



Character · Compassion · Confidence

Educating the Minds and Hearts of Students in the Holy Cross Tradition

Family Handbook

One Notre Dame Way West Haven CT, 06516

www.NotreDameHS.com

TABLE OF CONTENTS

[WELCOME MESSAGE](#)

[ADMINISTRATION](#)

[FACULTY](#)

[MISSION, VISION, AND CORE VALUES](#)

[OBJECTIVES OF SUMMER PROGRAMS](#)

[EDUCATIONAL OPPORTUNITY/ANTI-DECRIMINATION POLICY](#)

[HANDBOOK AUTHORIZATION](#)

[IMPORTANT INFORMATION](#)

- [Attendance - School Absences and Early Dismissals](#)
- [Drop-off and Pick-up](#)
- [Lunch and Snack](#)
- [Dismissal](#)
- [What to Wear and What to Bring](#)
- [Behavior and the ND Code](#)
- [Medication and Medical Needs](#)
- [Emergency and Evacuation](#)

[ACADEMIC INFORMATION](#)

- [Academic Integrity](#)
- [Homework](#)
- [Technology](#)
- [End-of-course Certificates and Reports](#)

[DAILY SCHEDULE](#)

[SCHOOL MAP](#)



Welcome to Notre Dame High School

Summer Programs

Summer is a time for students to explore their interests and passions in a setting that allows them to explore options, engage with caring adults, and make new friends. Summer Programs at Notre Dame High School provide middle and high school students with opportunities to take meaningful courses that are of interest and benefit to their long-term academic and personal goals. Our faculty and administration provide the structure, learning environment, and feedback to ensure their growth and development. Coupled with opportunities in athletics, Notre Dame Summer Programs are a great way to spend part of the summer and get to know our community.

Courses offered are reflective of Notre Dame's commitment to educating Minds and Hearts. Students can choose from courses designed to give incoming freshmen a "head-start" on getting to know their teachers and their expectations, or courses designed to cultivate their interests in areas such as engineering and the arts. Courses are also offered for current Notre Dame students in areas that benefit them academically and in the college admissions process. Our faculty teaches all courses and will provide feedback on students' growth and insights into future paths.

We are eager and ready to challenge our students and show them the value of the Notre Dame Experience!



Ruben Valencia

Vice President for Academic Affairs / Director of Summer Programs / Notre Dame High School

(203) 937-3287 | summerprograms@notredamehs.com

rvalencia@notredamehs.com | www.notredamehs.com

One Notre Dame Way | West Haven | CT 06516

We inspire academic excellence, nurture personal growth, and foster integrity and compassion in students of diverse talents, backgrounds, and beliefs through our Catholic, Holy Cross tradition.



ADMINISTRATION

Notre Dame High School Main Number	203-933-1673
---	---------------------

President	Mr. Robert F. Curis
-----------	---------------------

Associate Vice President for Academic Affairs & Student Success	Mrs. Casey LaMonaca
Business Manager	Mrs. Rachel Blessing
Dean of Students	Mr. Nick DeFeo
Director of Athletics	Mr. Jason Shea '96
Director of Facilities	Mr. Chris Ciuca
Director of Institutional Technology	Mr. Brian Footit
Main Office Coordinator and Executive Assistant	Ms. Colleen Schulken
Vice President for Academic Affairs Director of Summer Programs	Mr. Ruben Valencia
Vice President for Enrollment Management	Ms. Caroline Burns
Vice President for Student Success	Mr. Pasquale Izzo '00

Summer Programs Contact Information			
Academics	Mr. Ruben Valencia	rvalencia@notredamehs.com	203-937-3287
Athletics	Mr. Jason Shea '96	jshea@notredamehs.com	203-937-3289



FACULTY

Academic Enrichment		
Course	Teacher Email	Work Phone
Art Studio	Ms. Linda Dempsey	203-937-3259
Engineering Lab	Dr. Yolanda Valencia	203-937-3254
ND English Prep	Mrs. Lucy Abbott	203-937-3260
ND Math Prep	Mrs. Nicole Graham	203-937-3237
Acceleration		
IB Extended Essay Workshop	Mrs. Kim Butz	203-937-3262
Math Acceleration	Mr. Dennis Yacono '07	203-937-3293
College Readiness		
College Admissions Boot Camp	Ms. Karen Pellegrino	203-937-3218
SAT Test Prep		
SAT Math	Mr. Pierce Klein	203-937-3290
SAT English	Mrs. Betsy Whitaker	203-937-3294



MISSION, VISION, VALUES



Our Mission

To inspire academic excellence, nurture personal growth and foster integrity and compassion in young students of diverse talents, backgrounds and beliefs through our Catholic, Holy Cross tradition.

Our Vision

To be a transformative leader in educating the hearts and minds of young students by maximizing innovation, tradition and the strength of our community to empower every Notre Dame student to realize his full potential.

Our Core Values

Tradition: Notre Dame High School remains anchored in the Holy Cross mission to educate the hearts and minds of young students.

Innovation: We embrace innovative teaching practices and support diverse learning styles to help students become flexible, independent, 21st-century thinkers.

Transformation: We help each Notre Dame student develop character, compassion and confidence who is college- and life-ready.



OBJECTIVES OF NOTRE DAME HIGH SCHOOL SUMMER PROGRAMS

- To give students the opportunity to engage with Notre Dame teachers and the learning that will take place when they enroll in the Fall.
- To learn and reinforce the basic skills that are necessary to be successful in high school.
- To learn about ND's school culture so that students understand the possibilities and expectations of what it means to be a Green Knight.
- To engage in meaningful course(s) that stimulate thinking and doing.
- To make lifelong friendships and learn from those who have different points of view.
- To understand the mission of the school, which provides all students with the tools to navigate an ever-changing world.

EDUCATIONAL OPPORTUNITY/ANTI-DISCRIMINATION POLICY

Notre Dame High School maintains a policy of equal educational opportunity and does not discriminate based on race, color, gender, or national origin in its educational programs or any of the activities which it operates.

HANDBOOK AUTHORIZATION

Failure to read this handbook does not excuse students and parents/guardians from the rules and procedures described herein. Personal factors, illnesses, or contradictory advice from any source are not acceptable grounds for seeking exemption from these rules and procedures. By enrolling and attending Notre Dame High School Summer Programs, students and parents/guardians are agreeing to the policies and procedures within the Summer Programs Family Handbook. Notre Dame High School reserves the right to change any of its provisions or requirements at any time within a student's term of enrollment.

** The Notre Dame Summer Programs Family Handbook does not supplant or replace the Notre Dame High School Student & Parent/Guardian Handbook.*



IMPORTANT INFORMATION

Attendance - School Absences and Early Dismissals

Parents must email the Summer Programs Office at summerprograms@notredamehs.com no later than 8:00 AM. The email must come from the parent/guardian. Please include the following information:

- Student's first and last name
- Date of the absence or early dismissal
- Reason for the absence or early dismissal

Additionally, parents or guardians are required to present a valid form of identification upon arrival when picking up their student.


Drop-off and Pick-up

Drop-off and pick-up will be at the main entrance of the school.



Lunch and Snack

Students enrolled in Notre Dame's Summer Programs will receive a snack during the morning break at 10:00 AM. Lunch will be provided at 11:30 AM and conclude at noon. Both are included in the registration fee. A water bottle is recommended. Meals for students with dietary restrictions, as indicated on their registration forms, will be prepared and available at lunch.

	Monday	Tuesday	Wednesday	Thursday	Friday
Session 1 June 16 - 20	Chicken Patty	Pasta/Sauce	Hamburgers/ Hotdogs	Chicken Tenders and Fries	Pizza
Session 2 June 23 - 27	Chicken Patty	Pasta/Sauce	Hamburgers/ Hotdogs	Chicken Tenders and Fries	Pizza

Meals for students with dietary restrictions are available upon request.



GLUTEN
FREE



VEGETARIAN



[Back to Table of Contents](#)



Dismissal

Students must be picked up promptly at 12:00 PM, as there will be no supervision provided after that time.

What to Wear and What to Bring

What to wear:

- T-shirt and shorts with sneakers (no flip-flops or Crocs)
- Clothing must not have slogans, words, or pictures promoting or depicting violence, profanity, racism, alcohol, drugs, or have sexual connotations.

What to bring:

- A water bottle
- Materials requested by the teacher

Behavior and the Notre Dame Code

Students enrolled in the Notre Dame High School Summer Programs are expected to conduct themselves in a manner that allows each student to receive the benefits of a positive learning environment. It is to be understood that a student is responsible for their actions and decisions. All students should abide by the following:

- Not harm or endanger themselves or other participants or staff
- Use respectful language towards all peers and staff
- Respect supplies, equipment, and facilities
- Leave inappropriate items at home

Classroom teachers will be given discretion to handle disciplinary issues that arise within their classroom. Any student not in compliance will be referred to the Director of Summer Programs. Further disciplinary action may be taken at that time, including being asked to leave Summer Programs without any refund of tuition paid.

Notre Dame students are responsible for their actions off-campus and during non-school hours and could be subject to disciplinary action for various violations. At any school function or any activity in which a student participates as a Notre Dame student, the student will be subject to school regulations. It is important to note that negative behavior, whether inside or outside the school, which is detrimental to the reputation of the school, can result in the student being disciplined. These actions may result in the student being asked to withdraw or being dismissed from Notre Dame High School's Summer Program.



Medication and Medical Needs

A school nurse will not be on campus over the summer. The Director of Summer Programs, Mr. Ruben Valencia, will keep all medications in a locked cabinet.

- Medical issues requiring medication and/or supervision by a health care professional must be reported to the Director of Summer Programs.
- A Medical Authorization form must be completed and turned into the Director of Summer Programs.
- Connecticut State Law requires that no medication, prescription, or non-prescription, be taken by or given to any student unless ordered, in writing, by a physician. Such an order must be signed by both the parent/guardian and the physician and must be on file at school.
- Students who carry doctor-required Epi-pens and inhalers must carry them at all times.

ACCIDENTS

- If a participant has an accident, an incident form will be completed, and the parent and guardian will be contacted by phone or email. In case of an emergency, parents or guardians will be notified immediately, and an ambulance will be called to transport the student to the nearest hospital.

Emergency and Evacuation

Should a schoolwide emergency occur, students will be directed to the appropriate location on our campus as directed by Notre Dame Faculty and Administration.

ACADEMIC INFORMATION

Academic Integrity

Notre Dame takes academic integrity very seriously. Academic dishonesty is defined as behavior that results in, or may result in, the student or any other student gaining an unfair advantage in one or more assessment components. Cases of academic dishonesty will be dealt with by the Director of Summer Programs. Multiple incidences of academic dishonesty may lead to the student being asked to leave Summer Programs.

Homework

Teachers may assign homework as an extension of learning or for practice. Students are required to have assignments completed for the next day or on the due date stated by the teacher.



Technology

Chromebooks:

- Only school-issued Chromebooks may be used in class and may only be used for classwork. Their use in accessing outside and or inappropriate content will result in these being confiscated by the Director of Summer Programs.
 - Students who have a Notre Dame-issued Chromebook may continue to use it during Summer Programs.
 - Non-ND students and newly accepted ND students who do not have a Notre Dame-issued Chromebook will have access to one during their class time. These devices should remain in the classroom during the entire Summer Programs and cannot be taken home.

Desktop Computers:

- Desktop Computers are solely for classroom use. Students may not download or use unauthorized software or alter or make unapproved changes, including the background picture or settings on the computer.

Cell Phones:

- All cell phones must be caddied at the beginning of class and cannot be removed without permission. They should not be taken to the bathroom or anywhere outside the classroom. Pictures and videos cannot be taken in classrooms without the teacher's permission. Failure to follow these rules will result in the Director of Summer Programs confiscating your cell phone.

AirPods and Personal Headphones:

- AirPods and student headphones are not allowed in classrooms unless the teacher gives specific permission to use them.

Artificial Intelligence (AI):

- Students may not use AI platforms to produce work for submission. Such unoriginal uses of AI will be treated like cheating. There may be instances when the use of such platforms may be allowed in class, but only under supervision.

End-of-Course Certificates and Reports

Certificates:

- Students who successfully complete a summer program course will receive an End-of-Course Certificate from their teacher on the last day of the course.

End-of-Course Reports:

- Upon conclusion of a summer course, students will receive an End-of-Course Report by email from their teacher indicating the achievement level attained during the course. A description of each achievement level is provided in the table below.

End-of-Course achievement levels and descriptions.



Achievement Level	Description
Exemplary	Demonstrates outstanding understanding, engagement, and initiative. Consistently exceeds expectations in all assignments, participation, and conduct.
Proficient	Meets expectations with solid understanding and consistent participation. Completes all tasks and demonstrates dependable academic performance.
Developing	Shows partial understanding and inconsistent participation. Some tasks are incomplete or lack depth; needs occasional guidance to stay on track.
Emerging	Struggles to meet expectations. Limited participation or comprehension; requires frequent support and improvement in engagement and work completion.

DAILY SCHEDULE

(Schedule for all Summer Programs except Accelerated Math)

Students may be dropped off as early as 7:45 am	
8:15 am - 8:25 am	Daily class meeting (<i>academic enrichment students</i>)
8:30 am	Classes begin, phones are caddied, and attendance is taken
10:00 am - 10:30 am	Break (<i>snacks will be provided</i>)
11:30 am	Classes end
11:30 am - 12 noon	Lunch (<i>lunch will be provided</i>)
12:00 noon	Dismissal <i>Those students enrolled in the Green Knight Sports Camp would move to the Gymnasium at this time.</i>

*Accelerated Math Schedule for Notre Dame Math Credit (5-week program)

- Start Time: 11:00 AM
- End Time: 2:00 PM

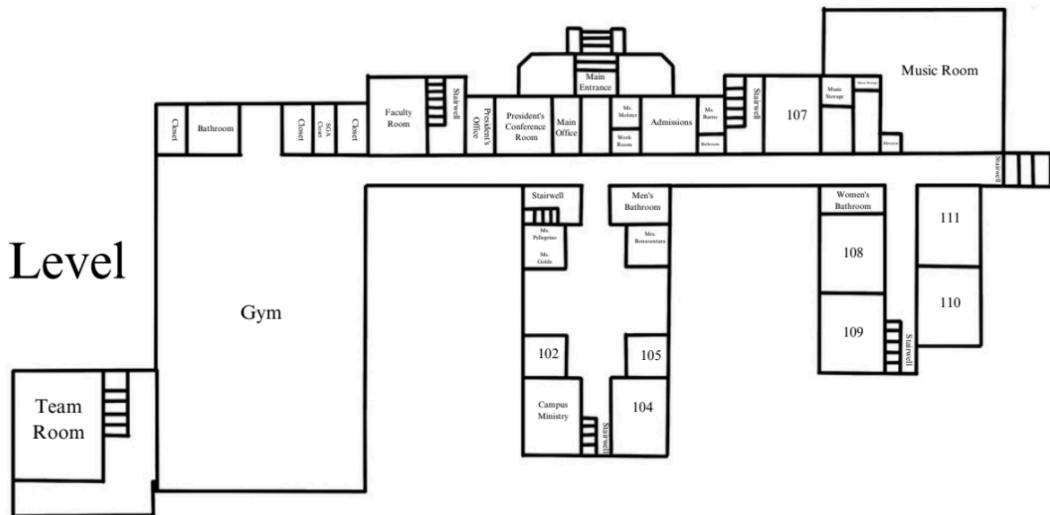


SCHOOL MAP

Upper Level



Main Level



Lower Level

