



# WELCOME

**Austin Prep**  
**Parent Orientation**  
**September 8, 2022**

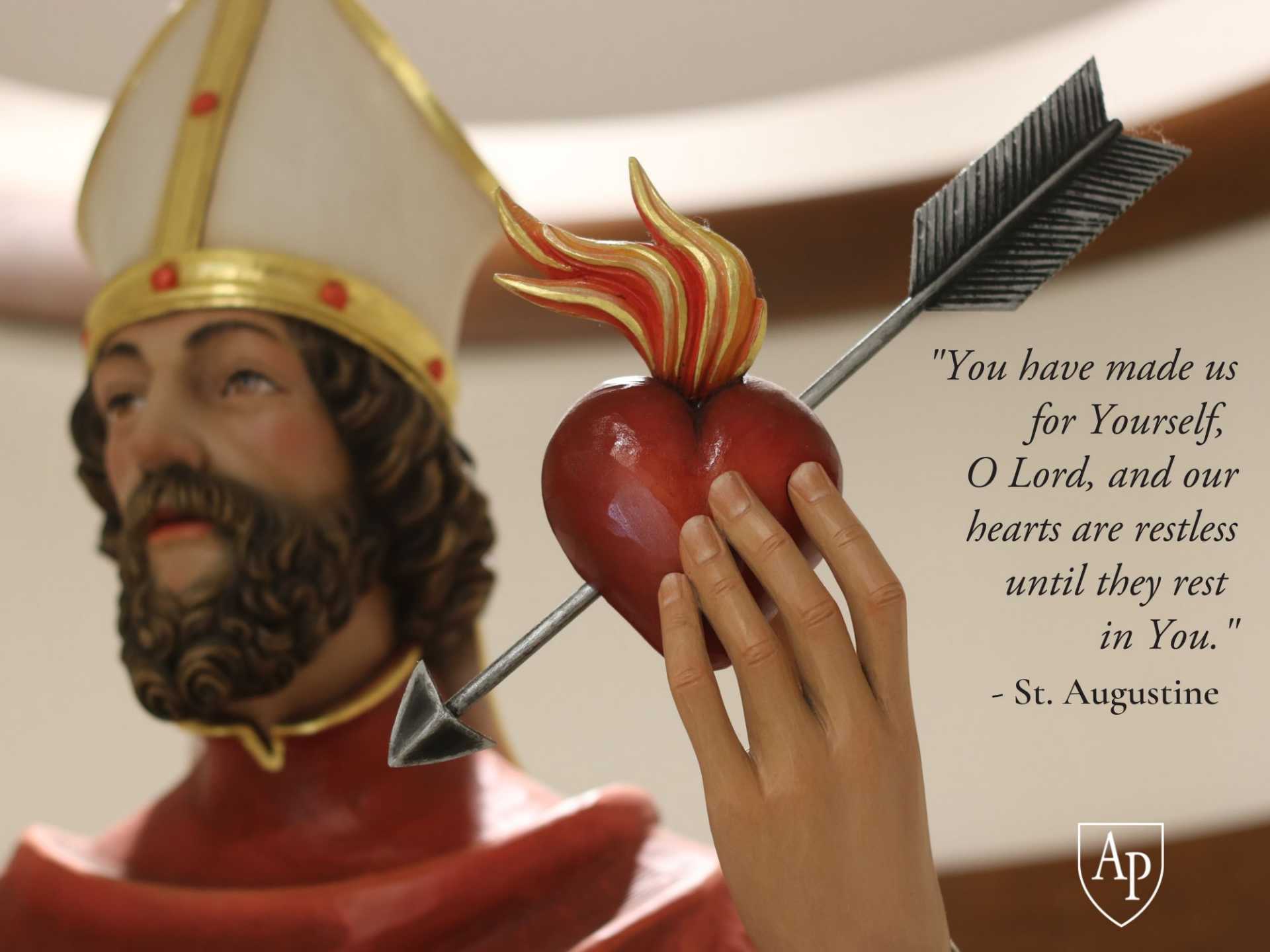


A group of ten students in school uniforms are standing on a green soccer field, holding large, dark blue banners with gold lettering. The banners are for the Class of 2023 through 2028. Each banner features a shield with the letters 'Ap' in white. The students are arranged in two rows, with the front row holding the banners and the back row standing behind them. The background shows a soccer goal and trees with autumn foliage under a blue sky with white clouds.

# Mission Statement

*Our mission is to  
inspire hearts to  
unite, minds to  
inquire, and  
hands to serve.*





*"You have made us  
for Yourself,  
O Lord, and our  
hearts are restless  
until they rest  
in You."*

*- St. Augustine*





# Head of School

James Hickey, PhD, P'22, '23, '24, '27, Head of School

[jhickey@austinprep.org](mailto:jhickey@austinprep.org)

Sue Belanger, Assistant Head for Administration and Special Projects

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Kathleen Mann, Administrative Assistant to the Head of School

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# Reagan

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Special Assistant to  
the Head of School





# An Augustinian Mission

Fr. Patrick Armano, Chaplain

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Jaycob Morales, Coordinator of Community Engagement and Inclusion

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Sr. Maria Nassali, Campus Ministry

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Sr. Immaculate Kyampeire, Mother Superior of the Bannabikira Sisters

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# Academic Contacts

Dr. Bill Driscoll, '89 Assistant Head of School & Head of Upper School  
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Michael McLaughlin, Head of Middle School  
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Michelle Connor, P'25, '28, Dean of Academic Affairs  
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Claudia Colannino, Registrar, [ccolannino@austinprep.org](mailto:ccolannino@austinprep.org) and x823

Communication with Teachers (advisor is the primary contact)



### Daily Schedule 2022-2023\* (Updated 09.16.2022)

Time	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6**	Day 7	Time
8:00-9:10	A	E	B	F	C	G	D	70 minutes
9:10-9:20	Break	Break	Break	Break	Break	Break	Break	10 minutes
9:20-10:30	B	F	C	G	D	A	E	70 minutes
10:35-10:45	Advisory	Advisory	Advisory	Advisory	Advisory	Advisory	Advisory	10 minutes
10:50-11:15	Cougar	Cougar	Cougar	Cougar	Cougar	Cougar	Cougar	25 minutes
11:20-1:15	C Lunch	G	D	A	E	B	F	25 minute lunch 90 minute class
1:20-2:30	D	A	E	B	F	C	G	70 minutes

**Adeodatus Reflection Days:**

**\*\*Day 6:** Community Meetings

**Monday:** Seniors (11:20-11:40)

**Wednesday\*:** Sophomores (1:00-1:20)

**Friday\*:** Middle School (1:00-1:20)

**Tuesday:** Juniors (11:20-11:40)

**Thursday:** Freshmen (11:20-11:40)

### Lunch Rotation

Time	Grade at Lunch
11:15-11:40	Grade 10
11:45-12:09	Grade 9
12:17-12:42	Middle School *Except World Languages with 9th Grade Lunch
12:50-1:15	Junior/Senior

**Club Days: 1, 3, & 7**

**Study Hall Days: 2, 4, & 5**





## Home



Daily Schedule & Zoom Links

Living as Members of the Church *Mr. Malvey*

🕒 **Block D: 11:20 AM - 1:15 PM**

[Website](#) [Calendar](#) [Directory](#)

0.0%

0 new updates

[View All Assignments](#)

## Course Catalogs

📖 Course Catalogs



Block Rotation Schedule



Access My Digital Books



Student Overview



Daily Schedule



Recent Updates



Assignments

## Reports



ENROLLMENT

[Course Enrollments](#)



SCHEDULE

[Current Class Schedule](#)



ATTENDANCE

[Quarter 1](#) • [Quarter 2](#) • [Quarter 3](#) • [Quarter 4](#)

## Classes

Active

Future

Past

Living as Members of the Church

ACADEMIC

Mr. Malvey

[Website](#) [Calendar](#) [Directory](#)

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**0** new updates

[View All Assignments](#)



Student Overview

Daily Schedule

Recent Updates

Assignments



Thursday, Sep 8  
Day 3

Student Schedule

School Schedule

8:00 am

Citizen-Scholars: Civics

Mr. Brady • Block B • 107

HOMEWORK/CLASSWORK

Signed Syllabus

9:10 am

Break

Break

9:20 am

Algebra 1 - MS

Mr. Regan • Block C • 105

QUIZ

Review: Integers, operations with  
ratiuonal numbers.

HOMEWORK/CLASSWORK

Page 157 1-10, 13-15

10:30 am

Advisory

Mr. McLaughlin, Ms. Belanger • Advisory

11:20 am

NOW

Living as Members of the Church

Mr. Malvey • Block D • 102

1:15 pm

Electronic Keyboard Lab

Mr. Leary • Block E • 326

CLASSWORK

Ode to Joy

**Friday Schedule** with extended Cougar Block Design for Specific Clubs (Updated 09.16.2022)

Time	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6**	Day 7	Time
8:00-9:00	A	E	B	F	C	G	D	60 minutes
9:00-9:10	Break	Break	Break	Break	Break	Break	Break	10 minutes
9:15-10:15	B	F	C	G	D	A	E	60 minutes
10:20-11:10	Cougar	Cougar	Cougar	Cougar	Cougar	Cougar	Cougar	50 minutes
11:15-1:15	C Lunch	G	D	A	E	B	F	25 minute lunch 90 minute class
1:20-2:30	D	A	E	B	F	C	G	60 minutes

**\*Lunch Schedule**

Time	Lunches
11:15-11:40	Grade 10
11:45-12:09	Grade 9
12:17-12:42	Middle School*Except World Languages with 9th Grade Lunch **(Adeodatus Reflection at 1:00 for MS and Grade 10)
12:50-1:15	Junior/Senior

**\*\*No community meetings on Fridays**





### Special Schedule (Mass & All School Speakers) (Updated 09.16.2022)

Time	Depending on Day of 7-Day Rotation	Time
8:00-8:50	Class 1	50 minutes
8:55-9:50	Class 2	55 minutes
9:50-10:10	Advisory and assemble for Mass	20 minutes
10:10-11:15	Mass	65 Minutes
11:15-1:15	Class 3+ Lunches	25 minute Lunch; 90 minute class
1:20-2:25	Class 4	65 minutes

Time	Lunch
11:15-11:40	Grade 10
11:45-12:09	Grade 9
12:17-12:42	Middle School* Except World Languages with 9th Grade Lunch
12:50-1:15	Grades 11-12

**\*No Adeodatus Reflection on Mass Days**



# Student Life

AJ Benning, Dean of Students

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Patrick Costello, Coordinator of Student Activities

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# Clubs

Through meaningful participation in clubs and activities, students have a chance to meet new friends, develop individual talents, and enjoy time with other members of our Austin community.

Participation in student led clubs and activities also enhances a child's educational experience by providing intellectual, spiritual and recreational opportunities within social settings. With more than 70 clubs and numerous activities offered throughout the year, students can always find an opportunity to fit their interests.



# Student Support

Lauren Sabella, Upper School Health and Wellness Counselor  
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Julie Rankin, Middle School Health and Wellness Counselor  
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Laurie Ford, P'26, '28, Teaching and Learning Specialist  
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# Main Office

Nicole Barletta, P'28, '29, Administrative Assistant  
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Sara Bonica, Administrative Assistant  
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For general inquiries - [main.office@austinprep.org](mailto:main.office@austinprep.org)



# Student Life

## Citizens



- Stand up for others
- Build positive relationships
- Support community guidelines
- Include others
- Participate in events
- Respect social environments

## Scholars



- Work with integrity
- Ask meaningful questions
- Value education
- Are prompt
- Appreciate other's works
- Respect learning environments

## Servants



- Lead through example
- Prepare for class and activities
- Take responsibility for actions
- Share talents with community
- Practice healthy communication
- Respect physical environments



# Student Life

## **Dress Code: Student-Parent Handbook**

### **Uniform**

Our uniform policy is designed to promote the business of learning and to reflect a sense of community. All students are required to spend the entire school day in full uniform, with uniforms neat, clean, in good condition, and appropriately sized.

### **General Appearance**

- Hair should be neat and no hair dye other than natural colors.
- Any jewelry should be school appropriate.
- No facial hair, facial piercing, mohawks, or visible tattoos.

### **MS and US Uniform for Boys and Girls**

Year-round uniform for boys and girls

- Warm-weather Dress\*
- Chapel Dress

The Student Handbook can be accessed via the Veracross portal, please refer to page 17.





# Student Life

## **Attendance: Student-Parent Handbook**

### **Attendance**

A clear, positive relationship exists between good school attendance and high academic achievement. Good attendance and work habits are strong components of overall preparation for higher education and employment. Whenever a student will be absent or tardy, parents are required to call or contact the school (x802).

### **Free Block Expectations**

Juniors and Seniors are NOT permitted to leave campus during the day for any reason even if they are not scheduled for class. Students who leave campus during the school day are subject to severe disciplinary action. Juniors and Seniors who are not scheduled for class during the last block off may leave campus at 1:15 p.m. after signing out in the Main Office.

The Student Handbook is able to be accessed via the Veracross portal, please refer to page 14.



# Morning Drop Off

- Come early!
- 2 places to drop off
  - Meelia Hall
  - Behind McLaughlin Hall
- Please do not drop off at the Main Entrance
- Campus Speed Limit 10 MPH
- Traffic flow is one-way around campus, please do not turn around!
- Campus Safety officers will be available to help direct you.





# Department of Technology

Brad Harkins, Director of Technology

[bharkins@austinprep.org](mailto:bharkins@austinprep.org) and x767

## **Parent Portal FAQs**

### **How do I access the Austin Prep Parent Portal?**

You can access the parent portal by clicking on the “**MyAP**” link from the Austin Prep homepage.

### **What is my Username/Password?**

If you are a *returning* family, your login credentials have not changed. If you are a *new* family, your credentials are the same as they were for the Admission Portal. If you still have difficulty signing in to the Parent Portal, please use the “Can’t Access Your Account” link from the sign-in screen, or contact Brad Harkins: [bharkins@austinprep.org](mailto:bharkins@austinprep.org).





# Department of Technology

## **Parent Portal FAQs**

**How do I update the information Austin Prep has on file for me and/or my family?**

From the Portal homepage, click “My Profile” in the top navigation bar.  
From here, you can review and update your contact information.



# Development Office

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Laurie Gillis, Director of Annual Giving  
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Jennifer Hodgdon, Director of Alumni Relations and Giving  
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# Communications

Tyler Fleming, P'28, Director of Communications [tyler.fleming@austinprep.org](mailto:tyler.fleming@austinprep.org) x780

School-wide news is communicated through two avenues:

- **Direct Emails:** As needed, the Head of School and other members of the administration will reach out directly via email to relay important information and to keep parents updated.
- **Weekly E-Newsletter:** The [\*Cougar Courier\*](#) is our weekly e-newsletter, sent directly to inboxes on Saturday mornings. It contains a snapshot of previous happenings, as well as upcoming important dates and deadlines. Parents may review past issues by visit our website.

Please do not unsubscribe to any emails that come from Austin Prep. Doing so unsubscribes you from ALL email communications.



# Parents Association

## **Overview**

The Austin Prep Parents Association is an active and vital part of the Austin Prep community. All parents are welcome to join the association, which supports the school by organizing school community events and by organizing an annual fundraiser, the Signature Event. The Association also operates Concessions Stands in the Stadium Athletic Complex and Meelia Hall during select arts and sporting events.

The President is Maryellen Iannibelli P'22, P'24.





# Parents Association

## Get Involved

- **Meetings:** The Parents Association meets every other month and new parents are always welcome. The first meeting will be on Monday, September 12 at 6:30 pm.
- **Concessions Stand:** The Concessions Stands operate at select sports and arts events. Look for an email about volunteering. Proceeds support community events at Austin Prep.
- **Signature Event:** The Signature Event Committee organizes and hosts the annual Signature Event. This year's gala and auction are at the Andover Country Club on Saturday, December 3rd beginning at 7:00 pm. The Signature Event Chair is Mannie Gouveia P'23 and her email is [manniegouveia@austinprep.org](mailto:manniegouveia@austinprep.org).



# Parents Association

## **Join the Parents Association Facebook Group**

The Association has a private Facebook group, which is a great way to meet other parents and gather information. It also provides a place for parents to set up carpools and exchange uniform items. To become part of the group, search for Austin Prep Parents Association on Facebook and ask to join, or click the image.



[Austin Prep Parents Association](#)



# Dining at Austin Prep

Todd Moriarty, Food Service Director, SAGE Dining Services

## What You Can Expect

- From scratch, batch cooking.
- Fresh, locally sourced ingredients.
- Tailor-made menus for your community.
- Food allergy accommodations.
- Nutritional guidance.
- Educational programs.



**SAGE**  
DINING SERVICES®  
DEFINING THE STANDARD



# Dining at Austin Prep

## Touch of SAGE™ Mobile App

- There's an app for that!
- View the menu.
- Filter for allergens.
- Give us feedback.
- Help us write even better menus!



**SAGE**  
DINING SERVICES®  
DEFINING THE STANDARD





# Athletics and Admissions

Jonathan Pollard '97, Assistant Head for Enrollment and Athletics  
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## **ATHLETICS**

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Joe Desjardins, Assistant Director of Athletics  
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## **ADMISSIONS**

Ryan Patrie, Director of Admissions  
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Brianna Robbins, Admissions Administrative Assistant  
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# Athletics - NEPSAC

## **Participation Requirements**

- Updated physical exam is on-file with the school nurse
- *MA State Required* Pre-Participation Concussion Form is provided to the Athletic Training Staff before each season:  
<http://www.mass.gov/eohhs/docs/dph/com-health/injury/preparticipation-head-injury-concussion-reporting-form.pdf>
- NFHS Online Concussion Course is completed/updated for students.
- Start Dates: Fall Season - 8/22, Winter Season - 11/14, Spring Season 3/16
- Tryout schedules are listed on the Parent Portal. Austin Prep teams are competitive. At least one “no cut” sport will be offered each season.



# Unitas Shop (School Store)

## **What is the Austin Prep Unitas Shop ?**

Email: [schoolstore@austinprep.org](mailto:schoolstore@austinprep.org); [patrick.costello@austinprep.org](mailto:patrick.costello@austinprep.org)

The store is open to everyone. It is the place to purchase all your official Austin Prep spirit wear:

- Uniform approved items - pullovers and polo shirts
- Spirit Wear - sweatshirts, T-shirts, athletic shorts, hats, jackets, knitted blankets
- Throughout the year, we also offer online stores so you can conveniently shop remotely



# Office of Admissions

## **Volunteer as a Parent Ambassador!**

### **Open House**

Sunday, October 23rd

11:00 am - 2:00 pm

### **Admissions Mornings @ Austin Prep (AM@AP)**

Monthly from 9:00am - 10:30am



# Social Media



[/AustinPrep](#)



[AustinPrepSchool](#)  
[AustinPrepMiddleSchool](#)



[@AustinPrep](#)  
[@AP MiddleSchool](#)