

## Information and Reminders

- **Acceptable Use Policy (AUP)** – This policy states the expectations regarding the appropriate use of electronic resources for all Brother Martin students. All returning Brother Martin students will be required to complete a new AUP this school year whether or not they are using the same device as last academic year or not. If your son attended the Summer Enrichment program this June, then he may have already submitted an AUP to the Technology Department. Individual copies of the AUP will be distributed to each student during Student Orientation. Students must keep on their person a completed and *stamped* copy of the AUP for each device that they plan to use on campus. For the 2021-2022 academic year, only Windows laptops, Microsoft Surfaces, Apple laptops, or Chromebooks will be allowed. Any other device will not be approved for use at school and may not be brought to campus.
- **Absences** – Any time your son is absent from school, you must call school (504-283-1561 ext.3399) by 9:00 a.m. on the day of his absence, and send him to the Discipline and Attendance Office with a note on the day he returns to school. **Please note: our policy is that students will not be admitted to class until a note has been submitted.**
- **Authorization to Use Online Learning Platform:** This form, which can be downloaded from [Quick Links - 2021 Student Orientation](#) on the website, must be signed by a parent. By signing this form, parents agree to allow their son(s) to use an online learning platform chosen by Brother Martin should there be a need to close school during the 2021-2022 school year.
- **Back to School Night for Parents** – This night will be held on **Wednesday, September 1, 2021**, with 1<sup>st</sup> period beginning at 6:00 p.m. You will follow your son's class schedule to meet his teachers and learn class expectations. A Parents Club meeting will follow.
- **Birth Certificate** – Every student must have a birth certificate uploaded into their individual Magnus Health portal for age verification. Although we may already have a paper copy of your son's birth certificate on file, we are asking that you scan and upload a copy of that document into his Magnus Health portal so that all of the information about your son is in one secure electronic file.
- **Book Bags** – Only Brother Martin book bags or plain book bags of appropriate quality, size, and appearance may be brought to school. Backpacks can be purchased from the Bookstore. Other than a student's name embroidered or written neatly, no other writing of any sort or any defacing is allowed on a student's book bag. Students are allowed to carry only one book bag throughout the school day. Additional book bags and other student property should be locked in the student's assigned locker. The school is not liable for any losses that the student may incur.
- **Books and Supplies** – Some class materials will be purchased at Student Orientation; additionally, fees for some courses will be charged at Student Orientation. A list of such fees is included in this packet. State textbooks and other supplies purchased at Student Orientation will be distributed in class. **Required novels and workbooks for English, religion, social studies, and world languages can be purchased through MBS Direct, our online bookstore partner.** The MBS website is:  
[https://bookstore.mbsdirect.net/vbm/vb\\_home.php?FVCUSNO=37584&url=brothermartin.htm](https://bookstore.mbsdirect.net/vbm/vb_home.php?FVCUSNO=37584&url=brothermartin.htm),  
*This online bookstore opened on Monday, June 7th. Please understand that you are not obligated to use MBS Direct, and you may purchase the specific editions listed on the MBS website from any vendor.*

- **Bookstore** – The Bookstore is open daily from 7:30 a.m. to 8:00 a.m. and during 4th, 5th, and 6th periods. Students may make deposits to their debit cards at the Bookstore. Deposits can also be made through the *PaySchools Central* system online: see Quick Links on our website to sign up and/or see the *PaySchools Central* system information on the website under [Quick Links - 2021 Student Orientation](#).
- **Book Costs, Course, Campus Ministry, Supply and Technology Fees** – These fees will be charged at Student Orientation if a student has scheduled any of the following:

**American Sign Language Course Fee (4951) - \$25**  
**Applied Music I: Fundamentals Course Fee (6095) - \$25**  
**Art I, II, III Course Fee (6520) (6530) (6540) - \$75**  
**Art History Honors AP Course Fee (6570) - \$50**  
**Chorus Course Fee (6000) (6010) (6020) (6030) (6040) - \$25**  
**Computer Science Course Fee (3601) - \$25**  
**Computer Applications II Course Fee (3602) - \$25**  
**Computer Science I Honors Course Fee (3580) - \$25**  
**Computer Science II Honors Course Fee (3620) - \$25**  
**Digital Media Course Fee (3590A) (3590B) - \$25**  
**Economics Course Fee (7500) - \$30**  
**Fine Arts Survey Course Fee (6060) (6068) - \$50**  
**Fine Arts Survey: Animation Course Fee (6961) - \$25**  
**Fine Arts Survey: Game Development Course Fee (6962) - \$25**  
**Fine Arts Survey: Music Appreciation Course Fee (6091) (6092) - \$25**  
**Fine Arts Survey: Visual Arts Course Fee (6501) (6502) - \$25**  
**Game Programming Foundation I Course Fee (3661) (3662) - \$25**  
**Western Civilization Course Fee (7210) - \$30**  
**World History H AP Course Fee (7220) - \$30**

**GRADE LEVEL FEES (SEE CHARTS WITH GRADE LEVEL FEE EXPLANATIONS) –**

**ACT/PSAT Test Fee (juniors only) - \$55**  
**Archdiocesan Fee (all students) - \$30**  
**Campus Ministry Retreat Fee (grades 8, 9, 10, 11) - \$55**  
**CPR Fee (freshmen only/CPR is taught in both Health & PE and NJROTC) - \$40**  
**Senior Class Celebration Day at Camp Abbey (seniors only) - \$30**  
**English Workbook and Online Fee (grades 8, 9, 10, 11) - \$26**  
**“Great Read” (all students) - \$15**  
**Lab Fee (all students) - \$25**  
**Magnus Health Fee (all students) - \$15**  
**Mathematics Technology Fee (all students except those in Calculus AB/BC Honors AP) - \$50**  
**Schoolology Fee (all students) - \$10**  
**Social Studies Book/Online Fees (grades 8, 11, 12) - \$30**  
**Standardized Test Fee (grades 8 and 9) - \$40**  
**Standardized Test Fee (sophomores only) - \$50**  
**Student Planner/Handbook Booklet (all students) - \$7**  
**Turnitin.com Fee (all students) \$6**  
**World Languages Fee (grades 9, 10) - \$12**

## NOTES:

\***Band** (6070, 6080, 6120, 6140, 6240, 6340, 6440) – \$80 for Crusader Band Fee, covering uniform rental and band technology subscriptions. Additionally, instrument rental to those who will need to rent percussion, sousaphone, baritones, and other like instruments is \$70. (Please note that the band fee is **not** collected at Student Orientation. The fee will be collected in class during the first week of school or at Band Camp prior to the start of the school year.)

\***Aerospace Science** (8701) - \$350 Fee (Please note that this fee is not collected at Student Orientation. The fee will be collected in class.)

\***Fundamentals of Food Science** (8601, 8602) - \$150 Fee (Please note that this fee is not collected at Student Orientation. The fee for the dual enrollment course will be collected in class.)

\*The **Senior Campus Ministry Retreat Fee** is paid as a part of the tuition payment plan in January.

- **Calendar 2021-2022** – Updated calendar information is available throughout the school year at the Brother Martin website: [www.brothermartin.com](http://www.brothermartin.com). **Please plan vacations around the school calendar. Any student who is checked out early or is absent the day(s) before or after a holiday will be required to make up the missed time.** (See “Attendance and Punctuality” in the Behavior Policy.)
- **Debit Cards** – Debit cards/Student I.D. cards are used for purchases in the Food Services area, in the Bookstore, and in Student Services. At Student Orientation, each student will receive a temporary Student I.D. with a unique barcode identifying the student (permanent I.D.s will be distributed during the first full week of school). When making a purchase, a student will scan his Student I.D./debit card at the cash register, and the charge will be automatically deducted from his credit balance. At Student Orientation, a minimum of \$25 will be assessed to each student, and this amount will be credited to his debit card. Students who wish to put more than \$25 on their son’s debit card may do so at Student Orientation. Further deposits may be made at the Bookstore during designated hours of the school day using cash, credit card, or checks or you may make a deposit online through the [PaySchools Central](#) system. Please note that a payment made through the *PaySchools Central* system will not appear in your son’s debit account for several hours; therefore, he will not be able to use the funds immediately. Only deposits made at the Bookstore are immediately reflected in his Brother Martin debit account. (See our website under Quick Links for a more thorough explanation of the *PaySchools Central* system.) A positive or negative balance from the 2020-2021 school year or from the Summer Enrichment Program will carry over. In order to make purchases, **a student must have a positive balance in his account at all times. If a student attempts a purchase when his balance is negative, then his card will be collected by the cashier.** The student must then make a deposit at the Bookstore or online showing a positive balance in order to retrieve his Student I.D. and/or to purchase any additional items. The cost for a replacement Student I.D. is \$10. Brother Martin has the right to limit the number of replacement Student I.D. cards. **\*NOTE:** New Crusader parents should read the *PaySchools Central* description on the Brother Martin website under [Quick Links - 2021 Student Orientation](#).
- **First Day for 8<sup>th</sup> Graders and Freshmen** – Friday, August 13, 2021, is the first day of classes for 8<sup>th</sup> Graders and Freshmen. All of the activities on this first day are aimed at making the transition to life at Brother Martin as smooth as possible. Your son must wear his regulation school uniform, and he will need to bring his class schedule, his lunch and/or Student I.D./debit card, his device, his planner, paper and/or notebook, a pen and/or pencil, and his school issued combination lock(s). **Parents of students new to Brother Martin should read the section in this document entitled *New Parent Seminar*.**

- **Grade Level Fee (Online Payment Opportunity)** – Parents have the opportunity to pay their son’s Grade Level Fee, online only, any time from **July 1, 2021 - July 31, 2021**. This opportunity will allow families to ‘offset’ the required beginning of the school year fees for which payment is required at the August Student Orientation. Additional course-specific fees and/or optional purchases will be due at the August Student Orientation. **Please see the website under [Quick Links - 2021 Student Orientation](#) entitled Grade Level Fee for specific information regarding each grade level’s fee.**
- **“Great Read”** – The 2021 - 2022 Great Read book fee of \$15 for all students can be paid either online during the month of July or at Student Orientation in August. The Great Read is *Canyon Dreams: A Basketball Season on the Navajo Nation* by Michael Thomas. This book will be distributed during the school year as part of our annual “Great Read” program.
- **Grooming and Uniform** – Students shall comply with grooming regulations during the school day and at all school functions. A student’s hair shall be of moderate and appropriate length and thickness in the front, back, top, and sides. Maximum length, including sideburns, is to the middle of the ear on the sides (clearly above the Tragus), clearly above the collar in the back, and when combed forward, clearly above the eyebrows in the front, and above the top of the ears. Hair must be clean and neat and must be cut by a professional no shorter than a #2 guard. There must be a sufficient amount of hair such that the scalp is not visible. Sideburns must not come lower than the middle of the ears. Layered hair, braids, twists, wedge haircuts, fade or taper haircuts, undercuts, faux mohawks, shaved heads, shaving or carving into the natural hairline or eyebrows, shaving or carving a side part, dyed, bleached or tinted hair and the like are not acceptable. **Students whose haircuts are deemed inappropriate by the Dean of Students will not be allowed to attend class until the infraction is corrected.** Each student is to be clean-shaven each day. Parents are encouraged to be alert to potential needs pertaining to this matter.

The school uniform consists of a white oxford, long or short sleeve dress shirt purchased from Schiro’s School Time with the Brother Martin school shield embroidered over the pocket, Dickies brand non-pleated, uncuffed khaki pants (model #874KH - note this style is a “traditional” style with no extra pockets), a khaki web belt with Navy type brass buckle, plain black, crew length socks and Rothco Military Uniform Oxford Leather Shoes. (Notes: All new shoe purchases must be the Rothco Military Uniform Oxford Leather Shoe. Shoes in sizes smaller than 6 and larger than 14 will be a comparable black shoe recommended by Schiro’s School Time).

The school uniform shall be worn as follows: the school shirt must be tucked in at all times with all of the appropriate buttons buttoned except for the one located at the top, if not wearing a tie. School shirts with long sleeves cannot be rolled up above the elbows. Only a plain white, short sleeve undershirt may be worn under the uniform shirt. A school issued name tag is worn over the left pocket. Pants must reasonably fit the student’s accurate waist and inseam size, must be appropriately hemmed, and must be worn on the waist with the belt securely fastened. No items, including but not limited to keychains, may be visible with the school uniform. Shoes must be worn appropriately including being laced and tied, polished, and worn completely on the back of the foot. When wearing the school uniform, students are required to wear the complete school uniform. In addition, a student deciding to remain in the school uniform outside of school hours must maintain the aforementioned standard. Students are responsible for maintaining their complete school uniform in a clean and neat condition at all times. Students whose uniforms are not in appropriate condition will not be allowed to attend class.

Wristbands, bracelets, earrings, necklaces, other facial jewelry or piercings, or body jewelry may not be worn and may not be visible with the school uniform or at any school-related function. Religious jewelry such as crosses or medals may be worn but must be tucked inside the uniform shirt. Visible tattoos or visible piercing holes are a violation of the grooming and uniform rules and are strictly prohibited. Any tattoos or piercing holes that are visible when the student is wearing the regular school uniform, the PE uniform, a team uniform, or other clothing at school or at a school-related function could result in dismissal. All uniform clothing, including PE uniforms and outerwear, must be an appropriate size for the student and should neither be too small nor too large.

Outerwear: Only outerwear purchased in the Brother Martin bookstore, letterman jackets, and approved school team or organization jackets may be worn over the uniform shirt in school. (Sleeves cannot be rolled up above the elbows.) No other jackets, shirts, sweaters, or sweatshirts may be worn with the school uniform except for appropriate jackets or coats as needed while traveling to and from school. Starter jackets, jean jackets, army jackets, black leather jackets, ponchos or the like may not be worn to school. Hooded Brother Martin sweatshirts may be worn only outside of the school building and at off campus activities and events. Additionally, any garment that promotes tobacco, alcohol, gambling or promotes or implies behavior contrary to the moral or religious principles of the Roman Catholic Church or the philosophy or policies of Brother Martin High School is inappropriate and may not be worn with the school uniform or at any school-related function. Baseball caps are acceptable outerwear at most outdoor extracurricular functions, but they must be worn in the traditional manner with the bill straight forward. Students are to refrain from wearing hats indoors except in the Conlin Gymnasium. The Dean of Students makes the final decision concerning the appropriateness of grooming, uniform, and outerwear.

- **Locks** – All school lockers must be locked with a school-issued combination lock. Students enrolled in Physical Education classes will be required to have their P.E. locker locked during class with an additional school-issued combination lock. Locks will be on sale for \$8 at Student Orientation and can also be purchased year-round in the Student Services Office.
- **Magnus Health Information** – Every Brother Martin parent should have received a welcome email from Magnus Health at this point. If you have not received the email, then please contact Mr. Mark Wisniewski, Director of Athletics ([mwisniewski@brothermartin.com](mailto:mwisniewski@brothermartin.com)). **The deadline to complete the Magnus Vital Health Record is August 1, 2021. Also, EVERY student's Magnus portal must have an uploaded scan of the student's birth certificate, proof of medical insurance, and an up-to-date immunization record in order for the Magnus record to be considered complete. *The medical physical and the LHSAA forms must be uploaded to your son's Magnus Health portal in order for him to begin practice for any LHSAA sport.*** The medical physical must be updated each year, but the LHSAA forms only have to be uploaded to Magnus Health once. Please do not upload LHSAA forms if you have already done so in the past. (See NJROTC section for additional information.) Even if you are a returning Brother Martin student, and you've previously uploaded these aforementioned documents to Magnus, please make certain that you check-in to the system and add/change updated information for your son (i.e. new insurance card, up-to-date immunization record, physical and vital health record, etc.) so that all of his information is posted in one secure electronic source that our Magnus administrator can access at any time in case of an emergency. Questions regarding Magnus Health should be directed to Mr. Mark Wisniewski ([mwisniewski@brothermartin.com](mailto:mwisniewski@brothermartin.com)).

- **New Student Technology Seminar** – On Wednesday, August 11, 2021, from 8:30 a.m. - 12:30 p.m., all students NEW to Brother Martin High School will be required to attend a Technology Seminar. Students will be required to bring their fully charged laptop and power cord that they are planning to use during the 2021-2022 academic school year. To avoid any confusion with Student Orientation for upperclassmen that same morning, all new 8th and 9th grade students should enter campus using the gates located by the Branton Chapel and proceed to the First Floor Resource Center to check-in. Students must attend this training in their full Brother Martin school uniform. Pick-up at 12:30 p.m. will also take place outside of the Branton Chapel. Please contact Mr. Carlos Bogran ([cbogran@brothermartin.com](mailto:cbogran@brothermartin.com)) with any questions.
- **New Parent Seminar for ALL 8<sup>th</sup> Graders and NEW Freshmen PARENTS ONLY** – This seminar will take place for parents on Monday, August 16, 2021, at 6:00 p.m. in the Benson Mall or Conlin Gym. Please enter through the Conlin Gym entrance and you will be directed to the appropriate location. This meeting will facilitate more effective communication between parents and the school. At the conclusion of the seminar you should have a clear plan for actively cooperating with the school in the formation of your son during the coming year. **At least one parent of each new student is strongly encouraged to attend.**
- **NJROTC** – Cadets are required to wear the NJROTC uniform once a week beginning in late August. The following items are not provided and must be purchased: Plain black dress socks. A clean white, short sleeve crew neck undershirt. Black shoe polish (Kiwi Parade Gloss recommended). Metal polish suitable for brass. (Brass-O is not recommended. Most other polishes should work. We will provide information in class.) All other uniform items, including shoes, will be provided at no cost. **On the day of Student Orientation, Cadets should report to the NJROTC classroom (room 106) for uniform issue.** We have a tailor available during Orientation at no cost to cadets. You may attend NJROTC uniform issue before or after Brother Martin Orientation, but please allow at least 45 minutes during peak times. Parents are encouraged to accompany the student for information about NJROTC. All Cadets are required to upload an NJROTC Health Risk Screening Questionnaire (available on Magnus Health and the Brother Martin website on the NJROTC page) AND an LHSAA sports physical to Magnus Health. Please bring both forms when you get a physical. **The NJROTC Health Risk Screening Questionnaire may require a doctor's signature.** Both forms are valid for 12 months and must be updated every year. All other forms will be available at Orientation along with information about the program. As an optional activity, we are planning on a new cadet orientation camp August 4-5. There will be more information sent to you in an email later in the summer if the student is interested in attending. If you have any questions, please contact Commander Nolan at [njrotc@brothermartin.com](mailto:njrotc@brothermartin.com).
- **Parents Club Dues** – The 2021-2022 Parents Club dues will be \$30 per family. The fee will be charged to the youngest student in each family at Student Orientation. Dues cover expenses for meetings and other club-sponsored events.
- **Parent-Teacher Visitations** – Parent-Teacher Visitations will take place on the following dates: Wednesday, September 15, 2021, Wednesday, November 17, 2021, Wednesday, February 16, 2022, and Wednesday, April 27, 2022. **The visitations will take place from 5:30 p.m. - 7:00 p.m. Parents will be able to sign up online (SignUpGenius) for appointment times (5 minutes per appointment) prior to the visitation. More detailed instructions regarding signing up for appointments will be distributed and explained at Back to School Night on Wednesday, September 1st (see Back to School Night in this document for those details).** Each of the visitations will be immediately followed by a Parents Club meeting.

- **P.E. Uniforms** – The required physical education shirts (\$12) and shorts (\$18) will be available for purchase at Student Orientation. Please see that your son purchases the appropriate size. Oversized or undersized shirts or shorts will not be allowed in class. On the first day of school, your son’s P.E. teacher will provide directions for labeling P.E. uniforms shirts and shorts with the student’s last name.
- **Physicals** – It is strongly recommended that all students have a yearly physical on file regardless of their participation in an LHSAA sanctioned sport or extracurricular (i.e. beach volleyball, club bowling, cheerleading, lacrosse, martial arts, NJROTC, sailing, rugby). Students who choose to have a physical performed by their family physician may do so with the understanding that physical appointments are not grounds for an excused absence, and the Brother Martin Physical Form must be completed; no other physical forms will be accepted. Students may not participate in tryouts for LHSAA sports or club sports or NJROTC without a completed Brother Martin physical form on file in your son’s Magnus Health portal. Students who have already completed physicals must upload the form to their individual Magnus portal. The physical form can be printed out from the Magnus portal. All forms must be uploaded to your son’s Magnus account in order to participate in LHSAA sports.
- **Questions** – Questions regarding class schedules should be directed to Mrs. Joneil Galey, Director of Guidance, 504-283-1561 ext. 3026 or [jgaley@brothermartin.com](mailto:jgaley@brothermartin.com).

Questions regarding **fees** should be directed to Mrs. Kelly Wild Alexander, Assistant Principal for Student Services, 504-283-1561 ext.3046 or [kalexander@brothermartin.com](mailto:kalexander@brothermartin.com).

Questions regarding **absences, grooming, uniforms, or the behavior policy** should be directed to Mr. Michael Lynn, Dean of Students, 504-283-1561 ext. 3033 or [mlynn@brothermartin.com](mailto:mlynn@brothermartin.com).

Questions regarding **Student Orientation** in August should be directed to Mrs. Kelly Wild Alexander, Assistant Principal for Student Services, 504-283-1561 ext. 3046 or at [kalexander@brothermartin.com](mailto:kalexander@brothermartin.com).

- **Retreats/Campus Ministry** – All students are required to participate in a retreat program sponsored by Campus Ministry. The Campus Ministry fee for grades 8 through 11 is \$55, and it is collected with the Grade Level Fee. The Campus Ministry fee for 12th grade students is paid as a part of the January payment of the tuition payment plan.
  - The **8th Grade** Day of Reflection will take place on Friday, October 22, 2021, at an off-campus location. **All other grades will have school on this day.**
  - The **9th and 10th grades** will have their Days of Reflection on Thursday, October 28, 2021. The 9th graders will stay on campus and the 10th graders will go to an off-campus location. **8th graders and seniors will have a school holiday on this day. Juniors will be REQUIRED to attend a College Counseling session from 8:00 a.m. - 11:30 a.m. on this day.**
  - The **11th grade** Day of Reflection will take place in the spring of 2022, at an off-campus location. **All other grades WILL have school on this day.**
  - For **Senior Retreat** dates, **see the Senior Information Sheet and Senior Dates to Remember in the Senior Section under Quick Links on Brother Martin’s website.**

Parents will be notified with the details for all of the retreats as those dates approach. *Please note that all retreats are subject to change as Brother Martin will adhere to all state and local guidelines regarding COVID-19 and large gatherings/school bus travel.*

- **School Pictures** – Each student must have a picture taken for his Student I.D., for school records, and for the yearbook. Purchase of pictures is optional. If you wish to purchase pictures, then you should log in to your account at Romaguera Photography through a link that will be provided in early August. The link will also be posted on the website under [Quick Links - 2021 Student Orientation when it is available.](#)
- **Senior Information** – All **Senior Dates to Remember, Senior Information, and Senior Events Order/Registration Information** can be found on the website under [Quick Links - Senior Section.](#)
- **Student and Parent Consent to Student Handbook** – This form, which can be downloaded from [Quick Links - 2021 Student Orientation](#) on the website, must be signed by a parent and the student and **submitted at Student Orientation.** By signing this form, parents and students consent to the provisions of the Student Handbook in general and in particular to sections of the handbook dealing with electronic resources, drug testing, and consequences of serious violations of behavior requirements. **Students will not be allowed to get their class schedules without the signed form, nor will they be allowed to attend classes.** (The entire 2021-2022 Student Handbook can be found on the Brother Martin website under Quick Links, and the Grooming and Uniform section of the Student Handbook is contained in this document.)
- **Student Directory** – During the first quarter, you will be given electronic access to the Student Directory. The directory will include only the following information: student's name, parents' names, parents' email addresses, home address, and home telephone number. The directory will also contain a listing of students by zip code areas that can be used for carpool reference. In accordance with the Privacy Act, we ask for your permission to furnish the above information in a school directory provided solely to Brother Martin families. If you do not wish for your son's information to appear in the directory, then please notify Mrs. Valerie Hunter, in writing, prior to Tuesday, August 31, 2021.
- **Student Handbook/Planner** – The 2021-22 Student Handbook can be found on the Brother Martin website under Quick Links after August 1st. Your son will be handed a printed copy of the Student Handbook at Student Orientation in August and he can also view the Student Handbook on the website. The planner, with month-to-month calendars, will be incorporated into the handbook and can also serve as his assignment pad.

Please review the 2021-2022 Student Handbook so that you and your son are familiar with what is expected of him this year. Changes to the Student Handbook from previous years will also be discussed at the class level meetings.

- **Student Information Sheet** – This sheet was mailed the last week of June. Please complete it and return only the Student Information Sheet to Brother Martin as soon as possible. A pre-addressed envelope was enclosed in the mailing. **If the Student Information Sheet is not received at school in advance of Student Orientation, then your son must bring the completed information sheet with him to Student Orientation.** *If you have not mailed in your Student Information Sheet by Monday, August 2nd, then please just send the sheet to Student Orientation with your son.* Please provide all of the requested information and print legibly in dark ink. **A student will not be allowed to get his class schedule until his Student Information Sheet is turned in on or before Student Orientation, nor will he be allowed to attend classes.** **Note that information on two adult contacts is required.**



- Student Orientation** – See the grade level time slots below, as well as the August school calendar, for the date and time of your son’s Student Orientation. **IN ORDER FOR STUDENT ORIENTATION TO RUN AS SMOOTHLY AS POSSIBLE, STUDENTS WILL ONLY BE ALLOWED TO CHECK INTO ORIENTATION AT THEIR DESIGNATED TIME. PLEASE MAKE SURE THAT YOU CHECK THE LAST NAME ALPHA DESIGNATION FOR YOUR SON’S SPECIFIC GRADE LEVEL BELOW (EACH GRADE LEVEL’S ALPHA DESIGNATION IS DIFFERENT.)** Students should be properly groomed and in full uniform with an appropriate necktie or they will not be allowed to participate in Student Orientation. Students who already own a blue blazer are encouraged to bring it to Orientation. At Student Orientation, your son must return several items that are listed on the Student Orientation Checklist for Parents that was enclosed in your Summer Mailing. Your son will also have a personal grooming and uniform check and have his school / Student I.D. picture taken. Please consult the Generic Fee Sheet by Grade Level on the website for information regarding what will be required to purchase, as well as what purchases are optional and/or class dependent.

**Wednesday, August 11, 2021**

10th grade A - D	8:00 a.m.
10th grade E - L	8:30 a.m.
10th grade M - R	9:00 a.m.
10th grade S - Z	9:30 a.m.
11th grade A - D	10:00 a.m.
11th grade E - K	10:30 a.m.
11th grade L - Q	11:00 a.m.
11th grade R - Z	11:30 a.m.
12th grade A - D	1:00 p.m.
12th grade E - J	1:30 p.m.
12th grade K - O	2:00 p.m.
12th grade P - S	2:30 p.m.
12th grade T - Z	3:00 p.m.

**Thursday, August 12, 2021**

9th grade A - C	8:00 a.m.
9th grade D - H	8:30 a.m.
9th grade I - M	9:00 a.m.
9th grade N - R	9:30 a.m.
9th grade S - T	10:00 a.m.
9th grade U - Z	10:30 a.m.
8th grade A - C	12:00 p.m.
8th grade D - G	12:30 p.m.
8th grade H - L	1:00 p.m.
8th grade M - P	1:30 p.m.
8th grade Q - Z	2:00 p.m.

- **Summer Reading** – Summer reading is required for ALL Brother Martin students. In April, each student in 8th through 11th grade chose a book online for their Summer Reading requirement. On Tuesday, August 24, 2021, each student will be assigned to a specific group to discuss his chosen book. Each student **must bring a physical copy of his book** to his group. Students in certain honors and Advanced Placement courses will have additional required summer reading. You may purchase these books through our recommended vendor MBS Direct beginning June 7th.

All incoming 8th and 9th graders **attending** Summer Enrichment will receive a copy of the following book based upon the student's grade level and/or English course for 2021 - 2022.

- 8th grade English Honors
  - *Bayou Farewell* by Mike Tidwell - ISBN# 978-0-375-72517-3
- 8th grade English 8
  - *Shipwreck at the Bottom of the World* by Jennifer Armstrong - ISBN# 978-0-375-81049-7
- All incoming 9th, 10th, and 11th graders
  - *Make Your Bed* by William McRaven - ISBN# 978-1-538-71272

All questions about Summer reading or MBS Direct should be directed to Mrs. Debbie Broussard, Assistant Principal for Academics, 504-283-1561 ext. 3020 or [dbroussard@brothermartin.com](mailto:dbroussard@brothermartin.com) or Mrs. Keiren Aucoin, Librarian, 504-283-1561 ext. 3030 or [kaucoin@brothermartin.com](mailto:kaucoin@brothermartin.com).

- **Traffic Patterns** – Please note that there is one-way traffic on St. Aloysius Drive (Stephen Girard Street) leading away from Elysian Fields Avenue to Mandeville Street. Also, at approximately 1:00 p.m. each afternoon, the exit gates to the student parking lot on St. Aloysius Drive will be closed. After this time, cars will exit the student parking lot through a gate on the Cor Jesu Street (adjacent to E.A. Farley Field) side of the parking lot. Parents of seniors, juniors, and sophomores are to drop off and pick up their sons on St. Aloysius Drive from Elysian Fields Avenue and continue in the same direction (East) along St. Aloysius Drive to either Cor Jesu Street or Mandeville Street. Parents of freshmen and 8<sup>th</sup> grade students are encouraged to drop off and pick up on the side of or behind the Meyer Science and Mathematics Building on Sumpter Street. **For safety, students are not to be dropped off or picked up in front of school on Elysian Fields Avenue. Additionally, students are not to cross Elysian Fields immediately after school to be picked up in front of Benson Field or the cemetery.** The only time that students should be picked up at Benson Field is after a practice that will take place on that field. This traffic pattern results in less automobile congestion around campus at drop off and dismissal times, reduced frustration for drivers, and, most important, increased safety for students and other pedestrians. We also ask you to honor the bus parking area on Elysian Fields Avenue directly in front of school by leaving this area clear for our two busses to park.
- **Tuition** – In order for your son to proceed through Student Orientation, his tuition payments, according to the plan you have selected, must be up-to-date.
- **Vehicle Registration** – **All vehicles brought to school must be registered.** Registration will take place throughout the school year in the Discipline and Attendance Office. Parking in the student parking areas on campus is strictly limited to registered student vehicles. Brother Martin parking decals must be affixed to the inside of the windshield of the registered vehicle above the brake tag.

- **Yearbooks** – An order form for the 2021-2022 yearbook is on the website under [Quick Links - 2021 Student Orientation](#). The cost of the book is \$66. Only Seniors have the option to have their yearbook personalized, with their name stamped on the front of the book, for an additional charge of \$7. If you wish to order a copy of the yearbook, then please complete the form and have your son submit it at Student Orientation. If you choose to order a yearbook, payment will be included in your total fees collected at Student Orientation; therefore, a separate check is not required for the yearbook order.