

STUDENT/PARENT/GUARDIAN HANDBOOK

2020-2021



ST. PIUS X HIGH SCHOOL Dominican Sisters of Houston ★ 1956

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St. Pius X High School reserves the right to modify this handbook at any time. Please review the handbook on a regular basis to stay familiar with our policies and procedures and to identify any ongoing changes.

Property of: _____

Address: _____

Phone #: _____ Email: _____

In case of emergency, please notify:

Name: _____ Phone #: _____

The information in this book was the best available at press time. Watch for additional information and changes.



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TABLE OF CONTENTS

Introduction	4	College Counseling	15
2020-2021 Holidays	4	School Code	15
Website Login Instructions	4	ACT and PSAT/SAT Accommodations	15
Admission and Enrollment	4	Advisory	15
St. Pius X High School	5	Transportation Service	16
Foreword	5	General Policies/Procedures	16
Mission Statement	5	Gum	16
Philosophy & Goals	5	Calculators	16
The Four Pillars of Dominican Schools	6	Public Display of Affection	16
Profile of a St. Pius X Graduate	6	School Property	16
Academic Information	7	Substance-Free Campus	16
St. Pius X Curriculum	7	Searches	16
Grading Policies	7	Lost and Found	16
Grade Point Average	7	Hall and Locker Use	16
Grade Point Values	8	Driving and Parking on Campus	16
GPA-II	8	Parking Space Sign-Ups	17
GPA I and II for Transfer Students	9	Uber and Lyft	17
Official Records	9	Drop-Off and Pick-Up of Students	17
Course Credit	10	Student Property Drop-Off and Pick-Up	17
Honor Roll	10	Cafeteria/Commons	17
Rank in Class	10	Auditorium	17
Grade Changes	10	Use of Fax Machine	17
Dropping and Changing Courses	10	Deliveries	17
Failure	10	Visitors	17
Summer School	10	Verification of Enrollment and Attendance Form	18
Academic Probation	10	Campus Supervision and Access	18
Academic Ineligibility	10	School-Sponsored Trips/Field Trips	18
Graduation	11	Transportation to School-Sponsored Events	18
Senior Graduation/Awards Day	11	Dances	18
Graduation Honors	11	Announcements	19
Final Transcript Request	11	Asbestos	19
Progress Reports & Report Cards	11	Emergency Procedure	19
Examinations	11	School Messenger System	19
Re-Scheduled Examinations	11	Attendance Policies & Procedures	20
Student Midterm/Final Exemptions	11	Attendance	20
Parent/Guardian/Teacher Communication	12	Excused Absences	20
Classroom Visits by Parents/Guardians	12	Unexcused Absences	20
Principle of Subsidiarity	12	Absences and Co-Curricular Participation	20
Parent/Guardian Cooperation	12	Perfect Attendance	20
Withdrawal From School	12	Excessive Absences	20
General Guidelines	12	Ten Absences Policy	20
Study Lab Guidelines	12	Periods Without a Final	20
Standard School Paper Heading	12	Attendance Probation	20
Homework Policy	13	Notification of Absence	21
Major Assignments and Papers	13	Anticipated Absence	21
School-Wide Late Work Policy	13	Leaving Campus for Appointments	21
Campus Ministry	14	Extended Absence	21
Pastoral Ministry	14	Homework Request	21
Liturgical Ministry	14	Make-Up Work	21
Retreat Ministry	14	Raffle Holidays	21
Social Ministry	14	College Visitations	21
Student Services	15	Tardiness	22
Academic Guidance & Counseling	15	Excused Tardies	22
The Guidance Program	15	Unexcused Tardies	22
Providing Accommodations for Students	15	Excessive Tardiness	22

Uniform/Dress Code	23	Prevention of Drug & Alcohol Use by Students	32
General Expectations	23	Drug Testing	32
Uniform Options	23	Consent	32
Men	23	Student Selection	33
Women	23	Scope of Tests	33
Additional Options for Classes of 2021-2022	23	Type of Tests	33
Men	23	Consequences of a Positive Drug Screen	33
Women	24	Student & Parent/Guardian Behavior	33
Additional Uniform Policies	24	Academic Honesty	34
Required Styling of Uniform	24	St. Pius X Honor Code	34
Outerwear and Accessories	24	Basic Standards of Integrity	34
Grooming	24	Mutual Responsibility	34
Dress Code Violations	25	Student Honor Board	35
Dress Code for Special Occasions	25	Procedures for Academic Dishonesty	35
Homecoming Dance	25	Disciplinary Action for Academic Dishonesty	35
Prom	25	Cell Phones	36
Graduation and Senior Awards Day	25	Disciplinary Infractions & Consequences	36
Dress Up Attire	25	Level I	36
Consequences	25	Level II	36
Spirit Attire	25	Level III	37
Technology	26	Level IV	38
School Equipment	26	Contesting a Dismissal	38
Behavior Expectations	26	Co-Curricular Activities	39
Email	26	Activities/Publicity	39
Internet	26	Organizations/Activities	39
Rules of Appropriate Use	26	Student Ministries	39
Personal Safety and Privacy	26	Senior Blankets	39
Camera and Recording Device Policy	26	Athletics	40
Inappropriate Materials or Language	26	Athletic Associations	40
Online Entertainment	27	Athletic Agreement	40
Blogs, Personal Websites and Social Media Sites	27	Tryouts	40
Security	27	Game/Practice Attendance	40
Social Networking	27	Travel & Overnight Trips	41
Copyright	27	Athletic Medical Policies	41
St. Pius X 'Bring Your Own Device' Policy	28	Registration	41
Purpose	28	Athletic Physicals	41
St. Pius X Wi-Fi Access	28	Injuries	41
Program Guidelines	28	Impact Testing	41
Appropriate Student Use	28	Concussions	41
Student Welfare	29	Ejections From Contests	41
Health & Well Being Policies & Procedures	29	Academic Ineligibility	41
Health Records	29	Quitting a Team or Being Dismissed From a Team	41
Medical Emergencies	29	Coach/Parent/Guardian Communication	42
Medication	29	Expectations of Spectators	42
Discipline	29	Letter Jackets	42
Philosophy	29	Financial Matters	43
Definitions	30	Smart Tuition	43
St. Pius X Anti-Bullying? Initiative	30	Financial Agreement	44
Harassment Policy	31	Tuition and Required Fees	45
Discrimination Policy	31	Books	46
Guns & Weapons Policy	31	Ineligibility for Co-Curricular Activities	46
Controlled Substance Policy	31	Parent/Guardian Volunteers & Financial Responsibility	46
Vaping and E-Cigarettes	32	Financial Aid	46
Alcohol	32	2021-2022 Registration Fees	46
Consequences of Violating the Controlled Substance Policy	32		

INTRODUCTION

Parents/guardians agree to adhere to and abide by and require their child(ren) to adhere to and abide by the policies and procedures set forth in this handbook, as amended from time to time with or without notice. Any violations of these policies or procedures by parent/guardian or student may result in disciplinary action up to and including dismissal from the School or non-renewal of enrollment for future academic years, at the sole discretion of the School.

This handbook creates no expectancy of enrollment in future school years. St. Pius X High School reserves the right to suspend or dismiss during the school year or decline to re-enroll any student who in effort, conduct or progress is not fulfilling the School's expectations, as determined by the School. St. Pius X also reserves the right to suspend, dismiss during the school year or decline to re-enroll any student whose enrollment is deemed by St. Pius X not to be in the best interests of the School or whose parents/guardians are deemed by St. Pius X not to support the School's mission, philosophy, expectations and/or rules.

2020-2021 HOLIDAYS

September 7	Labor Day
October 12	Columbus Day
November 23-27	Thanksgiving
Dec. 21-Jan. 3	Christmas
January 4	Teacher In-Service, No Classes
January 18	Martin Luther King, Jr. Day
February 15	Presidents' Day, Teacher In-Service
March 15-19	Spring Break
April 2-5	Easter

To view the full school calendar, visit stpiusx.org/calendar.

WEBSITE LOGIN INSTRUCTIONS

Logging in to stpiusx.org provides a number of benefits, including a personal portal page. The portal provides students and parents/guardians with important news/announcements, links to school resources, access to online classrooms and grades, maintains a personal calendar that combines the school calendar and classroom calendars, and more.

Login Instructions:

- Visit stpiusx.org/community
- Enter personal username and password

ADMISSION AND ENROLLMENT

Students must be enrolled by a parent/guardian. Students must be living with at least one parent/guardian except for approved temporary arrangements approved by the head of school. Students must be unmarried.



ST. PIUS X HIGH SCHOOL
Dominican Sisters of Houston ★ 1956

ST. PIUS X HIGH SCHOOL

FOREWORD

St. Pius X High School is a co-educational, Catholic college preparatory school, which welcomes students from a variety of cultural, socio-economic and ethnic backgrounds in the Greater Houston area. The school is owned and administered by the Dominican Sisters of Houston, Texas.

MISSION STATEMENT

Prayer, Study, Community, Preaching – this is Dominican education at St. Pius X High School. Inspired by *Veritas*, young men and women embrace academic excellence and integrity, celebrate the community's diverse gifts and heritage, and embody social justice and service.

PHILOSOPHY & GOALS

Education at St. Pius X High School is rooted in the Four Pillars of the Dominican charism. The development of the individual person – spiritual, emotional and social – is fostered in a nurturing atmosphere. At St. Pius X High School, the Principles of Catholic Social Teaching are central to decision-making in all areas: academic, disciplinary, financial, social and spiritual. The school offers a diverse curriculum of required courses in traditional academic subjects, as well as theology, fine arts and technology.

St. Pius X High School seeks to employ knowledgeable, skilled and qualified faculty and staff who are not only committed to education but also to the cultivation of Christian character. Faculty and staff serve as role models for students and, in terms of their own intellectual endeavors, their behavior and their treatment of others, actively demonstrate Christian values. They partner with parents/guardians in the formation of students to become productive citizens of good character.

Each person is unique and valuable, gifted with God-given talents. Each member of the community is challenged to acknowledge the responsibility to use his/her talents and knowledge in the service of God and others and to embody gospel values in daily life.

The goals of St. Pius X High School, rooted in the mission and aligned with The Four Pillars of Dominican schools, are as follows:

To assist students in recognizing and developing their potential through a variety of learning opportunities: academic, co-curricular, social, spiritual and community service:

- To guide students in developing the skills necessary for the on-going pursuit of knowledge;
- To build a strong educational program which recognizes individual needs and differences, develops students' potential in accordance with ability, encourages students to achieve success and develops their ability to make decisions and accept responsibility for those decisions;
- To facilitate communication between home and school and to assist parents/guardians in their child's growth;
- To form an administration, faculty and staff that collaborates in personal and professional growth.



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THE FOUR PILLARS OF DOMINICAN SCHOOLS

Dominican schools are built on a pillar of PRAYER.

- Fostering both communal and personal spirituality and prayer
- Providing a strong spiritual foundation based on Catholic tradition and teachings
- Respecting all people in a spirit of ecumenism and interfaith dialogue
- Celebrating the joy, hope and sanctity of life

Dominican schools are built on a pillar of STUDY.

- Motivating students to a love of learning through creative and critical thinking
- Developing intellectual curiosity and competence in each student
- Providing a welcome and safe learning environment of trust and fairness
- Studying and addressing the significant social justice issues of our day

Dominican schools are built on a pillar of COMMUNITY.

- Providing an outreaching school-community based on shared values of faith, integrity, compassion and service
- Promoting and embracing an awareness of and involvement in cultural, economic, ethnic, religious and physical diversity in the school, local, national and global communities
- Building a strong and nurturing school community where all are valued and all live in a spirit of collaboration and community
- Promoting community involvement to support and enhance the mission of the school

Dominican schools are built on a pillar of PREACHING.

- Witnessing to gospel values and living *Veritas* through word and deed
- Answering the call to study and address issues of peace, justice and care of the Earth
- Assuming personal leadership and acting with integrity and compassion
- Developing a lifelong commitment of service to God and others

PROFILE OF A ST. PIUS X GRADUATE

A St. Pius X High School graduate is grounded in Catholic faith and the Dominican pillars:

PRAYER: Seeks *Veritas* through prayer and spirituality.

STUDY: Demonstrates intellectual curiosity, critical thinking and a dedication to life-long learning.

COMMUNITY: Assumes personal leadership, acts with integrity and compassion, respects and celebrates life and is a steward of the planet.

PREACHING: Embraces diversity and demonstrates a commitment to social justice, service and advocacy.



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ACADEMIC INFORMATION

ST. PIUS X CURRICULUM

The curriculum of St. Pius X High School includes the core subject areas of theology, English, foreign languages, mathematics, science and social studies. The elective program offers students the opportunity to pursue more intently the field of their choice and explore other areas of interest. All courses are constantly evaluated and revised to meet the needs of students in today's society. They are designed with the development of well-rounded, critical-thinking, Christian men and women in mind.

Students must meet the following requirements of 26 units of credit for graduation from St. Pius X High School:

Theology	4 units
English	4 units
Mathematics	4 units
Science	4 units
Social Studies	3.5 units
Economics	0.5 unit
Foreign Language -OR- Reading Development	2 units
Physical Education	1.5 units
Communications	0.5 unit
Christian Service	0.5 unit
Health	0.5 unit
Fine Arts	1 unit

Students carry a 7- to 8-unit program each year.

Performance of a 100-hour Christian Service Learning Project is required for graduation.

GRADING POLICIES

The St. Pius X school year is divided into two semesters with each semester divided into two quarters. Students receive numerical grades at the end of each quarter and at the end of each semester. Semester grades and credits appear on transcripts and permanent records and are used to determine Grade Point Average (GPA).

The evaluation system at St. Pius X High School is as follows:

A: 90-100	indicates excellence and mastery of subject matter
B: 80-89	indicates above average achievement and consistent effort;
C: 75-79	indicates satisfactory and average achievement;
D: 70-74	indicates less than satisfactory and below average achievement;
F: Below 70	indicates failure and no credit received.

GRADE POINT AVERAGE

GPA is determined using the standard 4.0 system. Course offerings fall into two categories: Honors/AP and College Preparatory. These groupings are the basis for grade point values. The GPA is calculated as follows:

- Assign a point value to each semester grade according to Table I - GPA I Computation Data. Point values for each course are multiplied by the number of credits earned for that course. Add the resulting decimal figures; the total is the **quality points earned** for that semester.
- The sum of the quality points earned is divided by the number of credits attempted for that semester and then rounded from the third decimal place to the nearest one thousandth. The result is the GPA for that semester.
- Quality points for each semester are accumulated from the freshman year and divided by the total of the attempted credits to date. This computation gives the *cumulative GPA*, which can be found on the report card. (Summer school grades and credits are not used for the computation of GPA unless such courses are taken at St. Pius X summer school. However, the courses are reflected in the accumulated credits earned.) Only the cumulative GPA is printed with each year's grades on the permanent record; transcripts of this are used to report school achievement to colleges. The cumulative GPA, as described above, is not the sole basis for determining rank in class. (See next section)

GRADE POINT VALUES

TABLE I - GPA I COMPUTATION DATA

GPA I Computation Data:

GRADE	HONORS	COLLEGE PREPARATORY
90-100	5.0	4.0
80-89	4.0	3.0
75-79	3.0	2.0
70-74	2.0	1.0
Below 70	0.0	0.0

Honors/AP Courses

Honors English I-II

AP English III-IV

Honors Sciences

AP Biology

AP Physics I, II

AP Chemistry

Honors Economics

AP Government

Honors Modern World History and Geography

Honors Ancient History and Geography

AP U.S. History

Honors Foreign Languages

AP French

AP Latin Vergil

AP Spanish Language

Honors Mathematics

AP Calculus BC

AP Computer Science

AP Statistics

College Preparatory Courses

All courses not listed under Honors Courses fall into this category and carry academic grade point value or are designated pass/fail.

GPA-II

Through the years, St. Pius X High School has developed a method for grouping and comparing students in class, which more closely discriminates between the differences in grades than does the GPA computation process. It also credits students who have carried rigorous programs of study.

Weight is given to the grade according to the numerical distribution within a letter category. Weight is also given to the number of academic courses taken (see Table II). For this calculation:

- Assign a point value to each semester grade according to Table II – GPA-II Computation Data. Multiply point value by .5. Add the resulting decimal figures; the total is the quality points earned for that semester.
- The sum of the quality points earned is divided by the number of credits attempted.
- The cumulative GPA-II is derived by adding the products of each semester's computation. The sum is divided by the number of credits attempted to date. The resulting figures are placed in numerical order. (Summer school grades and credits are not used in these computations except for those taken at St. Pius X for new credit.)
- Students who have completed course requirements for graduation may elect to take additional courses to extend learning for a numerical grade OR on a Pass/Fail basis.
- To determine valedictorian and salutatorian, the GPA-II computation may be carried to three decimal places if necessary.



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TABLE II – GPA-II COMPUTATION DATA

GPA II Computation Data:

GRADE	ACADEMIC <u>POINT VALUE</u>	HONORS/AP <u>POINT VALUE</u>
100	4.0	5.0
99	4.0	5.0
98	3.9	4.9
97	3.8	4.8
96	3.7	4.7
95	3.6	4.6
94	3.5	4.5
93	3.4	4.4
92	3.3	4.3
91	3.2	4.2
90	3.1	4.1
89	3.0	4.0
88	2.9	3.9
87	2.8	3.8
86	2.7	3.7
85	2.6	3.6
84	2.5	3.5
83	2.4	3.4
82	2.3	3.3
81	2.2	3.2
80	2.1	3.1
79	2.0	3.0
78	1.8	2.8
77	1.6	2.6
76	1.4	2.4
75	1.2	2.2
74	1.0	2.0
73	0.8	1.8
72	0.6	1.6
71	0.4	1.4
70	0.2	1.2
Below 70	0.0	0.0

Students in the top 10% will be notified at the end of the fourth, fifth, sixth and seventh semesters.

GPA I AND II FOR TRANSFER STUDENTS

Grades: Credit will be given for approved courses taken at other secondary schools. Cumulative GPA will only include grades earned at St. Pius X High School.

Class Standing: A student's class standing (GPA-II) will be based solely on his/her performance at St. Pius X High School. Some transfer students are admitted with the understanding they will not be eligible for honor student status.

OFFICIAL RECORDS

If a student or parent/guardian wishes to review the official record of a student, this request should be made in writing to the academic dean. Such requests should be made at least 24 hours in advance.

Non-custodial Parents: This school abides by the Family Educational Rights and Privacy Act (FERPA) with respect to the rights of non-custodial parents. In the absence of a court order to the contrary, a school will provide the non-custodial parent with access to the academic records and to other school-related information regarding the child. If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent/guardian to provide the school/dean of students with an official copy of the court order. Requests for duplicate mailings should be made in writing to the school office at the beginning of the school year.

COURSE CREDIT

If a student has failed the first semester of a course, he/she may receive credit for the year in courses that are sequential and cumulative if the second semester average is sufficient to bring the yearly average to a 70. If a student fails the second semester of a course, it will not be averaged for the year and he/she must repeat it in summer school. Failed courses must be repeated in summer school or the student may not return for the fall semester. Students failing in excess of -2 courses will be placed under review for return to school for the fall semester.

HONOR ROLL

Those students who have earned the highest grades for the semester with a GPA of 4.0 or higher will qualify for the head of school's honor roll. Students with a GPA of 3.3 to 3.9 qualify for the honor roll. Students will have no grade below a 75 in any class to qualify for honor roll. Honor roll certificates are issued for each semester.

RANK IN CLASS

St. Pius X High School is a non-ranking school. Due to the policies of many universities, St. Pius X transcripts will identify students who are among the top 10% of their class.

To determine the top 10%, St. Pius X utilizes a method for grouping and comparing students that more closely discriminates between the differences in grades than does the GPA computation process. A separate computation is done to determine a GPA for this process. This GPA is referred to as GPA-II (refer to Table II).

GRADE CHANGES

Any grade change must be made and approved by the academic dean. Incompletes must be cleared in the time agreed upon.

DROPPING AND CHANGING COURSES

After courses have been selected during spring registration, no course changes will be allowed after May 1. Teachers may recommend course changes at a later date with the approval of their department chair and the academic dean. First quarter changes must be completed by progress report time. Students in changed courses are responsible for completion of any/all missed course work as designated by the teacher.

FAILURE

A student who fails to earn credit for a required course must acquire that credit in an approved summer school program. If he/she does not satisfactorily take care of the deficiencies, he/she will not be permitted to return to St. Pius X the following year.

SUMMER SCHOOL

Courses required for graduation from St. Pius X must be taken during the regular school year at this school only. Electives and credit recovery classes may be taken in summer school or night school at approved programs only with prior approval by the counselor and/or the academic dean and will become a part of the school record. Credit recovery courses may not be taken simultaneously with St. Pius X courses. Grades earned at other institutions will not be used for computing the grade point average or GPA-II. Permission slips for credit recovery or elective classes to be taken at other schools must be obtained from the counseling office.

ACADEMIC PROBATION

A student with two or more failing grades at the end of a semester will be placed under administrative review. Seniors who fail a course that is required for graduation during the fall semester of their senior year will be placed on academic probation for the second semester. All students on academic probation are required to attend the daily tutorial program. Students may also be placed on probation at any time during the school year at the school's discretion due to serious grade issues. If a student fails more than two courses, he/she will be placed on academic probation. If a failed course is not made up in summer school before the next semester begins, the student will not be allowed to return the following year.

ACADEMIC INELIGIBILITY

No student shall be eligible for co-curricular activity unless he/she is taking at least five credits. Students with an "Incomplete" grade are ineligible until the incomplete is removed.

Progress Reports

Students with one failure at progress reports will be required to attend after school academic tutorials for the failed course one day a week to maintain eligibility. Students with two or more failures at progress reports will lose eligibility and be required to attend after school academic tutorials four days a week.

End of the Quarter

Students with one failure at the end of the quarter will lose eligibility and be required to attend after school academic tutorials for the failed course. Students with two or more failures at the end of the quarter will lose eligibility and be required to attend after school academic tutorials four days a week. Eligibility is determined at the end of each marking period by grades issued on report cards or by progress reports.

Duration of Academic Ineligibility

Ineligibility lasts until the end of the next marking period. Eligibility takes effect when report cards or progress reports are

issued online according to the guidelines stated above. Summer school courses count as a grading period for a credit failed during the last semester of school. If a student passes in summer school, he/she is then eligible for the first grading period of the fall semester.

GRADUATION

St. Pius X does not permit early graduation. St. Pius X students who have successfully completed the 26 credits for graduation, including the social justice and service-learning course and have settled all financial commitments are allowed to participate in the graduation ceremony. Shortage of the 26 credits required including Christian Service Learning excludes the student from participation in the final exercises. A diploma will be conferred upon completion of the 26 credits at a later date. Exchange students do not participate in the graduation program. They may receive a Certificate of Attendance at the Senior Awards Ceremony and participate in that ceremony and breakfast.

SENIOR GRADUATION/AWARDS DAY

Participation in St. Pius X High School's graduation ceremony or awards day ceremony is a privilege extended to students in good standing with the school. Students must have earned all credits required for graduation in order to participate in the graduation ceremony in May.

GRADUATION HONORS

A system of graduated honors based on GPA-II will be bestowed on approximately the top 10% of a graduating class and includes the students with a GPA-II of 3.6 or above. Each year the administration decides the requirements for the following categories based on GPA-II distribution:

Summa Cum Laude

Magna Cum Laude

Cum Laude

In order to qualify as valedictorian or salutatorian, a student must have attended St. Pius X for two consecutive years prior to graduation.

FINAL TRANSCRIPT REQUEST

In order to have a final transcript sent to colleges/universities, seniors must file transcript requests during Senior Awards Day/Graduation Rehearsal in May. These final transcripts will be released after June 1 unless there are any circumstances preventing their release. After June 15, all transcript requests must be made through parchment.com. Follow the instructions listed on the Parchment website to request a transcript. Transcripts will cost \$5 per request (payable through the Parchment website).

PROGRESS REPORTS & REPORT CARDS

A progress report may be accessed online by students, parents/guardians at the middle of all quarters of the academic year. Ongoing access to student grades is also available throughout the year. Quarter and semester grade reports may be accessed online at the end of each grading period.

EXAMINATIONS

Examinations are given by teachers in most subjects at the end of each semester. The exam will be comprehensive and will count one-fifth of the semester grade. To obtain the overall average, each nine weeks is counted as two-fifths of the semester grade.

RE-SCHEDULED EXAMINATIONS

Examinations are to be taken at the scheduled time. Emergency situations regarding exams are to be brought to the attention of the academic dean. Only in extraordinary circumstances will exams be rescheduled. If such a circumstance arises, please contact the principal or academic dean.

All financial obligations must be current, all athletic uniforms and library books must be returned, and all library fines paid before a student will be permitted to take semester exams.

Students must be in uniform for all examination periods.

STUDENT MIDTERM/FINAL EXEMPTIONS

In order for a student to be **exempt** from midterm or final exams, the following criteria **MUST BE** met:

- The student **must** have an A (90 or above) average by the designated cut off date in a course if the teacher allows exemptions.
- The student **cannot** have **ANY** unexcused absences or tardies in the course unless there are **extenuating** circumstances cleared/approved by a dean of students. The student **cannot** have more than three excused absences and three excused tardies in the course. Extenuating circumstances include:
 - Chronic illness
 - Hospitalization
 - Bereavement

- Individual teachers will be notified by a dean of students. If a student has an A average for the year, but has a B average for the second semester and would like to take the final to raise the course average and GPA I/GPA II, the student **will** be permitted to take the final exam, if the student requests to do so.
- A student's discipline record will preclude him/her from being exempt from a final exam. A student who has served a Saturday Detention, Saturday School, Suspension, or more than three after school detentions will not be deemed eligible to exempt.
- Freshmen may exempt one exam, sophomores may exempt two exams, juniors may exempt three exams and seniors may exempt all exams.

PARENT/GUARDIAN/TEACHER COMMUNICATION

In the event that any parent/guardian needs to contact a teacher or administrator, the parent/guardian may do so by calling or emailing that person. Email addresses are available on the St. Pius X website under directory. If a phone conversation is preferred with a teacher/administrator, please email that person first to set up a phone appointment. In the event of an emergency, call the receptionist at (713) 692-3581. A meeting with all teachers of a student may be scheduled with the student's counselor.

CLASSROOM VISITS BY PARENTS/GUARDIANS

Classroom visits by parents/guardians are not permitted. All parents/guardians are to check in with the receptionist for all scheduled appointments. In the event of an emergency, please call the receptionist at (713) 692-3581.

PRINCIPLE OF SUBSIDIARITY

In keeping with the Catholic Church's principle of subsidiarity, students, parents/guardians, teachers and staff are encouraged to address a situation at the level at which the situation occurs. Persons having a concern with another individual should go directly to that person; problems should be solved at the lowest level whenever possible. If there is a concern with a teacher, the concern needs to be explored with the teacher first. The department chair, counselor or academic dean should only be approached after the situation has been addressed at the level at which the concern exists. The principal and then the head of school may be approached after all of the other steps have been followed. This policy does not apply to matters of safety and welfare or other serious concerns such as harassment, sexual misconduct or discrimination. In such cases, it is appropriate to approach any counselor or administrator.

PARENT/GUARDIAN COOPERATION

Parental/guardian cooperation is **essential** for the welfare of students. If, in the opinion of the administration, parent/guardian behavior seriously interferes with the teaching/learning process, the school may require the parents/guardians to withdraw their students and sever the relationship with the school.

WITHDRAWAL FROM SCHOOL

A parent/guardian wishing to withdraw his/her student from the school may do so in writing to the registrar's office. An exit interview may be conducted by the administration. Upon request, the student's scholastic record will be mailed to the school of transfer provided all financial commitments to the school have been settled. A student's withdrawal from school does not relieve a family of its obligation to pay tuition for the entire month in which the student withdraws.

GENERAL GUIDELINES

STUDY LAB GUIDELINES

Depending on course schedules, some students may have a study lab one or both semesters. Study lab is a time when students work on academic-related activities. Students may work on assignments in the study lab room or may seek assistance from teachers. Students may request permission from the study lab proctor to go to the learning commons to work on academic pursuits that cannot be accomplished in the study lab room. If a student wishes to meet a teacher during study lab, the pass must originate from the teacher. The climate of the study lab room is one that is conducive to learning.

STANDARD SCHOOL PAPER HEADING

St. Pius X High School requires use of a four-line heading according to the MLA style. The format for this is as follows:

First Line:	Student's Name
Second Line:	Teacher's Name
Third Line:	Class Name, Period Number
Fourth Line:	Date

HOMWORK POLICY

St. Pius X High School expects that each student will spend an average of 20 to 30 minutes per night on each course in which he/she is enrolled completing homework assignments, reading, reviewing class notes and preparing for tests. A student carrying seven credits, therefore, should spend an average of 2-3 hours per night studying. Honors/AP classes require more time for homework. Students are expected to complete all homework assignments.

MAJOR ASSIGNMENTS AND PAPERS

All major assignments and papers are due to the teacher at 8 a.m. or before at the discretion of the teacher (this does not include homework). Major assignments received after 8 a.m. are considered late and subject to the penalties following the school's late work policy. Many teachers will require written assignments to be submitted to turnitin.com.

SCHOOL-WIDE LATE WORK POLICY

Assignments are designed with specific learning targets in mind and because of this, all assignments must be completed by students within the designated time frame. This measure of accountability is critical to the development of ownership around one's learning. In the event that a student needs additional time to complete an assignment, late work is accepted with a 25% reduction per day for up to three days. After the third day late, credit will not be given for late work. A student's parent/ guardian will be contacted if a student reaches three missing daily/homework assignments or once a 25% reduction has been applied to a major assignment.

For Freshmen Classes:

To assist freshmen with their transition to high school, the school-wide late work policy will be modified during the first semester. Freshmen may turn in late work one calendar day beyond the due date for a 25% reduction. Assignments turned in more than one calendar day late may earn up to 50%, if the work is submitted prior to the associated major assessment (test/project). Credit will not be given for late assignments turned in after related major assessments. At the start of the second semester, all freshmen classes will follow the standard school-wide late work policy.

Students with approved accommodations for extended time on assignments must arrange deadlines directly with the course instructor at the time the assignment is given.



ST. PIUS X HIGH SCHOOL
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CAMPUS MINISTRY

At the service of the Gospel, the Office for Campus Ministry at St. Pius X High School nourishes and invites the spiritual growth of the school community (students, faculty, staff, parents/guardians, and alumni) through pastoral care, liturgical ministry, spiritual formation, and social advocacy and service. The mission of the Office for Campus Ministry animates the Dominican charism in the school community.

PASTORAL MINISTRY

Pastoral care and presence is a valuable way for students to access services with respect to St. Pius X High School's mission as well as their own unique spiritual walk and faith tradition. Members of our community may benefit from a spiritual perspective on life's journey through bereavement care and support, personal witness, a ministry of presence in crisis or need, faith accompaniment, and spiritual direction.

St. Pius X High School respects other faith traditions and experiences, and dialogues with such for the purpose of exploration, insight, and mutual celebration of common ground.

LITURGICAL MINISTRY

Daily prayer and monthly worship help our community to express our faith and celebrate heritage and mission as a Dominican School. Attendance and appropriate participation at school liturgies is a requirement for each student. Respectful manners and reverent conduct are expected of all.

RETREAT MINISTRY

Integral to the school's mission is retreat ministry which is mandatory for each student.

9th Grade Retreat:	Family of Dominic	Pillar of Community (school day)
10th Grade Retreat:	Pray All Ways	Pillar of Prayer (school day)
11th Grade Retreat:	The Torchbearer	Pillars of Study & Preaching (2 school days + one night)
12th Grade Retreat:	The Search	Pillars of Prayer & Community (two nights)

Parents/Guardians are not to schedule college visits, vacations, nor any other appointment that would conflict with the annual class retreat calendar dates.

Absences from retreat may be excused or unexcused at the discretion of the director of the office for campus ministry and the dean of students. Unexcused absences will result in loss of final examination exemption status and/or other privileges.

Students who are absent from the annual class retreat are required to attend a make-up retreat conducted by the Office for Campus Ministry before a student will be allowed to take final exams for the current year. An additional fee is charged to participate in the make-up retreat.

SOCIAL MINISTRY

During junior/senior year, students are invited to apostolic mission and partnership with diverse and underserved communities by serving 100 apostolic hours outside of home/school. Through service to others, students contribute to the common good and help to build a more just and humane world.

Students will be introduced to course specifics and details in the spring of their junior year following their annual class retreat. Students may not begin the service apostolate before the spring term of their junior year. ***Apostolic hours engaged before the official start date cannot be accepted.***

The course is a "pass/fail" independent practicum. Upon satisfactory completion of 100 apostolic hours and all prescribed coursework, students will earn .5 credit necessary for graduation. Students who fail the course will not graduate, nor receive a diploma or transcript, until the course has been completed and all requirements have been successfully satisfied.

In addition, a student who does not complete their service apostolate by the deadline may lose privileges such as examination exemptions and not be allowed to participate in extracurricular events such as Homecoming, Prom, etc.



STUDENT SERVICES

ACADEMIC GUIDANCE & COUNSELING

THE GUIDANCE PROGRAM

Full realization of the goals of Christian education necessitates a consideration of and provision for the individual needs, talents and skills of each student. A program of guidance services is viewed by this school as an essential means toward the accomplishment of its goal—the education and formation of young men and women who possess an understanding of and a commitment to the purposes, opportunities and challenges of Christian life in our times. The counselor is a key resource person for faculty, parents/guardians and students in the daily pursuit of student academic achievement and both career and personal goals.

The guidance program, to reach its full development and provide adequate service, involves the cooperative efforts of the administrative and teaching staffs as well as those for whom the guidance services are provided. There are three, full-time guidance counselors under the supervision of the principal administrator of the program. Guidance counselors are assigned alphabetically and remain with the student all four years. Meetings with the school's guidance counselors are not intended to be a substitute for ongoing therapy nor do such meetings afford students the same benefits, privileges or confidentiality of outside, professional therapy.

PROVIDING ACCOMMODATIONS FOR STUDENTS

The school may enroll students who have identified and documented learning differences for which the school is able to offer limited classroom accommodations such as extended time for testing or preferential classroom seating. The purpose of academic accommodations is to support and encourage students with identified and documented learning differences to become effective and independent learners. To qualify for accommodations, a comprehensive psychoeducational assessment conducted by a licensed psychologist (updated every three years) must be on file. When outside testing and professional recommendations are placed on file, the director of Learning for Success, in coordination with faculty and counselors, will determine the accommodations that the school can make for the student. Although the school strives to support students with identified and documented learning differences, the school does not provide curriculum modification. Students must be able to meet and fulfill the fundamental requirements of the school's educational program. Accommodations will be provided on a case-by-case basis at the discretion of the school.

COLLEGE COUNSELING

The school's college counselor works primarily with juniors and seniors during the college application process. The counseling department provides a comprehensive program to assist students in pursuit of college admissions, scholarships and SAT & ACT preparation. Students and parents/guardians are encouraged to meet with the college counselor in the junior year.

SCHOOL CODE

443-432 is the number assigned to St. Pius X High School used on college entrance test registration forms for SAT and ACT, financial aid applications and some college applications. Use it any time "School Code", "CEEB Code" or "ETS Number" is requested.

ACT AND PSAT/SAT ACCOMMODATIONS

Counselors will apply for testing accommodations for students who are currently members of the Learning for Success Program, have an Individualized Accommodation Plan (IAP) on file, and have current testing on file that includes a diagnosis, comprehensive achievement and cognitive testing results, the diagnostician's credentials and addresses the specific accommodations for which the student is requesting. Students must be utilizing approved testing accommodations regularly in academic course work, final exams, tests and quizzes prior to requesting special testing through ACT and/or College Board. Only accommodations listed in the testing as well as what the student is regularly utilizing in school will be considered. Counselors will not accept testing that has been modified for the purpose of receiving accommodations on standardized tests. Diagnostic testing and the IAP does not automatically qualify the student for testing accommodations. College Board and ACT will review the student's history of receiving and using accommodations, Individual Accommodation Plan, information provided by the St. Pius X counselors and the current (within three years) full educational testing report described above. Counselors will verify with the Learning for Success director that the accommodations are being implemented and used by the student. The student's full educational testing report and the IAP will be included as part of the application for testing accommodations.

ADVISORY

Advisory is a regularly scheduled period of time when faculty and staff meet with small groups of students to promote meaningful relationships while providing academic, social, and emotional collaboration with students and their families. Advisory groups will be multi-grade level and remain together throughout each advisee's four-year period at St. Pius X High School.

The St. Pius X High School advisory program exists to promote personal and academic growth among SPX students; provide continuous mentoring, advice, guidance, support, and advocacy for each student throughout their SPX experience; and

strengthen school climate by enhancing both student-to-student connectedness and student-to-teacher connectedness.

TRANSPORTATION SERVICE

St. Pius X offers transportation service for students living in specific areas of Houston. There is a fee for this service. Students are expected to be at the designated pick up points on time. Parents/guardians should also be there on time to pick up their students when dropped off.

While on the buses, students are not to do anything that distracts the drivers; they are expected to keep themselves and their heads, limbs and property inside the bus at all times; and they are to treat fellow passengers and other motorists in a respectful manner. All the rules of the school are in effect when riding the bus. Failure to follow these guidelines may lead to losing one's bus privileges. For complete information and access to the transportation behavior contract, please visit stpiusx.org/transportation.

GENERAL POLICIES/PROCEDURES

GUM

No gum is permitted in the school buildings.

CALCULATORS

Calculators are tools for completing schoolwork. They are not to be employed as gaming devices. Teachers/deans will clear any calculator found to have games on it.

PUBLIC DISPLAY OF AFFECTION

While we encourage healthy social interaction, any inappropriate public display of affection on campus or at a school-related event is unacceptable. PDA includes but is not limited to kissing, prolonged hugging and other overly affectionate behavior.

SCHOOL PROPERTY

Anyone who accidentally or intentionally destroys or damages anything on campus is subject to disciplinary consequences up to and including dismissal from the school or non-renewal of enrollment for future academic years.

SUBSTANCE-FREE CAMPUS

St. Pius X is a substance free campus. The school does not permit the use of tobacco, including e-cigarettes, alcohol or drugs on its campus by anyone.

SEARCHES

In accordance with the school's ongoing efforts to ensure compliance with our rules and to maintain a substance-free and safe school environment, the school may choose to conduct a search of any area of the school premises, including student lockers. This policy also includes any item of a student's personal things, including backpacks, purses, automobiles, electronic devices and their contents, brought on campus at any time and without prior notice.

LOST AND FOUND

The school is not responsible for lost or stolen articles. A lost and found is maintained in a dean of students' office. If articles are not claimed after two weeks, they will be given to charity. Students are strongly urged to put names on their belongings and to leave expensive items at home.

HALL AND LOCKER USE

Students may not be in the halls outside of passing time without a hall pass. Students are not to be in the halls before 7 a.m. or after 5 p.m. They should wait for pick-up in the commons.

Each student is provided with a locker. Any properties, money and other valuables left in lockers are the responsibility of the student to whom the locker is assigned. Students are not to go to their lockers prior to 7:40 a.m. without permission from an administrator.

The locker is the property of St. Pius X High School and is subject to inspection by the school at any time with or without notice.

DRIVING AND PARKING ON CAMPUS

Parking on campus is a privilege. There are three student parking lots on the St. Pius X campus:

- The lot on W. Donovan and N. Shepherd for which there is an annual parking fee of \$200 per vehicle
- The 804 lot that enters from Donovan (across the street from the school) for which there is an annual parking fee of \$150 per vehicle
- The backlot near the softball field for which there is an annual parking fee of \$120 per vehicle.

All cars must be registered with a dean of students. A St. Pius X parking permit must be displayed according to the directions given by a dean of students. Students are to park in student designated parking areas only. The vehicle shall be parked so that the entire vehicle is within the limits of the marked parking space. The parking lot is off-limits to all students during school hours unless the student is issued a pass from the administration to go to his/her car. The privilege to park on campus may be revoked for parking/driving violations or when it serves in the best interest of the school.

Use of cell phones, including texting and talking, while driving on campus or in carpool is prohibited. The speed limit on the school grounds is 15 miles per hour. Use of cell phones, speeding or reckless driving by students or parents/guardians may result in the loss of campus driving privileges. Students must use right hand turns when exiting any SPX parking lot. The first violation of the school's driving rules may result in a warning or a loss of privileges; the second offense results in a loss of driving privileges for a longer period of time; and continued offenses may result in disciplinary action up to and including dismissal from the school or non-renewal of enrollment for future academic years. Cars driven onto or parked on campus are subject to search at any time.

Elliptical Drive entrance parking and pick-up is for staff only. Students are not to park in the faculty lot or Elliptical Drive prior to 5 p.m. under any circumstances at any time.

Students are to enter the 804 lot only from Donovan St.; however, they may exit onto either Donovan St. or Marcella. Students are not to drive through the faculty parking lot to access the main student parking lot. Improperly parked cars may be towed.

During school hours, including the lunch period, no one will be allowed to remain in the parking lot area.

PARKING SPACE SIGN-UPS

Parking spaces are assigned during the spring semester. A dean of students will arrange sign-ups for the rising seniors and juniors based on first come, first served basis. Parking assignments will continue to be available throughout the school year until the remaining spots are gone.

UBER AND LYFT

Students who wish to leave campus during the school day via Uber or Lyft transportation services for reasons such as but not limited to doctor's appointments or illness are required to have written approval from their parent/guardian on file. An email stating parent/guardian approval must be received by the deans of students and attendance office before the student will be allowed to leave campus.

DROP-OFF AND PICK-UP OF STUDENTS

Parents/guardians are to pick-up or drop-off students at the gated-student entrances entered from Brinkman St. or Donovan (please enter and exit that lot using a right turn only). **For safety reasons parents/guardians are never to drop off students at the back entrance to the Commons at the rear of the school or at the Elliptical Drive. (Athletes can carry their gear from the student lobby.)**

STUDENT PROPERTY DROP-OFF AND PICK-UP

Every effort is made to eliminate classroom interruptions. Parents/guardians and students should coordinate with one another for all personal property drop-offs or pick-ups during a class day. Deliveries are not made to students. In the event of an emergency, please call (713) 692-3581 and speak to the receptionist or see him/her upon arrival.

CAFETERIA/COMMONS

Students must assume personal responsibility for cleaning the tables and disposing of refuse before leaving the cafeteria. There will be no eating or drinking outside the cafeteria. There will be no eating or drinking in the classrooms, media areas, or gymnasiums except during approved lunch meetings. Students may carry a clear water bottle to class. No drinks other than clear, bottled water are to be in lockers, in hallways or taken into classrooms. Violators will be subject to disciplinary action up to and including a dismissal from school or non-renewal of enrollment for future academic years.

AUDITORIUM

Students are to behave in a responsible and respectful way at all assemblies. Their demeanor will reflect the occasion; that is, reverent at liturgies, interested and attentive to speakers, and responsibly enthusiastic at pep rallies and entertainment events. All classes, except the senior class, are seated by homeroom in the auditorium. There is to be no eating or drinking in the auditorium.

USE OF FAX MACHINE

The fax machine is for use of the office staff only. It may not be used for student business or for faxing in student assignments.

DELIVERIES

Because of the interruption of the school schedule, the delivery of flowers, balloons, food, etc., to students is not encouraged.

VISITORS

Students may have lunch visitors, but visitors are limited to alumni, parents/guardians, siblings, grandparents and relatives only. Visitors must check in at the receptionist's desk and receive a visitor's pass. A dean of students or the academic dean must be consulted regarding the necessity of any other visitors during a class day.

During school hours, visitors will be required to enter the building at the James A. Black Lobby (Elliptical Drive) and check in with the receptionist.

In its sole discretion, the school may prohibit any visitor on campus or at school related events at any time.

VERIFICATION OF ENROLLMENT AND ATTENDANCE FORM

Students requiring a Verification of Enrollment and Attendance Form for driver's education and bus passes should see the attendance secretary. Parents/guardians may not obtain this form for their child. Students needing these forms for June or July must obtain it prior to the end of the school year in May.

CAMPUS SUPERVISION AND ACCESS

The school building is open from 7 a.m. to 6 p.m. A staff member is on duty from 7 to 8 a.m. in the Commons. However, official classroom supervision is only provided from 7:55 a.m. to 3:00 p.m., unless the student is participating in a regularly scheduled school activity. Students who are not participating in a regularly scheduled school activity may be in the Commons/Cafeteria from 3:00 to 6 p.m. or in the Learning Commons from 3:00 to 5 p.m. (Monday through Thursday) or 3:00 to 4 p.m. (Friday). All other areas of the school are off limits unless the student is under the direct supervision of a teacher. Students who are not involved in regularly scheduled school activities should be picked up no later than 6 p.m. A security guard is on duty from 7 a.m. to 5 p.m. daily, primarily in the area of the student entrance.

Students who arrive on campus prior to class time are not to leave the campus after they arrive. Students who remain on campus after class time are prohibited from leaving the campus. Leaving campus under either circumstance is done at the student's sole risk.

Students and employees are the primary users of St. Pius X High School facilities. Students may not use the facilities without the direct supervision of a St. Pius X employee. Unsupervised students may not use the weight room at any time. Weight room guidelines must be followed at all times. Use of St. Pius X gyms and fields is not permitted without written authorization and direct supervision of a St. Pius X coach for the related sport.

If a student is discovered on campus at a time when no supervision is provided, the parents/guardians will be notified. If it is discovered that a student leaves campus after being dropped off by a parent/guardian and returns before school begins, the parents/guardians will be notified. Repeated supervision or access offenses will be subject to disciplinary action up to and including dismissal from the school or non-renewal of enrollment for future academic years.

SCHOOL-SPONSORED TRIPS/FIELD TRIPS

Participation in school-sponsored field trips is a privilege. Students can be denied participation if they fail to meet academic and/or behavioral requirements. Each student is responsible for checking with the teacher prior to the trip and for completing the work of the classes he/she missed due to a school-sponsored trip. If a student is deficient in his/her academic work, or has ten or more absences in a semester, the teacher concerned should notify the faculty sponsor of the trip and a dean of students as soon as possible so that appropriate action may be taken.

A student who fails to submit a proper field trip form signed by his/her parents/guardians will not be allowed to participate in the field trip. A copy of the form may be located in the parent portal on the St. Pius X community page (see page 2 for login instructions) and may be reproduced if a student loses a form given to him/her by the teacher. No other notes will be accepted. Telephone calls will not be accepted in lieu of proper forms. A parent/guardian may choose to have their child stay at school rather than participate in the field trip. In such case, the school's regular attendance policy applies and the student will be provided appropriate academic work and supervision. School uniforms must be worn for fieldtrips.

In addition to trip-specific policies and procedures set forth by the school, the sponsors and the chaperones of any trip, all of the school's regular policies and procedures, including those set forth in this handbook, apply while a student is on school-related travel of any kind. Discipline will generally be handled through the school's regular disciplinary process. The school may at any time require parent/guardian, at their own expense, to arrange for travel home for a student due to injury, illness or behavior.

TRANSPORTATION TO SCHOOL-SPONSORED EVENTS

Participants on a team or members of a school group must travel in the transportation provided by the school unless specific permission has been given to do otherwise. Written permission from a parent/guardian will be required for a student to travel in transportation other than that provided by the school.

DANCES

From time to time, the school will host student dances. Once students arrive at the dance, they are not permitted to leave and return. Arrival and departure times will be determined by the school. With permission at least one week in advance from a dean of students, students may bring one (1) guest. Students and their guest may be subject to breathalyzer testing upon arrival or departure at the dance. Appropriate dancing and attire are required at dances. Students and their guests may be required to leave a dance at the discretion at the school. Disciplinary matters at dances will be handled through the school's regular disciplinary process and may result in consequences up to and including dismissal from the school or non-renewal of enrollment for future academic years.

Attendance at dances (including senior prom) is a privilege. As such, the privilege may be suspended/revoked by the administration if deemed appropriate. Students who were not in good standing upon their departure from St. Pius X High School may not be brought as guests without the permission of a dean of students.

ANNOUNCEMENTS

For any announcement to be made over the school public address system, the written announcement must be dated and signed by a faculty member or sponsor. Announcements will be read in the morning, during advisory period or community time and at the end of the school day.

ASBESTOS

The Environmental Protection Agency requires that all school buildings be inspected to determine if any asbestos-containing materials are present. St. Pius X has complied with this regulation and an EPA-certified inspector has inspected the buildings. St. Pius X has additionally complied with the directives of the Diocese of Galveston-Houston by adopting and maintaining an AHERA (Asbestos Hazard Emergency Response Act) Management Plan.

Asbestos was found to be present in a few locations: insulation on ductwork, vibration joint, non-friable transite hood, non-friable floor tile.

St. Pius X has an on-going program of periodic surveillance by school personnel in regard to our management plan. We have completed a re-inspection and have been found to be in compliance with AHERA regulations.

Our Management Plan is complete and has been submitted to the Texas Department of Health. A copy of this Management Plan is available for review at the school office during school hours.

EMERGENCY PROCEDURE

Catholic schools are to follow the emergency procedure(s) of the public-school district in which they are situated. St. Pius X High School follows the emergency procedure of Houston Independent School District (H.I.S.D.). Information will be posted on the website as soon as possible. The School Messenger System emergency system will be activated as soon as possible, and all attempts will be made to contact families.

If the emergency situation occurs during the school day, the administration will decide whether or not to dismiss school.

SCHOOL MESSENGER SYSTEM

St. Pius X uses School Messenger System to notify parents/guardians in case of emergencies. SMS relies on parents'/guardians' home, business and cell numbers, as well as email addresses, from our database in order to send voice, and email messages of critical importance. In order to receive these notifications, please log on to St. Pius X High School's community portal (see page 2 for login instructions) and check the profile information to verify that it is correct.



ST. PIUS X HIGH SCHOOL
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ATTENDANCE POLICIES & PROCEDURES

In order to obtain the maximum benefit of the school program, students must be in regular attendance. Excessive absenteeism or tardiness may result in dismissal from the school or non-renewal of enrollment for future academic years.

ATTENDANCE

Attendance will be kept by the period. Each period or homeroom missed will count as a fraction of the day. These fractions will be added over time to calculate the number of total absences. **An accumulation of eight periods absent – regardless of the day on which each occurs – will count as one full day absent.** (For example, an absence for one period on each of eight separate days would constitute one full day absence.) If a student misses the first ten days of school, the student will be withdrawn and must petition to be reinstated.

EXCUSED ABSENCES INCLUDE:

- Illness of the student
- Death in the family
- Participation in school activities (with permission of the administration and parents/guardians)
- Doctor's appointments which cannot be made other than during school hours – students who leave school to go to doctor or dentist appointments **must** bring the attendance office or dean of students a note from the doctor's/dentist's office within 48 hours stating the student was indeed there
- Approved college visit
- Any special situation approved by the administration **prior** to the absence

UNEXCUSED ABSENCES INCLUDE BUT ARE NOT LIMITED TO:

- Vacations
- All other absences not approved by the school
- Absences for which the student does not bring a parent/guardian note within 48 hours
- Skipping classes; additional consequences may be imposed

An unexcused absence, no matter a day or period, will result in a Saturday School assignment. A student will also serve an after-school detention or Saturday detention for each class skipped. Additional consequences may be imposed.

ABSENCES AND CO-CURRICULAR PARTICIPATION

A student must attend classes by 10 a.m. and remain on campus to participate in after-school events, including athletic events and dances. Coaches, sponsors, etc., are responsible for enforcing this rule. A dean of students, together with the sponsor, may waive this rule when it is in the best interest of all parties involved.

PERFECT ATTENDANCE

Students with no absences for the entire year and who have no unexcused tardies to school or classes will be recognized for perfect attendance.

EXCESSIVE ABSENCES

TEN ABSENCES POLICY

A student, after missing his/her tenth day of school, will be assigned Saturday school for each day that he/she is absent thereafter, regardless of whether the absence is excused or unexcused. Please note the method of calculating absences in the above "attendance" section. The attendance record begins on the first day of school and continues until the last day of school. Excessive absences may result in non-participation in school field trips, overnight trips, co-curricular activities, deductions in points from participation grade in the course missed and potentially not receiving credit for a course.

PERIODS WITHOUT A FINAL

A Saturday detention will be assigned after the sixth absence (excused or unexcused) to a course or period in which a final exam is not administered.

ATTENDANCE PROBATION

A student may be placed on attendance probation because of excessive absences. A student on attendance probation will be required to meet with a dean of students and his/her counselor. Her/his parents/guardians will be asked to attend this conference. If absences persist after this counseling session, he/she may become ineligible to participate in co-curricular activities. If the student does not meet the terms of his/her probation, credit will not be awarded for the classes in which he/she was excessively absent. Enrollment may be conditional if students are on attendance probation.

School-sponsored or sanctioned activities are exempt from and do not count toward the ten absences. In the event of extenuating circumstances (for example, extended illness or hospital confinement), consideration may be given to extending the limit of ten days. An exemptions form must be submitted and approved by members of the administration. The student and his/her parent/guardian may be required to meet with a dean of students or to provide a doctor's note.

Parents/guardians will be notified when a student has accrued five absences from school.

NOTIFICATION OF ABSENCE

The parents/guardians (not the student) are requested to notify the school attendance office between 7 and 9 a.m. in the event of a student's absence; otherwise, parents/guardians will be called. A note, signed by the parent/guardian, stating the date and reason for the absence must be presented to a dean of students or the attendance office on the day the student returns. **Failure to bring a note will result in disciplinary action.** If the absence is unexcused, two points will be subtracted from the quarterly average of all classes in which the student is enrolled.

ANTICIPATED ABSENCE

If a student anticipates absence from school, he/she must bring a note, signed by a parent/guardian at least 2-3 days prior to the anticipated absence. The note should be brought to a dean of students or the attendance office by 8 a.m. If a note is not brought in prior to the absence, the student will receive an unexcused absence and the penalties that go with that.

LEAVING CAMPUS FOR APPOINTMENTS

If a student must leave campus for any reason, he/she must present a note to the attendance office stating the reason for the departure and signed by his/her parent/guardian. If the note is not brought in by 8 a.m., the student will not have an early dismissal. At the departure time, the student will sign out at the attendance office. If he/she is returning to school the same day, he/she is to report to the attendance office and sign in with the time of return. Reminder: Students who are returning from the doctor or dentist must bring a note from that office specifying they were there during the time out of school within 48 hours.

EXTENDED ABSENCE

Because of the educational importance of class participation, students are strongly discouraged from class absences due to trips or family vacations; these may result in loss of credit. If an extended absence is necessary, parents/guardians must contact a dean of students at least one week in advance. If an anticipated absence is not secured the absence will be considered unexcused and two points will be deducted from the student's quarterly average for each day missed in class. It is the student's responsibility to make up the work missed.

If, because of a serious illness, the parent/guardian of a student expects an extended absence of three days or more, he/she should inform the school attendance office as soon as possible. A doctor's statement will be required for extended absences.

HOMEWORK REQUEST

In the case of serious illness, the student's counselor will gather class assignments for the student so that the extended illness will not hamper his/her academic progress. Homework requests should be made to the counseling office no later than 9 a.m. For absences of only one or two days, students should contact classmates for assignments or check their teachers' web pages.

MAKE-UP WORK

Students, who are absent for any reason, including athletic events and field trips, will be required to make up the work missed in each class. When an absence occurs, it is the responsibility of the student to obtain, complete, and return assignments.

If the absence is approved in advance and/or if the work is assigned by the teacher in advance, all make-up work, including tests assigned for the day of return, is due upon the student's return to school. Teachers should use discretion and may make exceptions in the case of students whose excused absences were not planned in advance, were beyond the student's control, and the nature of which would not support make-up work the day of return (death in the immediate family, serious illness, etc.).

If the make-up work has not been given in advance, students will be given one day per absence to complete make-up work. For example, a student who misses two class days must submit his/her assignments before the third day back to receive full credit. Special consideration may be given in the case of extended absences due to injury or chronic illness.

RAFFLE HOLIDAYS

All students are required to support our school by selling a quota of raffle tickets. Students who sell their ticket quota are eligible for three raffle holidays (four for seniors). Students who do not sell their quota are required to attend school on raffle holidays and may not participate in school trips, athletic competitions or other special activities scheduled for that day. No anticipated absences, college visits or planned early dismissals will be allowed.

COLLEGE VISITATIONS

Juniors and seniors will be allowed three college days approved by a dean of students during the year, and they may be taken any day up until April 15. Students must return the college visitation form and anticipated absence form at least three days in advance. Forms can be accessed through Naviance or from the counseling office. Upon return to school, the student must also bring verification from the college that the student made an official visit. If proper procedure is followed, these days will be marked as a college visit in the attendance system and will not affect the exam exemptions and perfect attendance. Otherwise, the day(s) will count as a regular absence and will affect exam exemptions and perfect attendance. Exceptions are at the discretion of the college.

counselor. Students who need more than three days are encouraged to avail themselves of the various holidays and spring break.

TARDINESS

The school day begins formally with the 7:55 a.m. bell. At that time students report to their first period where attendance is checked. A student reporting to school at any time after the 8 a.m. bell (or who is not in first period) must report first to the attendance office or dean of students and receive an admit pass.

EXCUSED TARDIES INCLUDE:

- Court appearance
- Student car accident
- Doctor's appointment
- Car trouble (parent/guardian note required first time, thereafter a note from a mechanic or receipt will be needed)
- DPS appointments

A parent/guardian note is required for the tardy to be excused. Parent/guardian notes must be submitted to a dean of students or attendance office within 48 hours of the tardy.

UNEXCUSED TARDIES INCLUDE BUT ARE NOT LIMITED TO:

- Traffic
- Carpool
- Oversleeping
- Extending a vacation
- Any tardy for which the appropriate documentation was not received within 48 hours

EXCESSIVE TARDINESS

A student will be allowed three unexcused tardy infractions per semester without consequence except loss of exemption. *After school detention will be given after the third tardy.* A Saturday detention will be assigned after the sixth tardy to a course or period in which a final exam is not administered. If a student is repeatedly tardy to school, further disciplinary action may be taken.



ST. PIUS X HIGH SCHOOL
Dominican Sisters of Houston ★ 1956

UNIFORM/DRESS CODE

High standards in dress and personal grooming are important in creating a favorable image of the student body. These standards are based on neatness, cleanliness and modesty. Students at St. Pius X High School wear a uniform. Wearing the school uniform does achieve this purpose.

GENERAL EXPECTATIONS

- The school uniform is worn daily at St. Pius X High School with the exception of specified non-uniform days. The uniforms must be worn from the time the student arrives on campus until the final bell.
- Required parts of the uniform are sold exclusively at Mills Uniform Company and must be properly fitted.
- The school reserves the right to request students to replace their uniform if they are in disrepair or ill fitting.
- Uniform shirts must be the official St. Pius X uniform shirt with the black, white or gray Dominicanshield.
- Clothing should not fit so tightly that it clings nor so loose that it appears baggy.
- All clothing worn (especially during out of uniform days) must be in **good taste** for which a dean of students' office holds the final decision.

UNIFORM OPTIONS

MEN

- Regular:
 - Button-down, Mills Uniform Company Oxford white short- or long-sleeved shirt. Collared, short- or long-sleeved Mills Uniform Company polo with school Veritas insignia. Acceptable colors: white, black or gray.
 - Black, gray or khaki Mills Uniform Company pants worn at the waist. Black, gray or khaki walking Mills Uniform Company shorts, worn at the waist, length to reach the top of the knee. Belt required at all times.
- Dress Uniform:
 - Button-down, Mills Uniform Company Oxford white short- or long-sleeved shirt. Mill's black tie with St. Pius X logo to be worn throughout the school day. Gray Mills Uniform Company slacks; belt required. Mills Uniform Company poly classic blazer with Veritas insignia. Solid white or black socks and black, gray, navy, or brown dress shoes must be worn.

WOMEN

- Regular:
 - Button-down, Mills Uniform Company Oxford white short- or long-sleeved blouse. Collared, short- or long-sleeved Mills Uniform Company polo with school Veritas insignia. Acceptable colors: white, gray or black.
 - Mills Uniform Company pleated skirt (black or plaid #216) or Mills Uniform Company Khaki walking shorts, length to reach the top of the knee. Khaki Mills Uniform Company slacks.
- Dress Uniform:
 - Button-down, Mills Uniform Company Oxford white short- or long-sleeved blouse. Plaid #216 Mills Uniform Company skirt-length to reach the knee. Mills Uniform Company poly classic blazer with Veritas insignia. Solid white or black socks and black, gray, navy, or brown dress shoes must be worn

ADDITIONAL OPTIONS FOR CLASSES OF 2021-2022

MEN

- Regular:
 - Button-down, Mills Uniform Company Oxford white short- or long-sleeved shirt. Collared, short- or long-sleeved Mills Uniform Company polo with school Veritas insignia. Acceptable colors: white, black or gray.
 - Black, gray or khaki Mills Uniform Company pants worn at the waist. Black, gray or khaki walking Mills Uniform Company shorts, worn at the waist, length to reach the top of the knee. Belt required at all times.
- Dress Uniform:
 - Button-down, Mills Uniform Company Oxford white short- or long-sleeved shirt. Solid black tie to be worn throughout the school day. Gray Mills Uniform Company slacks; belt required. Optional black sweater, gray fleece or sweater vest with Veritas insignia. Solid white or black socks and black, gray, navy, or brown dress shoes must be worn.

WOMEN

- Regular:
 - Button-down, Mills Uniform Company Oxford white short- or long-sleeved blouse. Collared, short- or long-sleeved Mills Uniform Company polo with school Veritas insignia. Acceptable colors: white, gray or black.
 - Glen plaid or black Mills Uniform Company pleated skirt, or Mills Uniform Company Khaki walking shorts, length to reach the top of the knee. Khaki Mills Uniform Company slacks.
- Dress Uniform:
 - Button-down, Mills Uniform Company Oxford white short- or long-sleeved blouse. Glen plaid Mills Uniform Company skirt-length to reach the knee. Optional black cotton crew or cardigan sweater, gray fleece or sweater vest with Veritas insignia. Solid white or black socks and black, gray, navy, or brown dress shoes must be worn.

ADDITIONAL UNIFORM POLICIES

REQUIRED STYLING OF UNIFORM

- Length of uniform skirt and shorts (men and women) must reach the top of the student's knee.
- A uniform shirt is required under SPX outerwear.
- The uniform shirt is buttoned completely, excluding the collar button.
- Shorts worn under the skirt must not be visible.
- T-shirts worn under shirts/blouses must be solid white, black, orange or gray.
- Shirts are to be tucked, not rolled, into the shorts, pants or skirts.
- Skirts, slacks and shorts must be worn at the waist and must fit appropriate for the student.
- Long sleeve undergarments are not to be worn under short-sleeved shirts at any time.
- Men must wear their tie all day on designated dress uniform days. Jackets may be removed throughout the day but must be worn during Mass and assemblies.

OUTERWEAR AND ACCESSORIES

- Hats, caps, visors, bandanas, scarves, non-SPX hooded garments, etc., may not be worn during school hours.
- The hood of any garment must remain down while on campus.
- A single earring is permitted in each ear lobe for women. Earrings are not permitted for male students. Earrings must be studs or earrings that hang no more than one inch below the ear lobe. No other piercing may be worn or visible for any students. Excessive necklaces, buttons, pins, earrings and bracelets are not acceptable.
- Tattoos and writing on any part of the body is prohibited.
- Dress shoes do not include sneakers or canvas shoes of any kind. Dress shoes should be black, gray, navy or brown.
- Shoes must have closed toe and heel and no high heels or slippers of any kind may be worn, this includes moccasins and crocs. Socks must be worn at all times.
- Boots may not be worn.
- During cool weather, ladies may wear solid black tights, leggings, or footless tights under their uniform bottoms; these undergarments must reach the ankle.
- Any outer garment worn on campus should come from Mills Uniform Company and display the school Veritas insignia or be purchased from an approved secondary supplier. Any outer garment approved and issued by St. Pius X is also permitted. Spirit and athletic outerwear are not permitted on dress uniform days.
- On designated dress uniform days, students may wear an official SPX letter jacket or outer garment displaying the school Veritas insignia only. No other outerwear is permitted with the dress uniform.

GROOMING

Hair must be neatly groomed and of a natural color. Final judgment about what constitutes a "natural color" lies with a dean of students.

- Men:
 - Hair: Long hair is not permitted. Male students are expected to wear hair that does not touch the collar of the uniform shirt. No matter the style, hair must clear the collar and be free of hair fasteners such as rubber bands or barrettes. Ponytails, man buns, top knots, sculptured hair, unnatural color highlights or hair jewelry are not allowed. Whether curly, straight, or braided, hair must be out of the student's face and naturally above the collar.
 - Shaving: Men are to be cleanly shaven. Mustaches are allowed.
- Women: Hair must be of natural color. Hair sculpting is not permitted.

DRESS CODE VIOLATIONS

The administration may discipline students with infractions of these standards and/or students with any additional undesirable appearance at school or representing the school.

- If students are sent home because of a uniform, dress code, or grooming violation, the school's regular attendance, tardiness and/or disciplinary policy will apply.
- A student with a non-removable article of clothing will be sent home to change or will have to wait until the parent/guardian brings him/her a change of clothing.
- Non-uniform items may be confiscated.

DRESS CODE FOR SPECIAL OCCASIONS

HOMECOMING DANCE

Women's dresses must fall below the knee, may not be low cut either in the back nor in the front, nor may they have sheer fabric, slits or cutaways that cause inappropriate exposure. No two-piece dresses with any gaps between the pieces. They are to wear dress shoes. Men must wear dress pants, dress shirts, dress shoes, dress socks and ties.

PROM

Women's dresses must be floor length (evening wear). Again, they are not to inappropriately expose the wearer through low cut fronts, backs, sheer fabric, slits or cutaways. No two-piece dresses with any gaps between the pieces. Men are to wear jackets, dress pants, dress shirts and ties along with dress shoes and socks.

GRADUATION AND SENIOR AWARDS DAY

Women are to wear white dresses and white or nude/bone colored shoes. Men are to wear dark dress pants, dark dress shoes (no boots) and socks, white dress shirts and dark ties.

DRESS UP ATTIRE

For certain special occasions, such as but not limited to athletics and fine arts banquets, Veritas Junior Ring Ceremony and NHS Induction Ceremony, students may be allowed the honor of dressing up for the event. This privilege is given to students to honor their participation in the school community; thus attire should reflect that respect for the community with poise and prudence. For such events, students will be notified of their ability to dress up and must adhere to the following dress code. Failure to adhere to the dress code could result in a disciplinary action stated below and/or removal from the event.

Students may wear the following for "dress up" attire:

- Men:
 - Dress slacks of modest fit (slacks may not be too baggy)
 - Dress shirt and tie; suit jacket or sports coat required
- Women:
 - Skirts/dresses of modest length and style (no more than three inches above the knee)
 - Dress slacks of modest fit with appropriate blouse or dress shirt (slacks may not be too tight)
 - Modest necklines (no low cut tops or exposed midriffs)
 - Shoulders must be covered
 - Flats, dressy sandals with back strap or a modest heel may be worn (no flip flops)

Accessories and hairstyles must be in accordance with the School policy

CONSEQUENCES

Students in inappropriate clothes will be given disciplinary consequences, may be required to change and/or may be sent home. Questions regarding the uniform policy should be directed to the event sponsor.

SPIRIT ATTIRE

- With approval from a dean of students, any approved St. Pius X school shirt may be worn including those for clubs, co-curricular activities, athletics, etc., with uniform bottoms.
- Jeans may be worn on designated jean days but must fit appropriately and may not have holes of any kind.
- Other guidelines will be given and must be followed for special events (homecoming, red ribbon week, etc.)

TECHNOLOGY

St. Pius X is committed to acquiring the best in rapidly changing technology and utilizing the latest techniques and equipment in order to assure that its students receive the greatest technological benefit in their education and acquire the latest technical skills. This requires familiarization with current hardware and software, training in their use and commitment to the legal and ethical responsibilities involved in such use. This commitment to technological excellence includes all members of the St. Pius X community -- faculty and staff, students and parents/guardians.

SCHOOL EQUIPMENT

St. Pius X has an extensive computer network, which students use to send email, conduct research and complete course work. Use of the school's computer equipment, while essential to a student's education, is considered a privilege.

BEHAVIOR EXPECTATIONS

General school rules for behavior and communications apply to the use of technology. As such, students are responsible for appropriate behavior on the school's computer network just as they are in a classroom or on campus. The students are expected never to access, keep or send anything that is in violation of school policies. Because the use of technology is a privilege for students, not a right, it may be revoked if abused. Likewise, the user is personally responsible for his/her actions in accessing and utilizing the school's technology resources. St. Pius X High School reserves the right to monitor technology and internet usage of all students through specialized software reporting along with any other means available to teachers and administration.

Students may not damage or vandalize computers, systems or networks or engage in other acts of vandalism, including attempts to harm or destroy the equipment and/or data of another user, other agencies or networks that are connected to the system. This includes, but is not limited to, the uploading or creation of computer viruses, or "hacking" into a fellow student's account, which will result in disciplinary consequences.

EMAIL

Every student will be issued a school email account. Teachers and administrators who need to communicate with the student will use this account; therefore, students are expected to check their account at least once per school day to ensure they receive important correspondence in a timely manner. St. Pius X High School reserves the right to monitor and review school electronic mailboxes to determine whether uses of email accounts are appropriate.

INTERNET

Families should be aware that some material accessible via the internet may contain items that are illegal, defamatory, inaccurate or potentially offensive. St. Pius X utilizes a web filter to limit access to offensive and/or inappropriate materials online. While the purpose of the school is to use internet resources for educational goals, students find ways to access other materials despite our web filter. The benefits to students of accessing the internet outweigh the disadvantages; however, parents/guardians are responsible for setting and conveying the standards that their children should follow when using internet resources. Therefore, the school supports and respects each family's right to decide if some access should be restricted.

RULES OF APPROPRIATE USE

Students are expected to adhere to the following rules of appropriate usage:

PERSONAL SAFETY AND PRIVACY

Students should not post personal information about themselves unless such information is required to complete an assignment. Personal information includes home addresses, telephone numbers, the school address, etc.

CAMERA AND RECORDING DEVICE POLICY

Students are expected to use cameras and other recording devices on phones and electronic equipment responsibly. Students are not to record or take photos, post or share photos/recordings of other students or faculty/staff without their knowledge and explicit permission.

INAPPROPRIATE MATERIALS OR LANGUAGE

No profane, abusive or impolite language should be used to communicate nor should materials be accessed which are not in line with rules of school behavior. Use of technology resources for gambling, bulk email communication, unauthorized email, non-academic chat or instant messaging, blogs, discussion forums and non-academic games is also prohibited. Should students encounter such material accidentally, they should report it to a faculty member. Students who post either pictures or videos displaying inappropriate behavior must understand that this action may result in the suspension or expulsion of those in the photo/video and/or those who posted the inappropriate material.

ONLINE ENTERTAINMENT

Students should not be streaming non-educational videos, watching stored movies or videos or playing games during class time without teacher approval. Mature or R rated content is not permitted on campus at any point, without expressed administrator approval.

BLOGS, PERSONAL WEBSITES AND SOCIAL MEDIA SITES

Students who develop and maintain personal websites and/or blogs or post photos or videos online, are representing the school in a public forum, especially if they identify themselves as St. Pius X students or create this content during school hours. Since websites/blogs/photos/videos are available to anyone at any time, a student should not post personal information that would put his/her reputation or the school's reputation at risk. Whenever possible, students should use privacy features that allow students to limit those who can view their content. Likewise, students may not use any form of the school's crest or any other image file obtained from the school website on a personal website or blog. When inappropriate websites and/or blogs created and maintained by St. Pius X High School students mention the school's name and/or use school images and/or logo, the school can and must hold the students responsible for its content. Comments posted on any St. Pius X sponsored sites must be appropriate. St. Pius X reserves the right to edit or remove any comments deemed inappropriate and hold their author(s) responsible.

The following actions on a student website/blog/photo/video will not be tolerated:

- Posting offensive and/or vulgar language or images.
- Attacking another person's character including, but not limited to, a fellow student, a student at another school or that of anyone on the staff or faculty of the school.
- Cruelty towards others, assault, racial slurs, threats and demeaning comments, including terrorist threats.
- Posting anything that suggests the student is engaging in illegal acts.

Students not in compliance are subject to the following actions:

- Conference with student to require he/she modify his/her webpage/blog/photo/video and/or remove inappropriate content and/or any reference to St. Pius X High School;
- Communicate with the student's parents/guardians about any inappropriate material on a student's webpage/blog/photo/video;
- Impose disciplinary consequences which the administration believes are in line with the offenses;
- If the student will not cooperate with the school administration by making his/her webpage/blog/social media site free of anything that would cause harm to the student's reputation or the reputation of the school, firmer disciplinary action will be taken which may include dismissal from school.

SECURITY

To protect the integrity of a computer system involving many users, St. Pius X students are not permitted to reveal their password to another user, use another user's password to gain access to the network or trespass into another user's files. Students should report the unauthorized use of usernames and passwords to the IT department. Students who have forgotten their network credentials should contact the IT department.

Students are responsible for his/her actions and activities involving the network. Unacceptable uses include but are not limited to:

- Use of virtual private networks (VPNs) to bypass the school's internal web filtering parameters. VPNs, connections to unsecured third-party servers, encrypt traffic to bypass filters.
- Use of Peer-to-Peer file sharing programs and applications such as but not limited to LimeWire, BearShare, BitTorrent.
- Use of virtual PC'S.
- Spoofing. This includes but it is not limited to e-mail, IP, and MAC spoofing.
- Network scanning.

SOCIAL NETWORKING

Accessing social networking website is not allowed during class time or on school property, and the use of circumstances to get around school network security is prohibited. Students may not use any chat programs or social networking sites to communicate with others during class, unless a teacher or administrator expressly authorizes them to do so.

COPYRIGHT

Students may not download or install unapproved software on school computers. Nor should students copy other people's work or intrude into other people's files. The download/upload of any material in violation of any United States, Texas, Board, Archdiocesan or school policy is prohibited. This includes, but is not limited to, copyrighted materials, threatening, violent or obscene material or material protected by trade secret.

ST. PIUS X 'BRING YOUR OWN DEVICE' POLICY

PURPOSE

Providing students and staff with a twenty-first century digital learning environment is part of the St. Pius X core values. Use of devices to enhance learning in the classroom will be pursued when deemed appropriate at individual teacher's discretion. In addition to bringing their own devices, students have access to their own portal account, including school email, within the St. Pius X domain (stpiusx.org). With teacher approval, students may use their devices in the classroom to access and save information from the internet, collaborate with other learners, and utilize the productivity tools available to them through their student portal accounts.

ST. PIUS X WI-FI ACCESS

St. Pius X offers filtered Wi-Fi access on campus. Students may bring a personal device to use for educational purposes. Students are limited to three simultaneous log in sessions at one time. Students are expected to connect **only** to the St. Pius X Beppo-Net Student filtered St. Pius X Wi-Fi to ensure access to the best online resources. St. Pius X Beppo-Net Guest is not for student use. Through the use of digital equipment, families may have already purchased and the school's filtered wireless network, the school and families will partner to prepare students for effective use of technology. By logging onto the school wireless network, students are accepting the terms of the St. Pius X Student Responsible Use Policy. Once on the school wireless network, all users will have filtered internet access.

PROGRAM GUIDELINES

St. Pius X High School provides a webpage for students featuring quick links to collections of digital tools for assisting students in their academic pursuits. These tools include research databases, creative programs, daily schedulers, note taking, study skills and reading applications. The school web page is the default internet homepage when students login using a school computer or personal electronic device on campus and is accessible off campus at www.stpiusx.org.

All students are required to have a device conforming to the following guidelines:

- Any MacBook that supports the current Mac OS High Sierra operating system;
- Any windows laptop or convertible device that supports current Windows 10 operating system;
- Any iPad tablet that supports current iOS operating system.

It is highly suggested that students using tablets purchase an external keyboard for note taking and writing.

APPROPRIATE STUDENT USE

As with any tool, there are appropriate places and times for the use of the devices on the St. Pius X network. Administrators and teachers may prohibit the use of devices at certain times or during designated activities (including but not limited to liturgies, campus presentations, theatrical performances and guest speakers) that occur during the school year. *Devices may be used in the classrooms only when permitted by the teacher.* They may not be used during passing periods or during lunchtime except for academic use in areas specifically designated for that purpose.

Individual classroom guidelines will be included in teachers' classroom guidelines and expectations. Students may also be provided access to a school-owned device in the labs or library before or after school or may be allowed to work in groups in accordance with the teacher's direction. Students must understand that inappropriate use of a device may subject them to disciplinary action up to an including dismissal or non-renewal of enrollment for future academic years.



ST. PIUS X HIGH SCHOOL
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STUDENT WELFARE

HEALTH & WELL BEING POLICIES & PROCEDURES

HEALTH RECORDS

Every student enrolled in a Catholic school in the State of Texas shall be immunized against vaccine preventable diseases caused by infectious agents in accordance with the immunization schedule adopted by the Texas Department of State Health Services. A student who fails to present the required evidence shall not be accepted for enrollment. The only exception to the foregoing requirement is a medical exemption signed by a licensed physician (M.D. or D.O.) authorized to practice in the State of Texas, including the physician's license number. Immunizations are not in conflict with the Catholic faith. Conscientious objections or waivers, which may be permissible for attendance in public schools, do not qualify as an exemption in Catholic schools in Texas (Atty. Gen. Op. GA-0420)

Students without health records on file will not be admitted to class until the required record is in the school office. Please visit the parent portal on the St. Pius X community page (see page 2 for login instructions) to access the medical form.

MEDICAL EMERGENCIES

In the event of an accident, injury or sudden illness of a student, contact the school attendance office, a counselor or front office immediately.

If a student becomes ill and needs to go home, he/she needs to obtain a pass from the current period teacher to see the attendance office or dean of students to get permission to call home. Students may not use a cell phone to contact their parents/guardians. All calls must be made from a school phone. Once parent/guardian permission is granted, a student must obtain permission from the head of school, principal or dean of students to leave school. Students should not contact parents/guardians without permission of a dean of students, a counselor, the academic dean, principal or the head of school.

MEDICATION

Medication, including over the counter medications, will only be administered to a student with the appropriate documentation. The diocesan medication permission form must be completed and on-file for physician-requested administration of medication and over the counter medications. To access the permission form, visit the parent portal on the St. Pius X community page (see page 2 for login instructions). New documentation must be provided at the beginning of each school year and any time an update is required because of a change in the student's medical needs.

Prescription medications must be provided to the school in the original container with the prescription label intact. The school will not dispense any non-FDA approved substance including but not limited to natural or homeopathic supplements. Parents/guardians are responsible for ensuring the school has an adequate supply of medication that is not expired. Students with medical conditions, such as diabetes, need to supply drinks and/or food to be kept in the attendance office or counselor's office in the event a medical situation occurs in which the student needs such supplies.

Students are not permitted to have medication in their possession at school unless they have written permission on file with the school from a parent/guardian and the prescribing physician stating why possession is medically necessary. Any student who has medication in his/her possession at school or school-related activities without permission through the attendance office will be subject to disciplinary consequences up to and including dismissal from the school or non-renewal of enrollment for future academic years.

The school may at any time require that a student have a Medical Action Plan from a treating physician to ensure the school has appropriate guidance to care for the student while he/she is at school or school-related activities.

DISCIPLINE

PHILOSOPHY

The goal of a St. Pius X High School education is to make young men and women grow into articulate, critical, life-long learners with a passion for social justice and a commitment to Veritas. A school climate which is appropriate for learning and which assures the safety and welfare of students and personnel is vital to realizing this vision. Discipline creates an additional learning experience for students and establishes the environment needed for all students to be successful. All members of the community—administrators, faculty, staff, parents/guardians and students—must be a part of this effort.

Students occasionally make choices that are contrary to the school's philosophy or guidelines. At such times, it is the responsibility of the school to help these students understand why their behavior is inappropriate and how to affect the desired behavior change.

DEFINITIONS

- Detention - Detention is a period of time served by a student for infractions of school policies. Detentions may be held after school or on Saturdays. Students may be required to sit in silence, perform service or engage in a learning assignment. After school detention will be served during the week from 3:15 p.m. to 4:15 p.m. Students must make all necessary transportation arrangements prior to the day they will serve detention. Students will not be admitted to detention after 3:15 p.m. Failure to serve an after-school detention within the allotted time will result in two detentions being assigned. Failure to serve the double detentions or repeated detentions will result in Saturday detention. Saturday detentions are four hours in duration (8:30 a.m. to 12:30 p.m.) and the student will report on the designated Saturday in full uniform.
- Saturday School - If assigned, Saturday school attendance is mandatory. If a student has a compelling need to reschedule, he/she must speak with a dean of students, prior to the scheduled date, to arrange a different date. Not showing up for Saturday school will result in further disciplinary action. Saturday school is held regularly on St. Pius X High School campus from 8:30 a.m. to 2:30 p.m. Students who arrive late may not be admitted. Students must wear a school uniform, bring a sack lunch and arrive with prepared work. Students must remain for the full six hours to receive credit. Misbehavior, defiance and non-compliance of school policy will not be tolerated. Students who are released early for any reason will not receive attendance credit.
- In-School Suspension (ISS) - For in-school suspension, a dean of students assigns the student to a supervised area where the student completes work assigned for each class. The parent/guardian is notified immediately, and a conference is scheduled. When a student is assigned to ISS, the parent/guardian is required to pay supervision expense at \$75 per day. The duration of the ISS is at the discretion of a dean of students. Students will complete regularly scheduled classroom assignments during ISS and will receive credit for their work as long as it is submitted on time. Students serving ISS will not be able to participate in co-curricular activities.
- Out-of-School Suspension (OSS) - Students who violate the rules may be sent home, away from the school, giving up the privilege of attending classes for an assigned period of time. All make up work is the student's responsibility to obtain and complete. Students will receive zeros for daily work. Students may make up missed tests, quizzes or long-term assignments; work must be submitted within two weeks to receive credit. If a student is assigned OSS, the student's parent/guardian will be informed. Students serving OSS will not be able to participate in co-curricular activities. During the period of suspension, it is the responsibility of the parent/guardian to provide the appropriate supervision for the student. While suspended, the student is prohibited from being on the campus or attending any school-sponsored or school-related activity on or off school property. Professional counseling and a conference with the principal may be required before re-admission to St. Pius X High School is allowed.
- Disciplinary Probation - If a student has received multiple violations during his/her attendance at St. Pius X High School or if for other reasons the student's behavior has caused serious concern, he/she may be placed on disciplinary probation. The student and his/her parents/guardians will be required to meet with a dean of students to discuss the student's probationary status and may be asked to enter into a behavior contract. Terms may include, but are not limited to, disciplinary consequences, mandatory therapy and provisions for consequences or dismissal in the event of a repetition of the offense. If a student's conduct warrants another suspension, the student and his/her parents/guardians may be required to meet with administration again and may face possible dismissal.
- Dismissal - If dismissal is necessary, every effort will have been made by the school administration, the faculty and staff to reach some understanding with the student and his/her parents/guardians. Any student dismissed from St. Pius X High School for disciplinary reasons may not return to campus for any reason without the written permission of a dean of students or the principal.

ST. PIUS X ANTI-BULLYING INITIATIVE

In fulfillment of the mission of St. Pius X High School to "celebrate the community's diverse gifts and heritage", each person is recognized as a unique individual bringing gifts and talents to share and having a right to be respected and bearing the responsibility to respect others. Therefore, we do not tolerate bullying or harassment in any form. All members of our community are committed to ensuring a safe and supportive environment, which promotes personal growth and fosters positive self-esteem. We aim to maintain a setting in which everyone feels valued and respected and where individual differences are appreciated and accepted.

Definitions:

Bullying/Harassment include but are not limited to any of the following:

- Any unwanted, unwelcomed or uninvited behavior which makes a person feel humiliated or offended
- A repeated inappropriate behavior
- Any behavior intended to cause fear, distress and/or harm to another
- Behaviors may be physical, verbal or indirect/relational
- Behaviors conducted against a less powerful individual who is unable to effectively resist

Bullying/Harassment may occur in a variety of places both inside and outside of school including electronic or cyber forms.

Any incidences of bullying or harassment should be reported to a teacher, school counselor or school administrator provide details and documentation of the event.

HARASSMENT POLICY

St. Pius X High School is committed to a culture of non-discrimination within all school programs and activities and harassment of any kind is not tolerated. The school is committed to treating all members of the school community with respect. In furtherance of this goal, the school prohibits harassment of any kind and on any basis, including but not limited to the following: gender, age, race, color, religion, ethnic or national origin or disability. This policy applies to all employees of St. Pius X as well as its students. Harassment of employees or students is not condoned in a Christian environment and is strictly prohibited at St. Pius X High School. All allegations of harassment will be taken seriously and promptly investigated. The following definition, activities and behaviors constitute harassment, which is prohibited under this policy:

- Requiring an employee to submit to unwelcomed sexual advances or conduct as an express or implied condition of receipt or maintenance of an employment benefit.
- Requiring a student to submit to unwelcomed sexual advances or conduct as an expressed or implied condition for educational benefit.
- Subjecting an employee or student to demeaning stereotypes, innuendo, intimidation or insult such that an offensive or hostile environment is created.
- An employee subjecting a student to any type of sexual advance, whether or not consensual, or unwelcomed sexual advances as expressed or implied condition of receipt or maintenance of an educational benefit. Any personal, romantic, physical or sexual relationship or sexual activity between a student and an employee is prohibited, whether or not consensual.

Any employee or student who believes he/she has been the subject of harassment shall report the alleged harassment to a department chair or the head of school.

DISCRIMINATION POLICY

St. Pius X High School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin, religion or any other state, local or federally protected class in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school administered programs.

GUNS & WEAPONS POLICY

Firearms, guns, explosives, knives and other weapons are prohibited on campus or at any off-campus event, including in all buildings and on driveways, streets, sidewalks or walkways, parking lots, parking garages or other parking areas. Guns are also prohibited from being in locked vehicles or trunks while parked or driven on campus. Students shall not interfere with normal activities, occupancy or use of any building or portion of the campus by exhibiting, using or threatening to exhibit or use a firearm, gun, explosive, knife or other weapon.

CONTROLLED SUBSTANCE POLICY

Students are required to be completely drug, alcohol and tobacco, including e-cigarettes, free while enrolled at St. Pius X High School. Misuse of prescription or over-the-counter medication, "synthetic," "designer," "organic" or "look-alike" drugs or substances, household cleaners and aerosol propellants is also prohibited. For purposes of this handbook, the term "drug" includes all of the aforementioned items. Student presence during the use and/or possession of drugs, tobacco or alcohol, or any illegal substance by other students is also prohibited.

The school will fulfill its reporting obligations regarding drug and alcohol related behavior and cooperate with the authorities in any investigation of such behavior.

If the school suspects the use or possession of alcohol, drugs or drug paraphernalia, it may take any of the following actions, at the parents'/guardians' expense, as a condition of continued enrollment:

- Search automobiles, backpacks, personal items, electronic devices and lockers of students
- Require drug screening tests at a lab and time designated by the school
- Require random drug testing at a lab and time(s) designated by the school
- Require the student be assessed by a qualified and licensed drug treatment agency or professional
- Require that the student attend a drug diversion or education program recommended in his/her assessment and approved by the school
- Require the student to enroll in a rehabilitation program approved by the school
- Place the student on a probationary enrollment contract
- Require the student to complete all treatment recommended in the assessment to the satisfaction of St. Pius X's administration

St. Pius X will provide a non-disciplinary response for any student who comes forward or is referred to a school counselor or administrator for concerns about alcohol or drug use before a violation of the school's alcohol and drug use policy has been discovered. Under such circumstances, the school counselor or administrator will work with the student and parents/guardians to develop a plan to help the student. Such a plan could include making arrangements for medical or psychological assessment and treatment, including intensive inpatient or residential treatment, at the family's expense and would remain non-disciplinary and independent of the student's official academic record so long as the student and family comply with the plan and have no additional violations of the school's controlled substance abuse policy.

VAPING AND E-CIGARETTES

Students may not solicit, use, distribute or possess—on their persons or in their vehicles—tobacco on or adjacent to school property or at a school-related event. Violations of this policy will be referred to a dean of students and head of school and may result in dismissal from St. Pius X. Electronic cigarettes can also be referred to as e-cigarettes, electronic vaping devices, personal vaporizers or electronic nicotine delivery systems. Bringing e-cigarettes or any other smoking device or implement on campus is strictly prohibited.

Students may not solicit, use, distribute or possess on their person or in their vehicles related smoking products such as lighters, e-liquid, atomizers, rolling papers, etc. Violations of this policy will be referred to a dean of students and head of school and may result in dismissal from St. Pius X.

Any student found using or in possession of an e-cigarette or any vaping apparatus or product will be subjected to a drug test and face further consequences in accordance to the school's controlled substance policy.

ALCOHOL

Students may not solicit, use or possess—on their person or in their vehicles—alcohol on or adjacent to school property or at a school-related event. Students may not provide or help to provide alcohol to other students. In addition, students may not be on the school campus or attend any off-campus school-related event, having consumed any amount of alcohol. Violations of this policy will be referred to a dean of students and head of school and may result in dismissal from St. Pius X. In order to safeguard the individual and general welfare of all students, St. Pius X High School reserves the right to administer a breathalyzer test during the school day or at a school-related activity to any student or his/her guests. Breathalyzer tests may be administered as students enter, participate in or leave the event. If a student refuses to take the breathalyzer test, it will be assumed that the test is positive for alcohol, and the school will contact the student's parents/guardians and follow up with disciplinary action.

CONSEQUENCES OF VIOLATING THE CONTROLLED SUBSTANCE POLICY

Any violation of the controlled substance policy will result in disciplinary action up to and including dismissal or non-renewal of enrollment for future academic years.

PREVENTION OF DRUG & ALCOHOL USE BY STUDENTS

As a condition of enrollment, all St. Pius X students have the possibility of being selected to participate in a school-wide mandatory drug-testing program. The purpose of this program is to

- Provide for health and safety of all students
- Undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs and
- Encourage students who use illegal drugs to participate in appropriate treatment programs.

DRUG TESTING

The test screen will determine if a number of illegal drugs are present in either the hair or saliva sample, including but not limited to: marijuana, cocaine, opiates, amphetamines, phencyclidine, benzodiazepines, methamphetamines, methadone, ecstasy (MDMA), OxyContin, cotinine and barbiturates. Those students who are legally taking medicines prescribed by their physicians will not face consequences beyond parent/guardian notification.

A student must submit to an immediate and/or non-random drug test if (a) the student has tested positive at any time in the last year or (b) there is a reasonable suspicion, which is defined as sufficient reasons or basis in fact to give rise to a reasonable belief that the student has drugs in his/her blood system. Reasonable suspicion may be based upon, among other things...

- Conduct that indicates the presence of drugs in an individual's system, including affected behavior, speech and/or body odors and
- Other circumstances that would indicate that an individual is in other than a sober and reliable state, free from the influence of drugs.

CONSENT

As a condition of enrollment in the school, students and parents/guardians have consented to drug testing of the student. There is no possibility for any student to "opt out" of the drug-testing program.

STUDENT SELECTION

On days determined by a dean of students, pre-assigned student numbers will be randomly selected by a third-party company. Samples will be collected at a specified time on the same day a student is selected for testing. If the student is absent or otherwise unable to provide a sample at the specified time, he/she shall provide a sample at the discretion of a dean of students. Parents/guardians will be notified of all positive test results.

SCOPE OF TESTS

St. Pius X High School utilizes the services of Omega Laboratory Services Inc., for oral fluids and/or hair analysis.

TYPE OF TESTS

At the discretion of a dean of students, the student is subject to random testing or reasonable cause/reasonable suspicion testing, using a hair test, a saliva test or both. In the event that a hair test is done, up to 1.5 inches of hair will be collected and tested, which represents approximately a 90-day window of detection. If a sufficient amount of hair from the crown of the head is not available, then alternative hair may be collected and used for testing. If oral fluid tests are conducted, the saliva specimens will be provided by the student in the prescribed manner.

CONSEQUENCES OF A POSITIVE DRUG SCREEN

First violation: Student will:

- Participate in a parent/guardian conference with school officials
- Sign a conduct agreement for a prescribed period of time
- Attend a drug diversion or education program recommended in his/her assessment and approved by the school
- Submit to regular testing for a prescribed period of time
- Serve one day of ISS

Serve one Saturday school day

- Serve a suspension from co-curricular and athletic activities, length of which will be determined by the administration.

Students will be repeatedly tested until the amount of substance detected reaches zero.

Second violation: Student will:

- Participate in a parent/guardian conference with school officials
- Sign a conduct agreement for a prescribed period of time
- Attend a drug diversion or education program recommended in his/her assessment and approved by the school
- Submit to regular testing for a prescribed period of time
- Serve two days of ISS
- Serve two Saturday school days
- Serve a suspension from co-curricular and athletic activities, length of which will be determined by the administration.

Third violation: Student will:

- Participate in a parent/guardian conference with school officials
- Sign a conduct agreement for a prescribed period of time
- Attend a drug diversion or education program recommended in his/her assessment and approved by the school
- Submit to regular testing for a prescribed period of time
- Serve one week of OSS
- Serve five Saturday school days
- Place the student on a probationary enrollment contract
- Serve a suspension from co-curricular and athletic activities, length of which will be determined by the administration.

STUDENT & PARENT/GUARDIAN BEHAVIOR

Any actions by students or parents/guardians on or off campus at any time that reflect poorly on the school, may harm the school's reputation, or negatively impact other members of the school community may result in, at the sole discretion of the school, disciplinary action up to and including dismissal from the school or non-renewal of a student's enrollment contract for future academic years. This includes but is not limited to inappropriate use of blogs, personal websites, and social media sites.

ACADEMIC HONESTY

ST. PIUS X HONOR CODE

An honor code is a proclamation to the world of what we, as the community of St. Pius X High School, hold valuable. It is testimony more to who we are than to what we do or do not do. A St. Pius X student attests that they follow the honor code by writing on all work:

"I pledge my word and honor that I have neither given nor received any unauthorized aid on this (test, quiz, assignment, paper, project and exam)."

Signature

In accordance with our core Dominican value of Veritas, the St. Pius X community vows to uphold the following standards of integrity:

BASIC STANDARDS OF INTEGRITY:

The following are deemed to be in conflict with our basic principle of Veritas and thus are violations of the St. Pius X High School honor code:

- Cheating: using unauthorized notes, study aids or information on an examination; altering a graded work after it has been returned, then submitting the work for re-grading; allowing another person to do one's work and submitting that work under one's own name; submitting identical or similar papers for credit in more than one course without prior permission from the course instructors; and possession of any tangible evidence that could be used to cheat regardless of whether it is used by the student. This evidence can include, but is not limited to, the following items: any written information on cards, sheets or pieces of paper, pens, pencils, desks, notebooks, books, clothing, shoes, belts or any place on the body, or stored or placed in calculators, cell phones or other devices.
- Plagiarism: submitting material that in part or whole is not entirely one's own work or ideas without attributing those same portions to their correct source. This includes not giving credit for the sources of not only written words but visual displays as well.
- Fabrication: lying, falsifying or inventing any information, data or citation designed to mislead the reading viewer or user of that information.
- Obtaining an Unfair Advantage: stealing, reproducing, circulating or otherwise gaining access to examination materials prior to the time authorized by the instructor; unauthorized collaborating on an academic assignment; using unauthorized electronic/computer accessed information; using or circulating previous given examination materials, without teacher permission.
- Aiding and Abetting Academic Dishonesty: providing material, information or other assistance to another person with knowledge that such aid could be used in any of the violations stated above; providing false information in connection with any inquiry regarding academic integrity or failing to provide information in such an inquiry.
- Falsification of Records and Official Documents: altering documents affecting academic records, forging signatures authorization, falsifying or altering information on an official academic document, grade report, letter of permission, hall pass, petition, ID card or any official school document.
- Unauthorized Access to Computerized Academic or Administrative Records Systems: viewing or altering electronic records, modifying electronic programs or systems, releasing or dispensing information gained via unauthorized access or interfering with the use of availability of computer systems, networks or information.
- Having an electric device including but not limited to cell phones, smart watches, or tablets out during a test or quiz period, even if test or quiz has been completed and turned in could be interpreted as an attempt to illicitly share test/quiz information.
- Providing information, whether in written, visual or electronic form, to another that is then used in whole or in part by that person in any fashion as part of an assignment submitted for an individual grade.

MUTUAL RESPONSIBILITY

In order to maintain the holistic approach to integrity and mutual responsibility, there is listed below a number of fundamental responsibilities for students, faculty and administrators of St. Pius X High School. All persons enrolled in any course and all persons supervising the learning of any student are responsible for acting in accordance with the provisions of this policy.

Students are responsible for:

- Understanding the types of conduct, which are deemed unacceptable and, therefore, are prohibited by this policy.
- Refraining from any act of cheating, plagiarizing and facilitating dishonesty, abusing academic materials, stealing or lying.
- Reporting instances in which the student believes or knows that conduct which violates this policy or its spirit has taken place to a faculty member, a member of the honor board or to a member of the administration. This knowledge must and will be kept confidential.

Faculty members are responsible for:

- Understanding how faculty members are to handle suspected instances of dishonesty.
- Developing an instructional environment that reflects a commitment to maintaining and enforcing personal integrity.
- Handling every suspected or admitted instance of the violation of the provisions of this policy in accordance with the

procedures set forth in this document.

Administrators are responsible for:

- Making provisions for the education of students, faculty, parents/guardians and appointees under the provisions of this document concerning their individual responsibilities.
- Evaluating annually the effectiveness of the measures taken by the faculty to promote integrity.

Parents/Guardians are responsible for:

- Reviewing the honor policy with their students.
- Supporting the school's efforts to maintain an environment that prizes integrity.

The failure of one party to fulfill his/her responsibilities may not be used by another party to excuse his/her own failures to comply with the responsibilities stated above.

STUDENT HONOR BOARD

The purpose of the Student Honor Board is to allow students to actively participate in the school's disciplinary system, to give them ownership in the disciplinary system and to allow opportunities for student leadership. The board will deal with any disciplinary situation deemed appropriate by a dean of students or head of school. The honor board will be composed of members from all grade levels. Student Honor Board members will be nominated by faculty members and appointed by a dean of students and honor board sponsor. Members must exemplify integrity and remain in good academic and behavioral standing to maintain membership.

All proceedings brought before the Student Honor Board are confidential. They are not to be publicly discussed by its membership; doing so constitutes an honor offense and possible dismissal from the honor board. While the violators are asked to keep their cases confidential, they are not obligated to do so and may choose to discuss their cases with others.

PROCEDURES FOR ACADEMIC DISHONESTY

If a member of the St. Pius X community believes that an honor code violation has occurred, he/she should discuss the incident with a dean of students. After consideration, the dean will determine whether the case should be sent to the Student Honor Board or be dealt with in another way. If a hearing is necessary, the student will be notified quickly and an honor board meeting will be scheduled as soon as possible. Selected Honor Board members will investigate the incident and present their findings to the honor board as a whole. The student under investigation has the opportunity to speak before the honor board and may choose to have their counselor present. The honor board will then reach a consensus by vote to determine whether an honor code violation has occurred. The honor board's findings are given to a dean of students who determines the disciplinary action.

Time constraints at the end of a semester may cause cases to be resolved at the beginning of the following semester or extended into summer. In the event that the honor board is not able to convene in person, the dean of students will review the case and determine disciplinary action.

DISCIPLINARY ACTION FOR ACADEMIC DISHONESTY

Disciplinary actions for cheating are kept on one's record for his/her entire career at St. Pius X High School. If a student is caught cheating at any time, it remains on that student's record until the student graduates from St. Pius X High School.

First offense:

- The student's parents/guardians are notified.
- The student resubmits the assignment.
- The student receives a zero on the work.
- The student serves one day of Saturday school.

Second offense:

- The student's parents/guardians are notified.
- The student resubmits the assignment.
- The student receives a zero on the work.
- The student serves one day in ISS and one day of Saturday school.
- The student's parents/guardians are required to attend a conference with the student and a dean of students.

Third offense:

- The student's parents/guardians are notified.
- The student resubmits the assignment.
- The student receives a zero on the work.
- The student's parents/guardians are required to attend a conference with the student and a dean of students.
- The student serves two days of ISS and two days of Saturday school.

Any incident of cheating will result in disciplinary action up to and including dismissal or non-renewal of enrollment for future academic years.

CELL PHONES

Cell phones may be brought to school, but students may not use them during class time. Any use of cell phones for cheating, bullying, pornography or distribution of illegal substances and/or materials will result in suspension or possible dismissal. If used during regular school hours without permission, a cell phone may be confiscated by any faculty or staff member. Cell phones are also not allowed in the Learning Commons without permission of a librarian at any time before, during or after school. Confiscated phones will be turned over to a dean of students. **The student's parent/guardian must come to school to pick up the phone and sign an acknowledgement form indicating the student's failure to comply with the school policy. Phones must be picked up by 3:30 pm. All phones not picked up by 3:30 pm may be picked up as early as 7:00 am the following day.** Violations of this policy may result in revocation of the privilege and other disciplinary consequences up to and including dismissal from the school or non-renewal for future academic years.

DISCIPLINARY INFRACTIONS & CONSEQUENCES?

St. Pius X's discipline management plan includes progressive rules and consequences for infractions. The principal and head of school have the final authority in determining the disciplinary assignment for infractions.

LEVEL I

Level I infractions are generally violations of classroom or campus rules. Typically, these infractions can be corrected by the classroom teacher. These violations may be noted on the student's discipline record.

Level I infractions include such behaviors as, but are not limited to:

- Tardiness to class, Mass or assemblies
- Violating the school's uniform policy
- Eating or drinking in an undesignated area
- Failing to deliver and/or return written communication between home and school such as permission slip
- Using a water bottle that is not clear or possession of food/drinks other than water
- Using an electronic device for unauthorized purposes such as game playing, instant messaging or web browsing
- Not having required classroom materials
- Chewing gum
- Possessing and/or using nuisance items
- Refusing to follow classroom rules
- Blocking the hallway, running and/or making excessive noise in the halls, building and or classroom
- Any other act that impedes or interrupts orderly classroom procedures

Disciplinary consequences of which one or more may be used:

- Verbal warning from teacher
- Confiscation of a prohibited item
- Separation of student from distraction
- Conference between student and teacher
- Parent/guardian contact: email, phone call or conference
- Referral to dean of students if behavior is habitual

LEVEL II

Level II infractions will result in a referral to a dean of students. Certain Level II infractions may be elevated to Level III based on the severity. These violations will be noted on the student's discipline record.

Level II infractions include such behaviors as, but are not limited to:

- Chronic or repeated infraction cited in the previous level
- Skipping class or other scheduled activities
- Leaving or returning to the classroom without permission
- Cafeteria or restroom misconduct
- Throwing objects that can cause bodily injury or damage to property
- Using vulgar language
- Violating the school's Technology/Acceptable Use Policy
- Engaging in disrespectful behavior towards school personnel or school visitors
- Engaging in disrespectful behavior during school Masses or assemblies

- Being in unauthorized areas without supervision or permission
- Participating in excessive or continual public display of affection
- Habitually committing uniform policy infractions
- Excessive tardiness or absenteeism to school or a particular period/course
- Failing to arrive to school in dress uniform on a designated dress uniform day
- Habitually using electronic device for unauthorized purposes such as game playing, instant messaging or web browsing
- Any other infractions which interfere with the educational process
- Driving unsafely on campus or near campus

Disciplinary consequences of which one or more may be used:

- Administrator/counselor/teacher/student conference
- Related campus assignment
- Exclusion from co-curricular activities
- Removal of student from classroom
- After-school detention
- Withdrawal of student privileges
- Parent/guardian/student/administrator conference
- Saturday detention
- In-school suspension
- Saturday school
- Other appropriate disciplinary consequences

LEVEL III

Level III infractions will result in a referral to a dean of students and/or principal. Certain Level III infractions may be elevated to Level IV based on the severity. These violations will be noted on the student's discipline record.

Level III infractions include such behaviors as, but are not limited to:

- Chronic or repeated infraction cited in the previous level
- Acting in a way that is harmful to the school, health and/or safety of others
- Possessing any device that has the appearance of a prohibited weapon
- Failing to report immediately to a teacher or administrator the knowledge of an event, device, object or substance that could cause harm to self or others
- Failing to comply with assigned disciplinary consequences
- Altering school records or signing another person's name on school documents
- Misusing school's technology (internet, equipment or software)
- Refusing to comply with reasonable requests of school personnel
- Vandalizing property or engaging in theft
- Using profane, obscene or offensive language
- Leaving or returning to the building or school grounds without permission
- Publishing or sharing provocative or inappropriate photos or videos
- Any other infractions which interfere with the educational process

Disciplinary consequences of which one or more may be used:

- Exclusion from co-curricular activities
- Saturday detention
- In-school suspension
- Saturday school
- Out-of-school suspension
- Other appropriate disciplinary consequences

LEVEL IV

These infractions are severe and will be identified by a dean of students and/or principal. A violation of this magnitude will result in a possible expulsion at the discretion of school administration.

Level IV infractions include such behaviors as, but are not limited to:

- Sexual activity on campus and/or at off campus events
- Assault (with a weapon or physical fighting) of any member of the school community
- Misdemeanors or felonies
- Harassment, threats or bullying (verbally, physically or written)
- Concealed weapon (including but not limited to: gun, knife or any instrument that could cause bodily injury)

CONTESTING A DISMISSAL

Parents/guardians may appeal a dismissal if deemed necessary to the Faculty/Staff Advisory Committee (FSAC) by requesting a hearing within one week of the original disciplinary decision. The student is to present the appeal in writing 24 hours prior to the actual appeal meeting, the student will have 30 minutes in front of the FSAC to make the appeal. The student and the student's parents/guardians may only be present at the hearing and will have the opportunity to speak. The decision of the FSAC is final.



ST. PIUS X HIGH SCHOOL
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CO-CURRICULAR ACTIVITIES

A student participating in any co-curricular activity that demands extensive time outside the school day, may not fail more than one course at the end of any grading period. *Also any student whose St. Pius X tuition or fees balance is 60 days past due will be ineligible to continue as a participant in any co-curricular activities, until such balance is paid to the St. Pius X Business Office.* The student is held to the same eligibility requirements as stated for athletic eligibility. These same students must also be in good standing in terms of their behavior or their privilege of participation may be withheld. All participants are reminded that the St. Pius X policy of subsidiarity is in place in all these endeavors.

ACTIVITIES/PUBLICITY

In order to sponsor any activity in the name of the school, a student or a student organization must receive permission to do so from the school administration.

In order to give publicity to any event through posters, news columns, radio broadcasts or other means of communication, an individual must receive permission to do so from the administration and the director of communications.

ORGANIZATIONS/ACTIVITIES

As an integral part of the students' learning experience, organizations are sponsored by St. Pius X to give the students an opportunity for school and social service and to offer activities in their fields of interest. Participation in these organizations based upon the student's interest and ability is highly encouraged.

Expectations, guidelines, and requirements for each organization/activity vary. More information regarding the organization/activity offerings at St. Pius X is available online at www.stpiusx.org.

STUDENT MINISTRIES

Retreat Teams

Extraordinary Ministers of Holy Communion

Dominican Preaching Team

Mission Opportunities

SENIOR BLANKETS

Senior athletes, cheerleaders, choir, band and drama members are eligible to receive a senior letter blanket. Athletes must compete or manage in the same two sports or activities for at least three years. Athletes must complete for the entire season in which they compete in order to qualify. Band, choir and drama members must serve for six semesters to earn a blanket.



ST. PIUS X HIGH SCHOOL
Dominican Sisters of Houston ★ 1956

ATHLETICS

The St. Pius X Athletic Department is committed to the overall development of our student-athletes. We foster the cultivation of skills that prepare student-athletes for the ultimate competitive challenge: *life*. St. Pius X implements programs and activities designed to develop intellectual curiosity, to work for social justice and to act with integrity and compassion.

As a member of the athletic program, every player, parent/guardian and coach is expected to carry on and build upon the legacy left by those who came before them by demonstrating exceptional character, morality and self-discipline. The St. Pius X Athletic Department empowers participants to make positive decisions, both on and off the field, in order to reach their full potential as students, athletes and citizens.

Disciplinary matters related to athletics, including but not limited to such things as unsportsman like conduct, misbehavior while attending away games and misbehavior by parents/guardians, are generally handled through the school's regular disciplinary process and may include consequences up to and including dismissal from the school or non-renewal of enrollment for future academic years.

ATHLETIC ASSOCIATIONS

St. Pius X is a member of the Texas Association of Private and Parochial Schools (TAPPS), Ruby Texas, Texas Girls High School Lacrosse League (TGHSLL), and the Texas High School Lacrosse League (THSLL).

Sports offered on campus include:

FALL

M&W Cross Country
Girls Volleyball
Football

WINTER

M&W Basketball
M&W Soccer
M&W Swimming

SPRING

M&W Tennis
M&W Track and Field
M&W Lacrosse
Rugby
M&W Golf
Softball
Baseball

SPIRIT GROUPS

Cheerleading
Pantherettes (Dance)

ATHLETIC AGREEMENT

As representatives of St. Pius X athletics, students are expected to demonstrate exemplary behavior and dedication, whether at school or away. Participation in athletics is a privilege, and student-athletes will be held to a high standard of commitment and decorum. All student-athletes must comply with the following guidelines and rules in addition to those set forth by coaches. Non-compliance may result in disciplinary action up to and including dismissal from the school or non-renewal enrollment for future academic years.

TRYOUTS

The athletics program at St. Pius X is very competitive. Every student has the opportunity to try out for an athletic team each season. Previous athletic participation does not guarantee that a student will make a team. Coaches have the responsibility and prerogative to decide which players make the program and on which team they are placed. The coaches' decisions are final.

In-season athletes may not tryout for or participate with another SPX sanctioned sport until the completion of that in-season sport without coaches and athletic director consent.

GAME/PRACTICE ATTENDANCE

Punctuality and attendance of regularly scheduled practices are requirements for participation in the athletics program and are required for receiving PE credit. Making a commitment to be a part of a team requires that the athlete understands the expectations placed upon the athlete and respects the time and efforts of teammates and coaches. If the athletes are early, they are on time, and if they are on time, they are late. Absences, being late or missing games and/or practices is unacceptable (excluding extenuating circumstances). Coaches may require athletes to make up missed workouts. Consult the school and athletics calendars to avoid making plans that will adversely affect the student's team. Clear communication with the coach about conflicts should take place as soon as possible. Conflicts with other school-sponsored activities should be discussed well in advance with all parties involved. College visits and college entrance exams should be planned before or after the sport season. Athletic participation may require time during school or national holidays.

Athletes are permitted to play multiple sports in the same season, at the discretion of all coaches involved. In order for this to happen, a meeting between the head coaches and the Athletic Director will take place to develop a success plan for the athlete. If any of the parties involved feel it is not in the best interest of the student-athlete to participate in multiple sports in the same season, communication will take place between all stakeholders.

Repeated absences may warrant dismissal from the team and a loss of PE credit. Athletes who miss practice the day prior to a game or who are absent from school the day of a game should not expect to participate in that game. Athletes must communicate with the coaches well in advance concerning known conflicts or issues.

TRAVEL & OVERNIGHT TRIPS

Athletes are expected to uphold the highest standards of behavior and character while representing St. Pius X. Athletes should always remain with the team unless the coaching staff has granted permission for alternatives. Any violation of team and school rules will result in a loss and/or suspension of athletic privileges to be determined by the head coach, athletic director and the administrative team. Overnight trips will require a permission slip signed by the parent/guardian. The coach will provide a trip itinerary to all players and parents/guardians.

ATHLETIC MEDICAL POLICIES

REGISTRATION

In order to participate in interscholastic athletics, all athletes must register and complete all necessary paperwork via Rank One, which can be found online at www.stpiusx.org in the athletics section of the site.

ATHLETIC PHYSICALS

All athletes must receive an annual physical examination from a medical doctor prior to the beginning of tryouts. The physical examination is inclusive of all sports played within that calendar year. Each athletic physical is considered valid for one full calendar year based on the physician's stamped date of clearance. St. Pius X provides annual athletic physicals on campus each May, unless communicated otherwise. The athletic physical form can be found online at www.stpiusx.org in the athletics section of the site. Completed forms must be submitted to and approved by the athletic trainer prior to participation. The athletic physical is in addition to the health forms submitted for registration.

INJURIES

Injuries of any kind must always be reported to the coaches and athletic trainer immediately.

If an athlete sees a physician for any injury, a written clearance must be provided by the physician prior to returning to athletic participation. Final clearance for athletic participation is made by the school, at the recommendation of the athletic trainer.

IMPACT TESTING

ImPACT testing is a computerized neurocognitive assessment tool that is used by medical professionals to help determine readiness to return to play based on a comparison with baseline examinations. Baseline examinations are conducted on athletes on a case-by-case basis, as recommended by the athletic trainer.

CONCUSSIONS

It is the responsibility of the athlete and coach to immediately notify the athletic trainer should a concussion be suspected. The athletic trainer and concussion-specialist physician will work together with the student's treating physician to determine when the athlete can return to play. Final athletic clearance will be made through the school and the student's treating physician after a return-to-play protocol is completed.

EJECTIONS FROM CONTESTS

If a player is ejected from a contest, he/she may be suspended based on association governing rules and SPX school policies. The same holds true for game ejection fines. Additional ejections could result in dismissal from the team and/or the St. Pius X Athletic Program.

ACADEMIC INELIGIBILITY

If a student becomes ineligible to participate in athletics during his/her athletic season under the terms of academic ineligibility set forth by the school, the student will not receive athletic PE credit for that season. Students and coaches will work together to come up with a plan to help the student achieve academic success.

QUITTING A TEAM OR BEING DISMISSED FROM A TEAM

If a student opts to quit an athletic team or is dismissed from the team by the coach/administrator before the end of that athletic season, that player and parent/guardian will need to meet with both the head coach (of that sport) and the athletic director. This meeting will determine future participation in additional sports. Each situation will be dealt with accordingly and on an individual basis.

COACH/PARENT/GUARDIAN COMMUNICATION

By establishing an understanding between coaches and parents/guardians, both are better able to accept the actions of the other and provide a more positive experience for everyone. Coaches make decisions based on what they believe is in the best interests of all students participating. Coaches will be effective in communicating the governance and operations of the overall program. There are situations that may require a conference between the coach and parent/guardian. These are not discouraged, as it is important for each party to have a clear understanding of the others' position. In most cases, the athlete will need to be present for this conference. Please note – coaches will refrain from conversing about other athletes.

EXPECTATIONS OF SPECTATORS

St. Pius X requires good and sportsmanlike conduct of all attendees at fine art performances, events and games. The school will not tolerate any spectator, either student or adult, whose behavior is disrespectful toward participants, players, officials, coaches or other spectators. Nor will St. Pius X permit any type of spectator behavior that either detracts from the proper conduct of the performance, event or game or disadvantages a player, participant or team. Any student, parent/guardian or visitor behaving in an inappropriate or unsportsmanlike manner may, at the sole discretion of the school, be removed from the performance, event or game and prohibited from attending future performances, events or games. Such behavior by students or parents/guardians may result in disciplinary consequences up to and including dismissal or non-renewal of enrollment for future academic years may also be imposed.

LETTER JACKETS

To be eligible for a letter jacket, students must successfully complete the qualifications outlined below for each sport. The head coach of each team and the assistant athletic director will review all candidates on varsity teams at the conclusion of each season to determine which student-athletes have met the qualifications. The student-athlete must complete the entire season in which he/she competes as well as be approved by the head coach to be in good standing with the team in order to qualify for a letter jacket. Cheerleaders, Pantherettes, sports medicine trainers, campus ministry leadership team members, band, choir and drama members must complete a minimum of two consecutive years of participation, meeting all requirements to receive a letter jacket. The expense of the jacket and patches are the responsibility of the parent/guardian.

- Football, volleyball, G&B basketball, G&B soccer, baseball, rugby, G&B lacrosse and softball team members must compete in 25 percent of the varsity games or be on the varsity roster for two years.
- Cross country members must compete at the state meet.
- Swim team members must earn at least one point at the regional meet.
- Golf team members must compete at the regional tournament.
- Tennis team members must compete at the district or regional meet.
- Track and field team members must register 20 points throughout the season (1/4 of total points for relay events) or two years on the varsity roster.



ST. PIUS X HIGH SCHOOL
Dominican Sisters of Houston ★ 1956

FINANCIAL MATTERS

SMART TUITION

St. Pius X High School has partnered with Smart Tuition, an online tuition management service, to provide a range of payment methods and plans for our families. Parents/guardians will be able to see their tuition account and make payments 24/7 through the website. All families are required to enroll in Smart Tuition in order for registration to be complete.

You can access Smart Tuition by logging on to www.smarttuition.com and clicking on the parent login. With Smart Tuition, St. Pius X will offer three payment plans.

Payment Plan Options

- One Payment: Annual payment due July 1st
- Two Payments: Semi-annual payment due July 1st and December 1st
- Ten Payments: 10 monthly payments starting on July 1st and ending on April 1st

Payment Type Options

- Pay by check, money order, or cashier's check to Smart Tuition
- Pay by bank transfer – automatic bank transfers can be set up
- Pay cash at participating retail stores (for a complete list, visit the Smart Tuition website)
- Pay by credit card*

*A credit card fee charged on all transactions is 2.85%.

Please note: The non-refundable registration fee of \$250 for returning students, and \$350 for incoming students is due by the registration deadline. No payment plan options are available for the registration fee.

All late payments will incur a \$40 late fee. A \$30 fee is applied for failed ACH debit transactions or for returned checks. This fee is payable to Smart Tuition and cannot be credited by St. Pius X.



ST. PIUS X HIGH SCHOOL
Dominican Sisters of Houston ★ 1956

FINANCIAL AGREEMENT

(This must be signed by the parent/guardian of all students.)

I (we) hereby assume full responsibility for the payment of all tuition and fees for _____ to attend St. Pius X High School.

During the period of enrollment at St. Pius X High School, I (we) agree to pay the tuition and fees, which are determined annually by the St. Pius X High School Board of Directors.

I (we) understand that the non-refundable registration fee for new students is required at the time of registration. I (we) understand that tuition is paid either in full by July 1, or on a ten-month basis, with the first payment due on the first day of July and the last payment due on the first of April. If for any reason payment has not been submitted by the fifteenth day of the month, I (we) agree to pay a late charge of \$40 payable to Smart Tuition.

A key component of Catholic education is stewardship. St. Pius X students are expected to sell a minimum dollar amount of raffle tickets in support of the spring fundraiser. This required dollar amount will be announced each year prior to the start of raffle sales. Parents/guardians will be encouraged to participate (at a level commensurate with each family's ability to give) in the Annual Fund Drive in the fall. In both efforts our goal is 100% participation, as a sign our school community supports the mission of St. Pius X.

I (we) accept the following school board financial policies:

- The July tuition payment must be paid before a student can receive his/her schedule and is admitted for the first day of class each fall. Previous accounts must also be cleared. All financial obligations to the school must be kept current in order for the student to continue at St. Pius X High School. Students will **NOT** be permitted to take semester exams, nor will grades, transcripts and other documents be released until all financial commitments have been settled.
- If tuition is paid after the fifteenth day of the month, a \$40 late fee is assessed by Smart Tuition, and cannot be credited by St. Pius X.
- When tuition accounts become 60 days' delinquent, the student(s) may be suspended from classes until payment is made.
- All tuition, fees and other charges must be paid in full prior to graduation. Caps and gowns are issued only if accounts are clear. Seniors will not be allowed to participate in graduation ceremonies until all financial commitments have been settled.

I (we) understand that the School's duties and obligations under this Contract shall be suspended immediately without notice during all periods that the School is closed because of force majeure events including, but not limited to, any fire, act of God, hurricane, war, governmental action, act of terrorism, epidemic, pandemic or any other event beyond the School's control. If such an event occurs, the School's duties and obligations in this Contract will be postponed until such time as the School, in its sole discretion, may safely reopen. In the event that the School cannot reopen due to an event under this clause, the School is under no obligation to refund any portion of the tuition paid. Further, the School has discretion to modify its curriculum, schedules, length of school year, means of learning, teaching methods, and use of distance learning, and any such changes do not excuse payment obligations under the Contract, including future payment obligations.

AGREED: _____ Date: _____

(Signature of Parent/Guardian)

TUITION AND REQUIRED FEES

The St. Pius X School Board has approved the following rates and fees for the 2020-2021 school year:

Tuition is \$17,100 paid in full or \$1,710 per month, (July 1 to April 1)

One student family	\$17,100
Two student family	\$34,200
Three student family	\$42,750

TUITION AND FEES:	RETURNING STUDENTS	INCOMING AND NEW STUDENTS	REMARKS
Registration fee (due February 15, 2020 for returning students)	\$250	\$350	Amount is non-refundable.
Tuition	\$17,100	\$17,100	Includes retreat fee, Del Sarto Yearbook, handbook & planner, PSAT/PLAN tests, PTO dues, and five transcripts for seniors. May be paid in monthly installments of \$1,710 at the first of each month, July 2020-April 2021. Late fee of \$40 will be assessed by Smart Tuition if received after the 15th of the month.
Graduation fee seniors only	\$275	\$275	Graduation fee is non-refundable. Fee will be billed through Smart Tuition on January 1, 2021 Late fee of \$40 Will be assessed by Smart Tuition if paid after January 15, 2021
Athletic fee			
Football	\$225	\$225	All athletic fees are due when selected on team and placed on roster for first game or remainder of season, and will be billed through Smart Tuition
Golf, Tennis, Swimming	\$200	\$200	
All other sports	\$100	\$100	
Parking fee	\$200	\$200	Per vehicle per year in the N. Shepherd/W. Donovan lot
(payable when car is registered with dean of students)	\$150	150	Per vehicle per year in 804 West Donovan lot
	\$120	\$120	Per vehicle per year in the Brinkman lot
Returned check fee	\$30	\$30	Fee on any returned check
OTHER TUITION NOTES			
Student's tuition due on July 1, including late fees, must be paid before the student can receive a class schedule and be admitted to fall classes.			
Tuition refund policy:			
Withdrawals - Parent/guardian is responsible for the tuition for the entire month in which the student withdrew, as well as the following month.			
Learning for Success Program Fees 2020-2021			
Program fees will be billed through Smart Tuition			
Levels	Grades	Annual Fee	Particulars
Tier One	9th & 10th	\$3,350	One credit course (Academic Strategies I or II) classroom and testing accommodations, support/monitoring and tutorial management by the Learning Center staff.
Tier Two	9th thru 12th	\$2,850	Classroom and testing accommodations, support/monitoring and tutorial management by the Learning Center staff.
Tier Three	9th thru 12th	\$850	Testing Accomodations

BOOKS

Important: Students are to write their names in all books. If books are misplaced, chances are better for a book to be returned if a name is in it. It is also recommended that students do not “loan” their textbooks. St Pius X has contracted with MBS Direct to process the sale and purchase of textbooks. In May, there will be a campus buyback of textbooks. Seniors will be able to sell their books at St. Pius X on the last day of senior exams. All other students will be able to sell their books back at St. Pius X on the last day of exams. In July, students may purchase books online through mbsdirect.net. More details on times, dates and locations will be provided in mailings and on our website.

INELIGIBILITY FOR CO-CURRICULAR ACTIVITIES

Any student whose St. Pius X tuition or fees balance is 60 days' delinquent may be ineligible to continue as a participant in any co-curricular activities, until such balance is paid to the business office. Co-curricular activities include participating in any St. Pius X team sport or organization listed on the “Organizational/Activities” page of this handbook.

PARENT/GUARDIAN VOLUNTEERS & FINANCIAL RESPONSIBILITY

St. Pius X High School encourages parents/guardians to volunteer in assisting various school co-curricular organizations and activities (i.e. booster clubs, athletic team helpers' Parent Association, project prom, etc.). Each organization/activity must adhere to certain procedures to ensure that it operates in a fiscally responsible manner. A staff or faculty employee of St. Pius X will act as a sponsor of each organization, which should prepare a budget and operate within approved limits. St. Pius X is required to have proper documentation (original receipts) for payments and report annual payments to vendors.

Parent/guardian officers of organizations have designated authority limits for spending. It is required, therefore, that all individuals with appropriate authority provide parents/guardians properly signed approval before any purchases are made.

FINANCIAL AID

An anonymous committee made up of members of the school board and other appointees, assisted by the business office and administration, administers financial aid. Families seeking financial aid must file an online application through the Financial Aid for School Tuition (FAST) Program. The deadline for financial aid applications for the 2020-21 school year was February 18, 2020. After February deadline, applications for financial aid for the following school year are available through the business office only for transfer students and students that have a family status change. The family status change includes divorce; birth or adoption of a child; death of a spouse or child; loss of employment; involuntary reduction of hours worked or medical illness. Students and parents/guardians receiving financial aid are required to sign a financial aid agreement and abide by the guidelines set by the school board.

2021-2022 REGISTRATION FEES

A returning student registration fee will be approved by the school board for the 2021-2022 school year and will be due on April 1, 2021, through Smart Tuition.



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