student.
- The Scholar-Athlete Award is presented to the student who has played a varsity sport and has achieved the highest grade point average.
- The Christian Leadership Award is presented to the student who has best exemplified the mission of St. John's Prep.
- The Performing Arts Award is presented to the student who excels in the area of the arts.

Awards that recognize school service, sportsmanship, and overall achievement are also presented at the graduation ceremonies.



ACADEMIC POLICY FOR EXTRA CURRICULAR ACTIVITIES

It is a privilege for students to participate in the extracurricular life at St. John's Prep. With every privilege comes responsibility. Academics is the student's primary responsibility. St. John's Prep's goal for the students is always academic success. Therefore, all students participating in the clubs, activities, or athletic teams must be doing their school work in a conscientious and intelligent manner. If a student is not performing well in class, it calls into question whether he/she can continue as an active member of the extracurricular organization. Improvement must be seen. In addition, no student who is failing two or more subjects may participate in a club, activity, or team. Participation can only resume once academic improvement is evident.

ADVANCED PLACEMENT & COLLEGE COURSES

ADVANCED PLACEMENT

Qualified students may begin to take an Advanced Placement course starting in sophomore year. **All students enrolled in any AP course are required to take the AP exam in May to earn the weighted grade for the course.**

COLLEGE ADVANTAGE PROGRAM

St. John's University offers SJP students an opportunity to earn college credits while in high school. These college level courses are taken at St. John's Prep and are among the student's regularly scheduled classes. This benefits high-achieving students to be further motivated and to get a "headstart" in college.

ST. JOHN'S UNIVERSITY/ST. JOHN'S PREP BACCALAUREATE PROGRAM

An exclusive Baccalaureate Program in partnership with St. John's University on the SJU Campus, enables St. John's Prep students to complete high school and college in seven years. Students interested in this program are required to take Honor classes throughout their three years at St. John's Prep. In the fourth year of the program, accepted students attend the University and earn credit from both St. John's University and St. John's Prep.

LIBRARY AND MEDIA ARTS CENTER (LMAC)

The information and technology hub of the school, the St. John's Prep Library is open Monday to Friday from 7:30 a.m. - 3:30 p.m. Working in partnership with faculty members, the library staff provides students with access to an extraordinary world of resources and teaches them how to find, analyze and evaluate the full range of materials available to them. To foster the intellectual growth of our students, the library staff:

- Provides resources to support and enrich the curriculum
- Cooperates with teachers in planning class and research assignments
- Teaches information literacy skills
- Assists students with research projects
- Selects books, magazines and newspapers that encourage lifelong reading.
- Works with students to use our state-of-the-art technology to create multi-dimensional presentations.

This large 43,000 volume library offers space for individual and collaborative study, as well as a media classroom for instruction.



Catch the Spirit

OF LEADERSHIP

SJP



Standards of Conduct
and Student Behavior



ST. JOHN'S PREP SCHOOL CODE OF HONOR

"Our purpose is to do what is right, not only in the sight of God but also in the sight of others."

Romans 8:21

The philosophy of St. John's Prep calls for an atmosphere of academic honesty, truthfulness and respect. In seeking to live out the gospel promise "that they may have life more abundantly," the St. John's Prep community realizes that only through the core values of honesty, truthfulness and respect can this fullness of life be made a reality. As a Catholic Christian community, it is our core calling to lead each other on an honorable path.

With this in mind, we pledge to stand strong in our fundamental commitment to

– Honesty

Academic honesty and personal integrity are fundamental components of a St. John's Prep education. Honesty in the area of academics means doing one's own work and properly crediting the work of others. St. John's Prep expects that students will not cheat, lie, plagiarize, or commit other acts of academic dishonesty. The well-being of the entire school community depends on the student accepting responsibility for personal conduct in both their social and academic endeavors.

– Truthfulness

Truthfulness is defined as being honest, being open, to be forthright and not attempting to deceive others. Always tell the truth! Telling the truth isn't always easy but remember, getting caught in a lie- even a little one – easily can destroy your credibility.

– Respect

Respect is about honoring the essential worth and dignity of all people, including oneself. All students are expected to be the best they can be and treat everyone and their property with respect in both words and deeds, regardless of the situation.

ACADEMIC INTEGRITY:

St. John's Prep requires that all work be entirely the result of one's own effort. A student's honesty and integrity in all academic work is expected. Academic dishonesty occurs when a student obtains or assists another in obtaining credit for work, which is not his/her own. Copying of another's work, improper conduct during tests and examinations, any form of plagiarism, improper use of the internet or electronic devices, or any other dishonesty in doing one's individual academic work will be considered a serious violation of the school's goals and academic program.

Students who engage in academic dishonesty and violate St. John's Prep Honor Code will be held responsible and accountable for their actions. Parents will be notified and the following consequences may result:

- Receiving a grade of "zero" on any assignment which has been copied or where a student permits another student to copy
- Receiving a grade of "zero" on any assignment which has been plagiarized from another source
- Receiving a grade of "zero" on any quiz or examination on which a student has cheated. In the case of a school examination, a report will also be made to the Department Chairperson and to the Vice Principal for Academic Affairs. In the case of a New York State Regents examination, the State may be notified and the student may be barred from taking further Regents examinations
- Forgery, lying, or other deceptions will result in the need for a parent conference, detention, suspension, or in grave situations, separation from the school



- The student may be placed on academic probation, barred from school activities/athletics, suspended or dismissed from school.

STUDENT BEHAVIOR – RESPONSIBILITIES AND PROCEDURES

A SAFE ENVIRONMENT

St. John's Prep believes that it is essential that a safe, well-ordered, and nurturing educational environment be established for all students. Bullying, intimidation or harassment contradicts the mission and philosophy of St. John's Prep. and will not be tolerated. St. John's Prep reserves the right to discipline students for both on or off-campus behavior that creates an intimidating or threatening educational environment or substantially disrupts the orderly operation of the school.

CLASSROOM RULES

Teachers are responsible for establishing guidelines for proper conduct in their classroom which reflect the philosophy and mission of the school. The following regulations are always included as part of every teacher's guidelines:

- Smart phones or other electronic devices should be turned off unless utilized for approved instructional purposes under the supervision of a teacher
- No gum chewing, headphones, food or drink are allowed in the classroom
- Students are to come to class prepared (calculator, books, pens, paper, homework, etc.)
- Students are to show respect for others and their property
- Students are to be on time to class
- Students are to remain quiet during announcements
- Students are to be in uniform during class
- Students who are repeatedly in violation of a teacher's classroom rules are referred to the Administration for further disciplinary action
- Students who must leave a classroom for any reason must secure a HALLWAY PASS from the subject teacher. This pass is to be carried in transit and shown upon request to any teacher or administrator. Upon returning to the classroom the pass must be returned to the teacher

LIBRARY RULES

- All school rules apply in the library
- Students must be actively working on class work, homework, research or reading while working in the library
- The privilege of using the library computers will be restricted if a student violates the Acceptable library Use of Technology Agreement.
- Portable electronic devices may only be used in the library with permission/supervision.

LEAVING SCHOOL GROUNDS

Because of state and local regulations, students are not permitted to leave school grounds during regularly scheduled classes. If a student leaves before dismissal, parents will be notified and the student may be suspended and/or required to serve detention.

LOITERING

Loitering interferes with the rights of others and is therefore unacceptable on any block or corner near the school. Violators will be subjected to any disciplinary action deemed necessary and appropriate by the school.



MAIN ENTRANCE

Due to the large number of students who arrive and depart at the same time each day, it is requested that parents who drive their son/daughter to or from school not use the front driveway.

CONDUCT IN THE SCHOOL BUILDING

Students are expected to maintain a standard of behavior and decorum that reflects the philosophy and mission of the school. All members of the St. John's Prep community work to foster a deep sense of respect and appreciation in our students for the uniqueness and talents of others. Most importantly, students are challenged to recognize God in each other. Therefore, all their words and actions must reflect this spirit which enables our community to flourish. Students' conduct must always show respect and concern for the administration, faculty, staff, and fellow students. In addition, all students' actions should indicate a serious attitude toward learning and an appropriate sense of focus and study. Students' behavior must follow a pattern that contributes to the positive and productive atmosphere of the school - obviously yelling, pushing or shoving, running or loitering in the corridors, locker rooms and lavatories during the day is prohibited. Inappropriate displays of affection are considered in poor taste and are not acceptable in the building or on school grounds. Bullying, belligerence and insubordination are among the most serious offenses and are therefore totally unacceptable. Engaging in verbal abuse, profanity or obscenity, including inappropriate gestures, demonstrates an extreme lack of respect and are therefore not tolerated. Proper student conduct and discipline are essential in creating an environment that is conducive to growth and learning for all St. John's Prep students.

CONDUCT OUTSIDE THE SCHOOL

As a condition of enrollment, students must behave both on and off-campus in a manner keeping with Christian values and consistent with the mission of St. John's Prep. Conduct on social media, the trains, buses, at athletic contests and after school functions, must therefore always exhibit respect for the rights of others. A student who is responsible for bringing public disgrace upon himself/herself or the school will be suspended and subject to expulsion.

CAFETERIA

Eating or drinking is limited to the cafeteria and is therefore not permitted in any other part of the building. It is the obligation of each student (all students) to keep the cafeteria clean. The student is responsible for his/her own refuse and may be required to help clean the trash left by others. Students refusing to clean tables or to identify themselves at the request of a faculty member will be subject to disciplinary action. Food deliveries ordered by St. John's Prep students are not permitted during the school day. During the lunch period students must remain in the basement corridor, or go out to the school yard if they wish. If a student chooses to use part of his/her lunch period to work in the library he/she should go to the library first and receive a pass from the librarian to go to the cafeteria.

YARD

Students may use the cafeteria yard **At Lunch Time Only** under the following conditions: no chairs may be taken from the cafeteria to the yard; no ball playing is allowed at any time; refuse is to be placed in the trash cans. Students should note that the wise use of this privilege is entirely their responsibility.



SCHOOL POLICY ON SMOKING, NARCOTICS / ALCOHOL

SMOKING

The hazards of smoking are a source of deep concern. Nearly all smokers start as young adults so the school would be remiss in its obligation if it did not attempt to discourage this potentially dangerous habit. Smoking, whether it is tobacco or an electronic cigarette, is not permitted on or off the St. John's Prep campus.

NARCOTICS /ALCOHOL

Drugs and or alcohol have absolutely no place in the high school environment. The faculty and administration of St. John's view their responsibilities in this regard most seriously. In all cases, action will be taken. A user of drugs and/or alcohol faces immediate suspension, counseling evaluation, withdrawal of his or her rights to participate in school activities, school probation and/or dismissal. Whenever it is determined that a student is involved in the distribution or selling of drugs, that student will be expelled and law enforcement authorities may be contacted.

SCHOOL POLICY ON VANDALISM & THEFT

Basic to the philosophy governing St. John's is an intrinsic respect for the rights of others. Students are urged to exercise this respect with regard to school property. Each student should realize that any vandalism, including graffiti done to school property is directly related to increased costs. Any student vandalizing the school's property will be responsible for the repair costs and subject to suspension and/or dismissal. In addition, if any class is interfered with due to vandalism, this class will be made up the same day at dismissal.

Respecting others means having proper regard for others and their property. Theft of property from a member of the school community, from the school itself, or possession of stolen goods is unacceptable. Witnessing or being aware of theft and failing to report it to an administrator or member of the St. John's Prep faculty may be interpreted as the assistance of theft. Finding an item and not immediately turning it in to the Student Center may be interpreted as theft. Intentionally keeping the item for oneself is also considered theft and students will be subject to suspension or expulsion.

St. John's Preparatory School is not liable for any theft of student property. Any student who is a victim of theft should report the incident to the Dean or Office of Student Life as soon as possible. Portable electronic devices are brought to school at the student's own risk, ex. portable music players, smart phones, iPads, laptop computers, headphones and all types of cameras.

ACCEPTABLE USE POLICY FOR TECHNOLOGY

The Acceptable use of Technology Policy has been designed to provide guidance relating to responsible use and shall be consistent with St. John's Prep's goal of promoting academic excellence by facilitating resource sharing, innovation, and communication. The Saint John's Prep Acceptable Use Policy applies to all technology resources including, but not limited to: personal computers, tablets, school computers, cell /smart phones, video and audio equipment, copy machines, printers and information storage devices. Saint John's Prep students are expected to use school and personal electronic resources in a considerate, ethical, moral and legal manner.



The failure of any student to follow these terms may result in the loss of privileges, disciplinary action, and/or appropriate legal action. Access to St. John's Prep's electronic information systems must be for the purpose of education or research and be consistent with the educational objectives and Christian values of the school.

All students must obtain the approval of their parents and or guardians before access to the school's electronic information and communication system can be granted. Both parties must read and sign the Acceptable Use Policy for Technology to indicate an understanding and acceptance of its contents and responsibilities. A copy of this form can be found on the school website.

Security on any electronic device is a high priority. Since the Internet is globally accessible and changes daily, it is not always able to predict what students may encounter on the Internet. St. John's Preparatory School has secured the services of an outside agency to monitor uses of its electronic information system and limit student access to inappropriate sites, social media, and chat rooms

For purposes of this policy and in accordance with St. John's Prep's Acceptable Use Policy, the following definitions shall apply:

1. "Electronic information systems" means and includes, but is not limited to, computers, networks, printers, copy machines, servers, and other similar devices that are administered by or for St. John's Prep and for which St. John's Prep is responsible, as well as any electronic communication transmitted, received, or viewed on an electronic devices accessed or used on such devices. "Networks" shall mean and include video, voice, and data networks, routers, and storage devices.
2. "Electronic communications" means and includes, but is not limited to, the communicating or posting of information or material by way of electronic mail, bulletin boards, World Wide Web (Internet), intranets, or other such electronic tools.
3. "Personal Electronic Devices" (PED's) means and includes, but is not limited to, regular, mobile, and smart phones; computers; laptops; electronic notebooks, tablets; audio and video equipment; flash drives; memory sticks; iPods; MP3 players; iPads; and other wireless equipment

STUDENT NETWORK USE AGREEMENT

Privileges and Acceptable Use: The use of St. John's Prep's electronic information systems and devices is a privilege, not a right, and inappropriate use may result in a cancellation of those privileges. In accordance with St. John's Prep's Acceptable Use Policy, students are expected to:

1. Make full use of the benefits of information and communications technology for school-related activities and to facilitate the efficient exchange of information
2. Use IT tools to support learning in ways that are consistent with the mission of the school
3. Conduct research using the Internet for instructional purposes related to class curriculum, personal interest and professional development
4. Access information that will facilitate their selection of the college or university that they want to attend; and increase their awareness of career path opportunities; infuse technology into their course work; improve their information literacy and research skills; find ways to use technology for service to others

Unacceptable Use: Students are responsible for their actions and activities involving the use of electronic information systems and devices, including the use of school computers, the use of personal electronic devices whether on or off school grounds and accessing St. John's Prep's electronic information systems through personal electronic devices in or outside the school. Students should be aware they should never reveal personal information about oneself or others, they should not share passwords or engage in any activity that puts themselves or others in harm's way.



In accordance with St. John's Prep's Acceptable Use Policy, examples of unacceptable uses are but not limited to the following:

1. Invading the privacy of other individuals, including bullying, cyberbullying and harassment including but not limited to texting or posting inappropriate messages, photos or videos
2. Audio taping or videotaping and transmitting such information regarding someone without their permission
3. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material
4. Gaining intentional access to material, maintaining access to materials or distributing materials which utilize or encourage use of destructive devices, violence, or the diminishment of the value of life
5. Any form of vandalism, including but not limited to stealing or damaging computers, computer systems, or networks, unauthorized downloading of software and/or disrupting the operation of the network
6. Intentionally installing or accepting spyware, malware, or other disruptive, intrusive, or destructive programs
7. Accessing or participating in any games without the express authorization of a teacher or administrator, or using St. John's Prep's electronic information systems for personal uses
8. Use of school-issued or personal electronic devices to perform unethical actions including, but not limited to, cheating, academic dishonesty, unauthorized collaboration, or plagiarism (e.g., cell phone texting answers or taking pictures of exams) or to invade the rights of others (e.g., taking or transmitting unauthorized photographs or videos)
9. Misrepresenting one's identity or using another person's password, user profile, or technology or allowing another to use one's identity, password, or technology without authorization
10. Use for private or commercial advertising, illegal activity or financial gain

PERMITTED USE OF PERSONAL ELECTRONIC DEVICES

The use of personal laptop computers, tablets and mobile devices on campus may only be utilized for approved instructional purposes under the supervision of a member of the St. John's Prep faculty or staff. All policies set in place in the Acceptable Use Policy continue to apply when a student brings a personal device for use on campus.

Students are responsible for securing their devices (laptop, tablet, etc.) on campus. Saint John's Prep assumes no responsibility or financial liability for any damage the student or parent suffers, including but not limited to theft, physical damage, loss of data or software malfunctions of the any portable electronic device. If a any PED appears to have been lost or stolen, the student will immediately report the incident to the Student Center.

Portable electronic devices (PED) may be used in the library, guidance center or the classroom with teacher permission/supervision.

- The use of the laptop may in no way disrupt or distract from the learning environment.
- All usage must be in accordance with the policies in the Student Handbook and be consistent with the mission and philosophy of Saint John' Prep.
- Student use of a portable electronic devices (PED) on campus must meet the requirements of the Acceptable Use Policy. PEDs are not to be used for games, chats, messaging, DVD viewing or other forms of entertainment.
- Students must surrender their portable electronic device to any teacher or administrator upon request and must allow these authorized personnel to examine the system to determine whether established policies have been violated.
- Any student who is suspected of violating the Laptop Agreement will be referred to the Assistant Principal of Student Life.



SOCIAL MEDIA

St. John's Prep endeavors to create an atmosphere which fosters academic achievement, personal responsibility, and respectful relationships among students, faculty, staff, administrators, families and other members of the St. John's Prep community. Any behavior or action contrary to the school's purposes, including any violation of this policy, is considered an infraction and may result in the immediate and/or permanent loss of access to the electronic information systems, electronic devices, and/or further disciplinary actions.

Social media tools are valuable as curricular resources, and as part of a larger communication network that fosters education and personal growth. The principles of respect and reverence for every person, the development of the community and the ideals of a Catholic education are at the core of St. John's Prep's identity. Interacting with people online is no different than interacting with individuals face- to-face; therefore, students are expected to act respectfully and with dignity when communicating through social media.

St. John's Prep students should be sure that they are being their "best selves" when using the Internet or social media. Students should also remember that anything sent via email, text, or posted online, remains on the Internet beyond their control. Students must understand that they are accountable for their postings and other electronic communications. Social media activities may be visible to current, past, or prospective students, parents, and community members; and accordingly, students must exercise discretion when using social media for personal communication, as these communications represent the student and the school.

PHONE AND PORTABLE ELECTRONIC DEVICES (PEDS)

Smart phones, gaming devices, iPads, tablets, headphones, Smart Watches and any similar portable electronic device can interfere with the daily operation of school. The use of PED's for gaming, voice or text communication or listening to music is not permitted during school hours. Students may use the Student Center's office phone to contact a parent. Smart phones and/or other electronic devices should be turned off during school hours and put away in a safe place unless utilized for approved instructional purposes under the supervision of a teacher or faculty member. Continued violations of the appropriate use of PED's may lead to the student being required to turn the device over to school personnel each day and/or the loss of the privilege of bringing the device to school. We ask the parents to work with the Administration in order to ensure that this policy is enforced. Students are responsible for the safety of their electronic equipment. The school cannot be responsible for lost, misplaced, damaged, or stolen items.

PHOTO/PICTURE POLICY

During the year, St. John's Prep often has the opportunity to photograph and/or videotape the students in a variety of school-related activities. As such, these photographs and/or videotape footage may be used in parent /alumni newsletters, the yearbook, academic calendar, local newspapers and other mediums of communication. Highlighting the achievements in our school is an integral part of responsible reporting to our community as well as a way of sharing in the success of our school and our students. Parents/Guardians give permission for St. John's Prep School to use videos, photographs or likenesses of their son/daughter in publications or materials for use in school publications, promotion and advancement initiatives and programs.

The use of cameras, video and audio equipment in the building requires the permission of the administration. Any pictures or videos taken in the building, including pictures of students or St. John's Prep employees on school grounds, may not be posted on any website or on social media without the expressed permission of the Administration.



ATHLETIC CODE OF CONDUCT

Participation in interscholastic athletics is a privilege and an integral part of the St. John's Prep School experience. St. John's Prep values good sportsmanship and expects that all Red Storm team members, their families, friends and fans honor the school's commitment to fair play. It is expected that the team and its fans respect the judgment of the referees and ensure that the guest team feels at home. Anyone not displaying good sportsmanship, will be asked to leave or will be removed from the school property. Unacceptable conduct, disrespectful behavior, unsportsmanlike conduct tarnishes the reputation of the team and the St. John's Prep community and this may result in suspension and/ or removal from the team.

St. John's Prep is a member of the Brooklyn /Queens Catholic High School Athletic Association/ CHSAA. The following guidelines have been agreed to by all member schools and are in effect for athletic contests on all levels of competition.

- Treat the opponent with the respect that is due them.
- Shake hands with opponents and wish them luck before the contest and congratulate them after the contest.
- Exercise self-discipline at all times: accept officials' decisions and abide by them.
- Accept both victory and defeat with pride and compassion; be neither boastful nor bitter.
- Accept seriously the responsibility and privilege of representing the school and community.

UNIFORM REGULATIONS

By enrolling in St. John's Prep., the student and his/her parents/guardians accept the rules governing dress and agree to abide by these rules. These policies apply whenever the student is on campus and at all school functions. When a student is not dressed properly for school, it is the responsibility of the parents/guardians to bring proper attire to the school so that the student may change.

All students are required to be in full uniform each and every day from the time they walk into St. John's Prep in the morning as well as when they leave school in the afternoon. All clothing items must adhere to the uniform guidelines as well as being of proper size and fit. The Administration is responsible for interpreting, implementing and enforcing the uniform policy and, as such, is the final arbiter in determining what is appropriate student dress for school.

Repeated violations of these regulations will result in suspension until such time as the student's parents have been to the school personally to meet with an Administrator. In those cases in which there is a noticeable absence of cooperation, separation from St. John's Prep will be considered. The Administration reserves the right to make the final decision as to whether an article of clothing meets the standards established and to update/change the uniform code at any time.

DRESS CODE

GIRLS DRESS

Skirt: Navy blue, gray, or tan khaki uniform skirts purchased from Lands' End are to be worn. The skirt must



fit properly. The length may be no more than 3 inches above the knee and should not be rolled at the waist. Should a student repeatedly violate this regulation, the uniform skirt option will no longer be available and the student will be required to wear slacks.

Slacks: Navy blue, gray, or tan khaki uniform slacks purchased from Lands' End are to be worn. All slacks must fit properly, and be ankle length. Uniform slacks may not be tapered, skintight, rolled or cuffed for shorter lengths.

Blouses: A Lands' End solid white or solid light-blue button-down collared oxford-style dress shirt with the SJP logo must be properly worn at all times. Only white T-shirts are permitted under the blouse.

Shoes: Solid black closed footwear must be worn with solid colored knee socks or tights (navy blue, gray, white, tan, brown or black) Footless leggings, patterned socks/tights, or thigh high stockings may not be worn. No boots of any kind are allowed.

Sweaters: Students may wear a school sweater at any time throughout the school year. The sweater may be purchased through Lands' End with the SJP logo and is the only type of sweater permitted during the school day.

BOYS DRESS

Pants: A Lands' End navy blue, gray or tan khaki dress slacks, properly fitted, worn on the waist with a traditional belt. Uniform slacks may not be tapered, skintight, rolled or cuffed for shorter lengths. The buckle of the belt must be appropriate.

Shirts: A Lands' End solid white or solid light-blue button-down collared oxford-style dress shirt with the SJP logo must be properly worn at all times, fully tucked in all around the waist so that the belt is visible. A properly knotted tie, fastened about the collar of the shirt and worn outside of the shirt is required.

Shoes: Solid black closed footwear must be worn with solid socks (Navy blue, gray, white, brown, tan, or black) No boots of any kind are allowed.

Sweaters: Students may wear a school sweater at any time throughout the school year. The sweater may be purchased through Lands' End with the SJP logo and is the only type of sweater permitted during the school day.

Physical Education

Students will be required to dress appropriately for Physical Education classes. Students are required to wear sneakers, a St. John's Prep physical education tee shirt (long or short sleeves) and approved SJP athletic pants or shorts. The physical education gear is to be purchased through Lands' End.

Dress Up/Dress Down/Spirit Days

During the school year, students may be given an opportunity to bolster school spirit, promote a special fundraiser for a charity or celebrate a special occasion. On these days, students have the opportunity to wear clothes that reflect the theme or activity of the day. The student's choice of dress must respect and adhere to the St. John's Prep Code of Conduct and reflect the values and mission of our school. Students who fail to observe to this policy will be sent to the Office of Student Life. Students do not have to participate and may simply remain in full uniform.



Field Trips /Retreats

For all field trips and retreats during the school day, students are to wear the school uniform, unless permission to do otherwise has been given in advance by the administration.

Applicable to All Students

During inclement weather, students may wear suitable footwear to and from school, but must change into their school footwear before homeroom. Parental requests for adjustments in the shoe requirements (medical problems with legs or feet) should be submitted with an accompanying doctor's note. At no time may hats or any other head apparel be worn in the building. Shirts and blouses must be worn in an appropriate manner; this includes traveling to and from school.

Hair

Hair must be neat and well groomed. No radical or inappropriate hairstyle is acceptable; no unnatural dyed or excessively bleached hair color is allowed.

Jewelry

Students may not wear excessive pieces of jewelry, large, spiked or studded chains of any kind, facial jewelry, body piercings, visible tattoos or dog collar type necklaces. Plugs, spacers, tunnels or ear gauges are prohibited. Expensive jewelry should not be worn to school.

DISCIPLINARY CONSEQUENCES

DETENTION

Detention is mandatory for a violation of St. John's Prep rules and regulations. Detention is held for one hour, three days a week, after school between 2:45 -3:45 P.M. Students will not be excused from school detention, except for the most serious of reasons and then only with the expressed permission of an Administrator or the Dean. Failure to report to detention may result in Saturday morning detention, parental conference, in-house suspension and/ or expulsion from school.

SCHOOL SUSPENSION

Suspension from school is a very serious matter and is viewed as such by the administration and faculty. A student may be suspended from school for a variety of reasons including but not limited to: missing detention, disregard for the dress code, disrespect of any type, abusive language, bullying, fighting, truancy, possession of alcohol or drugs, or any disruption of school order.

A suspended student is barred from attending class and from participation in any school activities (on or off campus) for the duration of the suspension. It is the suspended student's responsibility to keep up with class work and homework. Following the suspension, the student may be placed on disciplinary probation.

There are two types of suspensions:

- A student may receive "in house" suspension. This means that the student will attend school as normal but may not attend classes until the problem is resolved and a parent has had a conference with the Assistant Principal of Student Life and/ or the Dean.
- The second and more serious type of detention is when a student is not permitted to come to school. This "at home" suspension indicates that a student may not return to school for a specified number of days and the parent/guardian has met with the Assistant Principal of Student Life.



In cases of in-school suspension, the student will report and remain in the Guidance Center throughout the day. The student's subject teachers will provide work for them to do during the day. Depending on the gravity of the offense, the student will serve one or more days of in-school suspension at the administration's discretion. If the suspension is to be served at home, the student is to submit all assignments to their subject teachers in a timely manner after the suspension.

Students will not be permitted to participate in any extracurricular activity, including athletic practices or games, during the period of their suspension. A student who receives an out-of-school suspension is not permitted on campus or allowed to attend any school sponsored activity for the duration of the suspension.

SEPARATION FROM THE SCHOOL

A student may be asked to leave the school or may be expelled for grave reasons. Any student who seriously threatens the physical well-being of another member of the St John's Prep Community, seriously damages the school's reputation, or repeatedly violates the school's rules and regulations, shall be asked by the principal to withdraw from the school or shall be formally expelled. A student who is asked to leave St. John's Prep for either academic or disciplinary reasons will not be permitted on school property at any time.

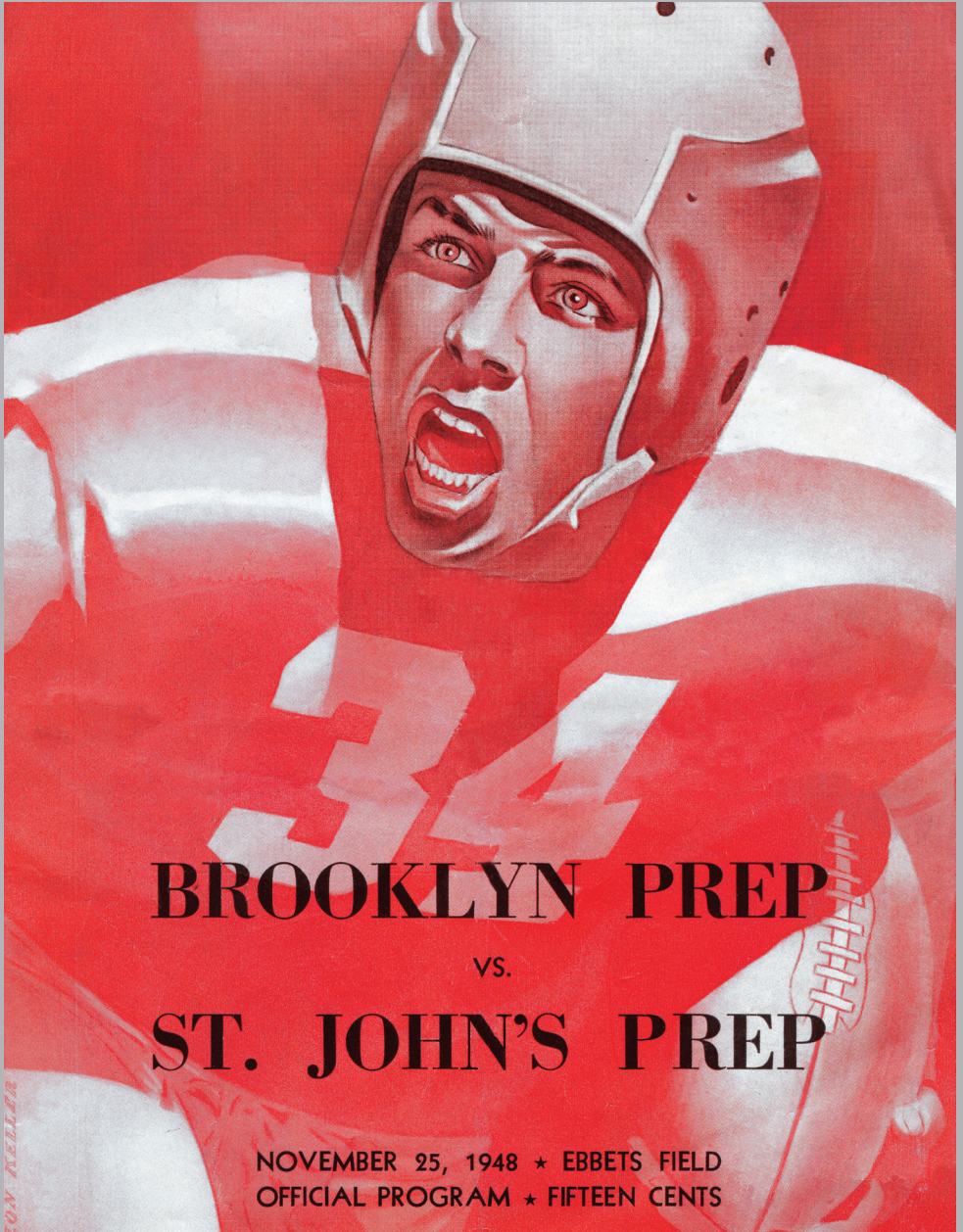




Catch the Spirit

OF SERVICE

SJP



BROOKLYN PREP

VS.

ST. JOHN'S PREP

NOVEMBER 25, 1948 ★ EBBETS FIELD
OFFICIAL PROGRAM ★ FIFTEEN CENTS

VON KELLER

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15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

January							February							March							April						
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12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	12	13	14	15	16	17	18
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31					26	27	28	29	30		
May							June							July							August						
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24	25	26	27	28	29	30	28	29	30				28	29	30	31				23	24	25	26	27	28	29	
31																					30	31					
September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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13	14	15	16	17	18	19	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
20	21	22	23	24	25	26	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
27	28	29	30				25	26	27	28	29	30	31	23	24	25	26	27	28	29	27	28	29	30	31		
														30													

2018
september



Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

Monday Labor Day

3 Monday

4 Tuesday

Wednesday Faculty Orientation

5 Wednesday

6 Thursday

Freshman Orientation
Freshman ID Pictures

7 Friday

Sophomore, Junior and Senior Orientation

8 Saturday

SAT Prep – 9:00 a.m. - 12:45 p.m.
Nativity of Mary

9 Sunday

National Grandparent's Day
Rosh Hashanah begins at Sundown
(Jewish New Year)



13 Thursday

School Liturgy – 1st Period

14 Friday

SJP Campus Life Retreat Weekend

15 Saturday

SJP Campus Life Retreat Weekend

TACH'S Prep – 9:00 a.m. - 11:30 a.m.

SAT Prep – 9:00 a.m. - 12:45 p.m.

16 Sunday

SJP Campus Life Retreat Weekend





2018 september

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

17 Monday

Constitution Day

18 Tuesday

SAT Prep – 3:30 p.m. - 6:30 p.m.

Yom Kippur (Day Of Atonement)

19 Wednesday

20 Thursday

Sophomore ID Pictures

Freshman Parent Orientation Night – 6:00 p.m.

21 Friday

22 Saturday

TACH'S Prep – 9:00 a.m. - 11:30 a.m.

SAT Prep – 9:00 a.m. - 12:45 p.m.

23 Sunday



Education is the most powerful weapon which you can use to change the world

Nelson Mandela



2018
september

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

24 Monday

Senior Assembly

25 Tuesday

Junior Assembly

SAT Prep – 3:30 p.m. - 6:30 p.m.

26 Wednesday

Faculty & Staff ID Pictures

Make-Up ID Pictures for all Students

Senior Graduation Picture Makeup

27 Thursday

Sophomore Assembly
Feast Day of St. Vincent de Paul

28 Friday

Fund Drive Begins
Freshman Spirit Day

29 Saturday

TACH'S Prep – 9:00 a.m. - 11:30 a.m.
SAT Prep – 9:00 a.m. - 12:45 p.m.

30 Sunday



4 Thursday

Early Dismissal – 1:42 p.m.
Department Meetings
Parent Teacher Night – 6:00 p.m.
Feast of St. Francis of Assisi

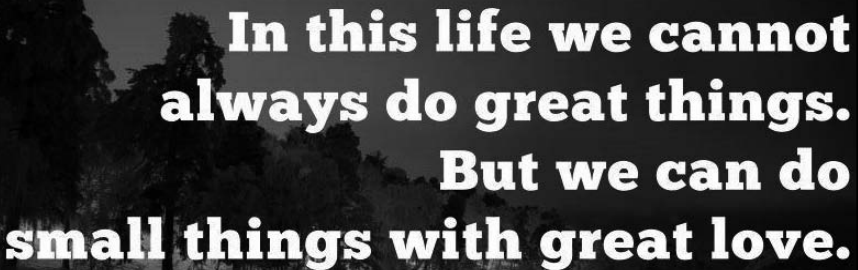
5 Friday

Early Dismissal – 1:42 p.m.

6 Saturday

TACH'S Prep – 9:00 a.m. - 11:30 a.m.

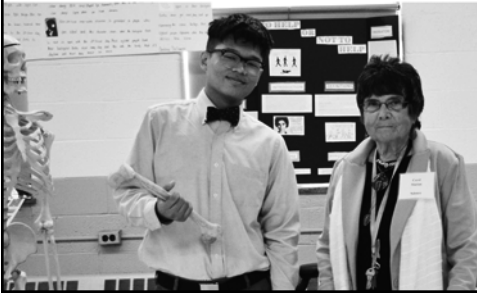
7 Sunday



**In this life we cannot
always do great things.
But we can do
small things with great love.**

~ MOTHER TERESA

FORENSICS



2018
october

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

8 Monday

Columbus Day - Holiday
SJP Marches in the Columbus Day Parade

9 Tuesday

10 Wednesday

PSAT/NMSQT for Sophomore and Junior Students
SAT for Senior Students
TACH'S Prep – 3:30 p.m. - 6:00 p.m.



2018 october

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

15 Monday No Classes

Office Open – 8:00 a.m. - 1:00 p.m.

16 Tuesday

17 Wednesday Senior Graduation Picture and all Students Makeup Picture Day

18 Thursday

College Information Night – 6:00 p.m.

19 Friday

20 Saturday

TACH'S Prep – 9:00 a.m. - 11:30 a.m.

21 Sunday



OCTOBER 24, 1945



The United Nations officially came into existence on this date.
Since 1948, United Nations Day has been celebrated every
October 24.

2018
october

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

22 Monday

23 Tuesday

24 Wednesday

1 Thursday

All Saint's Day – Holy Day of Obligation – Holiday

2 Friday

Fund Drive Ends

All Soul's Day

3 Saturday

TACH'S Exam – 7:45 a.m. - 12:30 p.m.

4 Sunday

Daylight Saving's Time Ends





2018 november

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

5 Monday

6 Tuesday

Election Day
End of the First Quarter

7 Wednesday

Dreams
don't work
unless
you do

2018
november

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

12 Monday

Veteran's Day Observed – Holiday

13 Tuesday

14 Wednesday

Senior Tea in the Library – 2:45 p.m.

15 Thursday

College Financial Aid Information Night – 6:00 p.m.

16 Friday

17 Saturday

Lewis Avenue Reunion – 4:00 p.m.

18 Sunday





2018 november

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

19 Monday

20 Tuesday

Mass of Thanksgiving – 1st Period
National Honor Society Induction Ceremony – 6:00 p.m.

21 Wednesday

Morning of Reflection – No Classes

22 Thursday

Thanksgiving Day Holiday

23 Friday

Thanksgiving Holiday

24 Saturday

25 Sunday

**“KINDNESS IN WORDS CREATES
CONFIDENCE. KINDNESS IN
THINKING CREATES
PROFOUNDNESS. KINDNESS IN
GIVING CREATES LOVE.”**

- Lao Tzu

2018 november

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

26 Monday

27 Tuesday

28 Wednesday

29 Thursday

College Financial Aid Information Night for Senior Parents.

30 Friday

Dec. 1 Saturday

The Peter Vallone Scholarship
Exam for Incoming Freshman

Dec. 2 Sunday

Start of Hanukkah



2018 december

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

3 Monday

4 Tuesday

Academic Council Meeting – 2:45 p.m.

5 Wednesday

6 Thursday

Department Meetings – Early Dismissal – 1:42 p.m.

Parent Teacher Night – 6:00 p.m. - 8:30 p.m.

Feast of St. Nicholas

7 Friday

Early Dismissal – 1:42 p.m.

2018
december

8 Saturday

Feast of the Immaculate

Conception – Holy Day/Holiday

9 Sunday





2018 december

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

17 Monday

18 Tuesday

19 Wednesday Advent Liturgy – 1st Period

20 Thursday

Christmas Recess – Dismissal at 11:00 a.m.

Faculty and Staff Mass

21 Friday

Christmas Vacation

22 Saturday

23 Sunday



A thankful heart is
a happy HEART

2018 december



Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

24 Monday Christmas Eve
Christmas Vacation

25 Tuesday Christmas Day
Holy Day
Christmas Vacation

26 Wednesday Christmas Vacation

27 Thursday

Christmas Vacation

28 Friday

Christmas Vacation

29 Saturday

30 Sunday



Let go of yesterday.
Let today be a new
beginning and be the
best that you can, and
you'll get to where
God wants you to be.

– Joel Osteen

2019 january

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Dec. 31 Monday

New Year's Eve

Christmas Vacation

1 Tuesday

New Year's Day

Solemnity of Mary – Holy Day

Christmas Vacation

2 Wednesday

Christmas Vacation

3 Thursday

Classes Resume

4 Friday

5 Saturday

6 Sunday

Feast Day of the Epiphany





2019 january

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

7 Monday

8 Tuesday

9 Wednesday



2019 january

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

14 Monday

15 Tuesday

16 Wednesday



2019 january

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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20	21	22	23	24	25	26
27	28	29	30	31		

21 Monday Martin Luther King, Jr. Observed – Holiday

22 Tuesday Class of 2023 Accepted Students Night
School Exams Begin

23 Wednesday School Exams

24 Thursday

School Exams

25 Friday

School Exams

26 Saturday

27 Sunday

National Catholic Schools Week





2019 january

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

28 Monday School Exams
National Catholic Schools Week

29 Tuesday School Exams End
National Catholic Schools Week

30 Wednesday Second Semester Begins
National Catholic Schools Week

31 Thursday

National Catholic Schools Week

Feb. 1 Friday

Senior Ski Trip

Feast of St. John Bosco

National Catholic Schools Week

Feb. 2 Saturday

Senior Ski Trip

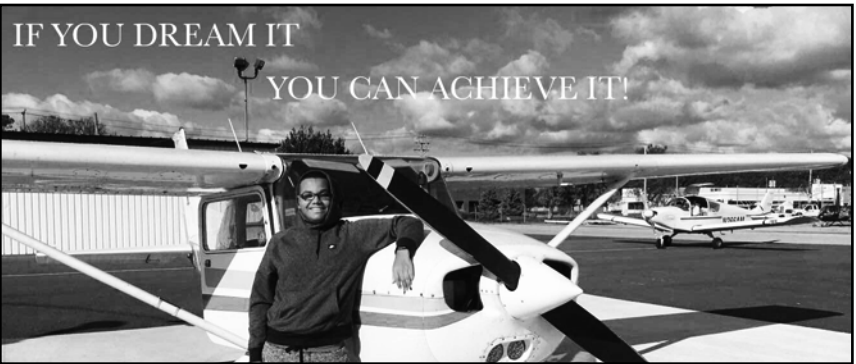
Ground Hog's Day

National Catholic Schools Week

Feb. 3 Sunday

Senior Ski Trip

Feast of St. Blaise



“Do not judge
me by my
successes,
judge me by
how many
times I fell
down and got
back up
again.”
-Nelson Mandela



2019 february

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

4 Monday

5 Tuesday

Chinese New Year/ Spring Festival

6 Wednesday



2019 february

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28		

11 Monday

12 Tuesday

Lincoln's Birthday

13 Wednesday

14 Thursday

St. Valentine's Day

15 Friday

16 Saturday

Trip to Spain Departs

17 Sunday





2019 february

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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17	18	19	20	21	22	23
24	25	26	27	28		

18 Monday Midwinter Recess Begins – No Classes

Presidents' Day

19 Tuesday Midwinter Recess

20 Wednesday Midwinter Recess

21 Thursday

Midwinter Recess

22 Friday

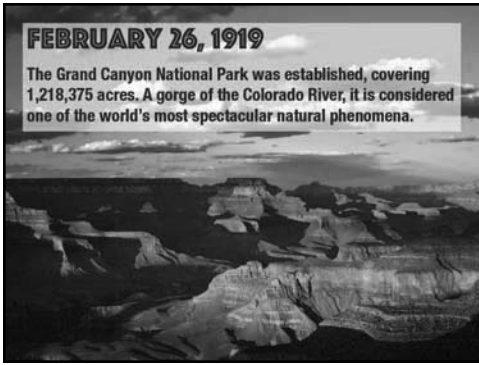
Midwinter Recess

Washington's Birthday

23 Saturday

24 Sunday





FEBRUARY 26, 1919

The Grand Canyon National Park was established, covering 1,218,375 acres. A gorge of the Colorado River, it is considered one of the world's most spectacular natural phenomena.

2019
february

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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17	18	19	20	21	22	23
24	25	26	27	28		

25 Monday Classes Resume

26 Tuesday Academic Council Meeting – 2:45 p.m.

27 Wednesday

28 Thursday

Department Meetings – Early Dismissal – 1:42 p.m.

Mar. 1 Friday

St. John's Prep Got Talent Show – 1:00 p.m.
Spring Calendar Drive Begins

Mar. 2 Saturday

Mar. 3 Sunday

2019
march





march 2019

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

4 Monday Senior Assembly – 2nd Period

5 Tuesday Junior Assembly – 2nd Period
Shrove Tuesday (Mardi Gras)

6 Wednesday Ash Wednesday Service

7 Thursday

Sophomore Assembly – 2nd Period

8 Friday

Freshman Assembly – 2nd Period

Early Dismissal – 1:42 p.m.

9 Saturday

10 Sunday

Daylight Saving's Time Begins

2019
march





march²⁰¹⁹

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
					1	2
3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

11 Monday

12 Tuesday

13 Wednesday

14 Thursday

15 Friday

Registration for Classes in Homeroom

16 Saturday

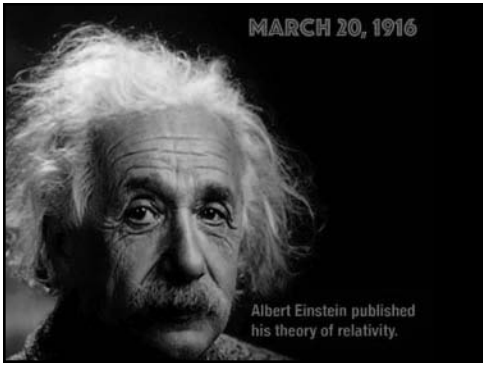
17 Sunday

St. Patrick's Day

2019
march

GIRLS WHO CODE





march 2019

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

18 Monday

19 Tuesday

St. Joseph's Day

20 Wednesday

21 Thursday Spring Begins

22 Friday

23 Saturday

24 Sunday



DEAR YOUNG
PEOPLE,
DO NOT BURY YOUR
TALENTS,
THE GIFTS THAT
GOD
HAS GIVEN YOU!
DO NOT BE AFRAID
TO DREAM OF
GREAT
THINGS!
POPE FRANCIS



2019
march

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

25 Monday

26 Tuesday

27 Wednesday

SJP and Mater Christi Alumni Career Day



april 2019

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

8 Monday

9 Tuesday

10 Wednesday

11 Thursday

12 Friday

Spring Concert – 3:00 p.m. & 7:00 p.m.

13 Saturday

14 Sunday

Palm Sunday





april 2019

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

15 Monday

16 Tuesday

Lenten Service – 1st period

17 Wednesday

Morning of Reflection for Faculty and Staff – No Classes

Students' Easter Recess Begins – No Classes

18 Thursday

Easter Vacation

Holy Thursday

Student's Trip to Eastern Europe Begins

19 Friday

Easter Vacation

Good Friday

Passover (Pesach) Begins

20 Saturday

21 Sunday

Easter Sunday





april 2019

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

22 Monday Easter Vacation

Earth Day

23 Tuesday Easter Vacation

24 Wednesday Easter Vacation

25 Thursday

Easter Vacation

26 Friday

Easter Vacation

27 Saturday

Passover (Pesach) Ends

28 Sunday



One person
can make a
difference,
and everyone
should try.

-John F. Kennedy

2019
may

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 29 Monday

Classes Resume

April 30 Tuesday

Academic Council Meeting – 2:45 p.m.

1 Wednesday



2019 may

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

6 Monday AP Exams Begin

7 Tuesday AP Spanish Language Exam – 7:30 a.m.

8 Wednesday National School Nurse’s Day

AP English Literature and Composition Exam – 7:30 a.m.

AP European History Exam – 11:30 p.m. - 3:00 p.m.

9 Thursday

AP Psychology Exam – 11:30 p.m. - 3:00 p.m.

Freshman Orientation Evening – 6:00 p.m.

10 Friday

AP US History Exam – 7:30 a.m.

AP Computer Science Exam

11 Saturday

St. John's Prep Astoria Reunion –
4:00 p.m.

12 Sunday

Mother's Day





2019 may

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

13 Monday AP Biology Exam – 7:30 a.m.

14 Tuesday AP Calculus AB Exam – 7:30 a.m.

15 Wednesday AP English Language and Composition Exam – 7:30 a.m.

16 Thursday

AP World History – 7:30 a.m.

AP Statistics Exam – 11:30 a.m.

17 Friday

AP European History Exam – 11:30 a.m.

Last Day of Classes for Seniors

18 Saturday

19 Sunday





2019 may

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

20 Monday Senior Exams Begin

21 Tuesday Senior Exams

22 Wednesday Senior Exams

23 Thursday

Senior Exams End

24 Friday

Senior Cap & Gown Day

Freshman & Sophomore Trip

Junior Holiday

25 Saturday

26 Sunday





2019 may

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

27 Monday Memorial Day Observed – Holiday

28 Tuesday

29 Wednesday Senior Baccalaureate Mass and Dinner Reception – 6:00 p.m.

30 Thursday Ascension Thursday - Holy Day/Holiday

31 Friday

June 1 Saturday Commencement Exercises at
St. John's University – 9:30 a.m.

June 2 Sunday





june 2019

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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3 Monday Global History & Geography Regents/ Common Core

4 Tuesday

5 Wednesday

6 Thursday

7 Friday

8 Saturday

9 Sunday

Pentecost Sunday



13 Thursday

14 Friday

Flag Day

15 Saturday

16 Sunday

Father's Day





june 2019

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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17 Monday

18 Tuesday

19 Wednesday



june 2019

Sun.	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.
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23/30	24	25	26	27	28	29

24 Monday Nativity of Saint John the Baptist

25 Tuesday

26 Wednesday

27 Thursday

Grade Review Day – 8:30 a.m. - 10:30 a.m.

28 Friday

29 Saturday

30 Sunday



july

Sun.	Mon.	Tues.	Wed.
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Thur.	Fri.	Sat.
4 Independence Day	5	6
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august

Sun. Mon. Tues. Wed.

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Thur.	Fri.	Sat.
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15 Assumption of the Blessed Mother	16	17
22	23	24
29	30	31





Catch the Spirit

OF COMMUNITY

SJP



2018 - 2019 ST. JOHN'S PREPARATORY SCHOOL CALENDAR

Wednesday, September 5, 2018	Faculty Orientation
Thursday, September 6	Freshman Orientation
Friday, September 7	Sophomore, Junior and Senior Orientation
Monday, September 10	First Day of Classes
Thursday, September 20	Freshman Parent Evening – 6:00 pm
Thursday, October 4	Parent Teacher Night – 6:00 pm
Monday, October 8	Columbus Day – Holiday
Wednesday, October 10	S.A.T./N.M.S.Q.T. - 10th and 11th Grades; S.A.T. - 12th Grade
Saturday, October 13	Open House – 11:00 am – 3:30 pm
Monday, October 15	No Classes
Thursday, October 18	College Information Night – 6:00 - 8:00 pm
Tuesday, October 30	College Fair – 6:00 - 8:00 pm
Wednesday, October 31	Professional Development Day – No Classes, Halloween
Thursday, November 1	All Saint's Day – Holy Day / Holiday
Tuesday, November 6	End of the First Quarter
Monday, November 12	Veteran's Day Observed - Holiday
Thursday, November 15	College Financial Aid Information Night – 6:00 pm
Tuesday, November 20	National Honor Society Induction Ceremony – 6:00 pm
Wednesday, November 21	Faculty & Staff Day of Reflection – No Classes
Thursday, November 22, and Friday, November 23	Thanksgiving Holiday
Thursday, December 6	Parent Teacher Night – 6:00 - 8:30 pm
Saturday, December 8	Feast of the Immaculate Conception – Holy Day
Friday, December 14	Christmas Concert – 3:00 pm & 7:00 pm
Thursday, December 20	Christmas Recess – Dismissal at 11:00 am
Thursday, January 3, 2019	Classes Resume
Friday, January 18	End of the Second Quarter / First Semester
Monday, January 21	Martin Luther King, Jr. Observed – Holiday
Tuesday, January 22	School Exams Begin
Tuesday, January 29	School Exams End
Wednesday, January 30	Second Semester Begins
Monday, February 18 - Friday, February 22	Midwinter Recess – No Classes
Friday, March 1	St. John's Prep Got Talent Show – 1:00 pm
Monday, April 1	End of the Third Quarter
Friday, April 5	Junior Ring Night – 6:00 pm
Friday, April 12	Spring Concert – 3:00 pm & 7:00 pm
Wednesday, April 17	Morning of Reflection for Faculty and Staff – No Classes
Wednesday, April 17- Friday, April 26	Easter Vacation
Monday, April 29	Classes Resume
Friday, May 3	Senior Prom at the Pierre Hotel
Monday, May 6 – Friday, May 17	AP Exams
Friday, May 17	Last Day of Classes for Seniors
Monday, May 20	Senior Exams Begin
Friday, May 24	Senior Cap & Gown Day, Freshman & Sophomore Trip, Junior Holiday
Monday, May 27	Memorial Day – Holiday
Wednesday, May 29	Senior Baccalaureate Mass & Dinner Reception – 6:00 pm
Thursday, May 30	Ascension Thursday Holy Day/ Holiday
Saturday, June 1	Commencement Exercises at St. John's University – 9:30 am
Monday, June 3	Global History & Geography Regents/ Common Core
Tuesday, June 11	Last Day of Classes
Wednesday, June 12	School, Regents, & Common Core Exams
Thursday, June 27	Grade Review Day – 8:30 am – 10:30 am



STUDENT SUPPORT SERVICES

All members of the St. John's Prep Community believe in the student's total development. St. John's Prep provides a number of support services to help students achieve academic success, to deal effectively with the transitions and stresses of high school life, to prepare for college and career choices and to meet all the other challenges of their emotional, moral, and spiritual development. These support personnel include the subject teachers, the homeroom teachers, the school nurse, the members of the guidance department, the members of campus ministry, and the members of the administration. Students are encouraged to take advantage of these services. In some serious situations, administrators and counselors may recommend or mandate outside individual or family counseling.

HEALTH ISSUES

HEALTH SERVICES & RECORDS

A full time Registered Nurse staffs the Medical Office during the school day. All medical concerns, health forms, medications and special needs are handled through this office.

DOCTOR'S NOTE

A student who is absent for more than three consecutive schooldays is required to submit a physician's note to the Medical Office indicating that the student has been seen and is safe to return to school. This is for the student's well-being and it reassures the school community that St. John's Prep is making every effort to minimize the transmission of treatable contagious diseases.

PROLONGED ILLNESS

Cases involving legitimate extended absence for prolonged illness or hospitalization will be evaluated on an individual basis. The parent and/or student should notify the Vice Principal for Academic Affairs if such an extended illness is anticipated so that provision can be made, if possible, for home instruction and/or assignments.

ILLNESS IN SCHOOL

When a student becomes ill or injured during class, a pass to the Nurse's Office must be obtained from the current teacher. If a student is too ill to remain in school, the nurse will notify the parents. Students are not allowed to make arrangements to go home on their own. If the parent is unavailable to pick up their child, the person designated on the student's emergency card will be called. It is important that all phone numbers be kept current for the protection of the student. Leaving the school campus without medical authorization is considered truancy.

REPORTING INJURIES

All accidents that are school related must be reported to the Nurse's Office. Any witness involved should submit as signed report. All students are enrolled in a student accident insurance plan.

PHYSICAL AND IMMUNIZATION

Safeguarding our student's health is a top priority of the St. John's Prep community.

- All incoming and transfer students must have a recent/up to date physical exam and immunization record.
- The physical exam and immunization record form, must be completed by a licensed doctor, and be submitted to the medical office before a student can be admitted into St. John's Prep.
- All student-athletes must have an annual physical examination by a medical doctor and a signed parental participation and concussion form before the student is eligible to participate in the St. John's Prep Interscholastic Sports Program. These forms can be obtained in the Medical Office, Student Center or accessed on-line on the school web page.



- St. John's Prep encourages all students to have an annual physical each year to ensure their well-being, to keep them healthy and to focus on what they need to do to improve their health and fitness for their future.

MENINGOCOCCAL VACCINE

- One dose of meningococcal vaccine is required for students entering into St. John's Prep in 9th grade.
- Two doses will be required before 12th grade.
- This booster (second dose) is needed because protection from the vaccine decreases over time.
- If a student received two doses before their 16th birthday, they will need a third dose on or after their 16th birthday in order to enter 12th grade.
- The only students who will not need a second dose before 12th grade, are those who had their first dose on or after their 16th birthday.
- Students who are not up-to-date will not be allowed to attend school until they are vaccinated.

GUIDANCE

The purpose of the Guidance Department is to facilitate growth and development of all students throughout their high school experience. This is accomplished through scheduled guidance classes, professional counseling, both individual or group, parent and faculty conferences, appropriate referrals to outside agencies and assistance in making decisions that are personal, academic or career oriented. Parents/Guardians may request to meet with their student's counselor throughout the year by scheduling an appointment by phone or e-mail.

COLLEGE COUNSELING

St. John's Prep's extensive College Counseling Program is committed to working with students beginning in freshman year to guide and encourage them as they navigate the college admissions process. Our team works with each student to ensure they meet all important deadlines that include applications, tests, scholarships, college visits and interviews. The college admissions process is integrated in the fabric of SJP through our college prep curriculum and every student is encouraged to take a challenging course of study. Our program is designed to ensure that St. John's Prep students are well-prepared as they tackle any challenges they may face while working to achieve their goals in high school, while also working with them to develop a strong foundation for success in college and beyond.

Each year in the fall, St. John's Prep hosts a College Information Night. This event is open to the sophomore and junior class and the parents. This is a great opportunity to directly ask professionals in the field of college admissions about any and all aspects of the process, featuring representatives from the CUNY & SUNY system, and the private universities. In late October, St. John's Prep hosts a College Fair consisting of representatives from over 125 colleges and universities. Throughout the year, students have opportunities to go on college tours, attend Financial Aid Night, sit for an on-site College interview, as well as attend Kaplan's Fall/Spring, Saturday SAT Prep classes.

2018-19 SAT TEST DATES

Test Dates

Oct. 6, 2018
 Nov. 3, 2018
 Dec. 1, 2018
 Mar. 9, 2019
 May 4, 2019
 June 1, 2019

Registration Dates

Sep. 7, 2018
 Oct. 5, 2018
 Nov. 2, 2018
 Feb. 8, 2019
 Apr. 5, 2019
 May 3, 2019



SAT test dates are tightly clustered in the fall. This is due to the fact that most college application deadlines are in the late fall and early winter. In order to register for the SAT, you must sign up for a College Board account. You must also have a photo ID, as well as a photo of yourself that can be uploaded to the registration site.

Test Fees: SAT registration is \$47.50, without the essay. If you would like to take the essay, the SAT registration fee is \$64.50. Some colleges may require you take the essay, so do your research before you decide to skip it. For additional fees (late registration, sending to additional schools, etc.) - please check the College Board website – (www.collegeboard.org)

2018-19 ACT TEST DATES

Test Dates	Registration Dates
Sep.8, 2018	Aug.10, 2018
Oct. 27, 2018	Sep. 28, 2018
Dec. 8, 2018	Nov. 2, 2018
Apr. 13, 2019	Mar. 8, 2019
June 8, 2019	May 3, 2019

In order to register for the ACT, you must sign up for an ACT account. You must also have a photo ID, as well as a photo of yourself that can be uploaded to the registration site to complete the process. Students who aren't able to submit a photo electronically can send in a hard copy paper photo through the mail. Information is available at www.actstudent.org.

Test Fees: ACT registration is \$46.00, without the writing component, \$63 with the writing. For additional fees (late registration, sending to additional schools, etc.) - please check www.actstudent.org.

NAVIANCE

Naviance is a college and career readiness platform that helps students manage their college search process. Beginning in freshman year, students will be given access to their Naviance account and receive training on how to use the program. Naviance Student allows students to track and analyze data about college and career plans. They can also sign-up for college visits, keep track of application deadlines, build a resume, research colleges, and manage their applications, including the sending of transcripts and teacher recommendations.

CAMPUS MINISTRY

The goal of Campus Ministry is to promote the faith formation and spirituality of the St. John's Prep School Community. The Program teaches students the virtues of respect for self and others, charity, honesty, justice, and, most importantly, living one's life in relationship with God. These objectives are met through prayer and services in the following activities:

- Retreat Leaders: Seniors are selected and trained to serve as leaders on retreats and other Campus Ministry activities. These students, together with their faculty advisors, make up the Campus Life Team
- Retreats: Students from every grade are encouraged to partake in a day retreat each year. These day retreats take place at our Retreat Center. Space is provided for a student to make one retreat per school year
- School Liturgies and Penance Services: Prayer and Worship are vital to the life of the school. Students



have several opportunities throughout the year to celebrate both the sacraments of Eucharist and Reconciliation

- Christian Service: Each year, the St. John's Prep. Community is involved in ministry to those neglected in our community. This ministry happens both in school - with food and clothing drives- as well as working in soup kitchens, nursing homes, and community programs

Participation in Campus Ministry activities is encouraged; however, any student who displays inappropriate behavior will not be allowed to partake in these or any other Campus Ministry programs.

ACADEMIC SUPPORT SERVICES

TUTORING

The National Honor Society provides peer and tutoring service Monday through Thursday afternoons from 2:45 - 3:45 p.m. in room 105S.

WRITING CENTER

St. John's Prep students enjoy the unique benefit of being able to utilize St. John's University's Writing Center. This much acclaimed service is offered to students who work with university personnel. SJU's tutors offer advice and questions to spur self-reflection and critical thinking. Prep students can access the service via email or through an on-line tutoring session.

REGENT'S & COMMON CORE REVIEW CLASSES

In addition to in-class preparation and common core review classes, students are offered extensive opportunities to review for their state assessments before and after school. Review schedules are posted in the spring of each academic year by the individual departments.

UNIFORM ORDERS

Lands' End Uniforms

Lands' End is SJP's school supplier of required uniform pants, skirts, school sweater as well as the physical education uniform. All uniform shirts and sweaters must be embroidered with the school required insignia. Current juniors and seniors may still use the Flynn and O'Hara items previously purchased before 2017.

To purchase uniforms, please visit the Lands' End website, or call 1-800-469-2222.

Please use the SJP Lands' End number - **900172370** when ordering on-line or over the phone.

CAMPUS BOOK STORE

The St. John's Prep School Bookstore is located on the north side basement adjacent to the cafeteria. Students may purchase St. John's Prep Spirit Wear, school supplies and workbooks. Bookstore hours are during student lunch periods and are posted on the school website.

TEXTBOOKS

Most hardbound textbooks are provided on loan from New York State. Students are responsible to return all loaned textbooks in good condition prior to final exams. Students must return the same copy of the book that they were issued. The identification number on the inside edge of the book must correspond to the number recorded by the subject teacher. If a student loses a textbook he/she must request a "lost textbook form" from the teacher, complete



the form and bring it with a check or money order to the business office and obtain a receipt for payment. This receipt must then be shown to the teacher so that the student may receive a second textbook.

STUDENT ACCESS TO THE INTERNET

The purpose of using the Internet is to support research and education by providing access to unique resources and the opportunity for collaborative work. The use of a student account must be in support of the educational objectives and mission of St. John's Preparatory School. All students and their parents/guardians must sign the Acceptable Policy for Technology and Internet Use form in September to access its use.

TRANSPORTATION

Students who are residents of NY City and are eligible for a Metro Card will be issued one twice a year, in September and in February. Cards must be kept in a safe place and treated as a valuable item. If a card is lost or stolen, it must be reported to the Student Center immediately. It is the responsibility of the student to safeguard his or her Metro Card.

LOST AND FOUND

Items found throughout the SJP campus should be turned in to the Student Center. Items are maintained throughout the academic year and are then forwarded to a local charity. For lost items, stop by the Student Center and fill out the "Lost Item" sheet. We will contact you if a match is made with any found item.

IDENTIFICATION CARDS

Students are issued I.D. cards with their names and homeroom on them. These cards are to be carried by the students at all times in the school building. This includes extracurricular and evening activities. This card should be shown to any member of the faculty who requests to see it. The card is mandatory for taking books from the library, obtaining late passes, admission to SAT's etc. When a card is lost or ruined it must be replaced. Replacement ID Cards must be ordered through the Student Center. The cost of the replacement ID card is twenty dollars.

The student ID is linked to the St. John's Prep food service available in the student cafeteria. Parents have the option to deposit money on their student's meal account at any time throughout the year. These payments can be one time or set up as recurring payments when the account reaches an amount the parent specifies.

LOCKERS

Students receive two school locks at the beginning of 9th grade in homeroom. These locks are for their hallway and gym locker for the next four years. For reasons of security, sharing of lockers is not allowed and combinations to locks should not be given to anyone. Students may use only St. John's Prep School locks and if needed a replacement lock may be purchased in the Student Center or Campus Book Store. All students are expected to keep their locker orderly and clean and are not permitted to use lockers not assigned to them. The school cannot be responsible for books or any other personal property lost by students.



EXTRACURRICULAR ACTIVITIES

The school strongly encourages the student body to become actively involved both during and after school. The Prep offers a wide range of options for student involvement in athletic and non-athletic activities. Students should understand that it is a privilege to represent St. John's Prep in any of these programs and it is expected that each student participant reflects the mission of our school both in and outside the school.

All student-athletes must have an annual physical examination by a medical doctor and a signed parental permission and concussion form before the student can participate in the St. John's Prep Interscholastic Sports Program. These forms can be obtained in the Medical Office, Student Center or accessed on-line on the school web page.

SPORTS

JV and Varsity Baseball (Boys)

JV and Varsity Basketball (Girls and Boys)

Cheerleading

Soccer (Girls and Boys)

Varsity Softball (Girls)

Track - Cross Country (Girls and Boys)

Indoor (Girls and Boys)

Outdoor (Girls and Boys)

Volleyball JV and Varsity (Girls)

Volleyball Varsity (Boys)

INTRAMURALS (Girls and Boys)

(Bowling; Ping-Pong/Table Tennis; Strength and Conditioning; Swimming)

ACTIVITIES

African Dance Team

Art Club

Asian Culture Club

Bollywood Dance Team

Catholic Workers

Chess Team

Chinese Culture Club

Computer and Coding

Jr. Ladies of Charity

Drama Guild

Environmental Awareness

French Culture Club

Girls Who Code

Glee Club

Hellenic Club

Interior Design Club

Irish Culture Club

Italian Culture Club

Literary Magazine

Mandarin Language

Math League

Modern Dance

Music Lessons

National Honor Society

Photography Club

Photoshop

Poetry Workshop

Polish Culture Club

Red Storm Cafe

Red Storm News

Robotics Team

St. Vincent De Paul

Science Olympiad Team

Spanish Dance Club

Speech & Debate Team

Stage Crew

Student Government

Yearbook

and more to come.....

WORKING PAPERS

In New York State, anyone under 18 (minors) must show an employment certificate before they may begin work. To obtain working papers from school, a student is required to complete the application for an employment certificate available on the SJP website or in the Student Center. Working papers are divided into two age groups (14-15 blue and 16-17 green):



The requirements include:

- Proof of age (birth or baptism record, driver license, state-issued photo ID, school record, or passport)
- A written statement from a doctor, nurse practitioner or physician assistant that the student is physically fit to work.
- Parental Authorization Signature

Minors may not be employed during the hours they are required to attend school

STATE REGULATIONS

Minors may not be employed during the hours they are required to attend school.

DRIVER'S EDUCATION

St. John's Preparatory School conducts a Driver Education Program that fully meets the standards of the New York State Motor Vehicle Department and the New York State Education Department. Lecture teachers are state certified and instructors are licensed and approved by the Motor Vehicle Department. Information and registration for Driver's Ed is available in the Business Office. No student will be permitted to enroll without written parental permission. Information on upcoming classes is posted on the school website. The registration fee must be paid in full at the time of registration and be made in person, at the school by cash, credit card, personal check or money order.

STUDENT PARKING / VEHICLE USE POLICY

Students who drive to school and/or school related functions are permitted to park in the student parking lot as a matter of privilege and not of right. All student cars must be registered with a copy of their NY State driving license (not permit). Applications for parking placards are available in the Office of Student Life. St. John's Prep assumes no responsibility for damages to or theft from vehicles parked on school property.

STUDENT COUNCIL

The purpose of the Student Council is to promote goals of leadership, service, student voice and engagement. It is a service organization that encourages positive and enthusiastic school spirit and involvement while raising student consciousness to truly worthwhile and needy causes. The Student Council runs social activities for the student body, it is a clearing-house for students' concerns, and it is the student's link to the rest of the school community represented by the administration and faculty. It is the obligation of the students to elect SC officers who will best serve the interests of the school community. It is the obligation of those elected to know and represent the concerns of the student body.

FINANCIAL OBLIGATIONS

St. John's Preparatory School relies upon tuition and fees to meet its financial obligations. The school does not receive any financial assistance from any outside agency. Prompt payment of tuition and fees is therefore critical to the school.

Accounts that are in arrears in tuition may force the school to suspend the student from all classes and activities until such payments are brought up to date; the school is reluctant to take such actions so it is vital that the tuition payments be made on regular basis.



The Registration Fee for the upcoming school year is due on April 1, and is not refundable. Tuition is due in ten installments starting on June 1 and ending on March 1. A late charge of \$15 will be added to payments that are late. All checks or money orders should be made payable to St. John's Preparatory School and sent to the school with the appropriate tuition envelope. The student's school identification number should be written on any check or money order. A fee of \$20 is charged for each check returned for insufficient funds

Certain courses and programs, due to the required material such as the T-84CE PLUS calculator, review books, lab fees and college and testing fees may incur a subject fee. The Graduation Fee charged to seniors covers all expenses connected with graduation; these include the yearbook, cap and gown, diploma, senior luncheon, Senior Baccalaureate Dinner and expenses incurred in the rental of St. Johns University's Lou Carnasecca Arena for the ceremony. This fee is payable whether or not the student attends the commencement exercises. Notification of course fees due will be sent in November for the Fall semester and in March for the Spring semester.

FUND RAISING

St. John's Prep sponsors annual fund raising activities to enhance the lives of students at The Prep. Each family is responsible for selling or purchasing assigned chance books in the Fall Chance Book Drive and for purchasing or selling at least assigned Prize Calendars in March. In the event that these chances and calendar are not sold, the expense will be included in the tuition bill.

Please note that report cards, records, and transcripts will only be released when all accounts are paid in full.

Parents and guardians are considered as agreeing to all financial regulations of the school when they enroll a student in the school.

EMERGENCY AND SAFETY PROCEDURES

FIRE DRILL PROCEDURES

Fire drills are required by law in all schools in New York State and are held periodically. Drill directions and exit routes are posted in each classroom.

The following are general instructions during a fire drill:

1. When the gong sounds, students stand immediately and silently in their places. This is the only time that the signal is used.
2. All students are to follow strictly the fire drill instructions posted in each classroom. Students proceed with the teacher from the room to the assigned staircase and assigned exit. Please note that these routes have been purposely assigned. The route taken from the classroom must NOT be changed. In case of real fire, changing the designated route could prove very dangerous.
3. Absolute silence is necessary - Talking distracts, promotes panic and prevents hearing emergency instructions. Strict silence and order must be maintained during the drill, both leaving and re-entering the building.
4. Move at once, but, no running. Although speed is important in vacating the building, it is imperative students exit in a safe, calm, quiet and orderly evacuation. Speed with safety is the idea.
5. During any emergency all adults act in a supervisory capacity, including the teaching, secretarial, and custodial staffs. Their directions are to be followed.
6. Elevators are never to be used during a fire drill.



Fire Drill During a Lunch Period:

1. Students on the South Side of the cafeteria should be directed to exit through the student parking lot door; students on the North Side of the cafeteria should exit through the cafeteria doors leading to the courtyard outside the cafeteria.
2. Once outside the building, students should proceed to the pre-designated spots on the streets surrounding the school. Once far enough away from the building, students come to a halt, about face, and wait further instruction in silence. Students keep absolute silence from the inception of the drill until the signal to return to school is given by a member of the administration.

***Any student with a physical disability should consult with the Medical Office at the beginning of the year for special instructions.**

SHELTER IN / OUT PROCEDURES

- **A Shelter-In Procedure** occurs when there is a potential threat outside the building and law enforcement or administration determine a site containment is warranted. No one is allowed to leave or enter the building during a Shelter -In Procedure.
- Any students outside the school should return immediately into the school building as directed. Students may not leave the building until the threat has been resolved according to the administration and/ or law enforcement.
- **Shelter Out / School Evacuation-** if it was necessary to go to a safe area away from the school, the fire evacuation procedure would be used but instead of remaining outside the school, our students and staff would proceed to Immaculate Conception Church on 29th Street and Ditmars Boulevard. Names, addresses, and phone numbers of all students would be brought to this safe site.

LOCK DOWN PROCEDURES

Classroom expectations for students during these drills are as follows:

1. Students who are in the hallway will be required to move into a nearby classroom.
2. All doors and windows are to be locked. Do not answer your door if there is a knock.
3. Students are to remain orderly and follow the instructions of faculty & staff members.
4. Turn off lights in your classroom.
5. Students should stay away from windows and doors.
6. Students should silence their cell phones.
7. Students are not to be talking during the lockdown.
8. No one should stand or sit in a chair where they are visible by someone from the hallway.
9. Under no circumstances will students be released until staff is instructed by administration to do so, even if the bell rings.
10. The lockdown will end with an announcement by a member of the administration.

ENTERING / EXITING THE BUILDING

For security purposes all students and visitors are to enter the building through the main entrance doors. Visitors are required to stop first at the stop at the front desk, sign-in and receive a Visitor's Pass. No one should ever prop a door open or allow anyone access to the building by any other door other than the main entrance. At the end of the school day, students are to exit the building through the main entrance doors or the doors on the front driveway. Students that are free last period may leave the building at the beginning



of 8th period and must exit through the main doors. All students, with the exception of those leaving with a school team, should, therefore, exit onto Crescent Street through the main entrance.

SCHOOL CLOSING POLICY

In the event of dangerous weather conditions, it is the policy of St. John's Prep to close the school **if** the Diocese of Brooklyn announces that all elementary schools and high schools in the Diocese are closed **or if** the City of New York closes all the public schools.

ONE CALL NOW

St. John's Prep uses the One Call Now system. One Call Now will be in place to notify parents of school closings, school delays and any other pertinent school information. Parent(s)/Guardian(s) should ensure that their contact information is up-to-date.

In **addition**, St. John's Prep may close as an individual school. If St. John's Prep closes as an individual school, this will be

- announced on the two all news radio stations - WINS and WCBS
- placed on the website of the radio stations - www.1010wins.com and www.wcbs8080.com
- listed on WNBC/Channel 4
- placed on the message on the school phone
- placed on the school's website - www.stjohnsprepschool.org

If there is inclement weather on a day when **State Regents exams** are being given, students should presume that the State exams are still being administered unless a specific announcement has been made that these exams have been postponed/cancelled.

The administration reserves the right to adjust, change, or otherwise amend any statement of policy or regulation appearing in this handbook.



18
VIIA
8A

1 IA 1A	2 IIA 2A	3 IIIB 3B	4 IVB 4B	5 VB 5B	6 VIB 6B	7 VIIB 7B	8 VIII	9 VIII	10 VIII	11 IB 1B	12 IIB 2B	13 IIIA 3A	14 IVA 4A	15 VA 5A	16 VIA 6A	17 VIIA 7A	18 VIIA 8A																																																		
1 H 1.00784(1)	2 He 4.002602(2)	3 Li 6.941(1)	4 Be 9.012182(2)	5 Na 22.98976928(2)	6 Mg 24.304(6)	7 Al 26.9815385(1)	8 Si 28.0855(8)	9 P 30.973761998(5)	10 S 32.06(5)	11 Cl 35.448(8)	12 Ar 39.948(1)	13 K 39.0983(1)	14 Ca 40.078(4)	15 Sc 44.955912(2)	16 Ti 47.88(7)	17 V 50.9415(1)	18 Cr 51.9961(6)	19 Mn 54.938044(1)	20 Fe 55.845(2)	21 Co 58.933194(6)	22 Ni 58.6934(4)	23 Cu 63.546(3)	24 Zn 65.38(4)	25 Ga 69.723(1)	26 Ge 72.630(8)	27 As 74.9216(2)	28 Se 78.96(3)	29 Br 79.904(1)	30 Kr 83.798(4)	31 Rb 85.4678(3)	32 Sr 87.62(1)	33 Y 88.905842(3)	34 Zr 91.224(2)	35 Nb 92.90638(2)	36 Mo 95.94(1)	37 Tc 98.9062(1)	38 Ru 101.07(2)	39 Rh 102.90550(2)	40 Pd 106.42(1)	41 Ag 107.8682(2)	42 Cd 112.414(1)	43 In 114.818(1)	44 Sn 118.710(7)	45 Sb 121.760(1)	46 Te 127.60(3)	47 I 126.90447(3)	48 Xe 131.29(8)	49 Ba 137.327(7)	50 La 138.90549(1)	51 Cs 132.90545196(3)	52 Fr 223	53 Ra 226	54 Ac 227	55 Th 232.0377(1)	56 Pa 231.03688(2)	57 U 238.02891(3)	58 Np 237	59 Pu 244	60 Am 243	61 Cm 247	62 Bk 247	63 Cf 251	64 Es 252	65 Fm 257	66 Md 258	67 No 259	68 Lr 262

Periodic Table of the Elements

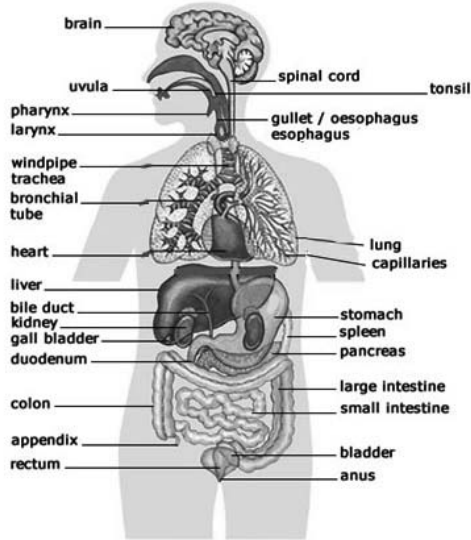
Atomic Number
Symbol
Name
Atomic Mass

Atomic mass values reflect the IUPAC accepted values as of 09/2013.
Masses expressed in [g/mol] format show the lower and upper limit of atomic mass.
Masses in parentheses are for short-lived isotopes and are not necessarily the most stable.
Masses in parentheses for > 10 are the most abundant.
The longer-lived isotopes for elements with no stable nuclides.

57 Lanthanide Series	58 La 138.90549(1)	59 Ce 140.116(1)	60 Pr 140.90766(2)	61 Nd 144.242(1)	62 Pm 144.912878(2)	63 Sm 150.36(2)	64 Eu 151.964(1)	65 Gd 157.25(3)	66 Dy 162.5001(1)	67 Ho 164.93032(2)	68 Er 167.258(3)	69 Tm 168.93422(2)	70 Yb 173.054(5)	71 Lu 174.967(1)	
Actinide Series	89 Ac 227	90 Th 232.0377(1)	91 Pa 231.03688(2)	92 U 238.02891(3)	93 Np 237	94 Pu 244	95 Am 243	96 Cm 247	97 Bk 247	98 Cf 251	99 Es 252	100 Fm 257	101 Md 258	102 No 259	103 Lr 262



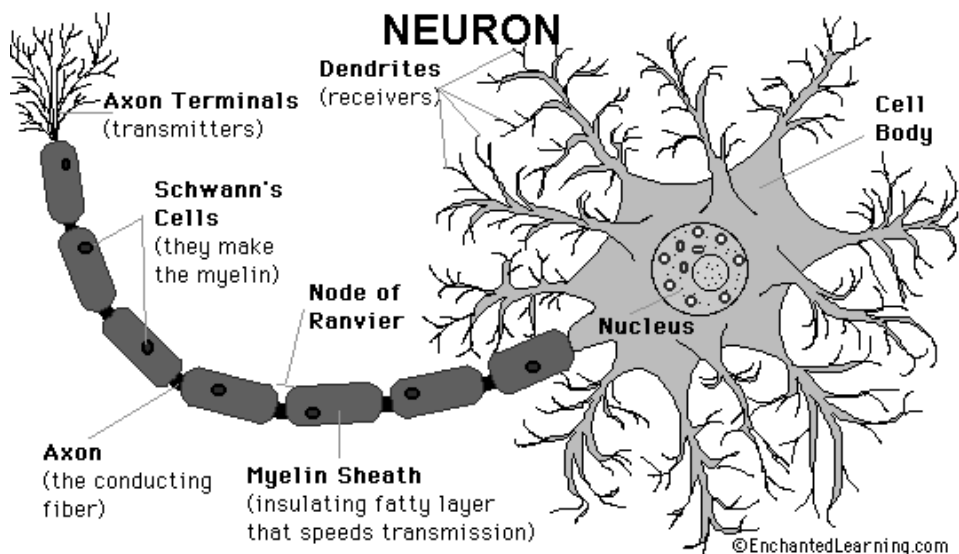
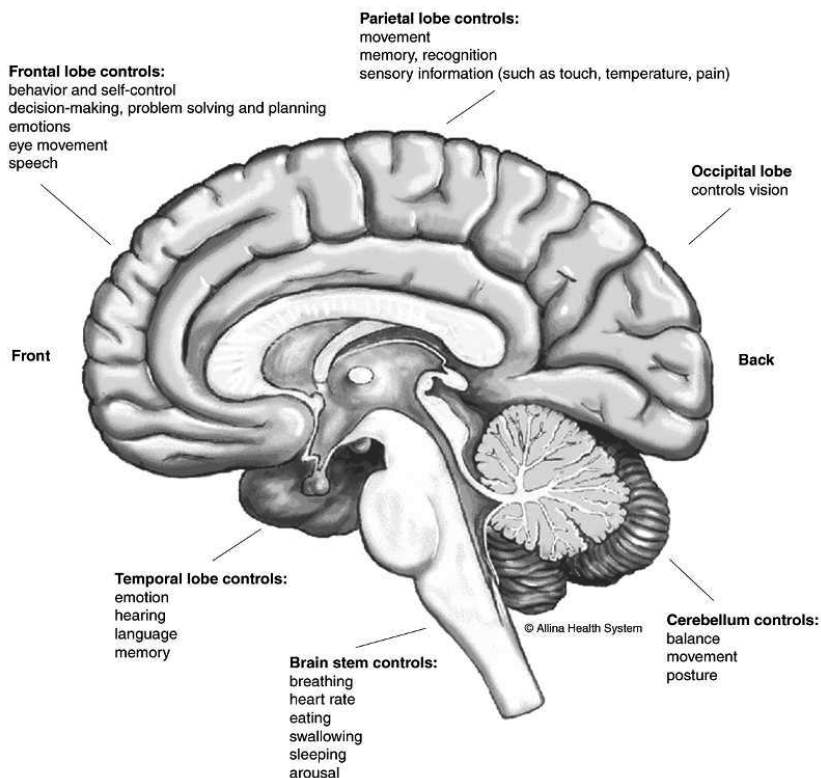
Diagram of internal organs



Front View (Anterior)

Back View (Posterior)





LAB RULES

Student science laboratory safety rules

- Act responsibly at all times in the laboratory.
- Follow all instructions, orally and in writing, by the teacher.
- Perform only those activities assigned and approved by the teacher.
- Protect the eyes, face, hands, and body by wearing proper clothing and using protective equipment provided by the teacher
- Carry out good housekeeping practices as instructed by the teacher.
- Know the location of safety and first aid equipment in the laboratory.
- Notify the teacher immediately of an emergency
- Never work alone in the laboratory.
- Never eat or drink in the laboratory unless instructed to do so by the teacher.
- Handle living organisms or preserved specimens only when authorized by the teacher, and the, with respect.
- Never enter or work in a supply area unless instructed to do so and supervised by the teacher.

(In addition to these general guidelines, always abide by any additional safety procedures provided by the instructor at the time of an activity.)



Safety matters



Disposal Alert



This symbol appears when care must be taken to dispose of materials properly.

Biological Hazard



This symbol appears when there is danger involving bacteria, fungi, or protists.

Open Flame Alert



This symbol appears when use of an open flame could cause a fire or an explosion.

Thermal Safety



This symbol appears as a reminder to use caution when handling hot objects.

Sharp Object Safety



This symbol appears when a danger of cuts or punctures caused by the use of sharp objects exists.

Fume Safety



This symbol appears when chemicals or chemical reactions could cause dangerous fumes.

Electrical Safety



This symbol appears when care should be taken when using electrical equipment.

Plant Safety



This symbol appears when poisonous plants or plants with thorns are handled.

Animal Safety



This symbol appears whenever live animals are studied and the safety of the animals and the students must be ensured.

Radioactive Safety



This symbol appears when radioactive materials are used.

Clothing Protection Safety



This symbol appears when substances used could stain or burn clothing.

Fire Safety



This symbol appears when care should be taken around open flames.

Explosion Safety



This symbol appears when the misuse of chemicals could cause an explosion.

Eye Safety



This symbol appears when a danger to the eyes exists. Safety goggles should be worn when this symbol appears.

Poison Safety



This symbol appears when poisonous substances are used.

Chemical Safety



This symbol appears when chemicals used can cause burns or are poisonous if absorbed through the skin.

CONVERSION TABLE FOR MATH

Reference Sheet

A detachable reference sheet will be included at the end of the Regents Examination in Algebra II (Common Core) booklet.

Common Core High School Math Reference Sheet (Algebra I, Geometry, Algebra II)

CONVERSIONS

1 inch = 2.54 centimeters	1 kilometer = 0.62 mile	1 cup = 8 fluid ounces
1 meter = 39.37 inches	1 pound = 16 ounces	1 pint = 2 cups
1 mile = 5280 feet	1 pound = 0.454 kilograms	1 quart = 2 pints
1 mile = 1760 yards	1 kilogram = 2.2 pounds	1 gallon = 4 quarts
1 mile = 1.609 kilometers	1 ton = 2000 pounds	1 gallon = 3.785 liters
		1 liter = 0.264 gallon
		1 liter = 1000 cubic centimeters

FORMULAS

Triangle	$A = \frac{1}{2}bh$	Pythagorean Theorem	$a^2 + b^2 = c^2$
Parallelogram	$A = bh$	Quadratic Formula	$x = \frac{-b \pm \sqrt{b^2 - 4ac}}{2a}$
Circle	$A = \pi r^2$	Arithmetic Sequence	$a_n = a_1 + (n-1)d$
Circle	$C = \pi d$ or $C = 2\pi r$	Geometric Sequence	$a_n = a_1 r^{n-1}$
General Prisms	$V = Bh$	Geometric Series	$S_n = \frac{a_1 - a_1 r^n}{1 - r}$ where $r \neq 1$
Cylinder	$V = \pi r^2 h$	Radians	1 radian = $\frac{180}{\pi}$ degrees
Sphere	$V = \frac{4}{3}\pi r^3$	Degrees	1 degree = $\frac{\pi}{180}$ radians
Cone	$V = \frac{1}{3}\pi r^2 h$	Exponential Growth/Decay	$A = A_0 e^{k(t-t_0)} + B_0$
Pyramid	$V = \frac{1}{3}Bh$		



LITERACY SKILLS FOR LANGUAGE

Figurative language can be found in literature and poetry where the writing appeals to the senses. It can do this by giving a word or phrase a specific meaning that may be different than the literal definition. Its primary function is to force the readers to imagine what a writer wants to express. Poets and prose writers use this technique to bring out emotions and help their readers form images in minds.

Examples of Figures of Speech

A **Simile** is an explicit comparison (using like or as): "She floated in like a cloud."
"I got the moves like Jagger" - Maroon 5

A **Metaphor** is a word or phrase denoting one kind of object or idea used in place of another to suggest a likeness or analogy between them ("the ship ploughs the sea.") A metaphor is generally an implicit comparison (doesn't use like or as): "Her lips are roses."
"Life is a Beach. I'm playin' in the sand" – Lil Wayne

Personification is attributing animation or human characteristics to something inanimate treating a thing or abstract quality as though it were a person.

Examples include:

- The sun greeted me this morning.
- The radio stopped singing and stared at me.

An **Oxymoron** is the deliberate combination of seemingly contradictory words ("helpful bureaucrat"; "bittersweet").

Sounds

Onomatopoeia is the use of words whose sound suggests its meaning.
"The bees buzzed." or "Snap, crackle, pop."

Assonance is the use of recurrent vowel sounds ("sweet, sleeps, creature" or "The cat sat on the flat mat.")

Alliteration is the use of recurrent consonant sounds, frequently but not exclusively at beginning of words ("Peter Piper picked a peck of pickled peppers.")

A **Pun** is the deliberate confusion of words based upon similarity of sound (waist/waste).

Other Literary Devices and Terms

An **Allusion**: reference to or echo of familiar expressions, persons or objects from a cultural tradition.

Example: Taylor Swift is well known for writing songs that include allusions to her former boyfriends. John Mayer responded in his "Paper Doll" allusion.

An **Allegory** is a figure of speech in which abstract ideas and principles are described in terms of characters, figures and events. It can be employed in prose and poetry to tell a story with a purpose of teaching an idea and a principle or explaining an idea or a principle. The objective of its use is to preach some kind of a moral lesson.

An **Analogy** is a comparison of an unfamiliar idea or object to a familiar one

An **Anecdote** is a short and interesting story or often proposed to support or demonstrate a point and make readers and listeners laugh.



LITERACY SKILLS FOR LANGUAGE

An **Aphorism** is a statement of truth or opinion expressed in a concise and witty manner. Proverbs, maxims, adages and clichés are different forms of aphoristic statements that gain prevalence from generation to generation and frequently appear in our day-to-day speech.

Examples: "Words are, of course, the most powerful drug used by mankind." [Rudyard Kipling]

"You never really understand a person until you consider things from his point of view – until you climb into his skin and walk around in it."
from *To Kill A Mockingbird*

An **Archetype** is a typical character, an action or a situation that seems to represent such universal patterns of human nature. (the Hero, the Villain, the Journey, the Mother-figure, the Mentor)

The **Antagonist** is a character or a group of characters which stand in opposition to the protagonist or the main character. The term antagonist comes from Greek word "antagonistēs" that means opponent, competitor or rival.

Anthropomorphism is a literary device that can be defined as a technique in which a writer ascribes human traits, ambitions, emotions or entire behavior to animals, non-human beings, natural phenomena or objects. Anthropomorphism is also a type of personification that gives human characteristics to non-humans or objects especially animals. However, there is a slight difference between these two. Personification is an act of giving human characteristics to animals or objects to create imagery, while anthropomorphism aims to make an animal or object behave and appear like they are human beings.

A **Caricature** is where particular aspects of a subject are exaggerated to create a silly or comic effect.

A **Colloquialism** is the use of informal words, phrases or even slang in a piece of writing. Colloquial expressions, in a piece of literature, may give us deep insights into the writer's society. They tell us about how people really talk in their real life. Therefore, they help a writer to form strong connections with readers.

A **Dystopia** is a world in which everything is imperfect and everything goes terribly wrong. Through dystopia, authors express their concerns about issues of humanity and society and warn the people about their weaknesses. Authors use dystopia as a literary technique to discuss the reality and depict issues that might happen in future– the reason that it is often called a critique. On the other hand, utopia is a perfect world exactly opposite to dystopia.

Examples- *The Hunger Games*, 1984, *Brave New World*

To **Eulogize** is to praise with eloquent words

Euphemisms refer to polite, indirect or mild expressions which replace words and phrases that are considered harsh and impolite or which suggest something unpleasant.

Example: "kick the bucket" is a euphemism that describes the death of a person. Many organizations use the term "downsizing" for the distressing act of "firing" its employees. It may be in the form of abbreviations e.g. B.O. (body odor), W.C. (toilet) etc. Foreign words may be used to replace an impolite expression e.g. faux (fake), or faux pas (foolish error) etc.

A **Farce** is a literary genre and the type of a comedy that makes the use of highly exaggerated and funny situations aimed at entertaining the audience.

Genre means the type of art, literature or music characterized by a specific form, content and style.

Example: poetry, prose, drama, fiction and non-fiction.



LITERACY SKILLS FOR LANGUAGE

Hyperbole is deliberate overstatement, exaggeration for effect "I'm so hungry I could eat a horse" or "My backpack weighs a ton!"

An **Idiom** refers to a set expression or a phrase comprising two or more words. The phrase is understood as to mean something quite different from what individual words of the phrase would imply.

Example: This phone "cost me an arm and a leg" or Her class was "a piece of cake"

Irony is a figure of speech in which words are used in such a way that their intended meaning is different from the actual meaning of the words. It may also be a situation that may end up in quite a different way than what is generally anticipated. In simple words, it is a difference between the appearance and the reality.

Examples: The name of Britain's biggest dog was "Tiny".

"The Rime of the Ancient Mariner", Coleridge wrote:

"Water, water, everywhere,
And all the boards did shrink;
Water, water, everywhere,
Nor any drop to drink."

Verbal irony saying one thing and implying another

Situational Irony is an inconsistency between what is expected and what actually occurs

To **Lampoon** is to ridicule with satire

Example: TV shows SNL, The Daily Show and Colbert lampoon the mannerisms and the antics of politicians, athletes, and celebrities.

A **Maxim** is a literary device, maxim is a simple and memorable line, quote or rule for taking action and leading a good life. Simply put, it is a thought with moralistic values that intends to motivate individuals. Maxim is, in fact, a type of saying, or a brief statement of a great thought about life, especially a sententious or aphoristic one such as, "He who hesitates is lost." It helps characterizing characters.

A **Motif** is an object or idea that repeats itself throughout a literary work.

A **Palindrome** is defined as a number, a word, a sentence, a symbol or even signs that can be read forward as well as backward or in reserve order with the same effects and meanings. Some words such as civic, radar, level, rotor, and noon or word-unit palindrome, while "Was it a car or a cat I saw?" is an example of one-line palindrome. Numbers also fall in order to create palindromes such as 88, 99, 101, 111, 121, 131, 141, 151, 161, and 171 which can be read backward and forward in the same way.

A **Paradox** is a statement that appears to be self-contradictory but nonetheless be true. It is also used to illustrate an opinion or statement contrary to accepted traditional ideas. A paradox is often used to make a reader think over an idea in innovative way.

Parallel Structure is the repetition of words, phrases or sentences that are similar in meaning in a sentence.

Parody is an imitation of a particular writer, artist or a genre, exaggerating it deliberately to produce a comic effect. The humorous effect in parody is achieved by imitating and overstressing noticeable features of a famous piece of literature, as in caricatures, where certain peculiarities of a person are highlighted to achieve a humorous effect. Parody examples are often confused as examples of satire. Although parody can be used to develop satire, it differs from satire to a certain extent. Parody mimics a subject directly to produce a comical effect. Satire, on the other hand, makes fun of a subject without a direct imitation. Moreover, satire aims at correcting shortcomings in society by criticizing them.

Examples of parody shows that blend parody and satire include "The Daily Show" or the "The Colbert Report".



Pedantic comes from a French word, *pedant*, means “to teach or to act as pedagogue.” A pedantic is someone who is concerned with precision, formalism, accuracy, minute details in order to make an arrogant and ostentatious show of learning. In “The Big Bang Theory” the pedantic character, Dr. Sheldon Lee Cooper, is a theoretical physicist. Dr. Sheldon Cooper is idiosyncratic, obsessed, displays extreme narcissism and has extensive general knowledge he is always sharing.

Personification is a figure of speech in which inanimate objects are endowed with human characteristics

Prologue, is from the Greek term *prologos* (meaning: before word), is an opening of a story that establishes the setting and gives background details. Generally speaking, the main function of a prologue tells some earlier story and connects it to the main story. Similarly, it serves as a means to introduce characters of a story and throws light on their roles.

A **Protagonist** is the central character or leading figure in poetry, narrative, novel or any other story. A protagonist may sometimes be called a “hero” by the audience or the reader.

A **Pun** is a play on words in which a humorous effect is produced by using a word that suggests two or more meanings or by exploiting similar sounding words having different meanings.

Qualify used as a literary device is to limit, modify or restrict. Many people assume it means to become eligible for something.

Rhetoric is a technique of using language effectively and persuasively in spoken or written form. It is an art of discourse, which studies and employs various methods to convince, influence or please an audience.

Semantics is one of the important branches of linguistics that deals with interpretation and meaning of the words, sentence structure and symbols, while determining the reading comprehension of the readers how they understand others and their interpretations.

A **Soliloquy** is a popular literary device often used in drama to reveal the innermost thoughts of a character. It is a great technique used to convey the progress of action of the play by means of expressing a character’s thoughts about a certain character or past, present or upcoming event while talking to himself without acknowledging the presence of any other person. Although, like soliloquy, a monologue is a speech, the purpose and presentation of both is different. In a monologue, a character usually makes a speech in the presence of other characters, while in a soliloquy, the character or speaker speaks to himself.

Synesthesia refers to a technique adopted by writers to present ideas, characters or places in such a manner that they appeal to more than one senses like hearing, seeing, smell etc. at a given time.

Example: In Dante’s *The Divine Comedy* - In the first canto, the poet tells us about a place called “Inferno”. He says, “Back to the region where the sun is silent.” Here, Dante binds the sense of sight (sun) with the sense of hearing (silent)

Syntax is a set of rules in a language. It dictates how words from different parts of speech are put together in order to convey a complete thought.

Vignette is a brief literary sketch in contrast to a saga which is a long epic story.

SOURCE: <http://literarydevices.net/>



CONNECTIVES – WRITING

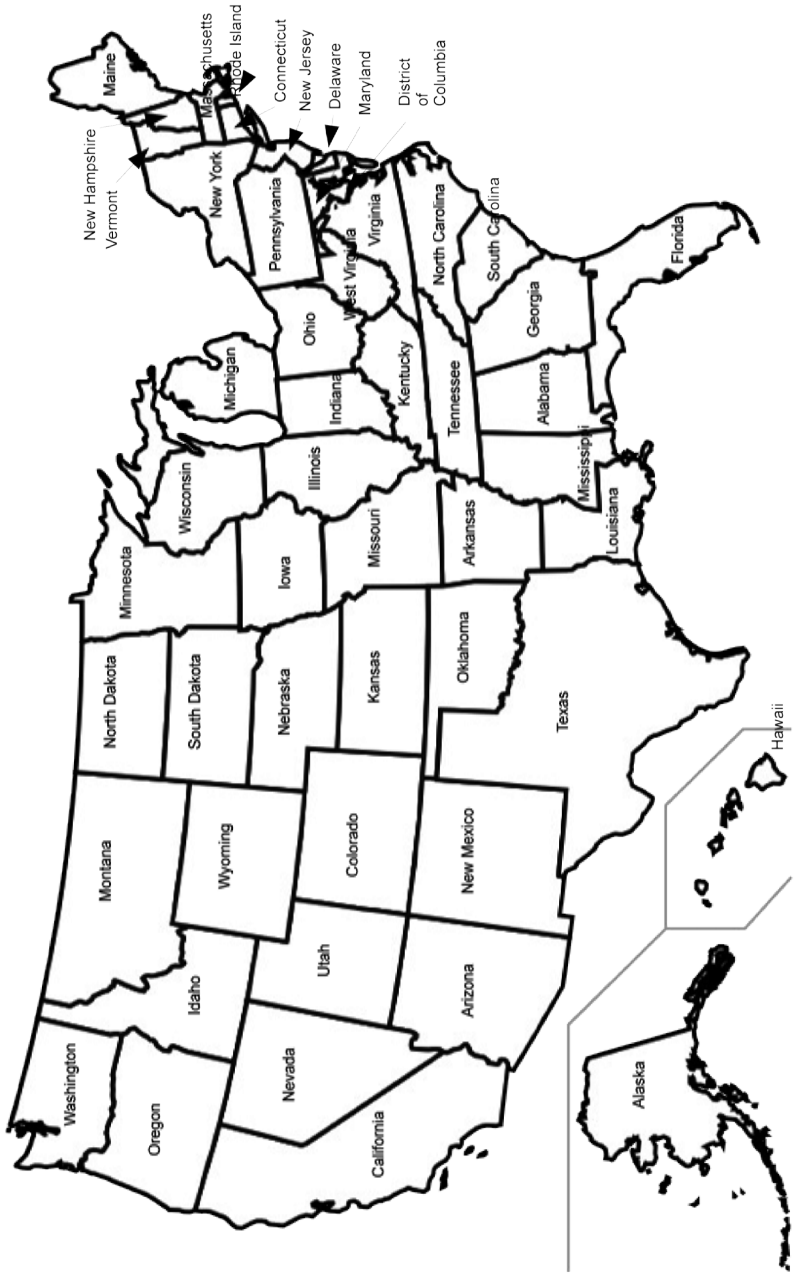
Transitions & Connectives

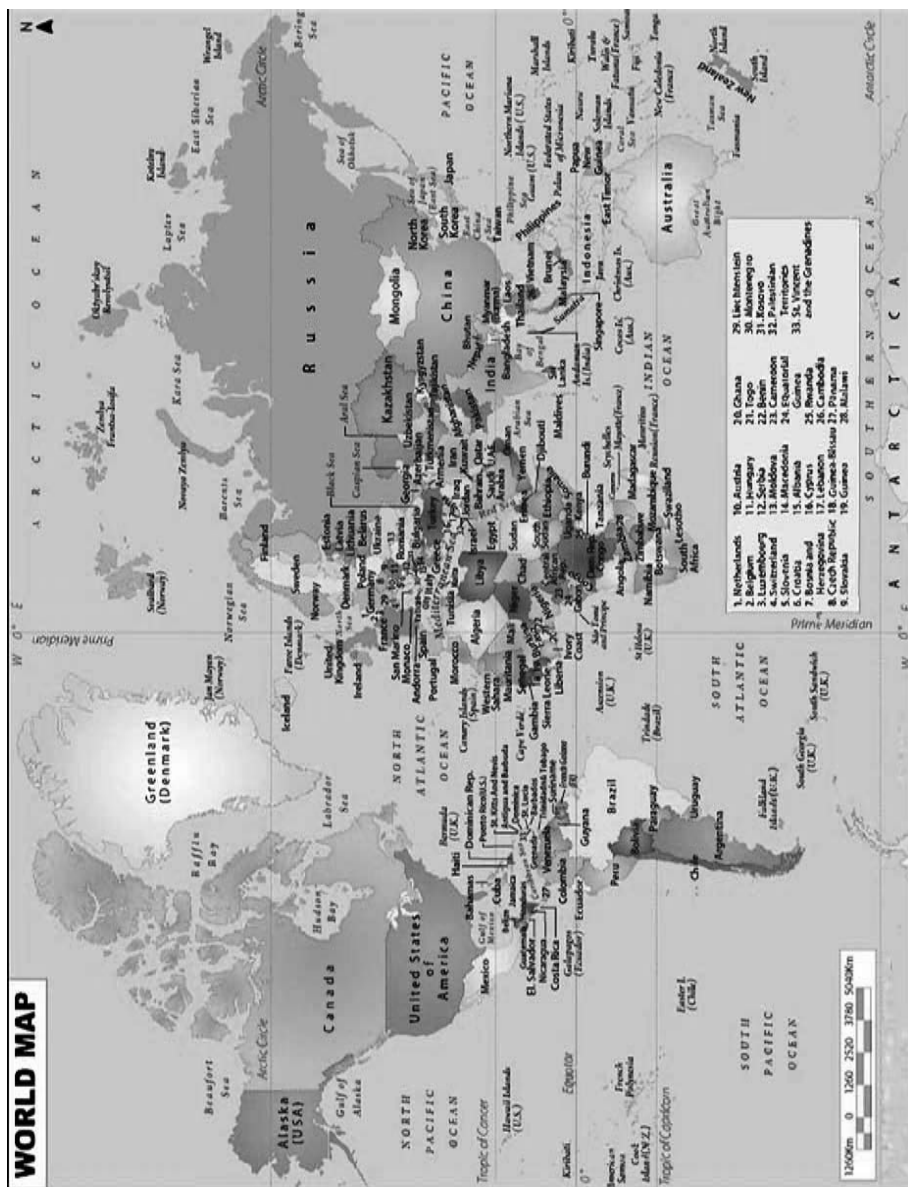
Transitions & Connectives are words and phrases that connect and make logical transitions between sentences, paragraphs, and in sections of a paper.

USAGE	CONNECTIVE WORDS
Support, addition or continuation	and, also, besides, further, furthermore, finally, too, moreover, in addition, then, of equal importance, equally important, another, too, likewise, in a like manner, in the same way
Chronology Time	next, afterward, finally, later, last, lastly, at last, now, subsequently, then, when, soon, thereafter, after a short time, the next week (month, day, etc.), last of all, in the meantime, meanwhile, at the same time, at length, ultimately, presently
Order or sequence	first, second, (etc.), finally, hence, next, then, from here on, to begin with, last of all, after, before, as soon as, in the end, gradually
Space and Place	above, behind, below, beyond, here, there, to the right (left), nearby, opposite, on the other side, in the background, directly ahead, along the wall, as you turn right, at the top, across the hall, at this point, adjacent to
To signal an example	to illustrate, for instance, to be specific, such as, moreover, furthermore, just as important, similarly, in the same way
Results	as a result, hence, so, accordingly, as a consequence, consequently, thus, since, therefore, for this reason, because of this
Emphasizing	Above all, in particular, especially, significantly, notably
Comparison	Equally, likewise, in the same manner (way), as so, similarly
Contrast connectives	but, in contrast, conversely, however, still, nevertheless, nonetheless, yet, and yet, on the other hand, on the contrary, or, in spite of this, actually, in fact, where as
Summarize Conclude	in summary, to sum up, to repeat, briefly, in short, finally, on the whole, therefore, as I have said, in conclusion, as you can see, as noted above, in short



United States





MY SCHEDULE

Periods	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Time/Room							
1. 8:34-9:19am							
Room #							
2. 9:23-10:08am							
Room #							
3. 10:12-10:57am							
Room #							
4. 11:01-11:36am							
Room #							
5. 11:40-12:15pm							
Room #							
6. 12:19-12:54pm							
Room #							
7. 12:58-1:43pm							
Room #							
8. 1:47-2:30pm							
Room #							



MY SCHEDULE

Periods	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Time/Room							
1. 8:34-9:19am							
Room #							
2. 9:23-10:08am							
Room #							
3. 10:12-10:57am							
Room #							
4. 11:01-11:36am							
Room #							
5. 11:40-12:15pm							
Room #							
6. 12:19-12:54pm							
Room #							
7. 12:58-1:43pm							
Room #							
8. 1:47-2:30pm							
Room #							



DAILY SCHEDULE

HOMEROOM WARNING BELL	8:10 a.m.
HOMEROOM	8:15 a.m. - 8:30 a.m.
PERIODS: 1.....	8:34 a.m. - 9:19 a.m.
2.....	9:23 a.m. - 10:08 a.m.
3.....	10:12 a.m. - 10:57 a.m.
4.....	11:01 a.m. - 11:36 a.m.
5.....	11:40 a.m. - 12:15 p.m.
6.....	12:19 p.m. - 12:54 p.m.
7.....	12:58 p.m. - 1:43 p.m.
8.....	1:47 p.m. - 2:30 p.m.

EARLY DISMISSAL SCHEDULE

THIRTY-FIVE - MINUTE PERIODS

HOMEROOM	8:15 a.m. - 8:30 a.m.
PERIODS: 1.....	8:34 a.m. - 9:09 a.m.
2.....	9:13 a.m. - 9:48 a.m.
3.....	9:52 a.m. - 10:27 a.m.
4.....	10:31 a.m. - 11:06 a.m.
5.....	11:10 p.m. - 11:45 a.m.
6.....	11:49 p.m. - 12:24 p.m.
7.....	12:28 p.m. - 1:03 p.m.
8.....	1:07 p.m. - 1:42 p.m.

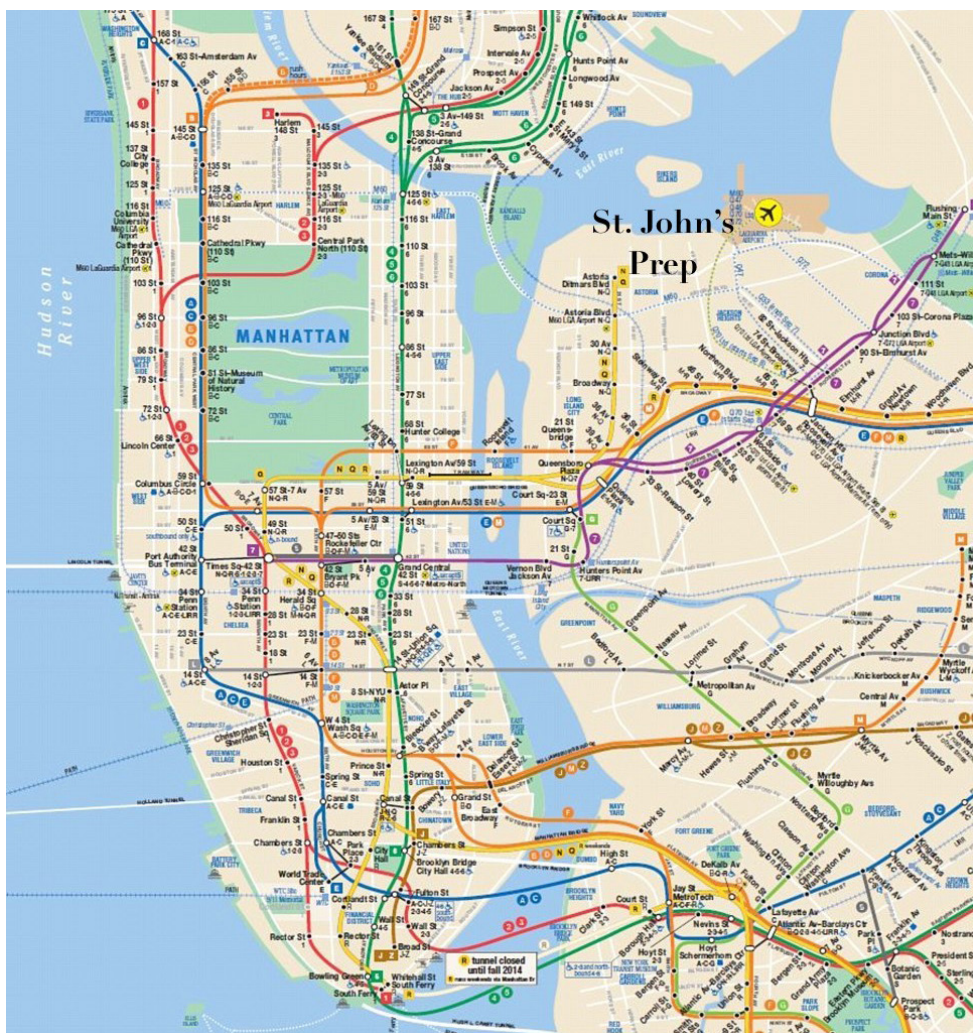
DELAYED OPENING SCHEDULE

THIRTY-FIVE - MINUTE PERIODS

HOMEROOM	9:15 a.m. - 9:25 a.m.
PERIODS: 1.....	9:29 a.m. - 10:04 a.m.
2.....	10:08 a.m. - 10:43 a.m.
3.....	10:47 a.m. - 11:22 a.m.
4.....	11:26 a.m. - 12:01 p.m.
5.....	12:05 p.m. - 12:40 p.m.
6.....	12:44 p.m. - 1:19 p.m.
7.....	1:23 p.m. - 1:55 p.m.
8.....	1:59 p.m. - 2:30 p.m.



Catch the Train



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