

# Senior Student Guide



**73 Southern Boulevard  
Danbury, CT 06810**

**School CEEB Code: 070125**

**Counseling Office:**

**Phone: 203-744-1510 ext. 140**

**Fax: 203-744-1275**

# Important Contact Information and Links

## **Counseling Staff**

**Kate Maloney, Dean of Counseling:** [kmaloney@myimmaculatehs.org](mailto:kmaloney@myimmaculatehs.org), ext. 138  
[calendly.com/kmaloney-3/meeting-with-kate-maloney](https://calendly.com/kmaloney-3/meeting-with-kate-maloney)

**Michael DiGennaro, Counselor:** Class of 2021 (A-D)  
[mdigennaro@myimmaculatehs.org](mailto:mdigennaro@myimmaculatehs.org), ext. 136  
[calendly.com/mdigennaro/meet-with-your-counselor](https://calendly.com/mdigennaro/meet-with-your-counselor)

**Elizabeth Lato, Counselor:** Class of 2021 (E-Me)  
[elato@myimmaculatehs.org](mailto:elato@myimmaculatehs.org), ext. 153  
[calendly.com/elato/meet-with-your-counselor](https://calendly.com/elato/meet-with-your-counselor)

**Allison Longfellow, Counselor:** Class of 2021 (Mi-Z)  
[alongfellow@myimmaculatehs.org](mailto:alongfellow@myimmaculatehs.org), ext. 139  
[calendly.com/alongfellow/meet-with-your-counselor](https://calendly.com/alongfellow/meet-with-your-counselor)

**Robin Moravsky, Counselor:** International Students  
[rmoravsky@myimmaculatehs.org](mailto:rmoravsky@myimmaculatehs.org), ext. 145  
[calendly.com/rmoravsky/meet-with-your-counselor](https://calendly.com/rmoravsky/meet-with-your-counselor)

**Jenny Casey, Therapist:** [jcasey@myimmaculatehs.org](mailto:jcasey@myimmaculatehs.org), ext. 130

**Grace Smyth, Administrative Assistant:** [gsmyth@myimmaculatehs.org](mailto:gsmyth@myimmaculatehs.org), ext. 140

**Terri Allen, Registrar:** [tallen@myimmaculatehs.org](mailto:tallen@myimmaculatehs.org), ext. 144

## Where should I go?

### Attendance issues

- Contact Mrs. Terri Allen, Registrar - [tallen@myimmaculatehs.org](mailto:tallen@myimmaculatehs.org)
- OR
- Mr. Joseph DeMaida, Dean of Student Affairs - [jdemaida@myimmaculatehs.org](mailto:jdemaida@myimmaculatehs.org)

### Athletic questions:

- Contact Mr. Nelson Mingachos, Director of Athletics – [athleticdirector@myimmaculatehs.org](mailto:athleticdirector@myimmaculatehs.org)

### Schedule concerns:

- Make an appointment to see your counselor in the Counseling Office through email or calendly - see above

### PlusPortal questions:

- Contact Mrs. Terri Allen, Registrar- [tallen@myimmaculatehs.org](mailto:tallen@myimmaculatehs.org)

### Gmail/google questions:

- Contact Mr. David Cirella, Director of Information Technology – [dcirella@myimmaculatehs.org](mailto:dcirella@myimmaculatehs.org)
- OR
- Mr. Austin Cirella, Technical Support – [acirella@myimmaculatehs.org](mailto:acirella@myimmaculatehs.org)

### Questions about clubs/activities:

- Contact Mr. DeMaida, Dean of Student Affairs - [jdemaida@myimmaculatehs.org](mailto:jdemaida@myimmaculatehs.org)

### Social Concerns

- Email Special Administrator Support Team - [makeadifference@myimmaculatehs.org](mailto:makeadifference@myimmaculatehs.org)

### Student health concerns:

- Contact School Nurse, Mrs. Helen Story – [hstory@myimmaculatehs.org](mailto:hstory@myimmaculatehs.org)
- OR
- See the nurse in her office next to the second entrance to the gym

### Questions or concerns about grades:

- Contact your teacher directly through email:  
Example: first initial then last name(no spaces)[@myimmaculatehs.org](mailto:myimmaculatehs.org)

### Student personal concerns:

- See your counselor in the Counseling Office
- OR
- Ms. Jenny Casey, School Social Worker - [jcasey@myimmaculatehs.org](mailto:jcasey@myimmaculatehs.org)

### Discipline issues:

- Contact Mr. Joseph DeMaida, Dean of Student Affairs - [jdemaida@myimmaculatehs.org](mailto:jdemaida@myimmaculatehs.org)

# Senior Checklist

<input type="checkbox"/>	<p><b><u>September</u></b></p> <ul style="list-style-type: none"> <li>• Advisory - Welcome Back</li> </ul>
<input type="checkbox"/>	<p><b><u>October</u></b></p> <ul style="list-style-type: none"> <li>• In school ACT on Tuesday, October 6th</li> <li>• Advisory class - Diversity</li> <li>• Academic Review of Student Progress and College Application Process             <ul style="list-style-type: none"> <li>• Individual meeting with Counselors as needed</li> </ul> </li> <li>• Financial Aid Night for Parents/Guardians</li> </ul>
<input type="checkbox"/>	<p><b><u>November</u></b></p> <ul style="list-style-type: none"> <li>• Advisory class - SEL Social Emotional Learning</li> <li>• Academic Review of Student Progress and College Application Process             <ul style="list-style-type: none"> <li>• Individual meeting with Counselors as needed</li> </ul> </li> </ul>
<input type="checkbox"/>	<p><b><u>December</u></b></p> <ul style="list-style-type: none"> <li>• Advisory class - Preparing for Cumulative Exams</li> <li>• Academic Review of Student Progress and College Application Process             <ul style="list-style-type: none"> <li>• Individual meeting with Counselors as needed</li> </ul> </li> </ul>
<input type="checkbox"/>	<p><b><u>January</u></b></p> <ul style="list-style-type: none"> <li>• Midterm exams</li> <li>• Advisory class</li> <li>• Alumni Discussions of College Experience             <ul style="list-style-type: none"> <li>• Recent graduates speak to IHS students regarding college life</li> </ul> </li> <li>• Academic Review of Student Progress and College Application Process             <ul style="list-style-type: none"> <li>• Individual meeting with Counselors as needed</li> </ul> </li> </ul>
<input type="checkbox"/>	<p><b><u>February</u></b></p> <ul style="list-style-type: none"> <li>• Advisory class</li> <li>• Academic Review of Student Progress and College Application Process             <ul style="list-style-type: none"> <li>• Individual meeting with Counselors as needed</li> </ul> </li> </ul>
<input type="checkbox"/>	<p><b><u>March</u></b></p> <ul style="list-style-type: none"> <li>• Advisory class</li> <li>• Academic Review of Student Progress and College Application Process             <ul style="list-style-type: none"> <li>• Individual meeting with Counselors as needed</li> </ul> </li> </ul>
<input type="checkbox"/>	<p><b><u>April</u></b></p> <ul style="list-style-type: none"> <li>• Advisory class</li> <li>• Academic Review of Student Progress and College Application Process             <ul style="list-style-type: none"> <li>• Individual meeting with Counselors as needed</li> </ul> </li> </ul>
<input type="checkbox"/>	<p><b><u>May</u></b></p> <ul style="list-style-type: none"> <li>• Advisory class</li> <li>• College Decision Day</li> <li>• Add Scholarship Awards to Naviance for Graduation Program</li> <li>• AP Exams</li> <li>• Final Exams</li> <li>• Baccalaureate Mass</li> <li>• Graduation Ceremony</li> </ul>

## Athletics

Fall	Winter	Spring
Cheerleading – V Cross Country - V Field Hockey – JV, V Football - V Boys Soccer – JV, V Girls Soccer – JV, V Girls Swimming & Diving Girls Volleyball – JV, V	Boys Basketball – F, JV, V Girls Basketball – F, JV, V Cheerleading - V Boys Ice Hockey – V Boys Indoor Track – V Girls Indoor Track – V	Boys Baseball – F, JV, V Girls Softball – JV, V Boys Golf – V Girls Golf – V Boys Lacrosse – F, JV, V Girls Lacrosse – F, JV, V Boys Tennis – JV, V Girls Tennis - JV, V Boys Track – JV, V Girls Track – JV, V

## Clubs & Activities - “Join-a-Club” Day, in September

ACADEMICS	HONOR SOCIETIES	GOVERNMENT
History Quiz Bowl Math League Science Club Engineering Club Literary Magazine	Key Club National Honor Society (NHS) The Science National Honor Society Mu Alpha Theta (Math Honor Society) National English Honor Society National Spanish Honor Society Tri-M Music Honor Society	Class Officers Debate Club Mock Trial Model UN Student Ambassadors Student Council
FAITH & SERVICE	INTERESTS	MUSIC & DRAMA
Campus Ministry Peer Leadership She’s the First Special Friends Multicultural Club	Art Club Brain Trust Culinary Club Cyber Patriots Gaming Club International Club Newspaper Club Pep Band Photography Pottery Club Sewing Club The Stable Yoga	Music Drama Club Piano Club Production Club Recording Club

\*Clubs and activities are subject to change

# Academic Resources

## Peer Tutoring

- Peer tutoring with members of the National Honor Society is available based on mutual availability.
- Students have the option of arranging sessions before school, during their study hall, or after school.
- Contact your school counselor to arrange Peer Tutoring.

## Extra Help Sessions

- Every IHS teacher is available for extra help appointments after school.
- Speak with your teacher during class, or send them an email if you would like to schedule an appointment.

## Private Tutoring

- A list of approved tutors for private tutoring is available upon request in the Counseling office.
- Please contact your counselor or Mrs. Smyth in the Counseling office for further information.

# Skills for Academic Success

Study Skills	Organizational Skills
<ul style="list-style-type: none"> <li>• Find your own quiet place at home to study where you can concentrate on your homework. Use the same location daily.</li> <li>• Don't do homework in front of the TV- it is too distracting. While you're at it, try to ignore your phone (texting, snapchat, etc.) - your friends can leave a message!</li> <li>• Know what you're learning style is and study in a way that best matches your own learning style.</li> <li>• The <b>quality</b> of your study time is much more important than the quantity of your study time.</li> <li>• Get into the habit of studying daily (review class notes each day and get ahead of upcoming assignments).</li> </ul>	<ul style="list-style-type: none"> <li>• Use things like outlines, charts, flashcards or iPad apps to help you organize and learn new material. These will help you when it comes time to review before an exam.</li> <li>• Use a planner to keep track of homework assignments, tests and projects. Write in your planner or iPad calendar <b>daily</b> so it becomes a habit!</li> <li>• Keep a notebook or folder for all of your notes and homework assignments for each class.</li> <li>• Keep a "To Do" list. Write down things you need to do, then decide what needs to be done right away and what can wait until later.</li> <li>• Keep all tests and quizzes to use for study guides later.</li> </ul>
Time Management Skills	Stress Management and Test Taking
<ul style="list-style-type: none"> <li>• For each study period, decide what you want to accomplish and how long you will spend on each task.</li> <li>• Split your workload into manageable chunks and take your homework one step at a time.</li> <li>• Start with the most difficult assignments and then move on to the easier ones.</li> <li>• Breakdown long term assignments into a series of tasks and deadlines. This will prevent procrastination.</li> <li>• Be aware of things that distract you or waste your time, and keep them to a minimum.</li> <li>• Use a monthly calendar for long-term planning.</li> </ul>	<ul style="list-style-type: none"> <li>• Don't sweat the small stuff. Prioritize your activities and focus on the most important ones.</li> <li>• Work off stress through some kind of physical activity.</li> <li>• See your counselor or the school social worker to help with stress.</li> <li>• Listen to music, keep a journal, or practice breathing exercises.</li> <li>• Don't cram for tests or quizzes. Plan a study schedule ahead of time.</li> </ul> <p><b>Preparing for Exams</b></p> <ul style="list-style-type: none"> <li>• Be well rested before taking tests.</li> <li>• Meet with your teacher a day or two before the exam to review your notes and ask all your questions.</li> <li>• Skim the test before writing anything and again before your final submission.</li> <li>• Don't leave any blanks!! Hope for partial credit if you are unsure.</li> </ul>

\* Don't forget to check your email and PlusPortals **DAILY!!!!**

# Naviance

Family Connection from Naviance is an online service designed to assist both students and parents in college and career exploration. Family Connection is used by the Counseling Office to track and analyze admissions data that is specific to IHS, organize and transmit application materials, and track student progress.

Students utilize Family Connection to:

- **Learn about the planning and application process** – Build a resume to track extracurricular activities, complete questionnaires regarding personal interests and skills, and access helpful resources
- **Research colleges** – Explore colleges and universities based on available majors, size, athletics, selectivity, etc.
- **Analyze admissions statistics**- View data such as GPA and standardized test scores of past IHS students admitted to each specific college or university
- **Sign up for college visits** – Find out which colleges are visiting IHS and sign up to attend information sessions and meet admissions representatives during senior year

Family Connection also allows us to share information with students about upcoming events, scholarship opportunities, and other web resources for college and career information. To visit our school's Family Connection site, use your web browser to connect to:

<http://connection.naviance.com>

Visit the "Document Library" in Family Connection to access more information regarding college visits, questions to ask tour guides, as well as a number of other necessary tools for your college search. The Document Library is a wonderful resource as you begin the process.

**\* Contact Mrs. Smyth in the Counseling Office if you need help finding your login information.**



# PlusPortals

## Q: What is PlusPortals?

**A:** PlusPortals is a cloud-based application integrated with the IHS student information system. This application provides access to student class pages where you will be able to see grades, progress reports, assignments, schedules, and attendance, along with teacher contact information. It also makes available school-wide information such as event dates and school announcements.

## Q: How do I access PlusPortals? [www.plusportals.com/immaculateHS](http://www.plusportals.com/immaculateHS)

**A:** IHS gave parents login instructions at Course Registration last March. It included a link to activate their Portal account which uses your email address as your User ID. You created a password requiring at least a total of 8 characters, one being a capital letter, a number and a symbol. Parents will be able to view all of their child's information with the same login.

Students will use their school google email address as their username first initial, last name@myimmaculatehs.org

## Q: What information is available on the parent and student dashboard?

The dashboard below is what will be displayed.



## Q: What is the difference between report card grades and scores?

**A:** Final quarter grades are shown at the end of each quarter. Scores are shown when a teacher finishes grading an assignment and enters it into their Gradebook. Scores are real-time, meaning they can be viewed by parents as soon as the teacher posts the grade for that assignment in PlusPortals.

## Q: How do I contact my student's teacher?

**A:** You can email your student's teacher via the "email & messages" tab located on your home page in the Portal.

## Q: How do I print a Progress Report as a parent or as a student?

**A:** There is a print and download button at the top of the Progress Reports window.

## Q: Who do I contact with questions?

**A:** If your questions are PlusPortals specific, please refer to the link here for an interactive guide to using PlusPortals.

<http://www.redikersupport.com/documentation/interactive/plusportals/progress.htm>

If your questions are class/grade specific, please contact your student's teacher. If your question is about activating your PlusPortal account, please contact Mrs. Terri Allen, the Registrar at [tallen@myimmaculatehs.org](mailto:tallen@myimmaculatehs.org) or 203.744.1510 x144.

## Honor Roll

Twice a year we hold an honors prayer service to recognize our students' academic achievements for the semester.

### Honors Standard

<i>Distinguished Honors</i>	4.3 minimum with no grade below "C" and no incomplete work
<i>High Honors</i>	3.9 minimum and no incomplete work
<i>Honors</i>	3.5 minimum and no incomplete work

## National Honor Society

Membership in the IHS National Honor Society is by invitation only. Students that meet the requirements for the National Honor Society will be invited to apply in 11<sup>th</sup> or 12<sup>th</sup> grade. Criteria for eligibility is a cumulative GPA of 3.5 or above based on at least one full semester at IHS. Applicants are evaluated on academic achievement, leadership, service, and character. Once accepted into the society, it is expected that all criteria for membership be maintained throughout the student's high school career. Details of the selection process are available from the NHS advisor, Mrs. Dana Pinckney [dpinckney@myimmaculatehs.org](mailto:dpinckney@myimmaculatehs.org).

## IMMACULATE HIGH SCHOOL GRADING SCALE

<b>A+</b>	<b>4.5</b>	<b>95-100</b>
<b>A</b>	<b>4.0</b>	<b>90-94</b>
<b>B+</b>	<b>3.5</b>	<b>85-89</b>
<b>B</b>	<b>3.0</b>	<b>80-84</b>
<b>C+</b>	<b>2.5</b>	<b>75-79</b>
<b>C</b>	<b>2.0</b>	<b>70-74</b>
<b>D</b>	<b>1.0</b>	<b>65-69</b>
<b>F</b>	<b>0.0</b>	<b>Below 65</b>

**Immaculate High School does not calculate GPA on a 4.0 scale.  
We use a 4.5 scale**

# Sample IHS Transcript

STUDENT : \_\_\_\_\_  
 PAR/GUAR : \_\_\_\_\_  
 ADDRESS : \_\_\_\_\_  
 CITY : \_\_\_\_\_ STATE : \_\_\_\_\_ ZIP : \_\_\_\_\_  
 PHONE : \_\_\_\_\_ SEX : \_\_\_\_\_ DOB : \_\_\_\_\_

IMMACULATE HIGH SCHOOL  
 73 SOUTHERN BOULEVARD  
 DANBURY, CT 06810



Phone: (203) 744-1510

CODE: 070125

GR:YEAR	#	COURSE	LEV	FIN	CREDIT
09:12-13	011	Religion I		A+	1.00
09:12-13	112	Eng. I H	H	A+	1.00
09:12-13	222	Geometry H	H	A+	1.00
09:12-13	326	Fund. Span		A+	1.00
09:12-13	412	Biology H	H	A+	1.00
09:12-13	512	WorldCiv H	H	A	1.00
09:12-13	749	MixdChorus		A+	1.00
09:12-13	804	Girls PE		A+	0.50
AVERAGES:					14.5   7.50

### GRADE STANDARD

A+ = 95-100 = 4.5 P = Satisfactory or Pass  
 A = 90-94 = 4.0  
 B+ = 85-89 = 3.5 W = Withdrawal from Course  
 B = 80-84 = 3.0  
 C+ = 75-79 = 2.5 X = Excused  
 C = 70-74 = 2.0  
 D = 65-69 = 1.0  
 F = Failure = 0.0

GR:YEAR	#	COURSE	LEV	FIN	CREDIT
10:13-14	021	ReligionII		A+	1.00
10:13-14	122	Eng. II H	H	A	1.00
10:13-14	232	Alg. II H	H	A+	1.00
10:13-14	322	SpanishIIH	H	A	1.00
10:13-14	422	Chemist. H	H	A+	1.00
10:13-14	509	AmerGov H	H	A	0.50
10:13-14	553	Reg Amer H	H	A	0.50
10:13-14	749	MixdChorus		A+	1.00
10:13-14	804	Girls PE		A+	0.50
AVERAGES:					14.5   7.50

### Weighting of Marks

G.P.A. is weighted as follows:  
 Advanced Placement Course = +.7 added  
 Honors Course = +.3 added

GR:YEAR	#	COURSE	LEV	FIN	CREDIT
11:14-15	031	Rel. III		A+	1.00
11:14-15	131	AP EngComp	AP	A	1.00
11:14-15	242	Precalc. H	H	A	1.00
11:14-15	332	Span.III H	H	A	1.00
11:14-15	444	APPhysical	AP	A	1.00
11:14-15	532	US Hist H	H	B+	1.00
11:14-15	606	DigitalPro		A+	1.00
11:14-15	804	Girls PE		A+	0.50
AVERAGES:					14.4   7.50

V = Virtual Course.  
 See profile for additional information

Summer School not included in G. P. A.

GR:YEAR	#	COURSE	LEV	FIN	CREDIT
12:15-16	041	Rel. IV		A+	1.00
12:15-16	143	AP EngLit	AP	A	1.00
12:15-16	203	IntroStatH	H	A+	1.00
12:15-16	243	AP Calc.	AP	A	1.00
12:15-16	406	Sports Med		A	1.00
12:15-16	445	AP Phys 2	AP	A+	1.00
AVERAGES:					14.6   6.00

Accredited By: State of Connecticut  
 New England Assoc. of Colleges & Secondary Schools

## FINAL

ACADEMIC STANDING				TOTAL		
AT END OF	RANK	OUT OF	GPA	QUANT	WT	CREDITS
2 Semeste	12	113	4.5316	128	1500	28.50

DATE PRINTED: \_\_\_\_\_

NUMBER OF CREDITS EARNED IN THIS SCHOOL										
RELIGION	ENGLISH	MATHEMATI	LANGUAGE	SCIENCE	S. STUDIES	BUSINESS	FINE ARTS	PHYS. ED.	OTHER	TOTAL
4.00	4.00	9.00	3.00	5.00	3.00	1.00	2.00	1.50	0.00	28.50

SIGNATURE \_\_\_\_\_

GRADUATION DATE: \_\_\_\_\_

JUNE 1, \_\_\_\_\_

PRINCIPAL