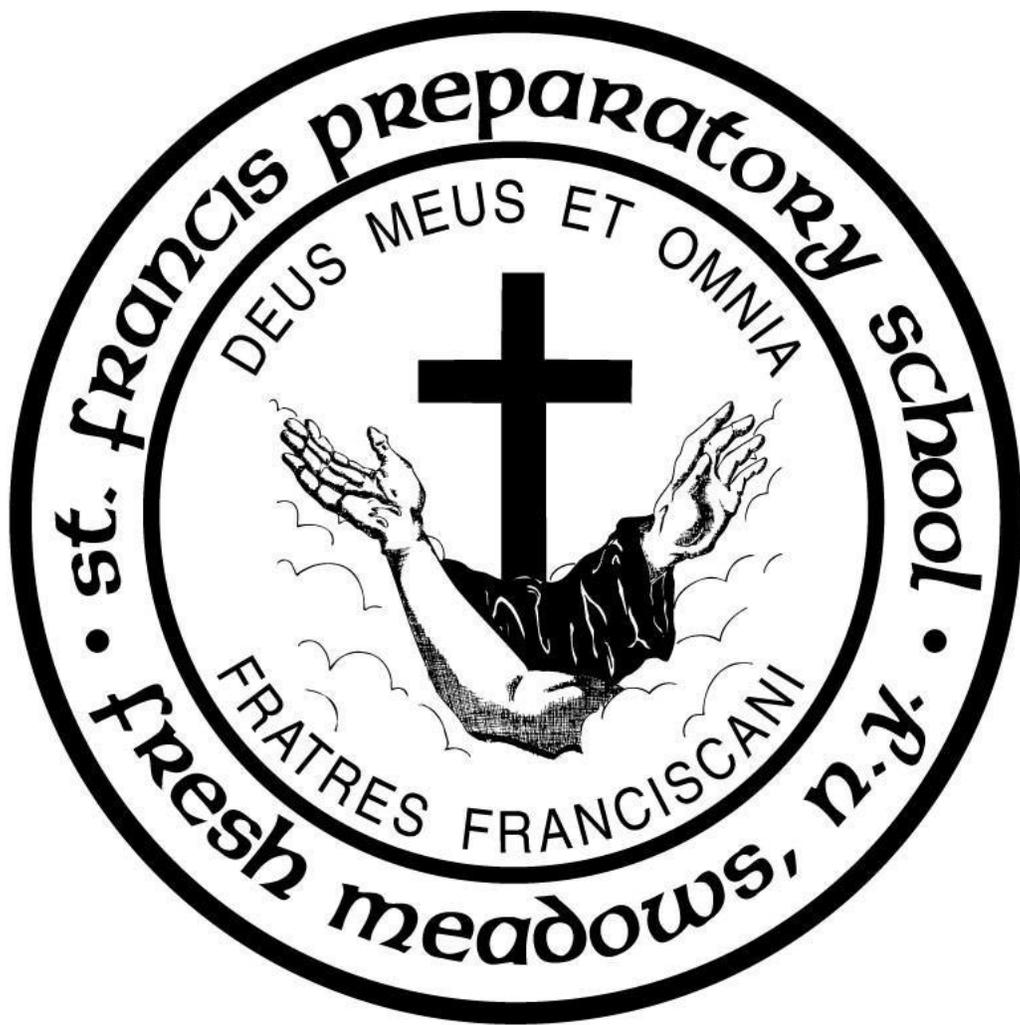
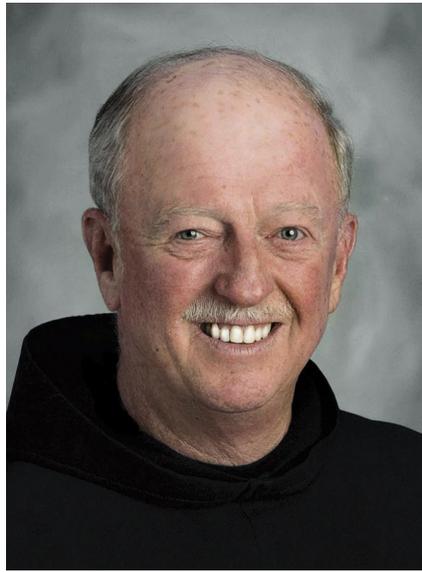


SFP
GENERAL RULES AND
INFORMATION
2021 / 2022



THE PRESIDENT'S MESSAGE



As the President of St. Francis Prep, I'm delighted to welcome you to the 2021-2022 school year. In this role, much of my work centers on fostering our mission, working with alumni and benefactors, fundraising, admissions, finances, and other business components. Our Principal, Mr. Patrick McLaughlin, handles the day-to-day operations and academics of the school. Together we work to provide you with the best Catholic education in our Franciscan tradition. Last year, I continued conversations with many alumni to seek financial support for St. Francis Prep programs and plans. I am enjoying sharing the good news about the Prep, including your successes, with our graduates.

Thanks to the generosity of our alumni and benefactors, our major renovations continue here at Prep. As students your participation in our annual walkathon is your contribution to these efforts. It is my sincere hope that when you become a successful Prep graduate, you will continue to help the Prep and its students just as so many of our alumni have done for years.

As you begin this school year

- Base all that you do on our mission and Franciscan heritage, beliefs & values
- Model yourself after our patron St. Francis and help others in need by volunteering for our numerous Franciscan and Christian service opportunities.
- Grow spiritually by actively participating in religious services and your religious education classes

Have a great school year and I encourage you to stop by and see me whenever you have a question or comment.

May the Blessings of St. Francis always be with you.

Sincerely,

A handwritten signature in cursive script, reading "Bro. Leonard Conway, O.S.F.".

Brother Leonard Conway, O.S.F.
President

THE PRINCIPAL'S MESSAGE



Welcome to the 2021-2022 school year! I hope your summer was filled with fun, relaxation, prayer and learning. Our entire faculty and staff look forward to seeing everyone back in the building this year.

Our teachers are energized and deeply committed to making a positive difference in the lives of our students after working through both a physically and mentally draining school year. I am grateful for the courage, hard work and dedication of our students and teachers throughout the 2020-21 school year. As we begin this school year. Let us all recommit to being our best selves and to live out the Franciscan values:

- To be Living Instruments of Peace
- To Proclaim Joy and Hope
- To Care for Creation
- To Live Lovingly

As we live through an incredibly challenging time for schools everywhere, St. Francis Prep will keep its focus on our Mission where students grow, learn and develop in religious and joyful school environment.

Together with our dedicated faculty and staff, supportive families and motivated students we continue to strive to create an environment filled with a commitment to faith and pursuit of academic excellence.

St. Francis Assisi pray for us!

A handwritten signature in black ink that reads "Patrick McLaughlin". The signature is written in a cursive, flowing style.

Patrick McLaughlin

FOUNDATION DOCUMENTS OF ST. FRANCIS PREPARATORY SCHOOL



BELIEF STATEMENTS

The community of St. Francis Prep values God's life in each person. Therefore, we are compelled:

- to be seekers of Truth
- to develop a critical intellect
- to treat all with respect and dignity
- to lead lives of justice, integrity, and compassion.

MISSION STATEMENT

St. Francis Prep is a Catholic college preparatory school in the Franciscan tradition. Our mission is to enable all students to develop and broaden their spiritual, intellectual, creative, emotional, social, and physical abilities.

We value the unique contribution each person makes to the Prep community.

Together we create an environment filled with academic success, respect, integrity, and joy.

PHILOSOPHY

St. Francis Preparatory School is a community that affirms its Catholic identity by the four "Golden Links" of Franciscan education, which holds that Spiritual, Intellectual, Social, and Physical values can be drawn from learning. We direct our educational efforts through academic programs and activities to enable students to value all of God's creation. Enlightened by the teachings of Jesus, we—the students, parents, faculty, staff, administration, and alumni—view the school as a means of encountering God and as a visible sign of our religious beliefs. In the words of Pope John Paul II, the mission of the Catholic school is "to communicate Christ." At the Prep, this is uniquely interpreted in the spirit of Franciscanism, which is to manifest peace, love, and respect for the individual, the community, and the environment.

At St. Francis Prep we create an atmosphere where all can experience, communicate, and live the Gospel message. We challenge every individual to value learning, thinking, and critical inquiry. The teachers strive to not only instruct students, but to inspire them. We provide opportunities for students to develop their academic potential and make college and career choices in concert with their personal desires and talents. We appreciate and respect the cultural diversity in the school and the New York metropolitan area while embracing our shared humanity. We encourage active citizenship in our democracy by increasing students' awareness of and involvement in local, national, and global issues.

This is the vision we mutually define. To work for these ends is a task of joy, which provides fulfillment to the entire Prep community.

GRADUATE PROFILE

Our focus at St. Francis is the whole person.
Therefore, Prep graduates strive to live the
Four Golden Links
of a Franciscan education:

SPIRITUAL

To continually experience a loving God in themselves and in others.
To live the teachings of Jesus in the spirit of St. Francis of Assisi.

INTELLECTUAL

To always value learning, thinking,
and critical inquiry.
To make responsible decisions in all aspects of their lives.

SOCIAL

To recognize themselves as members of the world community.
To respect and accept the unique
contributions of each individual to
society.

PHYSICAL

To accept and nurture our bodies as gifts of the Creator.
To encourage stewardship of our
planet.

HISTORY OF ST. FRANCIS PREP

When the new diocese of Brooklyn was created in 1853, one of the priorities of its first Bishop, John Loughlin, was to establish more schools. Accordingly, Bishop Loughlin applied to the Irish Congregation of Franciscan Brothers from Mt. Bellew, County Galway, to undertake the work of education in the Diocese. In response to the Bishop's invitation, two Brothers, John McMahon and Vincent Hayes, arrived on May 31, 1858, to found a house for the Franciscan Brothers in America.

By autumn, they had secured that house at 300 Baltic Street; the Brothers took up residence, using the basement as their monastery and the upper floors for classrooms. In the fall of 1858, the Brothers and three additional teachers formally opened the doors of this primitive school known as St. Francis Academy, the first private Catholic School on Long Island - the predecessor of St. Francis Preparatory School.

Then in 1884, the academy became the preparatory school for St. Francis College and was known variously as St. Francis Academy, St. Francis High School, and St. Francis College High School.

As the high school grew to include more than 600 students, it became evident it could no longer function as part of the college. On June 21, 1935, the Board of Regents of the State of New York conferred upon St. Francis Academy a new charter establishing St. Francis Preparatory School.

Brother Charles Rynne became the first principal of St. Francis Prep and Brother Charles remained a part of the Prep for the rest of his life. After his three terms as principal ended in 1944, he returned to his former teaching position. Even after his retirement, Brother continued to work in the library on North Sixth Street and at Fresh Meadows until his death in April 1982, after 67 years as a Franciscan Brother, 50 years at Prep.

During the term of Brother Charles, the Prep grew in scholastic and academic standing. Its teams were the envy of the city and, in 1943, the Prep became the first school in the area whose basketball team was able to bring home three post-season trophies. When Brother Charles left his office in 1944, the Prep was educating almost 1,000 boys.

Brother Bernard was appointed principal in 1944. He began the band, the glee club, and the orchestra. The annual concert was part of his cultural program. When the war ended and a greater influx of students flocked to the college on the G.I. Bill, Prep students could no longer use the college's facilities.

By this time, Brother James had become principal. With help from Archbishop Molloy, a St. Francis College alumnus, and Diocesan authorities, a new location was picked. After extensive renovations, the former St. Vincent DePaul Academy opened in September 1952 as St. Francis Preparatory School. The new facilities included a modern cafeteria and a gym in an annex building.

During Brother Timothy's leadership as principal, it was quite clear that the "Prep Spirit" had moved into the new quarters as well. In 1954, 1154 students enrolled at the Prep, the passing grade was raised to 75%, and the Student Council was instituted. The Prep publications flourished during these years. The Seraph, the school paper, won first place in the Columbia Scholastic Press Association Conference for the fourth year in a row. The San Fran, the yearbook, was picked as the finest high school yearbook in the country in 1958 and 1960. In 1958, Brother Timothy created The Little Portion, the Prep's literary arts magazine.

In 1955, St. Francis became triple champs of the CHSAA, winning the city championships in swimming, track, and basketball. The football team tied for first place with Archbishop Stepinac. In 1956, the basketball, track, and swimming teams repeated their feat, and the football squad joined them as city champs. In 1957, the swimming team won its fourth straight city championship; the track team won the indoor, outdoor, and cross-country trophies; the basketball team won its third straight title. In 1958, the track team repeated all three titles, the basketball team won the private school championship, and the swimming team added its fifth straight title.

In 1961, Brother David Trapp became the principal of the Prep. The Prep tradition of excellence was recognized in 1963 when St. Francis received accreditation from the Middle States Association of Colleges and Secondary Schools.

In 1967, Brother Fabian (later James) began to lead the Prep through the turmoil of the late 1960's and early 1970's. In 1968, the Prep mourned six of its alumni killed in Vietnam; editorials about the Vietnam War, both pro and con, appeared in the Seraph. In academics, the seniors went on individual schedules for the first time and the entire curriculum was changed; the rotating schedule was introduced; the first computer course was offered; Latin was dropped.

In November 1972, the Middle States Association evaluation team again visited the Prep and granted reaccreditation for the next ten years.

In December 1972, it was announced that in the fall of 1974 St. Francis Prep would again relocate - from the Greenpoint-Williamsburg site to the present, large, and modern facilities of what was Bishop Reilly Diocesan High School in Fresh Meadows, Queens.

The move was not only in the now well-established tradition of the Brothers expanding and improving the educational environment for their students; the move was also innovative in the history of the Prep: St. Francis became a coeducational institution.

Brother Kevin Smith was appointed principal in the fall of 1973 to oversee the move to the Fresh Meadows campus. Under his leadership, the Prep became, in Brother Kevin's words, "a foremost Catholic learning community that is unique and oriented to Christian service, a community that is visibly Catholic, visibly concerned with values, and one providing excellence in instruction."

In the spring of 1977, Brother Michael Moran was named principal. In athletics, the Prep continued its domination of many sports, including baseball and football city championships in 1976. Brother Alan's handball squad continued its string of yearly championships begun in 1968. The girls' teams easily learned how to win the Prep way, adding titles in basketball, gymnastics, tennis, volleyball, and track.

In the spring of 1980, Brother Richard McCann was named principal and he continued the Prep traditions. Students and teams continued to earn scholarships, awards, accolades, and championships. In the fall of 1982, the Middle States Association again recognized this excellence in reaccrediting St. Francis Prep for the next ten years.

On October 2, 1982, over 7,000 people gathered at Alumni Hall at St. John's University to celebrate the 125th Anniversary of the opening of that small academy at 300 Baltic Street in Brooklyn. In his welcoming remarks, Brother Richard declared a year of "Jubilee"; homilist Rev. Michael Himes examined our Franciscan traditions; Bishop Mugavero celebrated Mass. All seemed to echo the message sent by President Ronald Reagan who called St. Francis Prep "a model for the rest of the nation."

In the fall of 1983, Brother Leonard Conway was appointed Principal. Unprecedented growth in every area marked his thirty year tenure. He revised the administrative structure to a team approach by assigning specific functions to assistant principals, putting an emphasis on instruction, curriculum, and student and faculty development.

One of the first changes he incorporated was the expansion of the schedule to include an extra period at the beginning of the school day. That enabled qualified students to pursue additional academic interests. It also established a secure time slot for music programs. The English Department established a Writing Center for the improvement of writing skills and to serve as a resource center for students whose native language was not English.

One of the most satisfying developments took place in the Science Department with the establishment of the Science Research Program. Students with an interest in science follow a three-year program that culminates in research at an area college. St. Francis Prep has had semifinalists twelve of the past fourteen years in the prestigious Intel competition.

Mathematics has undergone considerable revamping, incorporating the required use of graphing calculators by every student in a continually revised curriculum. The Foreign Language Department instituted its own National Honor Societies for the four languages.

The Social Studies Department initiated improved computer literacy. Now the entire school benefits from an interactive website for parents and students providing assignments, grades, and e-mail. Technology advancement permeates every section of the building including the library with its catalogue and periodical system and the business and music departments with their computer labs. Brother Leonard established a Computer Department with its own chairperson and made Computer Science a requirement for graduation.

During Brother Leonard Conway's many terms as principal, he and the school have received numerous honors. In 1984, the school was among the first to be nationally recognized with the "Excellence in Education" award. In 1999, U.S. News & World Report listed St. Francis Prep as an "Outstanding American High School." Personal awards bestowed upon Brother Leonard included the Franciscan Spirit Award in 1986 and the St. Francis College "Alumni Achievement" award. He was awarded the St. John's University President's Medal in Catholic Education in 1998 and given the title of Honorary Alumnus of St. Francis Preparatory School – Class of 2001. In May of 2008, Brother Leonard was awarded an Honorary Doctorate from St. Francis College.

On October 4, 2008, the school celebrated the 150th Anniversary of St. Francis Prep. Brother Leonard launched a Capital Campaign to add classroom space and state-of-the-art enhancements (such as a SmartBoard in every classroom).

The summer of 2011 marked the first achievement of that goal with the opening of the Coach Vincent O'Connor Physical Education and Athletic Training Center and the Art Education Center. The next phase, beginning the summer of 2014, will include state-of-the-art science labs and classrooms and much needed space for our music program.

With the beginning of the 2013-2014 school year, St Francis Prep embarked on yet another beginning. Brother Leonard became the school's first President, and Mr. Patrick McLaughlin became its Principal. This new administrative model will help the school to continue the Prep's tradition of providing the best Catholic, Franciscan education for the young men and women who will be our leaders in the 21st century.

During his first year as Principal, Mr. McLaughlin continued the great leadership established by Brother Leonard.

The faculty and students have begun implementation of the Common Core State Standards. The success of our graduates remains exemplary: 99% continue their education in college; the Class of 2014 received \$98 million dollars in grants and scholarships to continue their education over the next 4 years. In the Fall of 2014, St. Francis Prep will again move forward by further integrating technology and instruction: we begin a 1:1 iPad program for all incoming 9th graders.

Surely the original Brothers would be happy to see that the seeds so lovingly planted have borne such an abundant harvest.

ADMINISTRATION, FACULTY, AND STAFF

Administration

Br. Leonard Conway, O.S.F., *President*
Mr. Patrick McLaughlin, *Principal*
Joseph Castellano, Ph.D., *Assistant Principal,*
Curriculum, Student and Staff Development
Ms. Gerilyn Coccia, *Assistant Principal, Dean of*
Students
Mr. Xenos Novoa, *Assistant Principal, Dean of*
Students
Mr. Christopher Mendolia, *Assistant Principal,*
Faculty and Instruction

Admissions Office

Ms. Lisa Schaefer-Heuer, *Director*
Mr. Abe Leston, *Associate Director*
Mr. Matthew Buete, *Admissions Assistant*
Mrs. Toni Murphy, *Admissions Assistant*

Alumni Office

Br. Robert Kent, O.S.F., *Alumni Director*

Art Department

Mrs. Jeanne Buccino, *Chairperson*
Mr. Anthony Biondolillo
Mr. Jean-Marc Duplessis
Ms. Olivia McNamee
Ms. Donna Mejia
Ms. Dianna Shmerykowsky

Assistant Principal's Office

Joseph Castellano, Ph.D., *Assistant Principal,*
Curriculum, Student and Staff Development
Mr. Christopher Mendolia, *Assistant Principal,*
Faculty and Instruction
Ms. Graziella Zerilli, *Administrative Assistant*

Attendance Office - see Deans' Office

Campus Ministry

Christian Sullivan, Ph.D., *Director*
Ms. Marissa Ruotolo-Merkle, *Liturgy & Worship*
Mr. Shawn Sempowich, *Service Learning*
Rev. Ralph Edel, *Chaplain*

College Office

Ms. Robyn Armon, *Director of Guidance and*
College Counseling
Mrs. Jennifer Cardillo, *College Office Assistant*
Miss KellyAnn Hassett, *College Office Assistant*

Computer/Business Department

Mr. James May, *Chairperson*
Mrs. Laura Andriola

Mr. Joseph Brusca
Mr. Joseph Sciamè

Deans' Office/Attendance Office

Ms. Gerilyn Coccia, *Assistant Principal, Dean of*
Students
Mr. Xenos Novoa, *Assistant Principal, Dean of*
Students
Mrs. Courtney Yopez, *Administrative Assistant*
Mr. Richard Carroll, *Office Assistant*
Mrs. Maureen Krakovsky, *Office Assistant*

Development Office

Mr. Robert Angeletti, *Director*
Mr. Michael Graziano, *Associate Director*
Ms. Sally Khan, *Associate Director*
Mrs. Kim Perinuzzi, *Development Assistant*

English Department

Robert Williams, *Chairperson*
Mrs. Kristie Beck
Joseph Castellano, Ph.D.
Mr. Adam DeGraff
Mr. Kevin Doyle
Ms. Angela Fierst
Ms. Nicole Friedman
Mrs. Elizabeth Glaser
Mr. Eric Hafker
Mrs. Catherine Iannicelli
Matthew Lorenz, Ph.D.
Ms. Mary Niklaus
Ms. Lorna Pietryga-Park
Ms. Elizabeth Prohaska
Mrs. Katherine Rehill
Ms. Gina Rizzi-Lorenz
Ms. Juliette Sidoli
Mrs. Rose Stein

Finance Office

Mr. Joseph DiSomma, *Controller*
Mrs. Jacqueline Mancuso, *Assistant to Controller*
Mrs. RoseAnn Delutri, *Financial Services*
Mrs. Lisa Jones, *Tuition Assistant*

Foreign Language Department

Mrs. Marianna Ruggieri-Marletta, *Chairperson*
Mrs. Dorothy Afonico
Mrs. Sara Amato
Mrs. Margarita Argueso
Mrs. Marinna Aulov
Mr. George Espinal
Mrs. Jennifer Garcia-Goldberg

Mr. Daniel Jean – Baptiste
Mr. Xerxes Novoa
Ms. Marisa Rodriguez
Mr. Constancio Soto
Mrs. Amalia Spiotta

General Office Assistants

Mrs. Justine Kosinski
Mrs. Lori Haggerty
Ms. Jennifer Kuz

Guidance Department

Ms. Robyn Armon, *Chairperson*
Ms. Becky Barell
Mr. Peter Bosco
Mrs. Danielle Forte
Mrs. Laura Hassett
Mr. Michael Hernandez
Mr. Nicholas Lombardo
Mr. Brandon Magenheimer
Mrs. Josephine Morrone
Mrs. Nancy Williams
Mrs. Renee Eagle, *Guidance Assistant*

Health Benefits Coordinator

Mr. David DeRienzo

Library

Mrs. Elizabeth Wolpert, *Chairperson*
Mrs. Helga Stabiner, *Library Staff*
Mrs. Vesna Vulin, *Library Staff*
Mrs. Alisia Keneth, *Library Staff*

Mathematics Department

Sr. Mary Ann Napier, C.S.J., *Chairperson*
Mr. Frank Albaneze
Mrs. Jacqueline Arena
Mr. Joseph Bernardini
Mrs. Rachel Binaso
Mr. Thomas Burns
Mrs. Stacey Godek
Mrs. Alexandra Gugliotta
Ms. Theresa Houseman
Mrs. Bethany Klein
Ms. Megan O'Leary
Mr. James Lynch
Mr. Brian McCormack
Mrs. Kristina Petry
Mrs. Melissa Rafferty
Ms. Ellen Schuler
Mr. Kevin Tallman

Music Department

Robert Corbino, Ed.D., *Chairperson*
Ms. Kirsten Corwin
Mr. Joseph Higgins
Mr. Robert Johnston
Mr. Murat Karaca
Mr. David Kobayashi
Mr. Marc Silvagni

Nurse's Office

Ms. Mary Pappas, R.N., *School Nurse*
Mr. Angelo D'Errico, *Assistant to Nurse*
Mrs. Mary LoBosco, *Assistant to Nurse*

Physical Education and Health Department

Mr. Salvatore Fischetti, *Chairperson*
Mr. Michael Aguilo
Mrs. Laurie Cappiello
Mr. Kevin Colucci
Mrs. Denise Heckelman
Mrs. Elizabeth Kalkau
Ms. Nicole Pasinkoff
Mrs. Judith Turner
Ms. Sandi Vandermosten
Mrs. Jill Verdi
Mr. Justin Kelly, *Department Assistant*
Mrs. JoAnn Wagner, *Department Assistant*
Mrs. Phyllis Gambino, *Athletic Office Assistant*

Plant Directors

Mr. Kenny Frers
Mr. Jeff Hohmann

Prep Card Coordinator

Mrs. Ellen Arfanis

President's Office

Br. Leonard Conway, O.S.F., *President*
Mrs. Carrie Haggerty, *Administrative Assistant*

Principal's Office

Mr. Patrick McLaughlin, *Principal*
Ms. Graziella Zerilli, *Administrative Assistant*

Programming Department

Mr. Adam Krause, *Director*

Public Relations

Ms. Lisa Schaefer-Heuer
Mr. Robert Johnston
Mr. Abelardo Leston

Registrar

Mr. Abe Leston

Religious Education Department

Mrs. Maria Finn, *Chairperson*
Mrs. Linda Baldacchino
Mrs. Peggy Bergin-Sementilli
Mrs. Eileen Cosgrove, *Experience Group*
Mrs. Leslie Cozzi, *Experience Group*
Mr. Timothy Doyle
Ms. Kelly Jean Gavin
Ms. Christine Glynn
Mr. Anthony Grimm

Mr. William Leone
Ms. Jennifer Locascio
Ms. KellyAnn Hassett, *Experience Group*
Mr. Michael Melendez
Mrs. Ann Marie Pedalino, *Experience Group*
Mr. Shawn Sempowich
Ms. Susan Sparagna
Mrs. Annette Spencer, *Experience Group*
Mr. Thomas Vlkovic

Science Department

Mrs. Kimberly Istrico, *Chairperson*
Sharon Bennett, Ph.D.
Mrs. Casey Clark
Mr. Paul Cohen
Mr. Paul Donnelly
Ms. Eleni Franxhi
Mr. David Ganci
Mr. Adrian Gonzalez
Mrs. Kimberly Gonzalez
Mr. Clinton Ikioda
Mrs. Frances Jiménez
Mr. James LaRocca
Mrs. Susan McCabe
Ms. Nicole May
Peter McNamara, Ph.D.
Mrs. Samantha Nathan
Mr. Kevin Petry
Mrs. Ann Marie Rich
Mrs. Joan Sorriero

Security

Mrs. Kim Skellington, *Security Director*
Mr. Rick Castillo
Mr. Glen Formica
Mr. Brian Katze
Ms. Johanna Pappas
Mr. Dave Rodriguez

Ms. Sylvette Miralla

Social Studies Department

Mrs. Diane Haussermann, *Chairperson*
Mrs. Suzanne Camus
Mr. Matthew Corrado
Mr. Jean-Patrick Devesin
Mrs. Caitlin Donovan-Demeo
Mr. Peter Groner
Mr. Christopher Hansen
Mr. John Hessel
Mr. Charles Jardines
Mr. Gerard Kruger
Mr. Patrick T. McLaughlin
Mrs. Sarah Oliveri
Ms. Maureen O'Neill
Mr. Francesco Purificato
Ms. Alyssa Tomaselli
Mrs. Monica Robertson
Mr. Connor Schmid

Student Activities

Mr. David Ganci, *Director*
Mrs. Becky Barrell, *Assistant*

Technology

Mrs. Caitlin Donovan-Demeo & Ms. Nicole May,
Co-Directors
Mr. Carl Frey, *Network Administrator*
Mr. Peter Votin, *Computer Operations Manager*
Mr. Paul DeBenedittis, *Student Information*

Textbook Coordinator

Ms. Carol Kennedy

Volunteer Co-Coordinator

Mrs. Andrea Taiano

ACADEMICS

Required Program of Studies

9th Grade Year

Religion
English
Social Studies
Science
Mathematics
Foreign Language
Fine Arts
Physical Education

Sophomore Year

Religion
English
Social Studies
Science
Mathematics
Foreign Language
Fine Arts
Physical Education

Junior Year

Religion
English
Social Studies

Senior Year

Religion
English
Social Studies

Science	Physical Education
Mathematics	Three elective units*
Physical Education	
One elective unit*	

* One-half unit in Computer Science and one-half unit in Health must be completed in either junior or senior year.

Students are responsible to find out from their individual teachers the course requirements and grading system.

Graduation Requirements

Core Curriculum Requirements

Religion	2 units (4 years)
English	4 units
Social Studies	4 units
Mathematics	3 units
Science	3 units
Foreign Language	2 units
Fine Arts	1 unit
Health	1/2 unit
Computer Science	1/2 unit
Physical Education	2 units (4 years)
Electives / Sequence Requirements	3 units
Total	25 units

Competency Requirements

To graduate, a student must pass with at least 65% Regents exams in the following subjects: English, Global History, Math, Science, and U.S. History and Government.

Diplomas

Depending on scores on Regents exams and the courses taken, students may receive one of two types of diplomas. The requirements for each are listed below.

1. St. Francis Prep Diploma with Regents Endorsement
 - A. all core requirements listed above
 - B. score at least 65% on all five required Regents exams
2. St. Francis Prep Diploma with Advanced Regents Endorsement
 - A. all core requirements listed above
 - B. score at least 65% on the five required Regents exams
 - C. score at least 65% on these additional Regents exams:
 - ☞ Comprehensive Foreign Language Regents*
 - ☞ Algebra 1, Geometry, and Algebra 2
 - ☞ A second Science Regents-one must be in Biology (Living Environment), the other in Earth Science, Chemistry, or Physics

*Students who pursue a qualified 5-unit sequence in Art or Music may substitute that sequence for the Foreign Language requirement. Check with the Art or Music Chairperson for details.

More complete information about competency requirements are in the Course Book.

Grading Policy

The purpose of grades is to gauge and affirm student performance and to motivate and encourage students toward higher achievement. A student's grade in a particular class should accurately reflect his or her academic performance, responsibility, and fulfillment of the course requirements.

Student behavior that hinders academic progress may adversely affect a student's grade. It is essential that all students commit themselves to academic integrity.

Students must understand that attendance in class is their primary responsibility and is the necessary first step in achieving academic success. Following any legitimate absence, students bear the responsibility for requesting and completing missed work within a reasonable period of time.

100	Highest Level of Achievement
95 - 99	Superior
90 - 94	Excellent
85 - 89	Very Good
80 - 84	Good
75 - 79	Passing
Below 75	Failure

Program Changes

Student programs are finalized at the end of June. We will not honor requests for changes after the end of June.

Dismissal Due to Failures

Final failure of any four subjects during the school year or failure of a subject during summer school will result in dismissal.

Policy regarding grading for chronically late and/or absent students

All students who attend St. Francis Prep are responsible for completing all class assignments.

Lateness and/or absence is not a valid excuse for incomplete work or for failing to hand in assignments. When an assignment is not handed in for any reason by the date it is due, the student will receive a grade of zero which will be posted in the appropriate teacher's grade book. The score will be adjusted only once the assignment has been handed in and the teacher has had an opportunity to grade it. Deductions will be taken according to the syllabus and course requirements provided by individual teachers to their students at the beginning of the school year or semester. The syllabus and course requirements for each course are posted on every teacher's SFP webpage and should be reviewed by students, parents and guardians at the commencement of any given semester. Additionally, academic consequences including a mandatory 5 point deduction from the quarterly grade will be applied for students who have missed 6 or more of classes during any given quarter. This includes time lost for lateness, early dismissal, suspension, etc.

ADMISSIONS

E-mail Address: admissions@stfrancisprep.org

Web Page: www.sfponline.org

Fax #: 718-423-1097

Students are accepted to the Prep student community as new students into 9th year and as transfer students into the 10th, 11th and 12th year.

Applicants for the 9th year are to be completed on applications for admissions on www.sfponline.org. In addition they are expected to take the T.A.C.H.S. Exam in November of their 8th grade (this year the test is on November 7, 2020. Information for the T.A.C.H.S. Exam may be obtained from the Catholic Elementary or High Schools, Religious Education Offices, Parishes, or Public Elementary Schools. You may register online at www.tachsinfo.com or via telephone 1-866-618-2247. Please Note: There is no longer a CHSEE exam. Nassau County residents are expected to take the TACHS Exam on November 7th 2020.

Scholarships are awarded to 9th grade applicants only. Applicants are automatically registered to participate in scholarship selection when they register for the T.A.C.H.S. Exam. However, only 1st choice applicants are considered for scholarships.

The Prep will accept students from all three choice categories but preference is given to 1st choice applicants.

Prep's T.A.C.H.S. / Nassau code is 019.

Applicants for grades 10th, 11th, or 12th (transfer students) must obtain a transfer application from www.sfponline.org. 9th grade applicants should submit their 6th, 7th, and 8th grade report cards by December 16th, 2020. Transfer students are expected to have a B+ (85%) average and all final grades from high school must be 75% or above.

Consideration is given for family relationships such as brother, sister, mother or father who are presently in attendance or have graduated from the Prep. Familial relationships do not guarantee admission. Special Consideration recorded within the application.

ALUMNI ASSOCIATION

The Alumni Association continues the traditions of the school through the "GradNews," the Annual Report of Contributions, the Alumni Website, and about 25 special activities and events each year. The issues of "GradNews" include articles on alumni and class notes from the various alumni who send us information about important events in their lives.

Through emails and other communications throughout the year, the alumni are informed of class reunions, local professional chapter and out-of-town chapter receptions, and many other items of interest. The Alumni Board, which consists of an Alumni Director and thirty alumni members, solicits recommendations from the alumni for the Alumni Hall of Fame and Honorary Alumni, which honor the achievements of outstanding alumni and members of the Prep community respectively.

Active alumni contribute to the support of the school through the Annual Appeal and attendance at events and reunions.

There are currently over 28,000 graduates whose up-to-date record information is housed in an impressive database that serves the Alumni and Development Offices in many significant ways.

Alumni Board President: Mr. Walter Bishop (1980); Alumni Director: Br. Robert Kent, O.S.F.

"If God can work through me, he can work through anyone."

---St. Francis of Assisi

COLLEGE CREDIT PROGRAM

Important information for junior and senior students. As of Fall 2016 there are new procedures regarding how / when to registrar! Please check other website.

St. Francis Prep has an affiliation with St. Francis College, St. John's University, and Pace University to provide an opportunity to earn college credit while in high school. These courses are taken at SFP and are among the students' regularly scheduled classes.

The credits earned may be transferable to the college a student attends after graduation from St. Francis Prep. Each college determines eligibility for such credits. It is strongly recommended that interested students do some research prior to registering for any college credit courses. Students can contact colleges to which they are interested in applying and request further information about that specific college's policy. Although college credit is accepted at many colleges and universities, there are some schools that may not accept earned credits. It is the student's responsibility to gather this information before making the commitment to register in the program.

All registrations are final. No exceptions.

Students who wish to register in the program must meet the following criteria:
Juniors must have 85% GPA and 100 on the Math and Verbal sections of the PSAT.

Seniors must have 80% GPA and 1000 on the Math and Verbal sections of the SAT.

Registration for the Fall Semester takes place in September, and registration for the Spring Semester takes place in January. Please check those months in this calendar for exact dates.

Please see the link on the SFP website. As of Fall 2016 there are new procedures regarding how / when to registrar! Payment must be made at time of registration.

The specific classes which are eligible for college credit will be listed and made available to the students. Additional information will be announced at assemblies and posted in Cor and on the TV monitors. Please see the link on the website.

CAMPUS MINISTRY

Campus Ministry animates and nurtures the faith life of the SFP community. There are many ways to get involved in the faith life of Saint Francis Prep. Our program offerings are designed to strengthen our faith, build community, live out our Franciscan identity, promote service, and advocate for peace and social justice.

Campus Ministry Team

Ms. Marissa Ruotolo-Merkle, Liturgy & Worship ext. 249

Mr. Shawn Sempowich, Service Learning ext. 292

Dr. Christian Sullivan, Director ext. 302

Fr. Ralph Edel, Chaplain ext. 248

CM Office: WestTop (adjacent to the library)

Chaplains' Office: EastTop (near the College Office, adjacent to chapel)

Pastoral Counseling

Need someone to listen? Our Campus Ministry Team is here to support and walk with you as you deal with personal difficulties and spiritual challenges. Feel free to stop in to talk anytime or schedule an appointment with one of us. If appropriate, referrals will be made in a professional and responsible way.

Liturgies and Prayer

School Chapel

Visit the beautiful School Chapel for some quiet prayer during your free time; join us for Daily Mass at 7:00 a.m.

Liturgies

School liturgies occur in the Auditorium during school hours. Think about serving as a: Lector, Extraordinary Minister, Greeter, or Liturgical Assistant.

Morning Prayer Leaders

Each day begins with prayer. Join the student team and lead prayer over the P.A. system.

Reconciliation/Penance Services

Reconciliation Services during the seasons of Advent and Lent provide the school community an opportunity to evaluate our relationships and receive the sacrament. Fr. Ralph is also available by appointment to hear confessions.

Franciscan Youth Movement

FYM is a student group dedicated to assisting teens to live out our Franciscan values and like St. Francis mirror Christ by putting our Franciscan values into practice through service and peacemaking activities. FYM sponsors projects through the year to enliven our Franciscan values to: Live Lovingly, Care for Creation, Proclaim Joy and Hope, Be Living Instruments of Peace!

Service & Social Justice

Charity Drives & Justice Education

Raising money, goods, and awareness—help plan and coordinate the Thanksgiving Donation Drive, Lenten collection, and used school supplies collection.

Regular Service Opportunities

Cunningham Park Clean Ups-regularly groups of volunteers will assist with picking up garbage, raking leaves, and painting benches in the park grounds immediately behind our school. Give an hour of your time (2:45 p.m.-3:45 p.m.) and demonstrate the Franciscan value of caring for creation. Interested? <https://forms.gle/2DJihog6U3q5Qxa9>

Presentation Soup Kitchen-almost every week students travel with a SFP chaperone to Presentation Parish in Jamaica to prepare meals and visit with homeless and hungry guests Thursdays, 4:00 p.m.-7:00 p.m. Interested? Contact Ms. Camus, scamus@stfranciscprep.org

Midnight Runs-students and adult chaperones travel to Manhattan in SFP school buses and distribute meal bags, clothing, and hygiene products to people living on the streets. Spots fill up fast, so be sure to sign-up early: <https://forms.gle/D1C3w9Ha3kg4U8QP6>

(10/28, 12/7, 1/27, 3/10, 7:00 p.m.-12:30 a.m)

Breakfast Runs- students and parents prepare breakfast and distribute food and donations at a designated spot in Manhattan (1/16 & 3/27, 6:00 a.m.-12:30 p.m.). Sign-ups for these runs are coordinated by the Parents' Guild.

Franciscan Immersions

Franciscan Immersions provide sophomore, junior, and senior students the opportunity to have powerful experiences of service, communal living, prayer and learning about social justice. Student participants and adult chaperones travel to various locations to learn and serve. Each team helps with recruiting sponsors for the program and is expected to bring back their experiences to enrich SFP. FIE: Long Island 2/16-2/21; Camden, NJ 4/6-4/11; and Dominican Republic or Costa Rica: TBD (July 2022).

Retreat Ministry

The retreat program is an essential part of our efforts of Christian and Franciscan formation at St. Francis Prep. Through participating in a retreat, students are able to deepen both their friendships as well as their spirituality.

NINTH GRADE

Foundations Day-students will take time as a ninth-grade class to get to know one another as they establish their identity as new students in our community. Students spend time bonding with their homeroom and participate in Mass together.

TENTH GRADE

Led by student Retreat Leaders, the Sophomore Retreat is a mandatory retreat that focuses on the importance of values & building strong relationships. Each sophomore Religion class spends a day at Camp Alvernia experiencing a variety of large and small group activities, prayer, and talks given by the Retreat Leaders. Also, students have time to enjoy the grounds of the Retreat Center. Students are excused from all class meetings on the day of their retreat, but responsible for the work that is missed.

“JOURNEY” OVERNIGHT

Exclusively for upper division students, this popular retreat gives students an opportunity to leave the rigors of the academic year behind and take time to reconnect with their God, classmates, and themselves. The retreat takes place at the Holy Family Passionist Retreat Center in West Hartford, CT (November 17-19, 2021). Interested juniors and seniors? Contact Dr. Sullivan, csullivan@stfrancisprep.org

SERVICE RETREATS

Several times throughout the school year, students and Campus Ministers will dedicate a school day engaging the local community through service, and follow-up with prayer, discussion, and reflection. Depending on the site, space can be limited to 6-15 students per experience. Interested? Contact Mr. Sempowich, ssempowich@stfrancisprep.org

TWELVETH GRADE

Focused on the theme of “Foundations,” this optional day away provides seniors time to reflect on the four years of high school and look forward to life after graduation. Participants examine who they have become, discuss upcoming changes, and discern what role God and faith have played or will play in their lives.

Sacramental Preparation

The Chaplain and members of the faculty work with interested students who would like to receive the sacraments of Baptism, Holy Communion, and Confirmation. Please talk to your Religion teacher or a member of the CM Team for more information.

If you are interested in joining one of our student groups, please see:

Mr. Corrado& Ms. Gambino	Athletic Retreats
Mrs. Petry & Mr. Sempowich	Breakfast & Midnight Run Coordinators
Mr. Sempowich	Cunningham Park Clean Ups
	Franciscan Immersion Experiences
Ms. Ruotolo-Merkle	Extraordinary Ministers of Holy Communion
	Lectors
	Liturgical Assistants
	Morning Prayer Leaders
Ms. Glynn	Franciscan Youth Movement
Ms. Corwin	Liturgical Ensemble
Dr. Sullivan	Retreat Leaders
Mr. Leone & Fr. Ralph	Sacramental Preparation Program

BELL SCHEDULE

Day	1	2	3	4	5	6	7
7:45 - 8:25	Z						
8:30 - 8:40	COR						
8:45- 9:25	A	H	G	B	A	H	G
9:30-10:10	B	A	H	G	B	A	H
10:15-10:55	C	D	C	D	C	D	C
11:00 - 11:40	D	C	D	C	D	C	D
11:45 - 12:25	E	F	E	F	E	F	E
12:30 - 1:10	F	E	F	E	F	E	F
1:15- 1:55	G	B	A	H	G	B	A
2:00- 2:40	H	G	B	A	H	G	B

COR

Each student is assigned at the beginning of 9th Grade to a class known as Cor. This group remains together for the four years of high school developing its unique identity and sense of belonging.

The Cor period serves the accomplishment of many functions. It allows for:

- official attendance taking
- distribution of MetroCards

- level assemblies
- distribution of notices of appointments
- interaction between the Cor teacher and students.

Students are expected to be on time for Cor, to remain in the classroom for its entire length, and to aid in the completion of the above tasks by complying with the order established by the Cor teacher.

The good appearance of the corridor outside the Cor classroom, the lockers used by the Cor, and the Cor classroom are the responsibility of the entire Cor.

DEVELOPMENT OFFICE

The Office of Development oversees St. Francis Prep's fund raising activities and manages all aspects of the school's constituent database which contains over 30,000 records. The Office of Development also coordinates alumni and donor events, reunions and receptions in consultation with the Alumni Director and the Alumni Board; produces all alumni and donor related publications; and is responsible for the day-to-day management of the SFP alumni website (<http://alumni.sfponline.org>).

LIBRARY

Library Mission Statement

The St. Francis Preparatory School library seeks to implement, enrich, and support the educational program and mission of SFP through access to resources and collaboration with faculty to integrate research and writing skills into the curriculum. Equally important is our commitment to encourage reading as a pleasurable, recreational activity by providing a large selection of age appropriate, engaging fiction and non-fiction, to appeal to our diverse student body. We take seriously our charge of creating life-long readers, researchers, and learners.

Library General Information, Policies, and Procedures

The library is open between 7:30 a.m. and 5:00 p.m. unless otherwise noted. On Fridays, the library will close at 4:30 p.m. unless otherwise noted.

A quiet, studious atmosphere is expected in the library at all times.

At present, the library's collection includes approximately 30,000 volumes of print books and ebooks. We also have pre-loaded audiobooks, called Playaways, and these are all available for borrowing with no late fees - ever. The library provides approximately 60 research databases, which provide scholarly resources remotely - so students can access them 24/7 from school or from home.

The librarian collaborates with classroom teachers throughout the year to help deliver the best instruction in research and writing.

Other services available to students include 9 printer/copy machines, which utilize the PaperCut Print Management System - the same system that most local colleges use.

- The library also houses 24 computers and 73 Chromebooks.
- A glass-enclosed conference room for faculty meetings and for student study groups is available with advance reservations.
- In order to run the library as effectively as possible, patrons are asked to adhere to the following policies:
- No talking on cell phone use allowed in the library.
- All students are automatically members of the library.
- A student ID Card is required.
- No book may be taken from the library without being checked out.
- Checkouts are for three weeks and may be renewed as many times as needed.
- Although the library does not assess fines for late materials, students must pay for any damaged or lost library materials.

Selection

Responsibility for the selection of library materials rests with the librarian. The circulating collection is kept up-to-date by continuous purchasing. Teachers and students are encouraged to recommend books both for required reading and for pleasure reading. The library strives to encourage independent reading and to help students cultivate a lifelong love of reading and research.

All materials selected should enrich and support students' and faculty's research and recreational needs. Materials for students should be chosen with level of knowledge, scope, and tone carefully in mind. Potential for appeal to students should be a high priority for all materials aimed at the student population, whether or not they are intended for independent reading.

The library is guided at all times by the St. Francis Prep Mission Statement.

- General considerations for all acquisitions:
- Lasting value of the content
- Enduring interest in the subject
- High degree of potential teen appeal
- Favorable reviews
- Quality and potential longevity of format
- Strength of present holdings in the same or similar subject areas
- Value commensurate with cost and need
- Authority of the author or reputation of the author
- With the exception of Foreign Language dictionaries, the library acquires primarily English language materials
- The majority of selections are current publications.

SFP-TV News

SFP-TV is a student produced TV network. The network is responsible for broadcasting a news show once a week, as well as live streaming of sports and other SFP events.

SFP GENERAL SCHOOL RULES

Please review the following rules as a family. Students are held accountable to know and respect each of these policies. Together we can build a respectful community by being aware of what is expected while at SFP.

Administration has sole discretion in deciding its responses to students and families who are not in compliance with any school policies.

Academic Eligibility

Tuition payments must be kept up-to-date for a student to be eligible for participation in Driver Education, student activities/ athletics and school sponsored trips. In addition, all school debts must be satisfied before Yearbook, Prom Bids, and Graduation materials are issued to seniors. Debts include, but are not limited to: tuition, detentions, other financial requirements, unreturned library and textbooks, Prep Card fees, activity uniforms, and musical instruments.

Academic Eligibility for Extracurricular Activities

A student who fails three or more subjects at the end of a quarter is ineligible to participate in any extra-curricular activity or sport, including tryouts, practices, and rehearsals, during the following quarter.

A student who fails two subjects at the end of the quarter is ineligible to participate in any activity or sport, including practices and rehearsals, until a mid-quarter evaluation during the following quarter. If the student is failing any two subjects at that time, he/she will remain ineligible for the remainder of the quarter.

Students who fail two subjects in June will be on probation in the fall. If a mid-quarter report shows them failing two or more subjects, they will forfeit their eligibility until the end of the quarter.

Announcements

Students are responsible for checking monitors, listening to PA announcements, reading e-mails to their SFP accounts, and to check the SFP website for important information and deadlines.

Attendance Matters (Absence, Lateness, Early Dismissal) Please read carefully: Administration has sole discretion in deciding its responses to students and families who are not in compliance with these or any school policies. Students are expected to arrive at school on-time, attend school daily, and be prepared for the day. Your cooperation is greatly appreciated and will result in your own optimal

Official Attendance is taken daily in COR, and in each class.

Pattern of Chronic Lateness is defined as 5 or more times academic achievement during the school year.

Pattern of Chronic Absence is defined as 6 or more times each quarter.

The Deans will consult with both student and parent when a pattern of lateness / absences occur.

ACADEMIC CONSEQUENCES in regard to student attendance: Any student who misses a full day, or specific classes because of absence, lateness or early dismissal will have their grades affected negatively.

In the case of Absences: Parent or Guardian **MUST** notify the school by calling the Attendance Office (ext 221 or 222). These extensions accept messages 24 hours a day. Upon return from an absence, a student **MUST** bring a parent's note to room E101 before beginning any class. At that point, an Absence Pass will be issued to the student who will show it to teachers for verification of prior day's absences.

Failure to comply with these steps will cause a delay in the students resuming classes. Thank you for your cooperation with this important procedure.

In case of Lateness: Upon arrival to school late, a student **MUST** obtain a late pass from the lobby assistant or in E101.

This STEP must be completed immediately upon arrival: Do not go to your locker or any other location before obtaining a late pass.

Any student with 5 or more lateness will be referred to see a Dean at such time.

Parents or Guardians are encouraged to notify the Attendance Office (Ext 221 or 222) if they know their child is going to be late.

Failure to obtain a late pass is not acceptable and will result in a class cut.

 Lateness to school is only excused for medical reasons, religious services, and other such documented moments.

 Lateness to school is NOT excused for sleeping late, returning from vacation, taking later transportation, or other such issues.

 Therefore, the student will be given detentions.

If a student missed an exam, or class presentation /project due to an unexcused lateness, truancy, or cutting a class, academic consequences may be given by the teacher.

 Before 9 a.m.: **Late Passes** are issued by use of the lobby machines. Any student who is chronically late, must report to see a Dean upon entering school.

All students must arrive at school by 1:15pm in order to be involved in any after school activities- clubs, plays, sports, and other school related programs.

(Exceptions- documented funerals, college visits)

Early Dismissal from School: ARE FOR EMERGENCY SITUATIONS ONLY. At such time, Parent / Guardian **MUST** come In to sign student out In E101.

*** Please do not schedule any appointments during a school day.** If any student has an Early Dismissals during any quarter, that time missed from class will be considered an absence from such classes, and will be counted toward quarterly absent total for such classes.

Any pattern of Early Dismissal requests will be reviewed by Administration and will be discussed with parent and student.

The Deans will consult with both student and parent when a pattern of lateness / early dismissal / absences occurs.

ANY student who is Absent (or suspended), May Not participate in any school activities on that day(s).
If a student is Truant (absent without permission from parent) he or she will be suspended)

Cafeteria

Students are expected to utilize the cafeteria in a respectful and mature manner. Students must clean their area upon leaving. Food and beverages must remain in the cafeteria. Any concerning issues that arise will be addressed by the Deans, and further intervention will occur. Please respect the space and all who work and are in the area.

Cell Phones

Phones may not be seen, heard, or used in classrooms, locker rooms or any other location within the school building at any time while they are in these locations before or after school. The only exception to this policy is as follows: Students may only TEXT while in the cafeteria during lunch or a free. Remember, phones must always be on silent mode and never used to talk, only text. The purpose of allowing TEXT is to give parent and student an opportunity to confirm details regarding after school information. IF there is a family emergency, the parent must call the Deans' Office (ext. 217). There is absolutely no use of cell phones at any other time during the school day. Students who fail to comply will receive Detention. Additional infractions of cell phone policy will result in further administrative action. We expect students and families to comply and respect our boundaries in regards to cell phones.

Technology Center

The St. Francis Prep Technology Center(W-201-A) is a complete support center for all members of the St. Francis Prep community. The hours of operation are from 7:45 a.m. to 3:30 p.m. on all normal school days and summer school hours. During operational hours all levels of assistance are available some of these range from class schedule information to iPad repairs to reporting larger issues or complaints. The Technology Center also provides a limit set of PC's (4) and printing for use during the students free periods.

Rules and Regulations:

- No Food or Drink
- No Cell Phones / Texting / Skype / Games / Horse Play / talking with friends.
- Time on Computers will be based on first come first served bases and type use.
- Printing will be limited to less than 10 black and white pages per student per day.

Dangerous Items Laser pointers, water guns, toy guns, knives, mace, stink bombs, fireworks, heavy chains, and any other dangerous items are not to be brought onto the school property. The Administration has sole discretion to define and respond to any items that pose a concern to the safety and well-fare of the entire school community.

Detention

Students who receive detention(s) must serve them in the designated location and time given. Detentions will be issued on a daily basis (to be served 2:50 – 3:30 on designated day(s)), while other Detentions may require Extended Hours (Weekdays from 3 p.m. – 6 p.m.). The Deans make the decision of which type of detention a student will receive depending on the reason and history of infractions.

Detentions take priority over an after-school job, or after-school activities and must be served that day. It is in the best interest of the student to avoid breaking any school policy to ensure their after school time is available for their own use.

SFP expects full compliance with this, and all other school policies.

Examples of infractions that are related to detentions are as follows (but not limited to): Dress Code violations, Smoking, Cutting class, Misconduct, Truancy, Leaving-school property, Failure to comply with Attendance Office procedures, No ID Card. All of these are avoidable by following school policy.

Any students involved in theft, fighting, disrespectful comments or actions, will be suspended following further review by the Deans.

When a student is suspended for disciplinary infractions, the punishment affects academics. The student under suspension maintains responsibility for all academic work covered during the time of suspension from his/her classes.

Dismissal of a Student from SFP

Violations of school regulations or behavior which is illegal or inappropriate will not be tolerated. Consequences are at the discretion of the Principal, with the recommendation of the Deans. It is in the best interest of students to comply with all school rules and policies. Mutual respect and proper behavior is expected. If any issues occur, each will be addressed on an individual basis. In cases where a student is dismissed from Prep, please be aware that they may not attend any function at SFP.

DRESS CODE

ALL CLOTHING IS TO BE NEAT AND CLEAN

All students must be in full uniform upon arrival at school and before 8:20 a.m. (or sooner if they have earlier class), and remain so until the conclusion of the school day.

All items must have approved SFP insignia

All uniform Pants must be purchased from Flynn and O'Hara.

Pants must be relaxed fitting. Do Not alter to create a tight-skinned appearance.

All SFP Polo Shirts are purchased from Flynn and O'Hara. Additional SFP approved Polo shirts are also available for purchase in the SFP bookstore, or from SFP Athletics'.

Any undergarment worn under the SFP Polo must be the same hem and sleeve length as Polo.

Students must always have a SFP polo on (even if SFP sweatshirt is worn, the collar of SFP Polo must be seen at all times).

Students may wear approved SFP Sweatshirts (No Hooded sweatshirts are permitted during the school day).

Footwear: Must be solid black: shoes, sneakers, boots. (no heels)

Footwear must not have any other color or logo.

All footwear must be secure, and under the pant leg.

Overall appearance must be neat.

Outerwear items: Coats, hats, jackets, and other weather-related items must be secured in student lockers during the day.

Hair: Must be neat and well-groomed. (any dye color such as bright pink, blue, etc., will not be permitted). To best guide this policy hair color is required to be natural human hair color. (For the purpose of this policy, Natural human hair color is defined to be black, brown, blond, natural red, or grey)

Earrings: Only on the ears. Any other piercing, such as tongue, eyebrow, nose, etc., are not permitted.

PLEASE NOTE: SFP has the sole discretion in determining if a student's attire or appearance respects the school policy. Any concerns in this area will be addressed immediately by the Deans. Students must prepare for inclement weather, and have uniform items that fit them properly each day. It is the family's responsibility to purchase any additional items if a need arises. Failure to be in school uniform will result in detention. Excuses, such as clothes not laundered, left at another location, size changes, and limited items, are not valid excuses to arrive out of uniform. Any pattern of this will result in parent contact.

Dress Down Day Rules: During the school year students may be given an opportunity to promote a special event. On these occasions, specific reminders will be announced prior to the day. In most cases these opportunities to dress down are limited and specify a specific T-Shirt which can be worn in place of SFP Polo. But students must remain in the SFP Uniform Pants and Footwear. The T-Shirts are usually associated with special events such as the School Play, Fundraisers, and certain Academic Department Activities. Students do not have to participate in any of these specialty purchased T-Shirt days. In such cases, they simply remain in full uniform.

Regular gym clothes for all P.E. Classes must be worn.

Driver Education

Driver Education instruction at St. Francis Prep is scheduled not to interfere with the school day. In the fall and spring semesters classes for both lecture and driving are conducted BEFORE SCHOOL (6:45 a.m.) and AFTER SCHOOL (2:50 p.m.) Monday thru Friday with some driving classes meeting on weekends.

Summer Driver Education is offered as a 6 week program (last week of June thru the first week of August). Students will be required to attend 3 classes a week.

Attendance at a weekly lecture class and a weekly behind the wheel lesson are required to earn a completion certificate (MV 285). In order for a student to be eligible to take a DMV road test, you must have completed Driver Education and had your permit for 6 months. Parents are required to complete a Certified of Supervised Driving form (MV262) before a scheduled road test.

To earn a Driver License you MUST

- 1) Be 17 years old
- 2) Pass Driver Education (MV285)
- 3) Pass a DMV Road Test

Drugs, Alcohol, Tobacco, Vaping

The Administration has sole discretion on its response to any such incident. SFP reserves the right to require lab tests for any student based upon reasonable suspicion, and also has the right to conduct random searches of lockers and bags, if warranted. Any Student Supplying or Selling illegal items will face automatic dismissal from SFP. Smoking / Vaping is not permitted within the school, on school property, in the streets around the school, on the bridge, in the park, at 7-11, or at the bus stops, including the bus stops by Blue Bay and 7-11. Violations of this rule will result in fines, detentions, suspension, and/or parental conferences.

Drug Intervention

Any student who voluntarily requests assistance will be given the opportunity with the support of the Guidance Counselor, School Nurse, and the Administration, to seek professional help toward adopting a healthy lifestyle, in consultation with parent / guardian.

Electronic Devices

iPads and other devices permitted for educational use are under the strict direction of the faculty and administration. Any inappropriate and / or non-educational use of such devices is unacceptable and will be addressed in accordance with SFP policies.

Students must remove all earphones once they enter the building.

Elevators

Only faculty and authorized persons are to use the elevator.
Students needing to use elevators must consult with the school nurse.

Fire Drills /Shelter-In Drills / Lock Down Drills:

Because of the seriousness of all fire and safety regulations, students must follow all drill instructions. Strict silence and order must be maintained during the fire drill. Fire Drill Regulations will be strictly enforced. Details are reviewed in student assemblies during the year.

Gambling

Gambling (sports sheets and pools, pyramid schemes, chain letters, poker, etc.) is not permitted in the school. Card playing is not allowed. Playing games on electronic devices is not allowed.

Grading Policy (see page 7)

Guidance Services (see page 18)

Hall Behavior

Students are expected to behave in a safe and orderly fashion whenever in the school building. Pushing, shoving, yelling, using bad language, blocking passage, or disturbing classes before, during, or after school is strictly prohibited.

Students who have free periods should go to the Library, Cafeteria, or non-classroom areas during that time. Students are NOT permitted in the classroom wings without a Hall Pass during class time.

Students are not permitted in other classrooms.

During P.A. Announcements, students are expected to stop and listen before continuing on their way.

Harassment/Bullying Policy and Procedures It is the policy of St. Francis Prep to provide a positive, discrimination-free educational and working environment. No forms of harassment or bullying - visual, verbal, cyber, or physical - will be tolerated.

All members of the St. Francis Prep community shares responsibility for avoiding, discouraging, and reporting any form of harassment.

Members of the school community found in violation of this policy may be disciplined, up to and including being discharged or expelled from school.

Retaliation against persons raising concerns about harassment is prohibited and constitutes separate grounds for disciplinary action up to and including discharge or expulsion from the school.

Harassment and Bullying, Reporting of

If you believe you have experienced or observed harassment, report the incident immediately to the following: Principal, Mr. Patrick McLaughlin (N-121) or Assistant Principal, Dean of Students, Ms. Gerilyn Coccia (E-101), or Assistant Principal, Mr. Christopher Mendolia (N-121), or any other administrator in the school.

All reports will be promptly investigated while protecting the privacy of everyone involved whenever possible. St. Francis Prep will take any action necessary to correct the situation and will not allow any retaliation against anyone who makes a good faith report of alleged harassment.

Health and Related Data (see page)

Homework Assistance Room Policy

It is the policy of the school that any student with multiple failures (3 or more) must attend the Homework Assistance Room once a week. All research points to homework completion with quality as an integral part of a student's success in school. The purpose of the room is to provide quiet time for students to complete and work on homework assignments, read, study for quizzes and exams, and work on upcoming projects.

Students will engage in a mandatory meeting with their Guidance Counselor at the end of the quarter to obtain more specific information regarding specific days and times. Our administration and faculty are committed to providing students, who have academic difficulties, the assistance necessary to be successful at St. Francis Prep.

Honor Code

Students at St. Francis Prep commit themselves to honesty in all their academic work. Academic dishonesty (cheating) is taking credit for work that is not one's own. Cheating includes, but is not limited to, the following items:

- giving or receiving aid on an exam or attempting to do so
- copying homework
- not documenting sources (including use of the Internet)
- plagiarism
- getting the answers for a test in advance
- forgery
- misusing calculators
- taking photos of any academic documents

Any behavior that compromises the integrity of a student's work or a teacher's assessment of that work constitutes cheating. Students who misrepresent themselves and their work face serious academic consequences. Individual classroom teachers will explain in detail policies regarding

academic honesty relevant to their discipline and course. There are also school policies and consequences for violating the commitment to academic honesty. When a student cheats, the teacher involved will contact his or her parents or guardians; the student will also fail the assignment on which the cheating occurred. Subsequent incidents of cheating will carry increasingly severe consequences. Repeated incidents of cheating can lead to a student's dismissal from St. Francis Prep.

Identification Cards (I.D. Cards)

Students MUST display their current Identification Card at all times on the SFP lanyard. Detentions will be issued if students do not carry their I.D. cards. Upon request, students must present their I.D. Card to a teacher, administrator, or staff member.

If an I.D. Card is lost, the student is responsible to report immediately to SFP Security (In E101), and purchase a replacement card in the SFP Bookstore.

Additional information has been provided to families in regards to the option of utilizing the I.D. Card (Prep Card) for food purchases in the school cafeteria.

Interscholastic Sports and Student Activities

A complete listing of Interscholastic sports and student activities and their moderators can be found on pages 26 & 27 of this calendar. Daily announcements about these sports and activities are printed on the television screens in the lobbies, library, and cafeteria, and on several bulletin boards located outside the gym and cafeteria.

(see also under *Academic Eligibility for Extracurricular Activities*)

Lateness - Student (see under Attendance)

Lateness - Teacher

If a teacher has not arrived for a class after it is scheduled to begin, a representative from the class is to report to the Assistant Principal for Faculty and Instruction in Room N 121. All students are to remain orderly and await further instruction. Students are **never allowed** to dismiss themselves.

Additionally, if a student “believes” a teacher may be absent, the student still must go to class on time and follow any special instructions if the teacher is absent. Students can not presume class is cancelled.

Library (See Page)

Lockers

Students must remain in their assigned lockers. There will be detention if students take over any other locker. All students are to keep their lockers clean and orderly.

For reasons of security, **all students must use school-purchased locks** (available in the Bookstore in West Bottom) **and may not share lockers**. Outerwear is to be kept in the locker and not to be worn or carried around during the school day. The school reserves the right to inspect students’ lockers. Lockers will be fumigated during the school year and summer vacation and must be emptied at these times. Students are permitted to go to their lockers at the change of other periods and 5 minutes before and after the start of a period. At all other times, students must have a Hall Pass (obtained from a school office or Library).

Students who have free periods should go to the Library, Cafeteria, or non-classroom areas during that time. Authorization from the Deans’ Office must be obtained for students to exchange lockers.

Lost and Found

The Lost and Found is located in the Deans’ Office, E-101.

MetroCards

Students are issued MetroCards on the first day of school in September, and again in February.

It is illegal for a card to be used by anyone other than the student to whom it is assigned.

Replacement MetroCards are limited (The MTA has the right to limit SFP requests for replacement cards). Students must report to the General Office to request a replacement card. Further instruction will be provided at that time.

Parent Portal (PowerSchool)

You (as a parent/guardian) and your student will have access to the SFP Parent Portal. This allows you the opportunity to check on the student’s grades, as well as his/her discipline, attendance, and medical logs. You will receive your Access ID and Access Password at “Back to School Night” in mid-September. There will also be staff on hand to answer your Parent Portal questions. If you are unable to attend that evening, the information will be mailed home to you.

Personal Property

It is strongly suggested that students not wear expensive clothes, such as leather jackets or jewelry, or carry large sums of money to and from school. The school cannot be responsible for the loss or theft of private property.

PowerSchool.

See Parent Portal above.

Residence

It is expected that all students reside with a parent or guardian. If not, the school requires that the parent inform the school in writing of the student’s approved address and the name of the adult to be contacted in case of emergency.

Whenever the custodial parent(s) will be traveling, the school must be notified in writing of the name of the person responsible during the parent's absence, plus the approximate duration.

When the student moves or changes telephone information, this information needs to be recorded in the General Office. This should be done as soon as the new information is available.

School Closings - School Messenger System

A **School Messenger call** will notify your primary phone number on record. This is used for all school emergencies (weather related or other). You may also check our website (www.sfponline.org) and all news and radio stations.

School Property

The school is legally responsible for a student's well-being during school hours. **After a student's first class, the student must remain on school property at all times during the school day.**

Students who are free during the school day and choose to go outside **must** remain in the parking lot area directly behind the cafeteria. Students are not to go beyond the fence into any section of the park. Infractions of this rule will result in detention or suspension. If for any reason students must leave the school premises, they are to secure a pass from the Attendance Office in Room E-101 after presenting a parental note and call. Permission to go to a student car is granted only by a Dean.

Although not school property, **students are not permitted to smoke or loiter ("hang out") on the bridge over the Long Island Expressway at any time.**

Students are permitted to make purchases in local area stores before and after school, **but are not allowed to "hang out" or smoke outside these stores.**

School Sponsored Trips

At various times during the year, school trips will be offered. Parents will be asked to sign permission forms and make checks payable to St. Francis Prep. Students are not permitted to organize their own or competing trips, nor are students allowed to advertise, collect money, or in any other way use the school's name or imply that the school is associated with or sponsoring an outside trip.

Security Personnel

Security personnel are on duty school days from 6:30 a.m. to 6:00 p.m. All security issues can be reported by calling 718-423-8810 ext. 301. However, in case of an emergency, please call 911 before calling the school.

Service

The school recommends that all students get involved in service activities during their years at Prep.

Examples of School Service are the following:

- volunteering during Open House
- Christmas Party for "Our Friends with Special Needs"
- Parent-Teacher Interviews – evenings
- Mass
- Retreat Leaders
- Peer Counselors
- Deans' Aids
- tutors

Examples of Christian Service are the following:

- helping at parish Mass or CCD classes
- visiting the sick at hospitals or nursing homes

working in soup kitchens
coaching sports

Christian Service may be taken as a junior elective and is arranged through the Religious Education Department.

All students applying for membership in or who are members of the National Honor Society must be regularly engaged in service activities both in and out of school.

Student Cars

Students are **not** permitted to park their cars in the schoolyard. Students doing so risk a fine or detention. The school reserves the right to have student cars towed from the school parking lot at the owner's expense.

Double Parking

DO NOT DOUBLE PARK, PARK IN BUS STOPS, OR BLOCK THE SCHOOL DRIVEWAY AT ANY TIME.

Student Government

Please refer to page 24.

Student Portal (PowerSchool)

Each student has access to the SFP Parent/Student Portal. This allows them the opportunity to check their grades as well as discipline, attendance, and medical logs. They need an Access ID and Access Password in order to establish their account.

Summer School - Any student who fails a class or multiple classes for any semester or at the end of a school year **MUST ATTEND** summer school at St. Francis Prep. Any student that does not attend summer school here will not be able to return to SFP the following school year.

Technology Acceptable Use Policy

Our full Policy can be found on the SFP website under Technology.

SFP takes this matter seriously, and has a no-tolerance policy for any infractions.

Visitors

All visitors must enter through the main entrance on Francis Lewis Blvd. and obtain a Visitor's Pass after personal Identification is provided. This pass must be displayed while in the building and returned upon departure. Students may not invite friends or relatives to visit with them at school.

Web Postings Policy

Students who have personal social network type accounts do not have the right to bring harm to or damage the reputation of the school or any individual in or related to St. Francis Prep.

Any student who posts negative items/comments will be subject to suspension or expulsion. We expect parents and families to monitor their child's activity on the Internet and remove anything.

SFP takes this matter seriously, and has a no-tolerance policy for any infractions.

For your own protection, never publish your full name, address, phone number, or any other information that can be used to identify you, your family, or any of your friends.

Doing so can help someone with bad intentions to locate and contact you, a friend, or classmate with potentially awful consequences. Never trust anyone you meet on the web. Pictures and profiles can be deceiving, and often they are created to deceive. Your online safety is your responsibility. Never go to meet someone you have met online. Be smart and protect yourself and your friends.

Working Papers

Please obtain an application in the General Office (Room N-109). Only SFP students will be able to obtain working papers.

After you pick-up an Application from the General Office, students must complete and have a parent sign.

*If you need the SFP Nurse's approval, please see the School Nurse before returning the completed application to the General Office.

Complete the following steps:

Part I of the application should be completely filled out with the student's Social Security number and a parent's signature.

You must have a physical examination. It may be obtained from your private physician or the school doctor. Your private physician must write on his prescription pad the date of the exam, his findings, and that you are capable of working. He must sign and stamp it. (If a student has a physical exam on file in the Nurse's Office dated July 1 or later of the current year, the Nurse may approve the application.)

A form of ID is required - your Birth Certificate, a VALID Passport, Driver License, Permit, or State I.D.

Bring the following to the General Office at dismissal the application signed by a parent the Doctor's Certification of Health (or SFP nurse's approval on application) a form of identification

As of September 1991, the Child Labor Law has been changed in regard to work hours for the employment of children less than 18 years of age. It states that while school is in session, minors 14-15 years of age are not permitted to work after 7:00 p.m., and minors 17-18 years of age may not work after 10:00 p.m.

EXCEPTIONS TO THE LAW WILL NOT BE AUTHORIZED BY THE SCHOOL.

GUIDANCE AND COLLEGE INFORMATION

Guidance

Personnel

Ms. Robyn Armon – Director of Guidance and College
Counseling/Chairperson of Guidance Services

Ms. Becky Barell

Mr. Peter Bosco

Mrs. Danielle Forte

Mrs. Laura Hassett

Mr. Michael Hernandez

Mr. Nicholas Lombardo

Mr. Brandon Magenheim

Mrs. Josephine Morrone

Mrs. Nancy Williams

Mrs. Renee Eagle, Guidance Office Assistant

Counselors' Assignments

CORS	COUNSELOR	ROOM
Director of College Counseling	Ms. Robyn Armon	N-201
102, 103, 202, 203, 302, 303, 402, 403	Mr. Brandon Magenheim	N-206
104, 105, 204, 205, 304, 305, 404, 405	Mr. Peter Bosco	W-101
106, 107, 206, 207, 306, 307, 406, 407	Mrs. Josephine Morrone	W-115A
108, 109, 208, 209, 308, 309, 408, 409	Mr. Nicholas Lombardo	W-101

110, 111, 210, 211, 310, 311, 410, 411	Mr. Michael Hernandez	W-019B
112, 113, 212, 213, 312, 313, 412, 413	Ms. Becky Barrell	W-101
114, 115, 214, 215, 314, 315, 414, 415	Mrs. Nancy Williams	W-019C
116, 117, 216, 217, 316, 317, 416, 417	Mrs. Danielle Forte	W-115B
101, 118, 201, 218, 301, 318, 401, 418	Mrs. Laura Hassett	W-101

Mrs. Jennifer Cardillo, College Office Assistant W-101

Mrs. Renee Eagle, Guidance Office Assistant N-101

Career Counseling

The purpose of this program is to educate students with respect to careers and to assist in their decisions concerning career and college choices. Counselors meet with students to work on the Naviance Program.

Educational Counseling

In order to assist students to succeed academically and make good course selection decisions, the department offers educational counseling. Students may request these sessions or they may be initiated by the counselor or referred by a teacher.

Guidance Services

Guidance services provide an integral part of the education process. Assisting with the optimal development of each student is the primary goal of the department. In order to work toward this objective, the department offers a wide range of guidance services including Career, Educational, and Personal Counseling. All guidance programs are based on the value of self-understanding, self-acceptance, informed decision-making, and the ability to engage in actions that are responsible, satisfying, and productive. Our objective is to provide services without prejudice based on any status or condition. This department is committed to responding to the diverse needs, interests, and abilities of our students.

The department serves the entire school community. A close working relationship among members of the department, administration, faculty, and parents is essential to the effective delivery of services to the students.

Peer Counseling

The Peer Counseling Program facilitates the transition of our 9th graders into high school. In September, members of the senior class assume the position of Peer Counselor for small groups of 9th graders.

Personal Counseling

Individual counseling sessions are offered for those students who need assistance with personal issues. Students may see the counselor assigned to them. Appointment sheets are available in the Counseling Center in Room W-101. Parents who have concerns regarding their son or daughter can make a referral to the assigned counselor.

Referral Service

A resource of mental health providers in the surrounding area is available from the Guidance Department. All of the recommended private practitioners and agencies have been contacted and evaluated by our staff.

Support Groups

The Guidance Department conducts various small groups made up of students facing common personal issues. These groups usually meet during the school day. Some groups meet for a predefined number of sessions, others run indefinitely. A student's membership

in a group is considered *private*. Based on student need and interest, new groups may be started, while others may not be offered every year. Additional information concerning these groups may be obtained from your counselor.

Tutoring Program

Many students serve the Prep community by volunteering to tutor students who need help in specific subjects. Students needing assistance are encouraged to request a tutor in the Counseling Center in Room W-101. Sessions may be scheduled before or after school or during a free period.

College Information

Guidelines

You will need all, or some of the following information, for filing your application:

School Telephone: 1-718-423-8810

SFP CEEB Code: 330835

SFP Center Number: 33-426

SFP Accreditation:

New York State Board of Regents

Middle States Association of Colleges and Secondary
Schools

New York State Association of Independent Schools

SFP Grading System

Passing Grade: 75%

College Recommendation Grade: 80%

Honor Grade: 90%

Each Honors Course receives 4 additional points added to the final course grade; AP courses receive 6 quality points.

Principal's List: an average of 95% or higher each year

Optimate Society: an average of 90% each year

Honors Courses are listed as honors courses and are designated as such on the student's permanent record card.

Honors Courses and Advanced Placement Courses are very important if you hope to be accepted in any of the more highly competitive colleges. The quality of your courses and the grades you receive in them very often determine whether or not you will be accepted.

Check the admission requirements of your particular college. Discuss your choice of course and/or career with your parents, your subject teacher, and your counselor.

Procedures for Submitting Applications to the College Office:

It is the responsibility of every senior to register for Naviance Family Connection and the Common Application.

Once you have completed filling out your applications online, you must submit the Application Transmittal Form, along with \$5.00 in cash, to the College Office in N-201. Please read and follow all guidelines carefully.

College Office hours for submitting applications are Monday-Friday 8:00 a.m. – 3:00 p.m.

For those colleges that do not accept online transmissions, bring the application in a 9x12 manila envelope, addressed to the Undergraduate Admissions Office of the college to which you are applying.

CUNY Applications: You may use the provided envelope or a 9x12 manila envelope addressed to the University Application Processing Center – **NOT** the individual college.

Other Applications: Bring the application in a 9x12 manila envelope, addressed to the Undergraduate Admissions Office of the college to which you are applying.

Each application should have four (4) stamps on the envelope in the upper right hand corner.

Please paperclip your check or money order to the application. NO CASH will be accepted! APPLICATION FEES VARY DEPENDING ON THE INDIVIDUAL SCHOOL. Please refer to the individual application for all fees.

Each paper application must be accompanied by an APPLICATION TRANSMITTAL FORM and \$5.00 in cash. These forms are available in the College Office (N-201) and the Guidance Office (W-101).

Letter of Recommendation: Many schools request that students submit letters of recommendation with their applications. Colleges are looking for an assessment of your academic performance; therefore, it is strongly suggested that you request a letter of recommendation from a teacher who taught you in a major academic subject. You should have had this teacher no earlier than your junior year. If your teacher agrees to write you a recommendation, please pick up a "Request for Teacher Letter of Recommendation" form from the College Office (N-201) or Guidance Department (W-101). Submit this form to your teacher with a stamped business envelope (one for each letter) addressed to the college receiving the letter.

Letters of recommendation do not have to accompany your application, teachers can send them separately.

Scholarship applications that require a transcript must be submitted the same way as any college application (envelope, transcript fee...)

Students are responsible for having their standardized test scores sent directly to the colleges to which they are applying. Students may do so by logging on to: www.collegeboard.org and/or www.act.student.org and following instructions for test score submission. This can also be done when you register for the SAT or ACT by listing the colleges you wish to receive your scores.

Failure to follow any of these procedures could result in your application arriving late to the college. If you anticipate a problem, please speak with your counselor in advance so that possible alternatives, if any, may be pursued.

IMPORTANT DATE: Collection locations will be announced...

September 24	Early Decision/Early Action –
September 24	Applications Accepted
October 21	Early Decision/Early Action – Deadline
September 24	Accepting Regular Decision Applications
November 4	CUNY Applications recommended deadlines due in the College Office
December 15	Last Day accepting College Applications until January 3, 2019.

Register for SAT Tests at

Register for ACT Tests

www.collegeboard.com:

at www.act.org:

<u>Test Date</u>	<u>Register By:</u>	<u>Test Date:</u>	<u>Register By:</u>
October 2	September 3	Sept. 11	August 6
November 6	October 8	October 23	Sept. 17
December 4	November 4	December 11	November
March 12	February 11	February 12	January 7
May 7	April 8	April 2	February 25
June 4	May 5	June 11	May 6

HEALTH AND RELATED DATA

Health Services

The Nurse's Office, located in Room N-125, is staffed by a full-time nurse and assistants. The services of a school physician are available on a part-time basis. The Department of Health gives this physician the right to review student health records.

A recent physical examination is mandatory for all 9th graders and transfer students. Any student engaged in competitive sports and activities must have an annual physical examination after June 1, of this year. The form must be signed, dated, and stamped by a doctor. Parent and student permissions are required for each sport and the form must be submitted before a student can try out. If a parent signs a Permission Form the same day the form is obtained from the nurse, the parent must sign it in the Nurse's Office. If there is a difference of opinion regarding a medical problem, the school physician has the absolute authority to determine the physical capability of a student to participate in a sport.

Any physical form altered or changed by a student or parent will result in a suspension from the sport.

Immunization documentation is required of all incoming students. No student will be admitted to school without required proof of complete immunization.

Any student with a medical problem must submit an annual update to the school Nurse's Office in Room N-125.

At its discretion, the school may request a physical examination of a student if it is deemed necessary to promote the welfare of the student and the school.

Wheelchair/Crutches/Cane

A newly injured student must report to the Nurse's Office upon entering the building with written documentation from a doctor.

Injured students who are required to attend school in a wheelchair/crutches/cane will do so on the written recommendation of a doctor.

During a fire drill, a student using crutches is to proceed to the windows at the end of the hall and follow further instructions.

Physical Education/Athletics

A physician's note is required to excuse a student from physical education after two consecutive excused classes. A physician's clearance note is required to then return to physical education. If you are taken out of physical education for medical reasons, you must be taken out of your after school sport / activity.

Any student who is injured in their SFP activity, team sport, practice or game, must get a doctor's note to return to school.

Attendance

A student must arrive at school no later than 1:15pm on a school day to be able to attend sports, practices, or school events.

Elevators

Only faculty and authorized persons are to use the elevator.

Students needing to use elevators may obtain a key after receiving written permission from their doctor. The Nurse's Office will supply the key.

Illness

Students should not report to school if they are ill. If students become ill during the school day, they should report to the Nurse's Office in Room N-125, with a note from the classroom teacher. If for some reason the nurse is unavailable, students are asked to report to the Deans' Office. A parent or his/her representative must come to take a sick student home. A parent/guardian can request a cab to take their child home. The nurse or a school representative will speak with a parent or a person designated on the Emergency Card

before a student can be dismissed for illness. Students are not to leave the building without a pass from the Attendance Office in Room E-101 after seeing the nurse.

A doctor's note is required to readmit a student for absence due to surgery or chronic illness. Students must be free of eye symptoms following "pink eye" before returning to school. **Any student who suffers a head injury/concussion must have a doctor's note to return to school/physical education and their sport.**

When a school representative deems emergency treatment necessary, 911 will be called and the student will be taken to a hospital emergency room with a school representative if the parent is unable to arrive. The ambulance driver, not the school, determines the hospital chosen. Parents will be notified immediately.

Insurance

Each student is covered by a standard school accident policy. This policy covers a student in school, traveling to and from school, and to and from all authorized school activities. For further information, call the Nurse's Office, ext. 234, or the Athletic Office, ext. 223, during the year.

Medication

Any student taking medication prescribed by a physician during school hours, must report to the Nurse. Students who carry inhalers, epipens, Benadryl, or diabetic medication and equipment must have MD notes and signed self-medication release forms on file.

See Page 21 for Concussion Management School Policy Form.

*“Start by doing what’s necessary;
then do what’s possible;
and suddenly you are doing the impossible.”*
- St. Francis of Assisi

National Honor Society

Membership in the Franciscan Chapter of the National Honor Society requires a standard in scholarship, leadership, service, and character. The Society recognizes the total student who excels in all these areas.

To be considered for membership, juniors and seniors must fulfill the following obligations prior to their candidacy:

- participate in SFP extra-curricular school activities;
- participate in on-going service to school and a non-profit outside of school community (see below):
- achieve a cumulative average of 92%
- maintain a minimum yearly average of at least 90%
- complete or be enrolled in at least three Honor/Advanced
- Placement courses; one within the school year of application.

Each candidate completes an application modeled on the National Honor Society norms adopted by the SFP chapter. Failure to adhere to specific deadlines or requirements nullifies the application. Accepted members are required to continue the above-mentioned activities, complete 10 hours of service, maintain the minimum of 90% for both current and cumulative averages, and to live up to the promises and ideals made in their Induction Pledge. Additionally, members must complete three Honors or Advanced Placement courses over the course of their four years. One of these courses must be completed during 11th grade.

Adherence to SFP's Honor Code and school regulations is expected of all NHS members and applicants. Violation of the Honor Code or repeated disciplinary referrals will nullify eligibility for admission and terminate active membership.

Candidacy and admissions are the responsibility of the Faculty Council. The Faculty Council consists of faculty members appointed by the Principal. The Faculty Council reviews the candidates' application forms and any other verifiable information about the candidates. Inductees must receive a majority of votes from the Council. Two reviews occur annually: seniors apply in September and juniors apply in November. The Induction Ceremony occurs at the beginning of the second semester.

NHS Service Criteria

Under ordinary circumstances, the Franciscan Chapter of the NHS has a 35-hour requirement of combined service to SFP and the outside community. The service is ordinarily conducted at a non-profit organization or at a facility that assists vulnerable populations (e.g., privately owned nursing home). Twenty-five of these hours are expected to be served at one organization demonstrating an on-going commitment to that organization.

MODIFICATIONS TO SERVICE CRITERIA DUE TO COVID-19

We recognize that the concern for public health and safety has created a difficult environment for high school students to meet the traditional service requirements. For this reason, the following modifications to the service requirements have been made for the Classes of 2022 & 2023.

Current Members

Current members must perform 10 hours of service to the outside community and/or SFP by May 2022.

Classes of 2022& 2023

Applicants must verify that they have demonstrated the value of service for a total of 15 hours of service to the community and SFP. The service hours are cumulative since 9th grade and do not need to demonstrate an on-going commitment to just one organization.

Example #1

Ten hours of service to the outside community at a non-profit organization or private nursing home/hospital (i.e., coaching for CYO, volunteer at church, assisting at charity walks) and five hours of service to SFP (e.g., tutoring, assisting at Open House, service facilitated through a school department like Campus Ministry or Guidance). Service that is rendered via digital means that is verifiable (e.g., letters to nursing homes; assisting at virtual Admissions or incoming 9th Grade Orientation activities) is also considered acceptable service.

Example #2

Fifteen hours of service at SFP or fifteen total hours at another non-profit.

The purpose of the Franciscan Chapter of the NYS Science Honor Society is to acknowledge those students excelling in the field of science.

The criteria used for consideration in the society are as follows:

The student must be in junior or senior year and must have completed 1 year at St. Francis Prep

The student must have a cumulative average of 92.0 or higher and have grades of :

92 or higher in any regular Science or Math class

90 or higher in any honors Math or Science class

88 or higher in any Advanced Placement Math or Science class

The student must be enrolled in 1 full credit of Science.

Students accepted in junior year are re-evaluated for senior year membership.

Junior inductees must complete 20 service hours to be reconsidered as seniors. New seniors must complete 20 service hours and returning seniors must complete 10 service hours. Failure to complete service hours as a junior disqualifies the student for senior membership.

Upon receiving an invitation to join the Honor Society, students will receive a full explanation of all requirements for continued membership in the Society.

Students will address any questions or concerns to the chapter moderator.

Members are required to do in-school service. This service should be in science. Service may be Peer Tutoring through the Guidance Office (W-101), teacher assistants (in class or in lab), lab aides, or volunteer work at science after-school activities. Any service not listed must be approved by the chapter moderator before serving.

All members must maintain a service log (available on the St. Francis Prep website). Log sheets will be collected at the end of each quarter and mid-third quarter. All service requirements must be completed by the ceremony.

The senior class members of the society elect members of their class for the following positions: President, Vice-President, and Secretary.

THE NATIONAL ENGLISH HONOR SOCIETY

The National English Honor Society (NEHS), founded and sponsored by Sigma Tau Delta, is the only national organization exclusively for high school students who, in the field of English, merit special note for past and current accomplishments. The St. Francis Prep chapter is composed of superior students who have distinguished themselves in literary studies during their time at St. Francis.

The criteria for admission for students include:

Junior or senior level at SFP

At least a 90 cumulative average in English at SFP (Students must never have failed a quarter.)

Taken English Honors/AP in at least 2 of their years at SFP

Been nominated for membership by a current or former SFP English teacher.

Our school's chapter is called the "Red and Blue Chapter" because the name has relevance to the history and tradition of St. Francis Prep. Since the school colors often have literary significance and symbolism, this name is appropriate.

The chapter's moderator is Mr. Robert Williams, Chairperson of the English Department.

NATIONAL MATHEMATICS HONOR SOCIETY MU ALPHA THETA FRANCISCAN CHAPTER

The Franciscan Chapter of Mu Alpha Theta was established in January of 2009. The purpose of this organization is to promote scholarship in, and enjoyment and understanding of, mathematics among high school students.

The following is the criteria used for consideration in the society:

- a. The student must have completed at least 2 years of high school math at St. Francis Prep.
- b. The student must have grades of :
 - i. 95 or higher in any two regular math classes
 - ii. 92 or higher in any two honors math classes
 - iii. An overall GPA of 92 or higher
- c. The student must be enrolled in 1 full credit of math. This can be accomplished with any full year class.
- d. There is no such thing as "permanent membership;" any student accepted is re-evaluated for the following year's membership.

- e. Inductees need to complete service hours to be reconsidered the following year. Rules for services are described below. Failure to complete service hours disqualifies the member for membership the following year.
- f. Any student who has honor code violations or suspensions will not be considered for admittance. Any student who acquires either of the above after being inducted will be rejected. Students with excessive detentions will also be rejected.

Upon receiving an invitation to join, students sign a letter of acceptance. This letter includes three caveats:

- a. Students must attend the induction ceremony
- b. Students must agree to do school tutoring service hours:
 - 1. New members must complete a total of 8 hours of service. (5 hours prior to Induction Ceremony and 3 hours after Induction Ceremony). New members are required to do tutoring service through the Peer Tutoring in the Guidance Office (W-101), or peer-tutoring through the students' math teacher.

All members must maintain a service log (available on the St. Francis Prep website).

Log Sheets are due in February and May (exact dates to be announced).

Log entries must be separate for each work of service done. A signature from a faculty member or adult in charge is needed for each entry. Service hours are approved only by the moderator.

2. Current senior members must complete 8 hours of in school math tutoring. Logs must be completed, signed, and handed in by due dates.

Student entries that do not follow the log requirements or that include service outside the boundaries discussed in section above, may be rejected by the moderator.

- c. Students must pay a one-time \$35.00 application fee. This includes the membership fee, an honor society chord, a membership pin, and a certificate. This fee will also cover any social events.

The Senior Class members of the society elect members of their class for the following positions: President, Vice-President, and Secretary.

RECOGNITION OF EXCELLENCE

The Prep community pauses on several occasions during the school year to recognize individuals who have demonstrated superior achievement.

The following awards are presented annually:

Activity Awards - Students who participate in the activities program are recognized according to the number of hours of active involvement. These awards take the form of certificates, plaques, and school letters. Participation in the co-curricular program warrants recognition on a student's permanent record. This information is often helpful in gaining admission to colleges.

Canticle Citation - In October during the Liturgy in honor of our patron, St. Francis of Assisi, this award is presented to members of the faculty who have faithfully served the Prep for 15, 25, and 40 years respectively.

Franciscan Spirit Award - Two members of the Prep community who best embody the philosophy and spirit of St. Francis Prep are presented with this award. One recipient comes from the senior class and the other recipient from the entire Prep community. This award is presented at the commencement exercises.

Graduation Awards - Medals of Excellence and Commendation Certificates for each academic subject are presented to graduating seniors during the Commencement Exercises in June.

National Honor Society - During the month of December, students eligible for membership in this society are inducted in a formal ceremony.

Optimate Society - This award recognizes academic excellence for a student who has achieved 90% - 94% average for the school year.

Principal's Award - Similar to Canticle Citation but presented to non-faculty staff members.

Principal's List - This honor is given to a student who excels with an average of 95% or above for the school year.

Scholar-Athlete Awards – These awards are presented to graduating male and female scholar-athletes meeting these qualifications: participation in two Varsity sports in senior year; a minimum 85% average for four years; character, attitude, and sportsmanship worthy of emulation. The male recipient receives the **Alfred E. Powers Award**; the female recipient receives the **Sheila Barrett-Knudsen Award**.

PARENTS' GUILD

The parents of St. Francis Prep are a vital part of the school community. Their common goal is to help supplement the income obtained by tuition.

The Parents' Guild

The Parents' Guild of St. Francis Prep was founded with the purpose of promoting a closer spirit of cooperation and understanding among the students, parents, and teachers at the Prep through various social, spiritual, and fundraising activities.

Through active involvement and participation in a series of social events throughout the year, the Guild demonstrates to students and others the continued commitment of current and alumni parents to the economic and spiritual welfare of St. Francis Prep.

Guild membership is automatic for any parent or guardian of all students. There is no assessment of fees or dues and members are invited to attend all meetings and social events.

The Parents' Guild meets at 7:30 p.m. on either the 1st or 2nd Tuesday of each month in the school cafeteria, unless the school is closed.

Parents' Guild Tuition Assurance Fund

One of the exceptional innovations of the Parents' Guild was the establishment of the Tuition Assurance Fund. In the event of the death of either parent or legal guardian (providing that the Finance Card has been previously signed by the deceased), this fund pays all remaining tuition costs for the student. Enrollment of incoming students in the Tuition Assurance Fund is mandatory (even if your child is receiving a full scholarship). There is a single non-recurring charge required when the student registers with the Prep. It covers the entire student's remaining years at St. Francis Preparatory School. This guarantees the continuance of a Franciscan education for your child.

Officers of the Parents' Guild

President:	Peter Camp
Vice President:	Francis Santos
Secretary:	Fran Camp
Treasurers:	Justine Kosinski
Moderator:	Justine Kosinski

*“Where there is charity and wisdom, there is neither fear
nor ignorance.”*

---St. Francis of Assisi

St. Francis Prep is dedicated to the philosophy that citizens must be active participants in a democratic society. In order to prepare students for this type of involvement, the school supports the operation of a Student Government.

Student Government provides a channel through which student views may be made known to the faculty and administration. These views are respected and, where appropriate, implemented for the betterment of the total school population. Elections are held in the spring; 9th Grade Officers are elected during Spirit Week in October.

2021 - 2022 Student Government Representatives

The following students will serve as Student Council Officers in the 2021 - 2022 academic year:

Student Body President

Student Body Vice President

Student Body Treasurer

Secretary

Senior Class President

Senior Class Vice President

Junior Class President

Junior Class Vice President

SCHOOL PHONE #1-718-423-8810

SCHOOL WEBSITE: www.sfponline.org

Please note that all faculty and staff have an email address and you may contact them through our website.

OFFICES

EXT. NUMBER

Academic Departments

Art	218
Business	241
Computer Lab	250
English	281
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Music	255
Phys. Ed./Men	239
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Science	231
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Admissions Assistant	
Mrs. Toni Murphy	229

Admissions Director	
Ms. Lisa Schaefer-Heuer	264

Assistant Principals	210
Dr. J. Castellano-Curriculum/Staff Development	209
Ms. Gerilyn Coccia - Dean of Students	220
Mr. Xenos Novoa - Dean of Students	219
Mr. C. Mendolia - Faculty/Instruction	211

Athletic Office	
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Attendance Assistant		
Maureen Krakovsky		222
Attendance Assistant		
Mr. Richard Carroll		221
Attendance Assistant		
Mrs. Bernadette Bruno		222
Bookstore		
Ms. Carol Kennedy		252
Campus Ministry		
Ms. Marissa Ruotolo - Liturgy		249
Mrs. Christine Glynn, Mission Coord.	303	
Mr. Shawn Sempowich - Service		292
Dr. Christian Sullivan - Director		302

OFFICES

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Chaplain		
Father Ralph Edel		248
College Office Assistants		
Mrs. Jennifer Cardillo		244
Miss KellyAnn Hassett		367
College Office Director		
Ms. Robyn Armon		245
Computer Lab		250
Controller (Finance Office)		
Mr. Joseph DiSomma		288
Mrs. Jacqueline Mancuso (Assistant to Controller)		207
Deans' Office Assistant		217
Ms. Courtney Yepez		
Development Office		268/269
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Mrs. RoseAnn DeLutri		225
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Ms. Catilin Donovan - Assistant		374
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Mrs. Elizabeth Wolpert		265
Nurse's Office		
Ms. Mary Pappas		234
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Mrs. Ellen Arfanis 203

OFFICES **EXT. NUMBER**

President
Br. Leonard Conway, O.S.F. 232

Principal
Mr. Patrick McLaughlin 210

Public Relations
Ms. Lisa Schaefer-Heuer 264
Mr. Robert Johnston 255
Mr. Abelardo Leston 236

Registrar
Br. Lawrence Boyle, O.S.F. 205

Security – Front Desk 301

Student Activities
Mr. David Ganci 224

Switchboard Receptionist 200

Technology
Ms. Nicole May 331

Tuition
Mrs. Susan D'Andrea 225

Volunteers
Mrs. Donna Randazzo 278

Fax Numbers

Admissions 1-718-423-1097
College Office 1-718-943-7510
Deans/Attendance 1-718-279-3722
Development 1-718-423-7813
Finance 1-718-224-2108
Guidance 1-718-428-2581
Nurse 1-718-423-1098
President's Office 1-718-504-7668
Principal's Office 1-347-408-4448

Outside Companies

Lifetouch, Inc. 1-631-861-2555
(Senior Pictures)
Jostens (Ring Company) 1-718-343-5155
Flynn & O'Hara 1-800-441-4122

MODERATORS OF CLUBS AND ACTIVITIES

Club Name	Moderator Name
African American (aka Hip-Hop Club)	Thomas Vlkovic
Alvernian Drama Society	Donna Mejia
Alvernian Drama Society counsel	Donna Mejia
Broadway Terriers	Kim Gonzalez
Chess Club	Anthony Grimm
Chess Team	Anthony Grimm
Chinese Club	Christine Glynn
Croatian Club	Christine Glynn / John Hessel
Disney Club	Kim Gonzalez
E-Sports	Patrick T. McLaughlin
Eastern European Club	Christine Glynn
Franciscan Youth Ministry	Christine Glynn
HERO CLUB	Kelly Jean Gavin
Indian Club	Annette Spencer
Italian Club	Ann Marie Rich
Japanese Anime Club	Erik Vispo
Key Club	Kim Gonzalez
Korean Club	Paul Donnelly
Marine Bio Club	Mr. Carlos Perez
Middle Eastern Club	Annette Spencer
National Honor Society	Christian Sullivan
SFP TV	Paul DeBenedittis
Spanish Culture Club	Marisa Rodriguez
Spanish Dancing Club	Marisa Rodriguez

Speech and Debate Team	Diane Haussermann
Terriers of Wall Street	Peter Groner
The Little Portion	Eric Hafker
West African	Thomas Vlkovic
West Indian	Eileen Cosgrove
Wharton Investment Competition	Laura Andriola

SFP ATHLETICS:

Athletic Director

Mr. Salvatore Fischetti
Administrative Assistant
Ms. Phyllis Gambino

Baseball

Br. Robert Kent, O.S.F., Varsity Head Coach
Mr. Justin Kelly, Varsity Assistant Coach
Mr. Robert McDermott, Assistant Coach
Mr. Louis D'Allesio, Assistant Coach
Mr. Frank Pizzurro, Junior Varsity Head Coach
Mr. Robert Capen, JV Assistant Coach
Mr. Matt Buete, Junior Varsity Assistant Coach
Ms. Phyllis Gambino, Moderator

Basketball-Boys

Mr. James Lynch, Varsity Head Coach
Mr. Daniel Angelastro, Varsity Assistant Coach
Mr. Brian Haggerty, Varsity Assistant Coach
Mr. Shane Herrity, Varsity Assistant Coach
Mr. Robert Capen, Junior Varsity Head Coach
Mr. Frank Pizzurro, JV Assistant Coach
Mr. Anthony Smith, JV Assistant Coach
Mr. Paul Savino, Freshman Head Coach
Mr. Christopher Pierantoni, Assistant Coach

Basketball-Girls

Ms. Kerri White, Varsity Head Coach
Mrs. JoAnn Wagner, Varsity Assistant Coach
Mr. Craig Williams, Varsity Assistant Coach
Ms. Dawn Coleman, Junior Varsity Head Coach
Mrs. Sue McCabe, JV Assistant Coach

Bowling

Ms. Nicole May

Cheerleading

Ms. Rose Marie Tombolo, Varsity Head Coach
Ms. Danielle Federico, Varsity Assistant Coach

Ms. Annie Kambouras, Varsity Assistant Coach
Ms. Caitlin Fung, Junior Varsity Head Coach
Mr. Nicholas Stanton, JV Assistant Coach
Ms. Maureen O'Neill, Moderator

Dance

Mrs. Kimberly Istrico, Coach
Ms. Donna Mejia, Coach
Ms. Francesca Oddo, Assistant

Football

Varsity Coaches

Mr. Richard Carroll, Head Coach
Bob Waegelein James Atkinson
Geraldo Natalie Artie Costello
Will Spell Anthony Smith
Merari Gallimore Rob Crasto
Anthony Correale Justin Kelly
Tom Kennedy, Stats
Ms Phyllis Gambino, Moderator

Junior Varsity "A"

Mr. Neil O'Donnell, Head Coach
Don LaSalla Bob Capen
Dylan King Mike Nola
Ricky Varuzzi

Junior Varsity "B"

Mr. Daniel Angelastro, Head Coach
Dan Perry Tim Caffrey
Shawn Bendeck Joe Lodato
Joe Bernardini
Athletic Trainer, Nicholas Bernardini, ATC

Golf

Mr. Brian McCormack, Golf Coordinator
Mr. Jeff Reinhart, Boys Head Coach

Hockey

Mr. Tom Farragher, Head Coach
Mr. Michael Guerra, Assistant Coach
Mr. Jeff Hohmann, Assistant Coach
Mr. Nick Maher, Assistant Coach
Mr. Michael Aguilo, Moderator

Intramurals

Mr. Michael Aguilo, Director

Lacrosse-Girls

Ms. Nicole Pasinkoff, Head Coach
Ms. Nicole Moniello, Assistant Coach
Ms. Sophia Nanas, Assistant Coach
Ms. Joanna Verouhis, Assistant Coach

Soccer-Boys

Mr. Franco Purificato, Varsity Head Coach
Mr. Brandon Silva, Varsity Assistant Coach

Mr. Panteli Zioulis, JV Head Coach
Mr. George Silva, JV Assistant Coach
Mr. Ambrogio DiPasquale, JV Assistant Coach

Soccer-Girls

Mr. Nicholas Lombardo, Varsity Head Coach
Ms. Nicole Pasinkoff, Varsity Assistant Coach
Mr. Giovanni Scagliola, Varsity Assistant Coach
Ms. Amanda Stoner, Varsity Assistant Coach
Ms. Fran Palmeri, Varsity Assistant Coach

Mrs. Sue McCabe, Junior Varsity Head Coach
Ms. Alexandra Mancuso, JV Assistant Coach
Ms. Victoria Padavona, JV Assistant Coach
Mrs. Sue Camus, Moderator

Softball

Mrs. Ann Marie Rich, Varsity Head Coach
Mr. Al Weinman, Varsity Assistant Coach
Ms. Katie Derby, Junior Varsity Head Coach
Mrs. Sue McCabe, JV Assistant Coach

Step Squad-Boys & Girls

Ms. Audrey Ugay, Head Coach
Ms. Kelly Jean Gavin, Moderator

Swimming-Boys and Girls

Mr. Daniel Finn, Head Coach
Mrs. Maria Finn, Assistant Coach
Ms. Domenica Cinquemani, Assistant Coach
Mr. Zachary Abouelkawaam, Assistant Coach
Ms. Phyllis Gambino, Moderator

Tennis

Mr. John Brennan, Girls and Boys Tennis Head Coach
Ms. Christine Glynn, Moderator
Ms. Victoria Deck, Assistant Coach

Track & Field-Boys

Mr. Michael Hernandez, Head Coach
Mr. Brandon Magenheimer, Assistant Coach
Mr. Joe Lipari, Assistant Coach
Mr. Don Nelson, Assistant Coach
Mr. Jonathan Dinh, Assistant Coach

Track & Field-Girls

Mr. James May, Head Coach
Ms. Jillian May, Assistant Coach
Ms. Margarita Sabogal, Assistant
Ms. Amanda Joseph, Assistant Coach

Volleyball-Boys & Girls

Mr. Kevin Colucci, Head Coach
Ms. Julia Hannigan, Assistant Coach

Fitness Center

Mr. Michael Aguilo
Mr. Peter Bosco
Mr. Kevin Colucci
Mrs. Judy Turner
Mrs. Sandi Vandermosten

Athletic Director:

Mr. Salvatore Fischetti sfischetti@stfrancisprep.org

Athletic Trainer:

Nicholas Bernardini, ATC

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Alma Mater

Alma Mater, Hail to thee!

Loyal kin salute thee!

Mem'ries of thy name recall

Deep affection for thee!

Thy ideals shall ever be

Inspiration constantly

Binding us together,

Binding us to thee!

Hail Saint Francis, we thy kin

Loyal to thee ever!

Sing the praises of thy name

With accord together!

This the pledge we give anew,

Loyal to thy red and blue!

Alma Mater to thee!

Ever true to thee!

On for Ol' St. Francis

On for ol' St. Francis

On Red and Blue,

Our colors streaming

Rush right in and

Fight for ol' St. Francis,

Lead us on to victory

Again without a miss,

Fight for our colors,

Ol' St. Francis.

Prayer of St. Francis

Lord, make me an instrument of your peace.

Where there is hatred,
let me sow love.

Where there is injury, pardon,
Where there is doubt, faith,
Where there is despair, hope,
Where there is darkness, light,
and where there is sadness, joy.

O Divine Master, grant that
I may not so much seek
to be consoled, as to console;
To be understood,
as to understand;
To be loved, as to love;
For it is in giving that we receive
It is in pardoning that we are
pardoned;
And it is in dying that we are
born to eternal life.