

Bishop Loughlin Memorial High School Student Handbook 2025-2026

357 Clermont Avenue
Brooklyn, New York 11238
(718) 857-2700
www.loughlin.org

Name _____
Homeroom _____
House _____

Directory

President, Brother Dennis Cronin, FSC	Ext. 2203
Principal, Edward A. Bolan	Ext 2203
Assistant Principal, Cecilia Gottsegen	Ext 2208
Dean, Luis Montes	Ext 2213
Dean, Elisa Randall	Ext 2212
Campus Minister, Michael Foley.....	Ext 2247
Guidance Director, Barbara Foley	Ext 2219
Guidance Counselor, Rochelle Brock	Ext 2217
Guidance Counselor, Ryan Saltzman	Ext 2216
Athletic Director, Edwin Gonzalez	Ext 2227
Athletic Director, Angela Proce	Ext 2227
School Nurse	Ext 2210
English Chairperson, Michael Peros	Ext 2228
Mathematics Chairperson, Marc LeBeux	Ext 2232
Music and Fine Arts Chairperson, Everett Wilson	Ext 2266
Physical Education Coordinator, Chester Bartnikowski	Ext 2230
Romance Language Chairperson, Samantha Harant.....	Ext 2228
Science Chairperson, Orlando Santiago	Ext 2231
Social Studies Chairperson, Petrus Fortune	Ext 2221
Theology Coordinator, Michael Foley	Ext 2209
Library/Media Specialist, Theodore Frank	Ext 2222
Director of Admissions, Josephine McKenna	Ext 2246
Director of Advancement, Andrew Leary	Ext 2251

**A complete list of Faculty and Staff email and phone extensions is available on our school's website, www.loughlin.org.*

*** The school administration reserves the right to amend this handbook at any time. The School will promptly notify parents of any change.*

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MISSION STATEMENT

Bishop Loughlin Memorial High School is a Catholic college preparatory high school that draws inspiration from the Lasallian charism and tradition of the Brothers of the Christian Schools. Loughlin students, faculty and staff are committed to an inclusive community that respects diversity in its many forms. Loughlin fosters academic success, builds character, develops future leaders, and nurtures the student's personal relationship with God through a challenging curriculum and engaging learning opportunities.

STATEMENT OF BELIEFS

- Bishop Loughlin Memorial High School believes that it bears witness to the person and the Gospel of Jesus Christ as He is understood in the Roman Catholic tradition and seeks to nurture in its students a lifelong relationship with God.
- BLMHS believes that in being ambassadors of Jesus Christ, its administration, faculty and staff are called to minister to its students and help them to both discover and share their unique talents with others.
- BLMHS believes in the teachings and mission of its Lasallian Founder and Patron Saint of Teachers, Saint John Baptist De La Salle.
- BLMHS believes in Lasallian association as a means of integrating faith, service, and community.
- BLMHS believes that in the evangelization of its students, the students are prepared to make sound, faith-based choices and assume leadership positions.
- BLMHS believes it appropriately challenges its students to actualize their potential through diversified educational offerings.
- BLMHS believes that it provides a safe learning environment for its students to take educational risks.
- BLMHS believes, in accordance with the Lasallian teachings on social justice and preferential option for the poor, in the inherent dignity and worth of every person.

GRADUATE PROFILE

- A BLMHS graduate knows that he/she is a beloved child of God and is aware that s/he is in the holy presence of God.
- A BLMHS graduate embraces Jesus' two-fold mission: to love God with all your heart and to love your neighbor as yourself.
- A BLMHS graduate possesses the academic, social, faith enriched, service oriented, and technical skills to successfully meet the challenges of higher education and society.
- A BLMHS graduate is a critical and reflective thinker, proficient at both individual and cooperative learning.
- A BLMHS graduate is a person of integrity who respects self and others, viewing diversity as a source of enrichment.
- A BLMHS graduate has received the education and formation to serve societal needs and a preferential option for the poor.
- A BLMHS graduate possesses and is animated by Lasallian Christian values, moral conviction, and leadership skills to promote social justice and to foster the common good.
- A BLMHS graduate understands using artificial intelligence technology has ethical considerations and will only be used with complete transparency.
- A BLMHS graduate is aware of the inappropriate use of social media platforms and acts accordingly.
- A BLMHS graduate internalizes Jesus' words: To whom much is given, much is expected.

OUR SCHOOL'S HISTORY

Bishop Loughlin Memorial High School's history dates back to 1851, when it was originally known as St. James Academy on Jay Street in Brooklyn. Antedating the Diocese of Brooklyn, St. James Academy became the first Catholic school in Brooklyn. Furthermore, the St. James Academy Band played at the funeral for President Abraham Lincoln in 1865, while The Bishop Loughlin Band, the original NYC Marathon school band, has been exclusively performing for the marathon since 1979. Bishop Loughlin's primary focus has been and continues to be both its offering of an outstanding education to students from diverse backgrounds and providing a nurturing environment to financially disadvantaged young men and women. When the present structure was built in 1933, the school was given its present name in honor of the first Bishop of the Roman Catholic Diocese of Brooklyn. Bishop Loughlin has been educating the youth of Brooklyn and Queens for 165 years. We are proud of our Lasallian traditions and the positive influence these traditions continue to have on our students.

The United States Department of Education nationally recognizes Bishop Loughlin as a Blue Ribbon School of Educational Excellence and in 2014, BLMHS successfully renewed its Middle States Accreditation.

Lasallian Youth

The Lasallian Youth group at Bishop Loughlin consists of students who serve others and God through Faith, Service, Community, and Social Justice. These students come together every Thursday morning to build community through games and icebreakers and to pray as a group in order to build bonds of brotherhood and sisterhood. A family atmosphere is created by the student leaders who are responsible for planning and executing all activities that take place each week. An important component of Lasallian Youth is dedication to community service. Members generously sacrifice their time by volunteering at soup kitchens, park clean-up projects, hospitals, after-school programs, and homeless shelters. The Lasallian Youth group is also responsible for developing the fund-raising program for those less fortunate.

One LaSalle Program

Upon entering Bishop Loughlin, you will see the words, “Enter to Learn, Leave to Serve.” As a Christian community, we believe that we are responsible for our brothers and sisters both locally and internationally. For over twenty years, Bishop Loughlin has been involved in a Lasallian “twinning program.” This program pairs schools from the United States with economically disadvantaged Lasallian schools in other countries.

The twinning program has been revised to a DENA “One LaSalle Program. The goal is to continue to support students outside the USA. Throughout the year, the Lasallian Youth group and the National Honor Society coordinate fund-raisers to help support a school in need outside the United States. Some examples are cake sales, out of uniform days, Lenten donations, and guessing contests. Past donations have been used to build dorms, purchase computers, and help fund farm equipment. Bishop Loughlin’s fund-raising efforts also help to provide food, shelter, and clothing for homeless children living on the streets of Nyeri. These children depend on the generosity of the Bishop Loughlin community.



Letter from the President

Dear Parent or Guardian:

Here we are again, a new school year begins. We all begin with high expectations for a school year filled with exploration and discovery. New subject matter will be presented both in creative and in traditional ways for students to understand challenging ideas and apply these ideas to the real world. Students will arrive with hopes and dreams of what they want to contribute to our community on the athletic field, in the performing arts center, on the stage, or in various clubs that bring students together around common interests. The Calendar and Student Handbook you are receiving help facilitate the realization of these aspirations.

Please take the time to review these materials. Use the calendar for planning purposes so your family time respects the time school is in session. Attendance and being on time matter. The Handbook presents and promotes our community's shared values grounded in the mutual respect owed to each other as sons and daughters of God made in God's image and likeness. Everything else flows from this perspective. The rules and procedures contained in the Handbook are intended to foster, support and protect the Loughlin community. Students thrive in a safe environment where they can explore a wide range of disciplines and grow in understanding and knowledge.

In order to maximize student success, we need to be consistent in articulating our shared values. At Loughlin, we all want your student to thrive and grow into the best version of herself or himself. This effect is achieved most often when we all work together to achieve the common good.

Live Jesus in our hearts! Forever!

Sincerely, 

Brother

Dennis Cronin, FSC

President

Letter from the Principal

Dear Students, Parents and Friends,

We begin the new school year with high expectations. It is a time to set goals and design a path for success. The way we use our time will determine whether or not we make progress reaching our goals. As a Loughlinite, you are afforded a great many opportunities. As a school, we would like to see all students maximize their own unique potential.

Bishop Loughlin's desire is to educate the whole person: the mind, the body, and the spirit. We encourage all students to work hard in the classroom, to experience the friendship and comradery that afterschool clubs and athletic activities offer, and to participate in prayer & community service opportunities.

Review the contents of this handbook to embrace Loughlin's Lasallian heritage, to acknowledge the expectations for conduct and to realize the responsibilities expected of a Loughlin Lion. Carefully review all of our expectations on the proper use of cell phones and other electronic devices. Cell phones have become a major distraction and have adversely impacted student achievement throughout the country. At this time, we have not completely banned cell phones. We prefer to teach responsible use of this technical tool. Students must adhere to our policy or risk having their phone collected each morning before school.

The challenges that remain ahead of us will be met with God's grace and the effort of all. Together, in a partnership with the school and the family, we can continue to prepare your teenager to meet the demands of college and the challenges that lie beyond academics. I look forward to being a positive support of your successful academic year.

Live Jesus in our hearts! Forever!

Sincerely,

Edward A. Bolan,'78

Principal

OUR COMMUNITY

Bishop Loughlin is located in the historic Fort Greene/Clinton Hill section of Brooklyn. The school is accessible by bus and subway. The neighborhood has gone under revitalization over the past several years. When walking the streets surrounding the school one views refurbished brownstones and other unique architectural structures on tree lined streets.

We have a highly qualified faculty and a caring staff. Lasallian traditions are imbedded in our instructional practices. Our faculty and staff pride themselves on helping students throughout their high school experience. Our student population is over 600 students. Over 96% of our graduates attend college. The parents of our students want more for their children. They demonstrate their commitment to their children by making the financial sacrifice to send them to our school. The partnership between home and school is strong. Parents are well aware of our expectations for their children both in the classroom and out and the need for their cooperation in helping our students meet these expectations. This partnership helps to ensure that a consistent message is clearly understood by their children and our students.

Our Expectations for Loyal Ones of Old Saint James

As a Loughlin student, you are now part of our rich history. Loughlinites have great pride in their school. All students at Bishop Loughlin Memorial High School are expected to follow all school rules before, during, and after school. By doing so we can insure a positive and safe learning environment for all. Students are reminded that they represent Bishop Loughlin at all times. All Loughlin students are expected to conduct themselves as positive, law-abiding, civil young adults at all times. This includes when traveling through the neighborhood and on public transportation. The school administration reserves the right to discipline a student for conduct off school grounds, including, but not limited to: activity on the internet, Atlantic Mall, train stations, etc.

Students are expected to follow directions from faculty and staff at all times. For example, if a member of the staff asks a student for ID the student must cooperate and respectfully show their ID. Students are required to avoid conflicts with faculty, staff, and other students. Physical contact and verbal abuse are unacceptable. Students will have greater success if they can meet our expectations and act responsibly as outlined in the pages ahead.

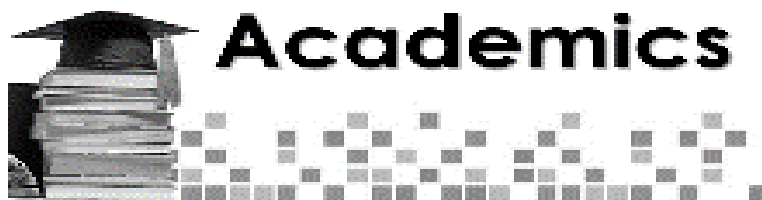
Students demonstrate their understanding of our expectations by:

- Utilizing our Chapel named in honor of St. Augustine in a respectful manner. Students are welcome to use the chapel for prayer and meditation.
- Standing quietly and respectfully for Morning Prayer and the Pledge of Allegiance. At Loughlin, we start each day with a prayer, the pledge, and morning announcements.
- Only using their cell phone inside the cafeteria or outside in the school yard. Students are aware that at all other times the phone must be off and out of sight.
- Never engaging in activities that harass, bully, or make anyone feel uncomfortable or unwelcome at Bishop Loughlin. This includes activities off school grounds and on the internet.
- Arriving to school on time and in complete dress code.
- Assisting in maintaining order and cleanliness in the cafeteria. All students are responsible for cleaning up after themselves. Students understand that the cafeteria is the only place in the building where they may eat or drink.
- Taking care of their textbooks. Students understand that they are financially responsible for lost or damaged books.
- Following classroom procedures established by their teachers.
- Avoiding physical and verbal conflicts with peers and adults. If a situation is growing confrontational, students will reach out to their teachers, guidance counselor, dean, their parents, and/or administration to peacefully resolve the conflict. Students are aware that suspension or expulsions are consequences for not meeting this expectation.
- Understanding that cards, dice, and dominoes do not belong in school. Gambling and games of chance are prohibited at all times.
- Conducting the sale of jewelry or other goods for fundraising or for themselves is strictly prohibited.
- Respectfully giving their full attention and support to peers during assemblies and school shows.
- Never engaging in activities that endanger others or damage school property.
- Never taking property that does not belong to them.
- Never uses social media to engage in behavior that hurts another individual or reflect poorly on our school.
- Never uses Artificial intelligence without teacher consent on any assignment.
- Conducting themselves in a responsible and respectful manner at all times.
- Never bringing food outside of the cafeteria and not using water bottles or containers larger than 16 ounces. Bottles must fit into the student's backpack.

Students demonstrate being responsible by:

- Arriving on time to school and to all classes. Students should avoid hanging out in stairwells and halls during passing time or before the bell. Students are not permitted above the first floor during lunch or free periods while classes are in session. An exception is when a student is traveling to the library during the first 15 minutes of the period.
- Going to their lockers between periods and before school. Students should be seated in their classes with materials needed prior to the bell ringing to start class.
- Checking the TV Monitors on the first floor or the one in the cafeteria every day to check to see if any of their teachers are absent. Students should copy the assignment and have it completed for the next time the class meets.
- Never leaving the school building without permission.
- Following procedures during passing time. Students must always stay to the right as they are going up and down on the stairs. Staying to the right, will always be right.
- Going to room 119 if they are asked to leave a class for disciplinary reasons.
- Only going into the gymnasium when going to physical education class. The gym lockers and bathrooms are off limits except for when a student has PE.
- Going to the nurse in room 123 if they feel ill. Students should not leave the building for illness without authorization.
- Going to the library, schoolyard, cafeteria, or Chapel during a free period. Students enter the schoolyard via the St. Augustine Hall.
- Quietly moving around the building and avoiding making noise that will disrupt the educational process.
- Returning library books on time to avoid paying late book fees.
- Remaining in dress code after dismissal.
- Heading home when not involved in afterschool activities or studying in the library.
- At the end of the instructional school day, students will exit the building via the schoolyard. Students may wait in the schoolyard until 3:30. Once students leave the schoolyard they are to go directly home. Students may not congregate on the streets surrounding the school.

Students who are unable to meet these expectations and responsibilities will have consequences. Detention, suspension, and expulsion are possible outcomes for unfavorable behavior.



ACADEMIC LIFE

At Bishop Loughlin, we offer a wide variety of courses to meet the needs of our students. We are preparing our students to be successful in college and meet the challenges of the 21st century. Students should give their best at all times. We are here to support their needs when they struggle. Students that need additional support are encouraged to speak with their teachers and their guidance counselor. Support is available in the *Homework Center* after school. Students should take advantage of the opportunities that are offered and remember that they are not alone.

GRADUATION REQUIREMENTS

All freshmen and sophomores will carry seven credits. All juniors and seniors will carry a minimum of six credits. The minimum number of credits needed for graduation is 22. Students must pass all courses required by New York State and Bishop Loughlin MHS in order to graduate.

The following credit requirements for graduation are in effect:

Subject	Credit	Subject	Credit
English	4	Fine Arts	1
Social Studies	4	Health	½
Mathematics	3	Physical Education	2
Science	3	Religion	2
Romance Language (LOTE)	2		

Students must also pass all required New York State Regents Examinations including the Algebra CC Regents, Life Science (Biology) Regents, Global History Regents, English CC Regents and U.S. History and Government Regents. For an Advanced Designation Regents Diploma a student must pass three additional Regents' exams: an additional Science Regents and the Geometry CC and Algebra II/Trig CC Regents. The student must also pass three years of LOTE.

The passing grade for all Regents is 65.

In addition to the graduation requirements listed above, the candidate for graduation must have acquitted all obligations, including financial obligations. In order to participate in the Graduation and Class Day ceremonies in June, a senior must be scheduled to receive a diploma on graduation or must have the possibility of doing so by August. Participation in the Graduation and Class Day exercises is a

privilege granted by the administration. The administration may remove or withhold this privilege at its discretion. Any decision by the administration in this regard will be final.

GRADUATION HONORS

General Excellence awards are presented to two seniors who rank one and two after seven semesters. Recipients must have entered Bishop Loughlin no later than 10th grade and have displayed excellence in academics, character and extracurricular activities over four years.

Awards are given for academic achievement in Art, English, Foreign Language, Mathematics, Music, Religion, Science, and Social Studies.

PROMOTION POLICY

- A. Any student who fails three (3) or more credits on the final report card in June is subject to dismissal.
- B. If a student fails any course, the student must attend Bishop Loughlin's summer school.
- C. All seniors are required to successfully complete all courses. Any failure, which prevents this, must be made up successfully in summer school.
- D. Credit is awarded in New York State for the number of hours a student has spent in a subject. Bishop Loughlin reserves the right to award a credit only to those students who have completed the time requirement. Excessive absence could result in a student not receiving credit for a course.
- E. Any student who has not passed the required New York State Regents Exam for the year **must** attend summer school and retake the exam in August.
- F. Credit for science courses is based upon the completion of laboratory reports. Students must hand in written reports for all laboratory experiences to get credit for the course.

EXAM POLICY

Any student who misses a midterm or final exam as well as the make-up exam and who does not supply a doctor's note will receive a 10 for the exam grade. If a student misses the midterm or final exam and wishes to take the make-up exam, the student must supply a doctor's note before taking the make-up exam. If, however, you do not supply a doctor's note, the fee for taking a make-up exam is twenty-five dollars (\$25.00). This fee must be paid before the make-up exam.

All electronic devices are prohibited from the exam location. All phones and other devices must be kept in the student lockers. Test room proctors must confiscate any phone or device brought

into the test room. Failure to do so will result in the student's exam being invalidated and a zero being recorded as the grade for the exam.

REGENTS TAKEN IN JUNIOR HIGH SCHOOL

If an incoming freshman took the Algebra 1 regents in eighth grade, he or she must present an official transcript showing the date and score of the exam. This needs to be done before the first week of classes in September. If the student scored mastery on the exam, then the student will be placed in Geometry. If the score is below mastery, then the student will be placed in Algebra. A strong foundation in Algebra is essential for success in higher mathematics. The student taking Algebra will take the regents in June of freshmen year since the regents also serves as the student's final exam for the course.

If a student passed the Living Environment regents in eighth grade, an official transcript showing the date and score needs to be presented before the first week of classes in September. The student will be placed in Chemistry.

If English and/or US History regents are taken in junior high school, regardless of the score on either of the exams, students will be required to take the regents in those courses at the appropriate time in eleventh grade. The regents' grade also serves as the final exam for the course grade.

We take our college ready responsibility very seriously and we appreciate your understanding of these important guidelines.

Policy on Students with an IEP

- Parents must understand that we have no Special Education personnel or resources at BLMHS. For ninth grade students that need remediation we offer Reading Workshop and Introduction to Algebra. While these are not designed for special education, they are meant to be helpful to students who need to reach grade level competency.
- Students must be able to compete in a mainstream classroom.
- Extra time is only allowed on Regents' exams if extra time is specified in the IEP. Classroom exams and mid-term and final exams cannot be accommodated.

- Students must be able to pass the five required Regents' exams to graduate with a NYS Regents Diploma: Algebra, Living Environment, Global History, English and US History.

WEIGHTED AVERAGE POLICY

AP and College level courses - multiplied by 1.07. Student must take AP exam in-order for their grade to be weighted.

Honors courses - multiplied by 1.05

STUDENT HONORS

Principal's List - top three

Gold Honors – students with a

Silver Honors – students with

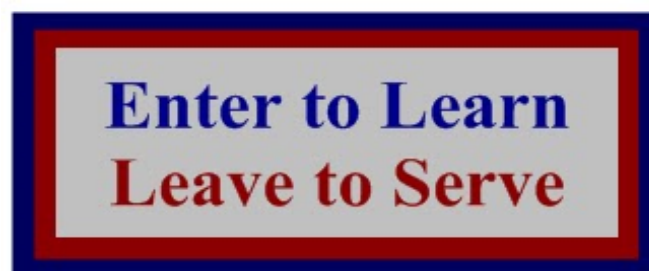
Purple Honors – students with an 83 to 87 weighted average.



students by weighted average

93 or better weighted average

an 88 to 92 weighted average



CALENDAR

September 1	Labor Day School Closed
September 2	Faculty & Staff Professional Development Day
September 3	All Grades Orientation
September 4	Freshmen Orientation
September 4	Photos 9th
September 5	Grade 9 Assembly
September 8	First Day of Classes for All Students
September 12	Convocation
September 13	Hispanic Heritage Month
September 18	Meet the Teachers Night – All Grades
September 21	Lasallian International Days of Peace
September 25	Guidance Workshop for 9th Grade parents – via Zoom @6:00pm
September 27	Lasallian Youth Planning Retreat
September 28	Open House (11:30am – 3:30pm)
October 8	College Fair
October 10	Concert Spectacular – No Classes
October 13	Columbus Day/Indigenous People Day – School closed
October 14	Hispanic Heritage Month Ends
October 15	Open House (3:00pm – 7:00pm)
October 16	12th Grade Parent Virtual College Information – via Zoom @6:00pm
October 17	PSAT Day – 9th, 10th, 11th Grades
October 18	Bishop Loughlin Reunion
October 23	National Honor Society Induction Ceremony
October 31	Halloween – Senior Dress up
November 1	All Saints Day
November 2	NYC Marathon
November 3	End of 1st Quarter
November 4	Election Day
November 10	Parent/Teacher Conferences
November 11	Veterans Day - School Closed
November 12, 13 & 14	School Play@6pm
November 19	Blood Drive
November 26	Spirit Assembly ½ day
November 27&28	Thanksgiving Celebration - School Closed
December 3	Advent Prayer Service
December 8	Feast of the Immaculate Conception
December 10	Advent Prayer Service
December 18	Christmas Show
December 19	Christmas Vacation Begins/Dismissal at 12:00 P.M
December 21 & 22	Loughlin Games

January 5	Classes Resume
January 16	End of Second Quarter
January 19	Martin Luther King Jr. Day - School Closed
January 20- 22	Mid-terms and Regents Exams Week
January 23	Lasallian Youth Luncheon
February 1	Black History Month
February 12	Guidance 11th Grade Parent College Information Night – via Zoom @6:00pm
February 13	Loughlin’s Got Talent
February 16- 20	Winter Recess – School Closed
February 26	Black History Month Assembly
February 28	Open House (11:30am – 3:30pm)
March 1	Women’s History Month
March 5	10th Grade Parent Guidance Information Night
March 8	International Women’s Day
March 9	Professional Development Day – No Classes
March 13 & 14	Leadership Retreat
March 18	Ash Wednesday
March 19 & 20	Musical @6pm
March 25	Blood Drive
March 27	End of Third Quarter
March 29	Easter Sunday
March 30	Stations of the Cross
April 1	Youth Holy Week Retreat
April 2-10	Spring Break – School Closed
April 7	Feast of St. John Baptist De La Salle
April 13	Classes Resume
April 30	St. John Baptist De La Salle’s Birthday
May 4 - 8	Teacher Appreciation Week
May 12	PLTW Senior EOC Test
May 13	Incoming Freshmen Parent Night 5pm
May 14	Ascension Thursday
May 15	Spring Show @6:00pm
May 19	Graduation Tickets Distributed/Yearbook Signing
May 20	Lions Walk – Last day for Seniors
May 25	Memorial Day/School Closed
May 28	Prom
June 3	Varsity Athletic Awards Ceremony @6:00PM
June 5	Senior Breakfast. Mass & Senior Awards
June 6	Graduation for the Class of 2023
June 12	End of the Fourth Quarter
June 12	Last Day of Classes
June 15 to 26	Final and Regents Exams

BELL SCHEDULE

A warning bell will ring at 8:25 A.M.

Students should be in their first period class by 8:30 A.M.

The bell to begin first period (late bell for the day) will ring at 8:35 A.M.

REGULAR SCHEDULE

8:25 *Warning Bell*

8:30 *First Period Class Open*

8:35 *First Period Begins*

	1	2	3	4	5	6	7
8:35 – 9:19	A	G	F	E	D	C	B
9:24 – 9:34	HR	HR	HR	HR	HR	HR	HR
9:39 - 10:35	B	A	G	F	E	D	C
10:40 - 11:24	C	B	A	G	F	E	D
11:29 – 12:29	D	C	B	A	G	F	E
12:34 – 1:34	E	D	C	B	A	G	F
1:39 – 2:23	F	E	D	C	B	A	G

****The Administration reserves the right
to modify the schedule as needed.**



COMPUTER USE POLICY

INTERNET SAFETY AND COMPUTER POLICY

FOR THE BLMHS COMMUNITY

The computer network at Bishop Loughlin Memorial H.S. has been established in order to provide computer-based resources and Internet access for educational purposes such as classroom activities, research activities, peer review of assigned work, and the exchange of project related ideas, opinions, and questions via e-mail and other means. Students will have access to the Internet via computers in The Library Media Center, labs and other locations during the respective operating hours of these rooms. Student work (writing, drawings, etc.) may occasionally be published on Bishop Loughlin Memorial High School's Website, www.loughlin.org and be accessible on the World Wide Web. The network is also intended to help conduct the regular operation of the school.

1. Internet access at Bishop Loughlin Memorial High School is filtered by third-party software to block inappropriate and harmful content. Student use of the Internet provided school-wide is monitored by adult supervision. Parents/Guardians should additionally instruct students to responsibly utilize technology and inform students of material that they would deem inappropriate for student consumption. Adult users at Loughlin may request the Assistant Principal for Academics to have the Website filter removed for educational research.
2. Users should notify the Technology Committee Chairperson(s) and/or Technology Department if Websites are inappropriately blocked or inappropriately accessible.
3. Users may not access Websites, newsgroups, or Chat Rooms/Areas that contain material that is obscene or that promotes illegal acts. If a user accidentally accesses this type of information, s/he should immediately notify the Principal.
4. "Hacking" or otherwise trying to gain unauthorized access to the school network, as well as using another student's account, organizational device or computer system is prohibited.
5. The network may not be used for any activity, or to transmit any material, that violates United States or local laws. This includes, but is not limited to, illegal activities such as threatening the safety of another person, or violating copyright laws. Duplication of copyrighted software is illegal and is not allowed.
6. Users may not use vulgar, derogatory, or obscene language. Users may not engage in cyber bullying: personal attacks, harass another person, or post private information about another person.
7. The network may not be used for commercial purposes. Users may not buy or sell products or services through the system.
8. Users should never use social networking to give out their own or another's name, address, phone number, or school account information to anyone via the Internet.

9. The network may not be used as a social networking means for users to agree to meet in person with anyone they have met online unless they first have the approval of a parent or guardian.
10. Users should notify the Principal immediately if they receive a message that may be inappropriate or if they encounter any material that violates this policy.
11. Any use of artificial intelligence without teacher consent is prohibited. See AI policy for more specific detail.
12. Any additional policies for using computers and the network will be posted on the school Website.

Artificial Intelligence Policy Students are expected to, under no circumstance, use or submit artificially generated content in any context, unless specifically outlined in specific assignments. In the previous case, this will always be confirmed first by the teacher.

GenAI tools must enhance learning, support instructional goals, and provide additional resources for teachers and students. All GenAI applications should have a clear educational purpose aligned with the school's curriculum standards. The use of GenAI must comply with all relevant privacy laws, including FERPA (Family Educational Rights and Privacy Act) and COPPA (Children's Online Privacy Protection Act). Student data must be anonymized wherever possible, and data collection must protect student privacy. Secure storage and transmission protocols must be in place for any data used by GenAI systems.

GenAI tools should be regularly audited for biases. The school must mitigate any identified biases to ensure fair and equitable treatment of all students. Teachers and administrators must receive training on recognizing and addressing biases in GenAI outputs. All BLMHS teachers, administrators, and other staff will maintain transparency about the GenAI tools, including their purposes, functionalities, and data handling practices. Logical consequences for inappropriate use of AI will be administered by the personnel responsible for overseeing GenAI use. GenAI tools should not be used in ways that could harm students, staff, or the school community. All GenAI applications must comply with ethical standards and school policies, including academic integrity, student safety, and non-discrimination.

Given that we want our students to always be subject to modern technological advancements, there are times where teachers and courses may encourage the use of artificial intelligence. In this case, use will always be outlined explicitly by the teacher. If there are any questions or concerns on appropriate versus inappropriate use, see below or ask your teacher directly.

Some examples of inappropriate use:

- Submission of artificially generated content in place of your own work. This is Plagiarism, which by the student handbook qualifies as a zero on the assignment and reprimand via the school Dean(s).
- Generating inappropriate comments or stories about peers using generative chat bots.
- Using screen captures to quickly submit homework assignments.
- Logical consequences include but are not limited to:
 - Failure on assignment/project
 - Notification to deans/administrators
 - Suspension from athletics/extracurricular activities

Some examples of appropriate use:

- Use in the classroom with direct supervision by a teacher.
- Using generative content to help plan a study guide or review your notes for the day.
- Putting in ideas you have for a class project, and workshopping ways you can implement your own ideas.

The use of school computers and network is a privilege, not a right, and inappropriate use will result in the cancellation of these privileges. Vandalism, deliberate introduction of computer viruses or intentional modification of system settings will result in cancellation of privileges and/or school disciplinary action. The school reserves the right to seek financial restitution for any damage caused by a student or other user. The Principal determines what use is inappropriate use; that decision is final. Violators of this policy are subject to loss of computer privileges.

Online Behavioral Expectations for Students:

It is important to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and your instructors. These guidelines for online behavior and interaction are known as netiquette.

To ensure a positive and productive learning environment during these sessions, it is important that all students adhere to the following behavioral expectations.

- Always be respectful and courteous to other students and teachers during Google Meet/Zoom virtual sessions. Inappropriate, offensive or threatening comments; misrepresentation of identity, and/or disruptive behavior by any participants during virtual sessions will not be tolerated.
- Students must use their BLMHS email account to log into a virtual session.
- Any confidential or personally identifiable information related to students participating during Google Meet/Zoom virtual check-ins should not be collected, discussed or shared.
- Parents/guardians should not engage with students during virtual sessions. If you need to speak with your teenager during a session, first have your child mute their microphone to prevent interruption of the class.
- Login credentials must not be shared. Sharing of login information violates other students' and teachers' rights to confidentiality, and could allow class participation by unauthorized persons and/or lead to disruptive behaviors that detract from a productive and positive learning environment.
- Students who are disruptive and/or "trespass" virtual sessions will receive appropriate consequences in accordance with the Student Handbook. Consequences may result in temporary or permanent loss of technology access, which would prevent the student from participating in any virtual session. Students receiving this consequence would have assignments provided to the student's parent/guardian or may be cause for dismissal from BLMHS.

Dress Code:

- All students must wear their uniform during all on-line live classes. Teachers will exercise their right to dismiss any student from the lesson if they are not in uniform.
- Students should not have on any type of hair/head coverings, during the live on-line lessons.

Privacy Guidelines for Parents/Guardians

To maintain a positive, productive learning environment and assure confidentiality for students and teachers during distance learning, all parents/guardians are asked to follow the following privacy guidelines.

- Virtual sessions are designed for students. To prevent disruptions to the learning environment, parents/guardians should not actively participate in check-in sessions, although parents/guardians may assist their child with technology and/or remain nearby.
- Do not video record, audio record, photograph, live stream, or transmit in any other way any part of a Virtual session, including not posting on any social media platform.
- Any confidential or personally identifiable information related to students participating during Google Meet virtual check-ins should not be collected, discussed or shared.
- Parents/guardians should not engage with students during virtual sessions. If you need to speak with your teenager during a session, first mute your child's microphone.
- If a parent/guardian has a question, please email your teenager's teacher.

ATTENDANCE

Excellent attendance is the first step for student achievement. Students should make every effort to be in school on time each and every day. If a student is ill, he/she should stay home. Students are responsible for all work missed when they are absent.

If a student must be absent:

1. The student's parent or guardian must call the attendance office (718) 857-2700, ext. 2214, or (ext. 2211) before 10:00 AM explaining the reason for the absence.
2. Students must submit a parental note of explanation for the absence on the first day back to school. This note should be given to the attendance office, Room 119.
3. If a note is not submitted on the first day of the student's return, the student will be marked as an unexcused absence. If this happens continually, then a more serious consequence may result. It is a student's responsibility to make sure that they receive a note from their parents so that they can adhere to this policy.

4. If a student exceeds five absences in a given semester, the school administration may require a written doctor's certification of the student's inability to attend school and/or a parental meeting. If a student's excessive absence is not curtailed to the satisfaction of the school administration, then the student is subject to dismissal from Loughlin.
5. Absence from school without parental permission or knowledge is truancy and a Dean will determine consequences. A parent or guardian will also be expected to meet with the respective Dean of Students.
6. Students who are absent during the school day are not permitted to be in or around school for the entire day or to participate/attend in any activity or sporting event occurring that day without the permission of a Dean.



Lateness

1. The school day begins at 8:35 A.M. Students are expected to be in full uniform and in their seats at that time. Those students arriving after this time are considered late for the day and must report to the Dean's Office for a late pass. It is strongly recommended that students arrive at 8:25 or earlier. This will give them time to go to their lockers and be ready when the day begins.
2. Students who arrive late to school must report to Room 119. If there is 10 minutes or more left in the period, the student must report to class. Failure to report to class will result in a cut.
3. Any student, who arrives after 11:00 A.M. without a valid excuse, will be considered truant and sent back home. The parent will be notified before the student is sent home.

Consequences for Lateness

All students late to school will serve detention. Students must turn in their cell phone upon late arrival. Their phone will be returned in detention.

Students arriving to school or class late will turn over their cell phone when they pick up their late pass. The cell phone will be returned in detention after school. The cell phone will not be returned until they serve the detention.

Students without a cell phone will give up another item. The item will be returned after the detention is served.

Students that fail to get a late pass must surrender their phone the next morning and serve detention that afternoon.

Students that do not hand in the proper cell phone will serve Saturday detention and the device will be kept either until a guardian come up or the end of the semester.

Any student late more than five times will serve a Saturday detention.

Parents will be notified each day via email if their teenager is late and the consequences associated with the lateness. Any student, who is excessively late, will meet with their respective Dean and their parents. If the lateness continues, students may face harsher consequences including suspension or possible expulsion.



CUTTING AND TRUANCY

A Dean of Students will determine which consequence(s) to impose on the student. Students cutting class will not be able to make-up for missing or lost work. This will affect their grade. The minimum lost for each class cut is 3 points off the quarter average.

EXCESSIVE CUTTING MAY RESULT IN A STUDENT BEING SUSPENDED.

IF THE PROBLEM CONTINUES EVEN AFTER A SUSPENSION,
THE STUDENT MAY HAVE TO TRANSFER FROM BISHOP LOUGHLIN.

EARLY DISMISSAL

Students should have appointments during the school day only when it is absolutely necessary. They should:

1. Provide the Deans' office with a written request for an early dismissal, signed by a parent before 8:30 A.M.
2. Have a parent call Room 119 to verify the early dismissal before 8:30 a.m. on the day on which it occurs.
3. Receive an early dismissal slip from the Deans' office upon completion of the above.
4. Students cannot leave the building during the school day without the permission of the dean.



DRUG POLICY

A student found under the influence of or in possession of drugs or alcoholic beverages in or around school or at school-related activities, including school trips, will be subject to the following penalties:

1. The student will be referred immediately to their respective Dean and be suspended from school.
2. Students found vaping in the school building will face either a suspension, Saturday detention, or possibly an expulsion.
3. A meeting with their guidance Counselor will be mandatory upon return from suspension. If the student is found vaping again, dismissal from BLMHS will be considered.
4. Dealing of drugs, as mentioned, will result in the student being subject to immediate dismissal from Loughlin.



Lunch Periods

All students have a designated time by grade for lunch. Students are not allowed to leave the building for lunch. Students leaving the building will be considered truant. Students are not allowed to order food and have it delivered to school. Students may not eat outside of the cafeteria. Food deliveries will be denied at the door. Students should follow the five rules for demonstrating respect listed below:

1. Respect God by praying before eating.
2. Respect the gift of a meal by not wasting or playing with food.
3. Respect the lunchroom by cleaning up after eating and keeping conversation to a peaceful tone.
4. Respect one's body by monitoring what one eats.
5. Respect others by being courteous to cafeteria staff, maintenance personnel and teachers on duty.

DRESS CODE

School Uniform

The appearance of a Bishop Loughlin student rests on the philosophy that as members of a Catholic school, students show respect for themselves and their school by being appropriately dressed. School attire should demonstrate that students have a sense of personal dignity, modesty and decorum. Students are expected to wear the uniform correctly and proudly. Students should be in full uniform when they enter the school building in the morning and when they leave at the end of the school day. This means proper shoes, shirt tucked and sweater on,

etc. Students are to remain in uniform throughout the day. Bishop Loughlin insists on a neat appearance for all students during the school day.

To this end, one specific requirement is that all sweaters, sweatshirts, and coats (with the exception of specified uniform items bearing the school logo) must be placed in one's locker before school begins (this means the 8:35 bell) and be kept there all day. The only exception to this is when a student who does not have class wishes to go to the yard. At such time, the student is allowed to carry an outer garment to the door to the yard. The student is not allowed to put it on until he/she has reached the door and he/she must remove it immediately upon re-entering the building.

The School uniform must be worn on all school days except for specially designated fundraising "out of uniform days." On these designated fundraising days, students must adhere to the listed *out-of-uniform* dress code policy. Failure to adhere to the policy may result in the student either completing school work from the Dean's office or being sent home. A student must be in dress code at all times while in the school building, this includes all common areas of the building such as the cafeteria and hallways, from the time classes begin until classes end.

The school uniform pants, slacks, skirts, sweaters and vests can only be purchased at **Ideal Department Store**. The school crew neck sweatshirt can only be purchased at school. Shoes can be purchased at any store. Students should have extra uniforms in case of accidents. Students and parents must make sure that they are always on top of doing laundry so that there are always clean uniforms available. Exceptions to the dress code will only be granted in extreme circumstances and are at the discretion of the dean/administration.

Ideal Department Store is located at 1816 Flatbush Avenue (between Avenues J & K), in Brooklyn. The phone number is 718-252-5090.

Uniform Requirements

- Blue/White oxford shirts (long/short sleeve) with school logo
- Blue/White golf polo shirts (short sleeve only) with school logo
- Navy, khaki, uniform pants (boys/girls) Dickie brand only
- Navy, khaki, skirts (girls-must be knee length)
- Solid Black leather shoe or sneaker (no logos or stripes on sneakers and no boots, Prada's, Crocs, Slippers)
- Black or Brown Belts (must be modest)
- Solid Stockings/socks/knee-hi (Black, White, Navy)
- Navy school sweater, blazer, vest, cardigan or fleece
- Crew neck sweat shirt with school shirt underneath
- *For boys, ties are encouraged, but optional.*

SPECIFIC REGULATIONS

1. The girls' skirt must be at the knee. Any girl who does not adhere to this policy may lose the privilege of wearing a skirt. She would then have to wear the uniform slacks. A Dean or another administrator will make this decision.
2. Boys must wear a belt secured at the waist. Neither DROOPING of slacks or slacks worn in a street style will be tolerated.
3. Boys and girls must have their shirts properly tucked into their skirts or slacks, all day and every day. The only exception to this is the polo shirt, which may be tucked or untucked. Girls should wear shirts that are long enough to be neatly and appropriately tucked in. Boys should wear shirts that fit them and are short enough to be comfortably tucked in.
4. No other Loughlin clothing item (i.e., cheerleading jacket, basketball shirt or jacket, sweatshirt, hoodies from the Lion's Den, etc.) may be worn.
5. Hats, bandannas, do-rags and any other headgear may not be worn in the building. Students should remove all headgear prior to entering the building. It should be placed in one's locker as soon as possible and kept there all day. Students who do not adhere to this policy risk having their headgear confiscated.

If girls choose to wear stockings, they must be navy, black or white. No leggings or leg warmers are allowed. Socks must be a solid color, and may not have any stripes or designs

FOOTWEAR

All students must wear dress, black leather shoes or solid black sneakers.

- Black loafers or black shoes with laces are acceptable school uniform shoes. Shoes should not have any type of design or insignia.
- Boys and girls may never wear boots, open back shoes, slippers, Uggs, Crocs, or Prada's/Prada like shoe. In inclement weather, students may wear boots to school, but must change into school shoes prior to the start of the school day.

GENERAL GUIDELINES FOR DRESS CODE

- Students who are inappropriately dressed will be sent to the Dean's office and given an out of uniform slip. The student must give in their phone and the phone will be returned after the student serves detention. If a student has a major uniform violation the student must complete their coursework from the Dean's office or be sent home. Detention will be given for any dress code violation. The decision about the consequences will be made by the Dean. It is at the discretion of the school to notify parents with regard to dress code violations.
- Students may not leave proper clothes somewhere in the school building and simply change when they are caught.
- Upon a third violation, a student will be given a Saturday detention.
- Upon a fifth violation, the student's parents will be called for a meeting with the Dean of Students. Continual violations of our school uniform policy will result in a student being suspended and/or expelled.

In addition to the above, the following must be adhered to:

- **JEWELRY:** The following items are not permitted at LOUGHLIN; gold tooth caps, rings covering more than one finger, large pieces or excessive amounts of jewelry and expensive items of jewelry. The school is opposed to these items for safety and for philosophical reasons.
- **SUNGLASSES:** May not be worn in any way on the face or head. Violations may cause confiscation, detention and/or suspension.

It must be clearly understood that the administration will make rulings and clarifications whenever necessary regarding styles and fashions. These decisions will be made known in Homeroom and, of course, become accepted school policy.

STUDENT LOCKERS

All students are assigned a school locker. Students may only use a school-issued lock. Students should not share their lockers and combination with other students. Students may not switch lockers with other students. Students should not decorate the outside of their locker. ***THE ADMINISTRATION RESERVES THE RIGHT TO INSPECT STUDENT LOCKERS AT ANY TIME.***

The school is not responsible for items stored in lockers. It is the student's responsibility for keeping his or her locker properly secured and locked. It is recommended that students do not place expensive items in their lockers. This includes large sums of cash, electronic devices, jewelry, expensive clothing, and footwear. Students are not permitted at any locker above the basement level while classes are in session. **Students will not have access to their lockers after 3:30 PM.**



CELL PHONES/OTHER ELECTRONIC DEVICES

Cell phones and other electronic devices must be turned off and out of sight outside the cafeteria or schoolyard. Students may not use them during passing time. Students having their phones visible outside of the cafeteria or schoolyard during the school day will have them confiscated by the Dean and/or a faculty member. Students may only carry one cell phone. The use of a second phone or ghost phone is strictly prohibited. For first-time offenders, the phone will be kept in the Dean's office and will be returned at detention. If this happens multiple times, a parent meeting will be scheduled with the Dean of Students. Students refusing to turn over their phone or other device will have an escalation of consequences; including having to turn in their phone every day

for an extended period of time. Headphones and earbuds are prohibited outside of the cafeteria or schoolyard. Students with their headphones or earbuds visible outside of the cafeteria or schoolyard during the school day will have them confiscated by the Dean and/or a faculty member. Recording and posting on social media any school activity (on or off school property) without the expressed written consent from the administration is prohibited. If a parent needs to contact their child during the instructional day, they should call (718) 857-2700 ext. 2214.

Electric/motorized scooters, bikes, skateboards, and the like are prohibited from school grounds. Students may not bring any of these devices to school and store them in or on school property.



SCHOOL SAFETY

Ensuring a safe learning environment is the responsibility of all members of the Bishop Loughlin community. A student should never open the door to allow anyone into the building. If a student observes an unauthorized person in the building, they should report it to the nearest adult or at an administrative office. All visitors on our campus must sign in and get a Visitor's Pass from the security guard or from room 119.

During the course of the school year, we will conduct three types of emergency drills: fire, evacuation, and lockdown. Students are expected to follow drill procedures and staff directions throughout the drill. Drill procedures are stated below.

- Fire Drill – This is an evacuation drill. When students hear the fire bell, they should exit the location/classroom as posted by the door. Students must remain quiet and follow directions of staff for the duration of the drill. Students should be aware of the exiting procedures for every classroom they are assigned to.
- Emergency Evacuation – This drill is similar in procedure to a fire drill. The only exception is that there is no fire alarm sounded. The drill may begin with a PA announcement from administration.
- Lockdown Drill – This exercise is in the event that there is an intruder in the building. The drill may begin with a PA announcement from administration. The teacher will do a quick hall sweep, bringing any students that are in the halls into their classroom. The teacher will lock the classroom door and instruct students to sit quietly away from the sight of the door's window. The drill will conclude with a PA announcement.

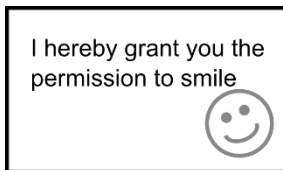


PHOTO PERMISSION

Bishop Loughlin Memorial High School will occasionally take photographs, audiotapes and/or videotapes of students and use them in school newsletters, news articles, brochures, web pages and videotaped programs. Any student enrolled at Bishop Loughlin and his/her legal guardian, agrees to allow the use of any photograph, in which the student may appear, in any and all promotional materials for the school. Photos placed on our web site will not be associated with any names.



SCHOOL TRIPS

Students will not be allowed to go on any school trip unless all their financial obligations are taken care of. School trips, regardless of length or distance, are an extension of the school day. Any disciplinary infractions will be handled in the usual way upon the return to school. Major infractions will result in a student leaving the trip immediately and suspension or dismissal from school if deemed appropriate by the administration. Participation in any school trip is a privilege, not a right. It is clearly subject to the approval of the school administration. Any decision made by the administration not to allow any student to go on a school trip will be final.

SEXUAL HARASSMENT/BULLYING/HAZING

According to our Mission Statement, Bishop Loughlin Memorial High School promotes *“learning, growth and the development of caring relationships grounded in Christian values and Loughlin provides an atmosphere where respect for both self and others will grow...”*

Sexual harassment, bullying and hazing is in direct opposition to Bishop Loughlin’s mission and, therefore will not be tolerated. Members of the Loughlin community should promote respect among one another and reject any behavior or attitude that hurts or humiliates an individual.

Sexual harassment is unwanted sexually oriented words or behaviors, which hurt or humiliate another. If sexual remarks or behaviors are uninvited, unwelcome or unpleasant to another person, it is sexual harassment.

Bullying is behavior that causes any student to feel unsafe at school. Hazing involves any activity or ritual that a student is asked to do that could hurt or harm himself, herself, or a member of the Loughlin community.

What to do if you feel you are being sexually harassed, bullied or hazed:

1. Tell the individual to stop the behavior.
2. If the inappropriate behavior continues, ask a guidance counselor for help.

Where appropriate, the school administration will address the allegation. All allegations will be taken seriously.

SMOKING

Students are not allowed to smoke/vape anywhere in the building, in the schoolyard, within three city blocks of the school, or at or near any school event. Violating this rule may lead to suspension.



SANCTIONS AND CONSEQUENCES

The administration will determine the course of action imposed based on the severity of the infraction. Students who are unable to meet the standards of conduct outlined in this handbook are subject to the following disciplinary actions.

- Detention – Students assigned A.M. detention must report to the detention room at 8 A.M. PM Detention will start at 2:30. Students that fail to serve detention may have additional consequences assigned.
- Cell Phone – Students who have chronic lapses in following school rules will have to turn their cell phones over to their Dean each morning before school. The phone will be returned at the end of the school day. The duration of this consequence will be determined by the dean.
- In-School Suspension – Students assigned to in-school suspension will serve the suspension in-a designated room for the entire school day. Work will be sent from their teachers for the students to complete during the day.

- Saturday Detention – Students assigned Saturday detention must report to the school and be in the detention room by 8:00 A.M. dressed in full uniform. Students that arrive after the cutoff point will be sent home and will need to make up the detention.
- Suspension – A student that is suspended from school is not allowed in, around the school, or at any school activity for the duration of the suspension. If that student disregards this regulation and comes to school, this action may cause an extended suspension or transfer. The length of the suspension will be determined by a Dean. It should be understood that a suspension at Loughlin often centers around or at least involves a problem with the student's attitude or his/her unwillingness to accept fully Loughlin's philosophy, rules and/or way of doing and viewing things. At times, this problem surfaces with a parent, at the time of suspension or presently thereafter. In such cases, a student will never be reinstated unless and until the student and the parent demonstrate that, they are comfortable accepting Bishop Loughlin's approach. For this reason, a suspension could end in a transfer from Loughlin or its length could be indefinite, pending a resolution of the above problem.
- School Behavior Contract - Any student that fails to meet behavior expectations may be required to complete and agree to a plan for improvement. This contract will be developed with the student, the parents, the Dean, and the guidance counselor. Failure to adhere to the agreement will lead to the student being told to withdraw from Bishop Loughlin.
- **Expulsion from School - Any behavior or culmination of behavior deemed unbecoming of a Loughlin student will result in that student being asked to transfer from BLMHS. Students expelled from BLMHS are not welcome at any future school event**
- Any student that has been expelled and wishes to appeal, may do so by contacting the President's office. Each student will be granted one appeal per academic career.

List of what a Loughlinite knows & does

- A) All Loughlinites understand the values and the importance of meeting the standards for the four banners: Leadership, Character, Academic Success, and Religious Faith.
- B) A Loughlinite is respectful in all his/her interactions with members of our community.
- C) A Loughlinite represents our school, both on campus and off campus, with our values matching his/her actions.
- D) A Loughlinite understands that following our dress code knows that his/her appearance reflects on our community.
- E) A Loughlinite knows there are no short cuts to academic success and will not compromise his/her academic integrity. He/she understands that plagiarism and cheating, in any form, is unbecoming of a Loughlinite.
- F) A Loughlinite understands his/her responsibility in moments of conflict between other students. A Loughlinite's role is to always look to de-escalate a conflict.
- G) A Loughlinite understands that in order to maximize one's potential he/she needs to be present, prepared, and on time for school and classes.

- H) A Loughlinite adheres to the school's electronic policy. He/she understands that inappropriate use of any electronic device will adversely affect his/her learning and have consequences.
- I) A Loughlinite knows and understands that their word choices are a reflection of our community. There is no need to use vulgar language when conveying ideas or thoughts.
- J) A Loughlinite accepts responsibility for his/her actions and is accountable for the consequences.
- K) A Loughlinite knows that we '*Enter to learn and Leave to serve*' and "Whatever you do, do it with kindness."
- L) A Loughlinite understands his/her role in supporting classmates in times of challenge.
- M) A Loughlinite understands that the use of a cell phone in the cafeteria or school yard is a privilege. Not completely following the proper use of a cell phone will result in the loss of this privilege.

TUITION

Tuition payments should be made on the first of every month beginning on July 1 and continuing through May 1. Academic Scholarship/Financial aid will be taken off the August bill through the May bill. There is a one-week grace period. At the end of that period a fifty (\$50.00) dollar late fee will be charged. We are very sensitive to financial challenges and sacrifices our parents face. We prefer not to suspend students for non-payment of tuition. As a last resort, students will be suspended on the eighth of the month if the tuition for that month has not been paid. If a student is suspended, he/she must stay home.

Use of The School's Name - The school's name may not be used in relation to any activity without the expressed written consent of the school's administration.

ATHLETIC AND EXTRACURRICULAR ACTIVITIES

CODE OF CONDUCT

Bishop Loughlin offers many opportunities for students to grow, learn, compete and excel outside of the regular instructional day. We believe that this is a vital part of a student's education. This policy of eligibility for participation in sports or activities is intended to provide a guideline to ensure that students are aware that such participation is based upon successfully meeting their academic and behavior requirements.

1. All students must meet the standard for academics and behavior. Students that are unable to meet academic requirements and conform to the discipline code, attendance and punctuality standards of the school will not be eligible to participate on a sport's team or in an extracurricular club.

2. Any student that has three failures in a quarter or is failing three courses at the end of an academic quarter is ineligible to participate, play or practice, until the end of the next quarter. To be reinstated the student must have two or less failures at the end of the next quarter.
3. Any student that is unwilling to meet expectations for behavior risk being suspended from their activity by the Dean or administration. The Dean or administration will determine the length of the suspension. The student will have to demonstrate their ability to follow all school rules prior to reinstatement.
4. Any student that has one or two failures in a quarter will be subject to an AIP, Academic Improvement Plan. This plan for improvement will be developed by the administration. The plan may include regular attendance at the Homework Center, meetings with their guidance counselor, and parent meetings with administration. Students that fail to show progress will be suspended from their activity.

***Our staff will offer guidance to support
any student having academic difficulty.
Students should look for help before it is too late.
Regular attendance at the Homework Center is suggested.***

EXTRACURRICULAR PROGRAMS

ACTIVITIES: Yearbook, Jamesonian (school newspaper), Lasallian Youth Group, Campus Ministry, National Honor Society, Poets and Writers Club, Anime, Chess Club, Art Club.

PERFORMING ARTS: Dance - African, Modern, Latin, House, Ballet and Step; Chorus, Band, Small Band, Small Band Singers; Drama, Stage Crew; Speech and Debate.

SPORTS: Track and Field, Cross Country; Basketball - for boys -Freshman, Junior Varsity and Varsity, - for girls - Junior Varsity and Varsity; Baseball, Volleyball, Bowling, Handball, Lacrosse, Soccer, Softball, Weight Training and Cheerleading.

LA SALLE HALL

Bishop Loughlin has a boarding program named “*Boys Hope Girls Hope of New York (BHGH)*”. The students in this program reside at LaSalle Hall, which is a building adjacent to the school building. Any Loughlin student who is not a member of the BHGH program is not allowed in La Salle Hall.

Loughlin Alma Mater (School Song)

Music Composed by Mr. Angelo Consoli

First Stanza written by John Horan '37

Second Stanza written by Tom Connelly '57

Revised 1973: Loughlin Community Council

Arranged - 1979 - Louis Maffei

I

Loughlin fight for victory

And show your might for the right we adore.

Loyal ones of old St. James

Marching as before.

Spirits high and hearts so true,

Our banner's purple and gold above,

As Loughlin lifts its head triumphantly,

Always first is the school we love.

II

Onward loyal Loughlinites,

And give three cheers for the purple and gold.

We've a name we must defend;

Winning is our goal.

Rally now to meet the foe;

We'll put our strength and our hearts in play.

Until our school goes on to victory,

We will fight for the Loughlin way.

Bishop Loughlin Memorial High School

Board of Governors

Lenue Singletary ‘87 –Chair

Robert McRae ‘03 – Vice Chair

Brother Dennis Cronin, F.S.C., President ex-officio

Paul Camilleri ‘65

Brian Connolly ‘73

Kimberly Council ‘90

Rev. Alonzo Cox

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Robert Gore ‘94

Kenny Lewis ‘87

Mary Macchiarola BMMHS ‘58

Maureen McInerney (Moss) BMMHS ‘66

Harold Nichter ‘64

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