

## Parents' Unit Points

What are Unit Points and how do they get counted?

Unit Points are mandated of the parents in the Family Contract signed at registration. These points are earned when a parent raises funds to support the Academy's educational programs, attends PTG meetings, and volunteers time working school events.

How many points must a family's parents earn?

Single-adult households must earn 15 units, two-adult households earn 25. Any parents whose daughters receive financial aid at MHCA are to earn an additional 5 unit points.

How can parents earn units?

Some of these are earned by mandatory fundraising (5 for the chocolate sale, 2 for the Tricky Tray, 1 for the Raffle) completed by the deadline.

Every time they raise funds (one unit per twenty dollars' worth of goods sold), take part in a parent meeting (one unit per meeting), or volunteer to work at a school event (generally one unit per hour volunteered), parents earn units.

## Work-Study Hours

Any student receiving tuition assistance (apart from academic scholarships) of \$1,000 or more is to make her own contribution to the school. As others (her parents, the Sisters, benefactors and alumnae) are sacrificing to make her education possible, so she is asked to "give back" of her own energies and time, to build a better school. In that way, she is not only receiving help but is also contributing to the Academy. She is to give one hour of service at the school for every \$75 of tuition assistance, up to a maximum of 40 hours. She has the chance to arrange her service schedule with the staff member coordinating the program. Some work study hours can be completed during the summer by work at the school, if such arrangements are made.

## Service Hour Questions & Answers

Why do I have to do service hours?

Jesus, by his work and his example, taught us the importance of giving to others. When we give of ourselves to others, we grow in return. Service in our community is an integral aspect of our Christian duty. Education is not limited to what takes place in the classroom. By participating in a service project you will have an opportunity to explore and develop your talents while helping to build the Kingdom of God.

In what type of service can I become involved?

There are many types of acceptable service. Your hours must be done for a **non-profit** community organization. If there is any doubt please ask the Campus Minister.

How Many Hours Do I Need completed by the end of this year?

- Freshman – 20 hours
- Sophomores – 40 hours
- Juniors – 60 hours
- Seniors – 80 hours

... unless you are a transfer student. In that case, you must do 20 hours each year you attend the Academy.

When do I need to have these hours completed and documented?

The Monday of the last week in April (Seniors must have their hours submitted one week earlier.)

What do I need to hand in?

You need to have a letter from the place where you volunteered, on official letterhead paper. The letter needs to provide the following information:

- Where you volunteered
- The exact numbers of hours you volunteered
- What days you volunteered (individual days or range of days)
- What you did
- The name and phone number of the adult that supervised you

Can you give me some examples of different types of appropriate service areas?

- Elderly people-Retirement centers, Nursing Homes
- Children – After school programs at your grammar school, Church

or county day care programs, Teaching CCD or Sunday School, summer day camp, Boys and Girls Club, YMCA

- Sick/physically impaired – hospitals, hospice programs, Special Olympics, AIDS homes
- Poor – food pantries, clothing vaults, homeless shelters or dining halls, cooking meals for the homeless
- Cultural organizations – Museum, library, historic sites
- Caring for Creation – animal shelters, cleaning parks or beaches
- City – volunteer at court house, police station, fire department, political organizations
- Community service agencies – Right to life organizations, Red Cross, American Cancer Society, Goodwill, Salvation Army
- Salesian Sisters – Province Development Office events
- School-sponsored service projects, off-site
- General support services – **these must be approved before you start** – one-on-one tutoring, house cleaning for elderly, etc.

What does not qualify as service hours?

Some examples of service that will NOT be accepted are:

- volunteering at a doctor's office
- babysitting or providing elder-care for relatives, friends
- helping out at a family business
- volunteering at a for-profit child care center, such as one run in a private home.

Where do I begin?

- Based on your interests and talents, decide what type of service you would like to do
- Contact the agency and ask what their procedure is for volunteering. If you want to contact a volunteer network, try
  - [www.catholiccharities.org](http://www.catholiccharities.org) click on *volunteer Opportunities*
  - the volunteer directory *It's the Heart that Matters*
- Arrange an interview to find out what you will be doing and when you can begin

given athlete in four years' time. When the athlete first earns her varsity "letter" in a given sport, she receives a gold pin symbolizing that sport and a certificate of recognition. The athlete who "letters" a second time in the same sport is presented a medal and a certificate for this achievement. The third and fourth varsity "letters" for the same sport come are recognized by a plaque..

Athletic jackets are available for purchase through Aladen Athletic Wear. No other decoration may be added to the Varsity Jacket without the express permission of the school.

By the MVP (Most Valuable Player) Award, a coach recognizes ability and attitude. The Sportsmanship Award recognizes encouraging spirit shown to teammates. Finally, the Coach's Award honors the most improved athlete of the season. Any athlete who is faithful to practice and to games and who completes the season will earn a certificate of participation.

What are the minimum lettering requirements for each sport, by percentage of play time?

- Soccer -- Participation in 3/4 of the scheduled varsity games
- Tennis -- Participation in 2/3 of the scheduled varsity matches or scoring in the county and state tournament
- Volleyball -- Participation in 2/3 of the scheduled varsity games
- Basketball -- Participation in 1/3 of the total number of quarters played in a season
- Cheerleading -- Cheering for the duration of the game for every home basketball game
- Softball -- Participation in 1/2 of the scheduled varsity games
- Track -- Participants who earn place and/or score twice in a meet during the season.
- Student Managers -- the varsity coach, in dialogue with the Athletic Director, can determine the requirements for a student manager earning a varsity letter.

Auxiliary personnel (people who work with the team primarily at games, such as a "stat girl") will not qualify for a letter through the Athletic Department. They will, however, be recognized by their respective team and its coaching staff.

If I am on a team, am I required to attend the Sports Dinner?

All athletes are expected to attend the award program, which is an extension of the athletic season, and all sports payments are due before the sports award night. Only the Athletic Director may excuse an athlete from the program. Failure to attend without an excused absence may result in forfeiture of awards that might have been received.

she is physically fit to participate, after being absent five or more consecutive days.

Does school attendance impact my sports participation?

Yes, an athlete must be counted “present” (attend four hours of the school day) in order to participate in practice, a game, or an awards program that same day. Exceptions can be made in extenuating circumstances (MHCA-approved college visits, MHCA field trips, medical emergencies, funerals).

Any athlete suspended from school for any reason may not participate in sports during that suspension. Additionally, upon return to school, an athletic suspension may be imposed.

Are there any long-term consequences to quitting a team?

Unless she is cut for lack of ability, an athlete who makes the team is expected to see the season through. If she or the coach terminates her team membership, she will be ineligible to practice or participate in another sport that season and she will not be recognized at the Sports Award Dinner for that sport. (Any exception to this would require the mutual consent of the coaches involved and the Athletic Director.)

Any athlete who quits a team may not try out for a sport the next season, until the team she quit finishes its respective season. This restriction includes pre-season conditioning as well.

Can I play more than one sport in a season?

In general, no. Exceptions for cheerleaders in the fall season require the approval of both coaches and the Athletic Director.

What level of achievement is required to earn a Varsity Letter?

A sport’s head coach is responsible for selecting the athletes who merit the Varsity Letter on the basis of

- the percentage of time spent participating in competition in the current season
- visible growth in team spirit
- dependability
- positive attitude towards practice and training rules
- Sportsmanship
- Positive attitude and behavior in the classroom and on the campus
- Membership in the team until the end of the season.

What types of awards can an athlete earn at MHCA?

Only one royal blue and gray chenille varsity letter can be earned by a

## Activity Point Questions & Answers

What is an “Activity Point”?

MHCA established an activity point system to recognize the achievements of its students. The points are awarded to those students who participate in activities that build the spirit and quality of life at the Academy. Points are also awarded for attainment of Honor Roll status and for the involvement of interscholastic team members who do not earn “letter” recognition for a given season.

Is there some set rule for how much time and participation merits a point?

You can earn up to the following maximums, as determined by the activity moderator:

- 1 point per **two hours of active participation** in an activity, game, club project or production. (Examples: playing a sports game, working coat check at a dance, helping at a car wash, acting on the night of the school play or other show, participating in a forensics meet or a math club contest, painting intramural decorations)
- 1 point per **three hours of attendance and participation in meetings, practice** (sports or otherwise), **planning, etc.** (Examples: faithful attendance at your club, service on a class committee, faithful attendance at practice for the mock trial)
- Note that clinics, camps, courses or any personal enrichment will not be counted towards Activity Points. Field trips intrinsic to the goals of the club or team may be counted towards activity points (1 point per event).

How do I become a member of a club or get included in a school event?

In September the clubs of the school will be presented and explained. Membership enrollment takes place at that time. Certain clubs may invite and/or approve new members (JSA’s, Ambassadors and National Honor Society, for example). In that case, applications are accepted and/or nominations occur at a designated time.

Optional school events are advertised in advance. Certain clubs run particular events by tradition. Other events are sponsored by volunteer committees. Participation in side trips usually is gained on a first-come-first-served basis.

How many points can I earn by achieving Honor Roll status?

For each quarter of the year, points are awarded as follows:

- Principal's List - 10 points
- First Honors - 8 points
- Second Honors - 6 points

A maximum of 80 points from Honor Roll attainment can be counted towards the earning of the Letterman Sweater. (At least 20 points must be earned through participation in school activities.)

Who records the points that I earn?

The class or club moderator or coach (for *non-varsity* players) determines the points awarded for ongoing membership and involvement. Honor Roll points are determined by the Administration. Twice a year (at the end of the first semester and by mid-May) the responsible adult submits the roster of points earned to the designated faculty member, who keeps the tally for each student.

Am I working to earn a specific number of these points?

A royal blue chenille "MH" letter will be awarded to a student at the June awards ceremony in the year that she earns her first one hundred points. For each individual activity in which she earned thirty or more of those points, a gold pin will be awarded, to be worn on the letter. A student who earns her letter may purchase a letterman sweater through the school.

What about points I gain after I've earned my sweater?

When a student passes the landmark of 150, 200 or 250 points (and so on) she will be recognized at the June awards ceremony with:

- an activity pin for each new category of activity in which she earned at least 30 points since her last recognition
- a gold service bar if at least 30 of those points were earned by her continuation in an activity for which she already received a pin.

- Improve her motor skills
- Encourage better health and physical fitness
- Instill a desire to excel and succeed
- Develop an appreciation of wholesome recreation
- Foster high moral and ethical standards
- Develop a sense of self-discipline and emotional maturity
- Stress the high ideals of fairness
- Instill high standards of school spirit and loyalty

Who can participate in the athletic program at MHCA?

A student must meet all of the following requirements to participate:

- Be in good standing in the school (conduct and grades)
- Have an annual physical examination by a qualified physician filed with the school nurse before the first practice session
- Provide the school with a certified birth certificate and be under 19 years of age before September 1 of senior year (NJSIAA requirement).
- Comply with provisions of the amateur rule (never having competed under false names, for money, or for merchandise of value)
- Complete a Transfer Waiver Form, if transferring from another school (and comply with NJSIAA policies for transfer students).

All questions of eligibility should be addressed to the Athletic Director.

If I qualify for a team, must I buy the uniform?

Most uniforms are rented and the assigned fee is to be paid before the uniform is received. The fee is usually charged per uniform piece for the season, and includes laundry service costs. Some pieces, because of their nature or individual tailoring, are purchased independently or through the school.

What is expected of an MHCA athlete?

- She will participate in practice and league meets 100% of the time, with the exception of time lost due to documented sickness, injury or unavoidable problems.
- Both at home games and on road trips, she must dress appropriately and conform to the grooming policies in the school handbook.
- On the field of competition, she will conduct herself in a respectful and cooperative manner, displaying the highest level of sportsmanship.
- At sports competitions and when traveling to and from such events, she will conduct herself in a manner consistent with her status as an MHCA student following all the guidelines for behavior outlined in the handbook.
- She will present written verification from a physician stating that

## Athletic Participation & Awards

### Questions & Answers

What sports does MHCA offer?

- Soccer
- Tennis
- Volleyball
- Basketball
- Cheerleading
- Softball
- Track

What is the goal of the athletic program at the Academy?

The program strives to:

- Develop a student's ability to think, both as an individual and as a member of a group