



# **DE LA SALLE COLLEGIATE**

## **2019-20 Back-to-School Information Guide**

*It's more than four years. It's forever!*



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## 1. IMPORTANT 2019-20 DATES

Aug 27	Senior, Junior, Sophomore Orientation
Aug 28	Freshmen Orientation (8am - 2pm)
Aug 29	First Day of School (freshmen only)
Aug 30	No School
Sept 2	Labor Day
Sept 3	First Day of School (all grades)
Sept 10	Mini-Class Night (6pm)
Sept 30-Oct 4	Spirit Week
Oct 6	Homecoming Dance
Oct 17	Parent-Teacher Conferences (no school)
Nov 22	No School
Nov 27-29	Thanksgiving Break
Dec 18 -20	Semester Exams
Dec 23-Jan 3	Christmas Break
Jan 20	Martin Luther King Jr. Day (no school)
Feb 17	President's Day (no school)
March 27	No School
April 9-17	Easter Break
May 9	Senior Prom
May 12-15	Senior Exams
May 15	Graduation Practice
May 17	Baccalaureate Mass
May 18	Graduation and All-Night Party
May 22	No School
May 25	Memorial Day
June 3-5	Exams



## **ATHLETIC INFORMATION: First day of practice**

### **Fall Sports**

Cross Country – Monday, August 12

Football – Monday, August 12

Soccer – Monday, August 12

Tennis – Monday, August 12

### **Winter Sports**

Basketball – Monday, November 18

Bowling – Monday, November 18

Hockey – Monday, November 4

Swim – Monday, November 25

Wrestling – Monday, November 18

### **Spring Sports**

Baseball – Monday, March 9

Golf – Monday, March 9

Lacrosse – Monday, March 9

Track – Monday, March 9

**Questions:** Mrs. Lori Popis at [lpopis@delasallehs.com](mailto:lpopis@delasallehs.com).



## 2. ORIENTATION

### STUDENT ORIENTATION TIMES

<b>Seniors:</b>	<b>Tuesday, August 27</b>	<b>8-9:30 am</b>
<b>Juniors:</b>	<b>Tuesday, August 27</b>	<b>9:30-11 am</b>
<b>Sophomores:</b>	<b>Tuesday, August 27</b>	<b>11 am - 12:30 pm</b>
<b>Freshmen:</b>	<b>Wednesday, August 28</b>	<b>8 am - 2 pm</b>

### COUNSELORS

- Students A – G: Mr. Jonathan Hickey – 586-541-6215  
[jhickey@delasallehs.com](mailto:jhickey@delasallehs.com)
- Students H - N: Mr. Dominic Reid – 586-541-6216  
[dreid@delasallehs.com](mailto:dreid@delasallehs.com)
- Students O - Z: Mr. Anthony Albani – 586-541-6213  
[aalbani@delasallehs.com](mailto:aalbani@delasallehs.com)

### PHYSICAL and HEALTH FORMS

All students are required to turn in their physical and health forms by June 30. In addition, new students must turn in an immunization form. All forms and 2019 Physical Information are on the website under Current Pilots > School Forms. Class schedules and Parent Portal (grades) log-n for the 2019-20 school year will be withheld and the orientation process will not be able to be completed until the updated physical is received.

**Physicals Questions:** Mrs. Lori Popis [lpopis@delasallehs.com](mailto:lpopis@delasallehs.com)

**Immunizations Questions:** Mrs. Rose Hoffmeyer  
[rhoffmeyer@delasallehs.com](mailto:rhoffmeyer@delasallehs.com)



## DRESS CODE

Students must wear a DLS polo shirt, school pants and Doc Marten shoes. Students must have their hair cut and in code at orientation. Students not in code will have their hair cut on site and charged \$10. All students must have Doc Marten shoes on orientation day. Shoes are available through [www.outsidetheboxshoes.com](http://www.outsidetheboxshoes.com), or 586.263.7170 for a fitting appointment.

**Questions:** Mr. Brent Widdows [bwiddows@delasallehs.com](mailto:bwiddows@delasallehs.com).

## PARKING

All students who drive to school will need to register their vehicles with Mr. Widdow's office. **The cost is \$50** and there are three ways to pay:

1. Online via e-Funds.
2. At the Business office. Checks are made payable to De La Salle Collegiate.
3. Via our Drop Box at the southeast entrance near the Athletic/Band room. Please refer to the website under Current Pilots>School Forms, for the sheet to include with payment.

Parking passes will be sold starting August 19, using any of the three methods listed above. There will not be any assigned parking spots by number. **First come first serve.**

You must register your vehicle information in person to Mrs. Hoffmeyer, and at that time you will be issued a parking sticker. Parking information sheet will be sent via email.

Students need to provide any change in vehicle information. Email information to [rhoffmeyer@delasallehs.com](mailto:rhoffmeyer@delasallehs.com).



### **3. SCHOOL INFORMATION**

#### **ATTENDANCE PROCEDURE**

All student absences, late arrivals, and early dismissals must be called into the main office (586-778-2207).

Absences: Messages can be left on the attendance line 24 hours/day. Please leave your son's name, grade, date, reason for the absence, relationship to student, and a contact phone number.

Late Arrivals: Parents/Guardians must call the main office to report a late arrival of any reason. All late students must check in at the main office.

Early Dismissals: Parents/Guardians who need to release their son early must call the main office in the morning to request an early dismissal. If leaving a message, please include name, grade, date, reason, relationship to the student and a contact phone number. Students leaving early will only be dismissed following bell schedule times. Please refer to the enclosed bell schedule.

Illnesses: If a student is sick and needs to leave early, he must report to the main office so we can promptly contact his parent/guardian. To insure the safety of each student, De La Salle must obtain permission from the student's parent/guardian.



## MAKING NON-TUITION PAYMENTS

**Please note** – All tuition payments must be made via your family FACTS account. We are unable to process FACTS account payments at school. Some items can still be paid for at school. Homecoming tickets, replacement IDs and lanyards, and parking passes. When making payments at school please use one of the methods described below.

### Directly at the Business Office

- Direct payments can be made to the business office payment window, mailing your check to the school, or by using your own online bill-paying service.

### The secure Drop Box

- The drop box is located at the southeast entrance near the Athletic/Band room. It is available 24/7/365.

**Questions:** Sister Pat Eeckhout at [peeckhout@delasallehs.com](mailto:peeckhout@delasallehs.com)  
Mrs. Jane Bertelsen at [jbortelsen@delasallehs.com](mailto:jbortelsen@delasallehs.com)

## FINES

There are fines associated with student handbook violations; missing ID or lanyard, liturgy shirt or tie, etc. Unpaid fines will be invoiced to a student's FACTS tuition account. If payment is not received by the business office within seven days, the amount will become due at FACTS and be subject to late fees.





## **SCHOOL LUNCHES**

De La Salle is continuing its partnership with TruFood to provide food in our cafeteria for the 2019-20 school year.

Purchases in the cafeteria can be paid for in cash or using available amounts on the student's prefunded cafeteria account.

Students will have their ID cards electronically read at checkout. The student's cafeteria account may NOT be used to purchase anything but food from the school's cafeteria.

Parents have the ability to deposit money into their son's cafeteria account through their Infinite Campus account. Make sure you have your student's ID number handy when setting up your account. It can be found on the student class schedules. Funds may also be added to the lunch account at the cafeteria register. If ID is lost, please report it immediately.

## **BROTHERS' TABLE**

We do not participate in the National School Lunch program. The Brothers' Table program does provide a per day subsidy for purchases in our cafeteria for those students that qualify. Applications must be made each year and can be found on our website: Current Pilots>Student>Cafeteria.

**Questions:** Mr. Joe Gerardi at [jgerardi@delasallehs.com](mailto:jgerardi@delasallehs.com)



## TRANSPORTATION

If you are interested in **carpooling**, please email the following information to Mrs. Angie Aldini in the admissions office at [aaldini@delasallehs.com](mailto:aaldini@delasallehs.com).

- Son's name and grade
- Address and phone number
- Parent's email and cell phone number

## CAMPUS MINISTRY Retreats and Christian Service

In keeping with the tradition of a Catholic, Lasallian education, **ALL** students are **required** to make a one-day spiritual retreat off campus.

The retreat will offer students an introspective opportunity to contemplate their relationship with God and their neighbor. Each grade-level retreat follows a particular theme for the day and promotes meeting that theme through the use of presentations, music, sacramentals, and Sacraments.

In order to cover costs for all events, there is a **\$30** non-refundable **Campus Ministry Fee**. This amount will be invoiced to your student's FACTS tuition account with a payment due date of Jan. 6.



## **STUDENT SCHEDULES INFINITE CAMPUS PARENT PORTAL**

Infinite Campus is where you view your son's grades, check his attendance, review his conduct, and check his schedule. Access will be granted on August 1, if you have met all requirements of enrollment.

**Questions:** Mrs. Sheryl Anderson at [sanderson@delasallehs.com](mailto:sanderson@delasallehs.com).

## **POWER HOUR**

Power Hour is an extended time period for students to learn more, experience more, and get more support during the school day in a dynamic period of the day. Students will eat lunch, have the opportunity to receive additional academic instruction and explore a wide variety of clubs and activities that they may not be able to, due to their before and after school commitments. The mission of Power Hour is to increase student opportunities for academic support, positive social interactions, and enrichment experiences. We want to create a college-like atmosphere where students and teachers interact and are supported in a variety of ways.

## **ADVISORY MEETING**

The aim of Advisory at De La Salle is to build relationships between faculty and students. Our new structure will emphasize a unified PILOT identity grounded in our Founder's beliefs. Our goal is to enhance how our students relate to their Advisory teachers and peers across grade levels. To accomplish this end, each Advisory classroom will have an equal amount of freshmen, sophomores, juniors and seniors. With this framework, students will have an increased frequency in meetings, varied activities, more opportunities to build relationships, and learn leadership skills throughout the year.

**Questions:** Mr. David Slusser at [dslusser@delasallehs.com](mailto:dslusser@delasallehs.com)  
Mrs. Traci Smith at [tsmith@delasallehs.com](mailto:tsmith@delasallehs.com)



## YEARBOOK INFORMATION

The 2020 yearbooks are now on sale. The purchase price is **\$80** until Jan. 12. The price increases to **\$90** on Jan. 13. Sales will end on April 28. Extra yearbooks will not be ordered! *Payments will not be accepted at De La Salle.* You must purchase a yearbook via credit card or electronic check through the yearbook company's website at [www.yearbookforever.com](http://www.yearbookforever.com).

1. Type "De La Salle" where it says "Enter School Name." NOTE: Although capitalization is not important, spaces between the three parts of the name are important: De La Salle.
2. Click on "De La Salle Collegiate Pilot."
3. Click "Buy a yearbook."
4. Select the options you prefer. If you ordered a 2019 yearbook, it will be delivered September 12, 2019 and distributed in Morning Advisory.

Seniors Only: Parent Pride ads are available at [www.yearbookforever.com](http://www.yearbookforever.com) Sales for ads end Jan. 30. Prices and more information will be provided to senior parents in early September.

Business Owners: If you would like to support the yearbook by purchasing an advertisement to be featured in the yearbook, please visit [www.yearbookforever.com](http://www.yearbookforever.com). Advertisements from businesses help the yearbook staff produce a quality yearbook.

**Questions:** Mr. Jim Singelyn at [jsingelyn@delasallehs.com](mailto:jsingelyn@delasallehs.com).

## ONLINE TEXTBOOK VENDOR - MBS Direct

Our school book supplier is MBS Direct. Go to [mbsdirect.net](http://mbsdirect.net) or contact them at MBS customer service: 844-603-9960 if there are any questions or concerns. The website will be live on Aug. 1.



## SENIOR PHOTO INFORMATION

All seniors must be photographed by Patrick Photographic Studio. However, you are under no obligation to purchase personal portraits. The photographers at the studio will take care of your yearbook and composite specifications.

- Seniors must wear a tie with a WHITE shirt for the pose taken in the gown. Hair must be above the collar, off the ears, and off the eyebrows. Students must be clean-shaven.
- No jewelry is permitted.
- Students wear the purple gown only. No cap should be worn for the yearbook composite picture. Gowns are provided at the studio.

Only portraits taken by Patrick Photographic Studio will be included in the color composite picture and in the yearbook.

All students must be photographed by **Dec. 7**. You will be notified when your proofs are available.

Please call Patrick Photographic Studio at 586-268-6440 to schedule your appointment.

**Questions:** Mrs. Annmarie Michol at [amichol@delasallehs.com](mailto:amichol@delasallehs.com)



## CHROMEBOOKS

All students are required to have their own chromebooks. We are a Google school, so chromebooks are critical to the learning experience at De La Salle. Chromebooks can be purchased through our partner, CDM TECH at the following link: <https://cdmtech.myshopify.com>. For the discount shipping code, please contact: Mrs. Sheryl Anderson at [sanderson@delasallehs.com](mailto:sanderson@delasallehs.com) or Mr. Dennis Parks at [dparks@delasallehs.com](mailto:dparks@delasallehs.com).

### Frequently Asked Questions/Tips:

- A touch-screen chromebook is not recommended.
- The technology department recommends purchasing insurance in addition to the chromebook.
- Anything other than a chromebook is unacceptable. (iPads, Macs, laptops, cell phone, etc.) The school's WiFi password will only be entered on chromebooks this year.

**Questions:** Mr. Dennis Parks at [dparks@delasallehs.com](mailto:dparks@delasallehs.com) or Mrs. Sheryl Anderson at [sanderson@delasallehs.com](mailto:sanderson@delasallehs.com)



## 4. FORMS

### ARCHDIOCESE OF DETROIT'S OFFICE OF SAFE ENVIRONMENTS

If you plan to volunteer at De La Salle, please be advised of the following archdiocese mandatory requirements.

**Criminal History Background Check:** All volunteers must submit a completed background check form before starting a volunteer assignment. Forms are found on our website under Current Pilots/School Forms, and should be sent to Mrs. Sandy Carra.

**Protecting God's Children Workshop for Adults:** Attendance is mandatory for anyone who may have contact with children. Please visit [www.virtus.org](http://www.virtus.org) to register for a workshop (see below).

Upon completion, a copy of the workshop certificate must be sent to Mrs. Sandy Carra.

To register online:

- Go to [www.virtus.org](http://www.virtus.org)
- Click on "Registration" (on the left hand side)
- Select "Begin Registration Process"
- Choose "Detroit, MI" from the drop down menu.

Enter your registration information. When asked to enter user ID and password, we suggest using your first name and last name, in lowercase with no spaces, as your user ID, and your last name in lowercase as your password.

**Questions:** Mrs. Sandy Carra at [scarra@delasallehs.com](mailto:scarra@delasallehs.com)



## **PARENT ADVISORY: ASBESTOS COMPLIANCE**

De La Salle is in compliance with the Asbestos Hazard Emergency Response Act.

Asbestos is a term for a group of minerals that readily separate into fibers; it is used for non-combustible and chemically resistant qualities. It is typically found in coverings on boilers, furnaces, ductwork, and piping. In order for asbestos to be a health risk, asbestos fibers must be released from the material and be present in the air for people to breathe. Once inhaled or ingested, several illnesses may occur, namely, lung cancer and other cancers in the chest or digestive tract.

In 1989, and again prior to construction in 2004, an asbestos inspection was made at De La Salle. A small amount of asbestos was located. The asbestos is in either good or fair condition and does not present an immediate health hazard (i.e., particles are not being released into the air).

Due to the construction project, there were a number of areas where the asbestos would be disturbed. An asbestos removal company was contacted to safely remove this material from De La Salle. This work has been completed. The building poses no danger for our students or employees.

The asbestos report is on file in the facility manager's office.





## **PESTICIDE USE**

required by the Michigan Department of Agriculture

As part of De La Salle's pest management program, pesticides are occasionally applied. You have the right to be informed of any pesticide application made to the school grounds or buildings. In certain emergencies, pesticides may be applied without prior notice, but you will be provided notice following any such application.

**If you need prior notification, please complete the requested information found on our website under Current Pilots > School Forms.**

**Questions:** Mr. Joe Gerardi at [jgerardi@delasallehs.com](mailto:jgerardi@delasallehs.com).

## **DISPENSING OF MEDICATION**

All students must have a **Release for Dispensing of Medication** form on file, signed by a doctor, to dispense all medication. Doctors must annotate also if the student is to carry the medication on his person. All medication must be brought to the main office in the original container and labeled with your son's name. Forms are available on our website under Current Pilots> School Forms and also in the school office.

**Questions:** Mrs. Sandy Carra at [scarra@delasallehs.com](mailto:scarra@delasallehs.com).



## BELL SCHEDULE

Below are school start times for the 2019-20 school year.

Monday through Friday: 8am – 2:45pm

Period	Regular Schedule	PLC Schedule	Late Start Schedule	Period	Liturgy / Assembly / Activity
1	8:00 - 8:49	8:00 - 8:36	9:30 - 10:04	1	8:00 - 8:41
2	8:53 - 9:42	8:40 - 9:16	10:08 - 10:42	2	8:45 - 9:26
Advisory	9:46 - 10:01	9:20 - 9:50	10:46 - 11:01	3	9:30 - 10:11
3	10:05 - 10:54	9:54 - 10:30	11:05 - 11:39	Advisory	10:15 - 11:35
4	10:58 - 11:47	10:34 - 11:10	11:43 - 12:17	PH*	11:36 - 12:33
PH*	11:48 - 1:02	11:11 - 12:25	12:18 - 1:32	4	12:34 - 1:15
5	1:03 - 1:52	12:26 - 1:02	1:33 - 2:07	5	1:19 - 2:00
6	1:56 - 2:45	1:06 - 1:42	2:11 - 2:45	6	2:04 - 2:45

\*PH = Power Hour (Lunch, Tutoring, Homework Help, RTI, Clubs...)

On Liturgy/Assembly Activity Days, students first report to Advisory before proceeding to the event.

## EXTENDED BELL SCHEDULE

### Extended Learning Days

(All Day I except 7th period (Day II; 4th period class))

Period	Purple Schedule	Period	Gold Schedule
1	8:00 - 9:20	5	8:00 - 9:20
2	9:24 - 10:44	6	9:24 - 10:44
PH*	10:45 - 12:00	PH*	10:45 - 12:00
3	12:01 - 1:21	7	12:01 - 1:21
4	1:25 - 2:45	Staff Mtg	1:25 - 2:45



## PURPLE AND GOLD SCHEDULE

When classes meet (each class is a different letter) in the cycle  
 Purple and Gold Days class times doubled

Period	Day I	Day II	Day III	Day IV	Day V	Day VI	Day VII	Purple	Gold
1	A	B	C	D	E	F	G	A	E
2	G	A	B	C	D	E	F	B	F
Advisory	adv	adv	adv	adv	adv	adv	adv	lunch +	lunch +
3	F	G	A	B	C	D	E	C	G
4	D	E	F	G	A	B	C	D	Staff Mtg.
PH*	lunch +	lunch +	lunch +	lunch +	lunch +	lunch +	lunch +		
5	C	D	E	F	G	A	B		
6	B	C	D	E	F	G	A		



## **CHRISTIAN BROTHERS AUXILIARY**

The Christian Brothers Auxiliary is a group of dedicated women – from incoming freshmen moms to those members that continue to support our mission long after their sons have graduated. They laugh and cry together, they share our joys and share in prayer. They help provide much – needed tuition assistance and support the many opportunities available to the students. The CBA meets monthly, usually on Thursday evenings. They host two annual fundraisers. They host the Holiday Arts & Crafts Show and Sip & Shop in November, and the Spring Fantasy Fashion Show & Dinner in March. They will kick off their new program year at the annual Welcome Tea on Sept. 8. Please watch your mail for your invitation. For more information: [dscba@delasallehs.com](mailto:dscba@delasallehs.com), [delasallehs.com/current-pilots/parents/cba](http://delasallehs.com/current-pilots/parents/cba), 586-778-2207 x 460 or like us on Facebook at Friends of the De La Salle Collegiate Christian Brothers Auxiliary.