



OFFICE OF THE PRINCIPAL

July 2020

Dear Parents,

I hope the summer has been good to you and your family. In about a month, we will begin the 2020 – 2021 school year. This mailing will ensure that your son begins the academic year on the right foot.

I encourage you and your family periodically to visit the school website to learn the latest news about Jesuit High School. In the coming weeks, you will find on our website helpful information such as our calendar of events; you will also download Registration Day forms from www.jesuitnola.org/2020-registration-day.

I look forward to welcoming all new and returning students on our Registration Day, which will be held on August 11. Details concerning the opening of the school year and the requirements of Registration Day will be posted on our school's website at some point soon. Furthermore, I ask parents of new students not to accompany your sons through the line on Registration Day and to allow your sons the opportunity to attend that day with their Big Brothers.

All students must have a proper haircut and must be clean-shaven for Registration Day. (Please refer to the *Bulletin* for information regarding dress code.) Underclassmen must bring a dress shirt, coat, and tie for the pictures. Seniors need only a shirt with a collar for their ID picture. **Students will also be required to wear a mask to Registration Day**, but they will be able to remove the mask for the school picture. **Students not properly groomed and attired will not be allowed to proceed on Registration Day.**

On Registration Day, each student will submit all mandatory forms; pay fees; take yearbook photos; purchase PE uniforms, supplies, etc.; and pay the cafeteria account (optional). This year most students will notice a fee for test prep on the student fee bill. Jesuit has contracted with a company to help provide our students with ongoing standardized test prep throughout high school.

Please be aware that textbooks will no longer be purchased on Registration Day. You should have already been emailed information regarding the ordering of textbooks online through MBS. This information was sent out by Mrs. Swan along with student schedules. Please contact Mrs. Swan if you have any questions regarding schedules or textbook orders.

We will continue to use the Canvas learning management system so that parents and students will be able to access student grades and assignments as they are posted throughout the school year. New students will create their Canvas/Office 365 accounts on Registration Day, and new parents will receive an email with instructions and account information.

With hybrid schedules and the possibility of home learning at some point during this school year, the use of Canvas is important for your sons' ongoing learning experience. All students need to have access to a home computer with Wi-Fi in order to complete assignments throughout the school year.

Schedules, emergency data forms, and quarterly grade and discipline reports will be emailed directly to parents; therefore, it is important that you update your directory contact information if you have not already done so. Please refer to the enclosed technology form for tips to ensure that important Jesuit emails do not get routed to your spam folder.

Enclosed in this mailing, you will find technology information, student photo purchase forms, Registration Day procedure and details, student retreat information, a letter from the guidance department, and uniform and dress code information. Please be aware that a PDF of the *Bulletin* can be viewed online at jesuitnola.org/bulletin. **Any student who does not have each of the mandatory forms completed and signed will not be allowed to participate in Registration Day.**

We appreciate your understanding and cooperation regarding this, and we look forward to working with you and your sons this school year.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter S. Kernion".

Peter S. Kernion
Principal

Registration Day Schedule

Parents of new students are strongly discouraged from participating in Registration Day. Please allow your son the opportunity to attend Registration Day with his Big Brother.

Students not properly groomed and attired will not be allowed to proceed on Registration Day. Please review the *Bulletin* for specific requirements.

Tuesday, August 11

Seniors	7:45 a.m. - 9:15 a.m.	Pre-freshmen (A-L)	12:30 p.m. - 1:30 p.m.
Juniors	9:15 a.m. - 10:45 a.m.	Pre-freshmen (M-Z)	1:30 p.m. - 2:30 p.m.
Sophomores	10:45 a.m. - 12:15 p.m.	Freshmen	2:30 p.m. - 4:00 p.m.

When arriving for Registration Day, students should line up in the green stairwell to be directed into the second floor hallway. Book Day stations will begin outside of Room 227.

What to do if the student cannot come at the time scheduled for his grade level:

1. Anyone can be designated to meet the student's obligations at the scheduled time for his grade level—except for taking the yearbook/ID picture. A picture make-up date will be scheduled later.
2. If someone cannot be found to come in his place at the scheduled time, he will have to wait until the first day of school to complete the registration process.

Registration Day Checklist

Students must come to Registration Day with all of the following items completed and signed.

Download forms from jesuitnola.org/2020-registration-day.

Mandatory Forms for All Students

All students must come to Registration Day with all of the following items completed and signed:

- ☐ Emergency Data Sheet (will be emailed in early August)
- ☐ *Bulletin* Review / Honor Code /Media Release Form
- ☐ Guidance Office Questionnaire
- ☐ Student Auto Registration Form (*Student Drivers Only*)

Checks Needed

Juniors, Sophomores, Freshmen, and Pre-freshmen

- ☐ Jesuit High School (for Fee Bill)
- ☐ Loupe Photography (Optional: Purchasing school pictures)
- ☐ Jesuit Cafeteria (Optional)

Seniors

- ☐ Jesuit High School (for Fee Bill)
- ☐ Balfour (Balance due on senior rings)
- ☐ Jesuit Cafeteria (Optional)

Mandatory Forms to Submit on Registration Day

The following forms are available only on Jesuit's website. Please visit jesuitnola.org/2020-registration-day to **download and print** the forms required to be submitted at the beginning of Registration Day. These forms must be completed at home and signed by the student and a parent/guardian for the student to participate in Registration Day. **Any student who does not have each of these mandatory forms completed and signed will not be allowed to participate in Registration Day.**

Mandatory Forms for All Students

1. **Emergency Data Sheet(s):** This form will be emailed to parents in early August. Print and sign the Emergency Data Sheet(s). For students with multiple Emergency Data Sheets all must be completed. Verify that all information is correct and make any changes if necessary.
2. **Bulletin Review/ Honor Code/ Media Release Form:** This form serves as a written acknowledgement that the student has read and agrees to abide by the rules and procedures of the *Bulletin* and the principles of the Jesuit Honor Code. Students & parents must view a PDF of the *Bulletin* online at jesuitnola.org/bulletin. Additionally, this form grants Jesuit permission to take and use video and photographs of students in publications. It must be signed by the student and a parent/guardian. A student who has not submitted this form by Registration Day will not be allowed to begin class.
3. **Guidance Questionnaire:** Jesuit's guidance office requires all students to complete an informational questionnaire before attending Registration Day.
4. **Student Automobile Registration:** Students who drive to school must register their automobiles in case Jesuit needs to contact them about their vehicles.

Dress Code/ Uniforms

Students are required to wear complete uniforms on all school days while on campus. (See the *Bulletin* for full dress code details.)

Uniforms and/or shoes may be purchased from many stores in the area. While Jesuit does not endorse any particular outlet, the following stores are listed for your convenience:

Perlis Clothing (New Orleans, Mandeville)

Schumacher's Uniforms (Metairie)

Perret's Army Store (Kenner)

Skobelj's (Belle Chasse, Metairie, West Bank)

Schiro's School Time Shoes & Uniforms (Metairie)

Uniforms by Kajan (Metairie, Marrero)

Uniform Patches

The official Jesuit Blue Jay patch should be sewn on the left sleeve with the top of the patch $\frac{1}{4}$ inch below the shoulder seam. Uniform patches are sold for \$1.50 each and may be purchased at the switchboard located by the blue awning on Banks Street throughout the school year, Monday-Friday, 8 a.m. - 4 p.m. Call 483-3800 for details.

To The Student

Please be certain to wear your complete uniform for New Student Orientation, Wednesday, August 12; the first full day of school, August 13 & 14; and, of course, every regular school day thereafter. Your shoes must be shined. You must be clean-shaven. Your hair should be properly cut. Your name tag should be in place above the pocket on the right side of your shirt. Find more dress code details in the *Bulletin*.

Registration Day Monetary Transactions & Procedures

All financial arrangements for the first semester should have been concluded by Wednesday, July 1. Students may not be able to attend class if financial obligations have not been cleared through the finance office, Room 420 in the administration wing (phone 483-3845).

On Registration Day, students will submit their mandatory forms and then receive a Fee Bill tailored to their own grade level.

1. **Fee Bill:** (Check should be made out to Jesuit High School)

The Fee Bill will list fees appropriate to their grade level (such as senior graduation fee, junior retreat, yearbook, name tags, etc.). This fee bill will be modified according to what students need/decide to purchase. When students have completed Registration Day selections, they will be able to write a single check for all purchases made.

A. **School-Issued Supplies:** These supplies from the Blue Jay Shop are included on the student's fee bill. All P.E. clothing, nametags, student planner, and two combination locks (one for his book locker and one for his P.E. locker) are school-issued and must be purchased from the Blue Jay Shop in person on Registration Day.

B. **School Calendar:** The School Calendar is no longer printed. Families may view (and print) a PDF of the school calendar online at jesuitnola.org/calendars.

2. **Student ID Pictures:** (Check made out to Loupe Photography)

All students will take ID pictures. This picture will also be used in the yearbook for underclassmen while seniors will have their tuxedo photos used instead. Picture packages may be purchased from Loupe Photography.

A. **Grooming/Dress Code:** All students must have a proper haircut and they must be clean-shaven. (See the *Bulletin* for full dress code details.)

B. **Underclassmen** must bring a dress shirt, coat, and tie for the pictures.

C. **Seniors** need only a shirt with a collar for their ID picture. Each senior must schedule an appointment with Loupe Photography to take his tuxedo picture no later than August 30.

3. **Cafeteria:** (Check made out to Jesuit Cafeteria)

Cafeteria staff will assist students to set up new accounts and take deposits for existing accounts on Registration Day. If a student plans to purchase breakfast/lunch from the cafeteria, he should deposit a minimum of \$30 into his account on Registration Day. Learn about food services, meal prices, menus, and financial procedures and more at jesuitnola.org/cafeteria.

4. **Senior Rings:** (Check made out to Balfour)

Seniors will pay the balance due on their senior rings.

Additional Website Forms & Resources

Used Uniform and Used Novel Sale

Given the current situation, Jesuit will not be hosting a used uniform/novel sale this year.

Athletic Forms

Football season tickets order forms, sports brochures advertisements forms, and LHSAA athletic forms are available for download at jesuitnola.org/athletic-forms.

1. LHSAA Athletic Forms / Physicals Information
2. Jesuit Sports Program Advertisements
3. 2020 Jesuit Football Season Tickets

Transportation

Learn about drop-off /pick-up procedures and student parking online at jesuitnola.org/student-transportation.

Important Dates – Opening of School Year

Students

Wednesday, Aug. 12

Group 1 (A-K)

7:45 – 9:45 a.m.

New Students' Orientation Day – All new students will report to school in full uniform.

Group 2 (L-Z)

10:30 a.m.– 12:30 p.m.

Thursday, Aug. 13

7:45 a.m. – 3:05 p.m.

First Day of School – Group 1 A-K

Friday, Aug. 14

7:45 a.m. – 3:05 p.m.

First Day of School – Group 2 L-Z

Parents

Tuesday, Aug. 25

Group 1 (A-K)

6:00 p.m.

Thursday, Aug 27

Group 2 (L-Z)

6:00 p.m.

New Parents' Orientation Meeting & Mini-schedule – The parents of pre-freshmen should attend an orientation meeting in the auditorium. Due to crowd restrictions, we ask that only one parent per student attend the orientation and mini-schedule. The orientation will be followed by a Mini-Schedule for 8th grade parents at 7 p.m. During mini-schedule, parents are able to meet their sons' teachers and to learn first-hand at the beginning of the year each teacher's class policies and expectations.



Summer 2020

Dear Parents,

The Guidance Department's objective is to help your son meet his academic and personal goals. This letter is to acquaint you with the structure of our department and the services we offer.

The guidance staff consists of a full-time counselor for each grade level, three college placement counselors, the coordinator of student health and wellness development, and the department secretary. The following are some of our Guidance Department services:

1. Each student meets with his grade-level counselor a minimum of once a semester. More frequent meetings are possible, and students are encouraged to make appointments as needed. Typical topics discussed at guidance meetings are: goals, academic progress or difficulties, standardized test results, participation in co-curriculars, college and career planning, and personal problems of any type. Parents are also welcome to make appointments with their son's grade level counselor if a need arises.
2. At the upper grade levels, college and career counseling takes place on a one-to-one basis.
3. The Guidance Department coordinates the Teen Life Counts Program, a three-day suicide prevention program offered to all freshmen. This program is coordinated through Jewish Family Service, a United Way agency whose trained members are experienced in talking with teenagers about suicide prevention.
4. The Guidance Department offers a Peer Support Program to all pre-freshmen. This Program is facilitated by trained upper classmen and is offered in 8th grade theology classes once a quarter. The purpose of Peer Support is to help our younger students make healthy and productive choices by gaining skills and knowledge modeled by our junior and senior leaders. Topics include: academics/time management, coping with stress, dating, drug and alcohol prevention, and other topics appropriate for these students' developmental level.
5. The Guidance Department offers two different support groups for students. A grief support group is offered to students dealing with the loss of a loved one. Student 2 Student is a support group offered to students dealing with various issues such as stress, family problems, school issues, social issues, etc. The grief support group and Student 2 Student are confidential and open to students in all grade levels on a voluntary basis.
6. Within the Guidance Department is the Student Health and Wellness Development Program, headed by the program coordinator, which aims to address the needs of high-risk students whose behavior seems to indicate family, academic, emotional, or social problems that could lead to negative consequences such as substance abuse.
7. The Guidance Department coordinates the PSAT and PSAT 8/9 standardized tests. The PSAT is administered to sophomores and juniors, and the PSAT 8/9 is administered to pre-freshmen and freshmen. The testing date for both the PSAT and the PSAT 8/9 is Wednesday, October 14, 2020, as posted on the school calendar.



8. The Guidance Department coordinates the After-School Tutoring Program. Through this program, teachers provide free tutoring to any interested pre-freshmen or freshmen. The tutoring schedule will be posted on the Jesuit website in late August.
9. Sophomore Parents: Save the date! The Class of 2023 Interviews will take place the morning of Tuesday, May 25, 2021. For many years Jesuit has asked students in the summer between their sophomore and junior years to reflect on their time at Jesuit and to think forward about their plans and goals for their final two years. We accomplish this by way of a guided interview with each rising junior and his parent(s). All sophomores are expected to participate in the Class of 2023 Interviews. Please speak to your son's counselor for more information.

Please assist us in working with your sons by sharing any academic, medical and/or personal information which could be helpful to his counselor. Examples of relevant information:

- a. Academic information might include recent or past evaluations, learning disabilities, dyslexia, attention deficit disorder, etc.
- b. Medical information might include physical conditions, existing visual or auditory difficulties, illnesses or extended absences that occur during the school year.
- c. Personal or family information might include recent separation, divorce, deaths, etc. Please advise and provide us with any legal documentation in regards to custody or communication issues.

All information will be kept confidential unless you inform us otherwise.

We look forward to working with your sons during the school year.

Please call us at 483-3828 if you have questions or concerns regarding any service that our department provides.

Sincerely,

Mary Favalora
Director of Guidance

Guidance Department Staff:

Joan Barrera, Department Secretary
Robin Rhodes, Pre-Freshmen Counselor
Mary Favalora, Freshman Counselor, Director of Guidance
Cameron Eckholdt '09, Sophomore Counselor
Justin Genovese '04, Junior Counselor
Stephanie Strain, Senior Counselor
Allie Timberlake, College Placement Counselor
Elizabeth Hoodless, College Placement Counselor
Susan Yelton, College Placement Counselor
Nicholas Nguyen, Coordinator of Student Health and Wellness Development

A.M.D.G.
2020-2021 RETREAT OFFERINGS
Jesuit Campus Ministry

More information on all the retreat offerings can be found at www.jesuitnola.org/spirituality/

Note: Due to the COVID-19 quarantine and rules many retreat houses are not yet taking reservations and so some of these dates are likely to change. Please check both the announcements and website for any updates to the retreat offerings.

Pre-Freshman Retreat:

The Pre-Freshman Retreat has been postponed until a later date. We will communicate that information once a new date has been scheduled. This is the first opportunity students have to invest in their religious formation at Jesuit. The talks given by upperclassmen at this event focus on the conversion of St. Ignatius in the castle of Loyola, where he sat admiring the lives of Jesus and the saints and dreaming about what his life could be if he were to follow their example. **The retreat is mandatory for all Pre-Freshmen.**

Freshman Retreat:

The Freshman Retreat will be held on **Friday, October 9, 2020, from 8:00 a.m. – 2:00 p.m.** This retreat focuses on developing the pillar of “Loving” in the Profile of a Graduate at the Time of Graduation. The talks given by upperclassmen at this event focus on ways in which God is calling students to be men of love in the particular relationships they are fostering as freshmen. **This retreat is mandatory for all Freshmen.**

Sophomore Retreats:

The Sophomore Silent Retreat is a daylong retreat away from school focusing on silent Ignatian prayer and contemplation. Following the scheme of the daily Examen, the retreat will lead students through a review of their recent lives with gratitude and contrition to God. Students are given ample time for conversation with the Lord in prayer on the grounds of Manresa. Students are scheduled for their retreat according to their Theology classes. **Permission forms will be distributed for completion in September.**

Junior Retreats:

All Juniors must register for their retreat between **August 3 and August 14** by completing the online survey. Registration opens on Monday, August 3, at 9:00 am. Directions for registration can be found at this address: <http://www.jesuitnola.org/spirituality/retreat/>. Retreats are reserved on a first-come, first-served basis.

The *Kairos Retreat* is a three-day/two-night retreat. The retreat will be led by student leaders who have already made the retreat and who will guide the retreatants through reflection, discussion, and prayer that leads to a deeper awareness of God's presence in their lives. **This retreat is mandatory for all Juniors.**

Senior Retreats:

Currently there are no scheduled senior retreats; however, your sons will be informed through homeroom and announcements when they are scheduled. **Senior retreats are optional.**

Technology Tips

In order to utilize effectively all the technology resources Jesuit has for its students and parents, please review the following information.

- I. General Information for Parents
- II. Parent Email Accounts
- III. Microsoft Office 365
- IV. Canvas Learning Management System

I. General Information for Parents

All parents must login to their Canvas accounts in order to view grades and assignments throughout the year.

- **New parents** will receive an email in early August with their username and password for their Canvas accounts.
- **Returning parents** will use the email addresses on record at Jesuit as their usernames and the passwords used the previous year. If you have forgotten your password, contact technology@jesuitnola.org and we will reset your password.

Accept the terms and conditions of Canvas, and then you will be routed to your Canvas home page.

II. Parent Email Accounts

You should have already received a preliminary schedule from Jesuit by email. If you did not receive this schedule, please check your spam folder or contact technology@jesuitnola.org and a schedule can be resent. In early August, an Emergency Data sheet will be emailed. This sheet will need to be signed by parents and returned on Registration Day. Throughout the year, quarterly report cards will be sent via email as well.

In order to ensure you are receiving all emails from Jesuit, you will need to add jesuitnola.org as a "Safe Sender" with your email provider. This step is important to prevent Jesuit emails from being sent to your spam folder. You should also add scheduler@jesuitnola.org, jesuit_registrar@jesuitnola.org, principals_office@jesuitnola.org, and president_office@jesuitnola.org to your contact list to ensure that these emails are not directed to your spam folder.

III. Microsoft Office 365

All students have access to an Office 365 subscription while they are enrolled at Jesuit High School. This subscription includes free downloads of the latest Office productivity applications, cloud storage with OneDrive, and online versions of applications such as Word and Excel.

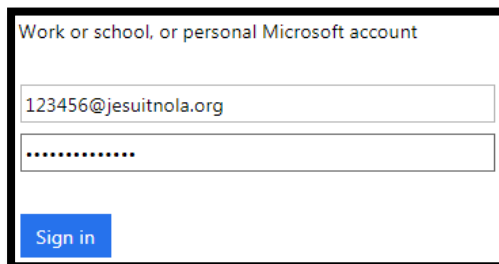
How to login to Office 365:

Visit <https://login.microsoftonline.com/>

Enter the student's username and password.

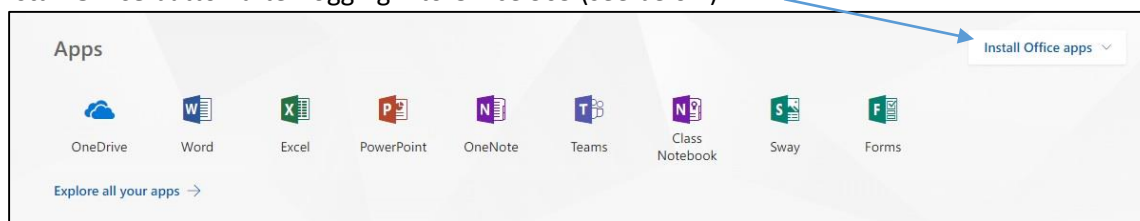
Username is *student_number@jesuitnola.org*, i.e. *123456@jesuitnola.org*

Password is the same password the student uses for school computers and Canvas access.



Installing Office on a personal computer:

Click the **Install Office** button after logging into Office 365 (see below)



This will download a small file to your computer. Open the file and follow the prompts to install Microsoft Office on your personal computer. Office is available for both PC and Mac.

Utilizing other features with Office 365:

Online versions of Word, Excel, and PowerPoint can be run from the Office 365 website. Simply click on the application icon on the homepage to begin. The online version is useful in cases when you need to use Word, but are not using a computer with Word already installed.

OneDrive is a cloud-based storage option available to all students. Clicking the OneDrive icon on the homepage will take you to your files. OneDrive works similarly to Dropbox and Google Drive. Students can use this option for saving files worked on at school and at home all in the same location.

IV. Canvas Learning Management System

The Canvas Learning Management System allows students and parents access to grades and assignments throughout the school year. If necessary, Canvas is used for distance learning. Access is through the Jesuit web site, www.jesuitnola.org/parents (or students). Since parent accounts are set up by email address, each parent must have a unique email address. Once logged in, both parents and students can configure the appearance of their homepage, the notifications which they would like to receive, and their personal information. Students and parents should check that the email addresses listed are correct as listed on their account settings page.

Please note that the student address, for example, 123456@jesuitnola.org, is not an actual email address and is only used for accessing Canvas and Office 365. The 6-digit number is the student number and is unique for each student. This student number can be found on the preliminary schedule. Students should add their email address if there is no email address listed; likewise, parents should correct their email addresses if incorrect and notify technology@jesuitnola.org so that the Canvas username can be changed as well.

Parents will see an additional class on their Dashboard in Canvas called **Canvas for Parents**. In this “course,” we will be posting helpful information to make the parent experience with Canvas easier as well as a school directory of parent phone numbers and email addresses. This course will have information entered throughout the school year to help parents.

Please note that students are notified of new grade postings via email. Parents receive copies of these emails, but the links in the emails are designed by Canvas as links for the students only. When parents receive these emails, they should login to Canvas via the web site or parent app and view the grades. **The links in these emails will not work with the parent username and password.**

Finally, there is a Canvas Parent app for mobile users that can be downloaded from the app store. Once downloaded, the app will ask the parent to “find my school.” Parents of Jesuit students must select Jesuitnola parent as the school. Once the school is selected, you will be prompted for your Canvas username and password.

If you need help with any of these technology items, please contact Sharon Hewlett (hewlett@jesuitnola.org) or Jack Culicchia (culicchia@jesuitnola.org), and we will respond to your inquiry.