NOUVEL CATHOLIC CENTRAL HIGH SCHOOL & JUNIOR HIGH HANDBOOK

We are Nouvel Catholic Central, called by Christ to learn, love and lead... courageously.

2026-2027

TABLE OF CONTENTS

MISSION STATEMENT	3
SCHOOL CONTACTS	4
DRESS CODE	5-6
• Dress Code Overview	5
• Dress Code Policy	6
ACADEMICS	7-13
• Graduation Requirements	7
• Academic Program Options	8
• Academic Honor Code & Grade Reporting	8
• Grade Calculation	9
• Credit Recovery	9
• GPA Scale	11
• Course Policies	12
• Dual Enrollment	13
COMMUNITY SERVICE HOURS	14
ATTENDANCE	15-16
• Attendance Guidelines	15
• Activity Participation	16
ATHLETIC & EXTRACURRICULAR ELIGIBILITY	17
TECHNOLOGY USE POLICY	18-19
STUDENT SUPPORT	20
PARENT PARTNERSHIP	21
HEALTH & SAFETY	22-23
CODE OF CONDUCT	24-29
POLICIES & PROCEDURES	30-32
FIGHT SONG	33

MISSION STATEMENT

We are Nouvel Catholic Central, called by Christ to learn, love and lead... courageously.

Our Calling: Learn, Love, Lead. Courageously.
At Nouvel Catholic Central, our mission is not just a motto – it is a way of life rooted in Christ. We are called to grow in knowledge, compassion, and strength. Each word in our calling is intentional and invites every student, family, and staff member into a deeper journey of faith, excellence, and service.

Learn:
We are called to seek truth through faith and reason. Learning at Nouvel is more than academic achievement – it is a lifelong pursuit of wisdom, wonder, and understanding. Inspired by the Gospel, we challenge our minds and open our hearts to become the best version of ourselves, in service to God and others.

"The fear of the Lord is the beginning of wisdom." – Proverbs 9:10

Love:
We are called to love as Christ loves – generously, humbly, and without condition. At Nouvel, love means respecting the dignity of every person, building a welcoming and compassionate community, and acting with integrity and kindness in all we do.

"Let all that you do be done in love." – 1 Corinthians 16:14

Lead:
We are called to lead by example, with courage and conviction. Leadership at Nouvel is rooted in service, grounded in moral character, and expressed through actions that uplift and inspire. Every student is encouraged to use their gifts to make a difference – in school, in church, in community, and beyond.

"Whoever wants to become great among you must be your servant." – Matthew 20:26

NOUVEL
CATHOLIC CENTRAL

CONTACT INFORMATION

Administration:

Dr. Molly Macek
Principal
Phone: 989-399-2221
Email: mmacek@nouvelcatholic.org

Mr. Dan Decuf
Head of School
Phone: 989-399-2239
Email: ddecuf@nouvelcatholic.org

Main Office:

Ms. Breann Smith
Main Office Professional
Phone: 989-399-2220
Email: bsmith@nouvelcatholic.org

Business Office:

Mr. Phil Strauss
Director of Finance
Phone: 989-399-2232
Email: pstrauss@nouvelcatholic.org

School Counseling:

Mrs. Kerri Boros
School Counselor
Phone: 989-399-2231
Email: kboros@nouvelcatholic.org

Campus Ministry:

Mrs. Bridget Jacqmain
Campus Minister & Theology Instructor
Phone: 989-399-2238
Email: bjacqmain@nouvelcatholic.org

Athletics:

Mr. Matt Solek
Athletic Director
Phone: 989-399-2237
Email: msolek@nouvelcatholic.org

Mrs. Michele Kuligowski
Athletic Administrative Assistant
Phone: 989-399-2236
Email: mkuligowski@nouvelcatholic.org

Admissions & Marketing:

Mrs. Kelly Breasbois
Director of Admissions & Marketing
Phone: 989-399-2230
Email: kbreasbois@nouvelcatholic.org

Mrs. Tessa Pinkerton
Admissions & Marketing Assistant
Phone: 989-399-2236
Email: tpinkerton@nouvelcatholic.org

ATTENDANCE:

Email: attendance@nouvelcatholic.org

Voicemail: 989-399-2465

Dress Code Overview

Updated July 2026

Y5/K - 6th Girls' Uniform

Regular Uniform

- Shirts: Polo in white or gray and white dress blouse. No logos allowed, except for NCC crest or approved logos, which are not required at elementary.
- Sweatshirts: Crewneck or 1/4 zip in gray or royal blue with embroidered NCC crest or approved NCC logo. Collared uniform shirt must be worn beneath. Spirit sweatshirts can only be worn on spirit days.
- Sweaters: Cardigan, pullover or vest style sweaters, must be white, gray or navy with a collared shirt.
- Jumpers/Skirts: Blue plaid jumper (Y5-3), blue plaid skirts (4-6) and solid navy skirts (Y5-6).
- Pants: Navy blue plain dress slacks.
- Shorts: Navy blue dress/uniform shorts allowed from April thru October only, but not on Mass days.
- Shoes: Must be dress leather, closed toe, loafer style, laced/tied or velcro. Brown, tan, gray, navy or black are all acceptable colors. Dress booties are allowed, no higher than 1" above the ankle and heels no higher than 1/2". No athletic, moccasin or canvas style.

Mass Day: Blue, school approved plaid jumper/skirt and white dress blouse. Sweaters are allowed.
Friday Spirit Day: Uniform bottoms, khakis or jeans and a spirit top.

Y5/K - 6th Boys' Uniform

Regular Uniform

- Shirts: Polo in white or gray and white dress shirt. No logos allowed, except for NCC crest or approved logos, which are not required at elementary.
- Sweatshirts: Crewneck or 1/4 zip in gray or royal blue with embroidered NCC crest or approved NCC logo. Collared uniform shirt must be worn beneath. Spirit sweatshirts can only be worn on spirit days.
- Sweaters: Cardigan, pullover or vest style sweaters, must be white, gray or navy with a collared shirt.
- Pants: Navy blue plain dress slacks.
- Shorts: Navy blue dress/uniform shorts allowed from April thru October only, but not on Mass days.
- Belts in brown, black or navy are required with uniform pants/shorts (Y5-6). They should not include any lettering or designs.
- Shoes: Must be dress leather, closed toe, loafer style, laced/tied or velcro. Brown, tan, gray, navy or black are all acceptable colors. Dress booties are allowed, no higher than 1" above the ankle and heels no higher than 1/2". No athletic, moccasin or canvas style.

Mass Day: Uniform pants and white dress shirt with a tie. Sweaters are allowed.
Friday Spirit Day: Uniform bottoms, khakis or jeans and a spirit top.

7th - 12th Girls' Uniform

Regular Uniform

- Shirts: Polo shirt in white, gray or royal blue and embroidered with NCC crest or other school approved/athletics logo. Oxford button-down shirt in white, long or short sleeved.
- Sweatshirts: Crewneck or 1/4 zip pullovers embroidered with NCC crest or other approved/athletics logo. A collared uniform shirt must be worn beneath a crewneck and a t-shirt in NCC colors under the 1/4 zips.
- Sweaters: Cardigan, pullover or vest style in solid white, gray, royal blue or navy with a collared uniform shirt. Should be plain with no logos or designs.
- Skirts: Kilt-style in solid gray, solid navy or designated gray plaid. Length should be no shorter than 4" above the middle of knee (unrolled and unaltered).
- Pants: Dress pants or capri-style in navy blue or khaki.
- Shorts: Dress/uniform style in navy blue or khaki. Length should be similar to the skirts.

Spirit Day (last day of the week): Uniform bottoms or jeans and a spirit top.

7th - 12th Boys' Uniform

Regular Uniform

- Shirts: Polo shirt in white, gray or royal blue and embroidered with school shield or other school approved/athletics logo. Button-down dress shirt in white, long or short sleeved.
- Sweatshirts: Crewneck or 1/4 zip pullovers embroidered with NCC crest or other approved/athletics logo. A collared uniform shirt must be worn beneath a crewneck and a t-shirt in NCC colors under the 1/4 zips
- Sweaters: Cardigan, pullover or vest style in solid white, gray, royal blue or navy with a collared uniform shirt. Should be plain with no logos or designs..
- Pants/Shorts: Dress/uniform pants/shorts in navy blue or khaki.

Spirit Day (last day of the week): Uniform bottoms or jeans and a spirit top.

Dress Code Policy

Updated July 2026

NCCE NCCHS/JH

Website includes links to online shops

Dress Code Guidelines - All Students

- Shirts must be tucked in and buttoned at all times on regular uniform and Mass days. Only the top button can be unbuttoned on polos and dress shirts.
- Collared shirts must be worn under all crewneck sweatshirts, 1/4 zip and sweaters (Y5-6). A collared uniform shirt must be worn beneath a crewneck and a t-shirt in NCC colors under the 1/4 zips (7-12).
- Coats are not permitted to be worn during the school day and must be kept in lockers.
- Spirit Day tops can include t-shirts, sweatshirts (all styles) with Nouvel branding in the 4 Nouvel colors of white, gray, royal blue and black.
- Crop tops are not allowed, including on spirit days.
- No athletic sandals, flip-flops, crocs, open-heeled , slippers or open-toed shoes.
- Jeans should be without rips/tears/excessive distressing.
- No athletic shorts are allowed during the week, including spirit days.
- Additional theme days during school year (homecoming, reading month, exams, etc.) may allow for items normally not allowed such as athletic shorts and other colored items. Those special days and allowed items will be communicated by the school.
- No tattoos (temporary or permanent) may be visible while at school and while representing the school in school sponsored events (Y5-6). Only tattoos appropriate for a Catholic school environment may be visible while at school and while representing the school in school sponsored events (7-12). Writing and/or coloring on students is not allowed.

Girls' Dress Code Guidelines - All Students

- Jumper and skirt length should be no shorter than 4" above the middle of knee (unrolled and unaltered). Shorts should be a longer inseam and similar in length to the skirts.
- Shorts should be uniform style short with longer inseam, can not be athleisure material.
- Modesty (cartwheel) shorts are recommended under jumpers or skirts but not required.
- Legging (straight legged style) can *only* be worn under a skirt or jumper and must be navy, black, gray or white.
- Socks and tights should be solid navy, black, gray or white. Socks should match and tights with patterns are not allowed.
- Hair accessories should compliment school colors and not draw undue attention.
- No hairstyles that draw undue attention will be permitted.
- Hair color should be natural hues. No streaks of unnatural colors (pinks, green, etc.) on any part of the hair.
- Make-up, nail polish and false nails for Y5-6 is not allowed. Make-up or nail polish should not draw undue attention in 7-12.
- No excessive jewelry will be permitted that draws undue attention. Small studs are allowed for Y5-6. Studs, small hoops and small earring styles are allowed for 7-12 grades.
- Religious necklaces and medals may be worn but not to exceed 1-1/2".
- No visible body piercing other than the ear. Eyebrow, lip, nose, tongue, ear gauges, plugs are not permitted.

Boys' Dress Code Guidelines - All Students

- Pants should be plain dress style. Cargo, joggers and jean styles are not permitted.
- Socks should be solid navy, black, gray or white, and match.
- Hair must be clean and neat for all students with hair above collar and not in eyes.
- No hairstyles that draw undue attention will be permitted.
- Hair color should be natural hues. No streaks of unnatural colors (pinks, green, etc.) on any part of the hair.
- Must be clean shaven at all times
- No earrings allowed and no visible body piercing.
- No excessive jewelry will be permitted that draws undue attention.
- Religious necklaces and medals may be worn but not to exceed 1-1/2".

As partners in education, it is the responsibility of the parent to ensure that all uniform items purchased fit the student in accordance with the norms of neatness and modesty as defined by the church and school.

ACADEMICS

High School Graduation Requirements

All students are required to earn 26 credits in order to graduate. To graduate from a Michigan high school with an endorsed high school diploma, each student must successfully complete all of the following Michigan Merit Curriculum requirements:

- 4 credits of English Language Arts, aligned with state subject area content expectations.
- 3 credits of Physical Science, aligned with state subject area content expectations.
  - Biology
  - Chemistry
  - Physics
- 4 years/credits of Mathematics, aligned with state subject area content expectations. Students must have a math experience in their final year of high school.
  - Geometry
  - Algebra I
  - Algebra II
  - Personal Finance (beginning with the Class of 2027)
- 3 credits of Social Science, aligned with state subject area content expectations.
  - United States History
  - World History
  - Government (0.5 credits)
  - Economics (0.5 credits)
- 2 credits of World Language, aligned with state subject area content expectations.
- 1 credit of Fine Arts, aligned with state subject area content expectations.
- 1 credit of Health & Physical Education, aligned with state subject area content expectations.
  - Health (0.5 credits)
  - Physical Education* (0.5 credits)

**Physical Education requirement is waived if a student participates in 3 separate seasons of sports and/or marching band throughout high school.*

Additionally, to graduate from Nouvel Catholic Central the following must be fulfilled:

- 4 credits of Theology, following standard curriculum
- Spiritual retreats, as scheduled by Campus Minister
- 100 hours of community service (pro-rated for students entering Nouvel Catholic Central High School after 9th grade
- Participation in graduation activities including Baccalaureate Mass and Dinner, Graduation Rehearsal, and Commencement is only possible for students who have completed all graduation requirements. Students must follow all dress code requirements for all graduation-related activities unless otherwise directed by administration

ACADEMICS

Academic Program Options

College Preparatory Curriculum

Online experience is embedded.

Theology	4 credits	**Social Studies**	3 credits
English Language Arts	4 credits	**World Language**	2 credits
Mathematics	4 credits/years	**Physical Education & Health**	1 credit
Science	3 credits	**Electives**	3 credits

Honors Curriculum

Online experience is embedded.

Theology	4 credits	**Social Studies**	3 credits
English Language Arts	4 credits	**World Language**	2 credits
Mathematics	4 credits/years	**Physical Education & Health**	3 credits
Science	4 credits	**Electives**	3 credits

Academic Honors

At the conclusion of each semester, GPA and rank will be recalculated for each student in grades 9-12; and a GPA will be calculated for students in grades 7-8. Consideration for valedictorian, salutatorian, top honors, including cum laude, magna cum laude, and summa cum laude and the Honor Cord will be calculated at the end of the seventh (7th) semester using their weighted cumulative GPA. The seventh (7th) semester is defined as the middle of the school year (February) in a student's senior year.

Honor Roll Recognition

At Nouvel, we celebrate academic excellence and student achievement each semester. Students who earn a semester GPA of 3.3 or higher will be honored with a Certificate of Honor in one of the following categories:

- Bishop's Honor Roll: 4.0+
- Principal's Honor Roll: 3.7 - 3.99
- Faculty Honor Roll: 3.3 - 3.69

ACADEMICS

Academic Honor Code

Nouvel upholds a culture of integrity rooted in our Catholic values of honesty, respect, and responsibility. Academic work should reflect each student's own effort and understanding.

Submitting someone else's work, misrepresenting sources, or using unauthorized tools (including AI) compromises personal integrity and our shared commitment to truth.
Examples of Honor Code violations include, but are not limited to:

- Copying or sharing answers during assessments
- Submitting another's work as your own
- Using unauthorized materials or devices during tests
- Plagiarizing or failing to properly cite sources
- Tampering with or sabotaging another's academic work
- Possessing or distributing stolen assessments
- Using electronic or AI tools for academic gain without permission

For details on consequences, please see the **Disciplinary Section** of the handbook.

Grade Reporting

Marking Periods

Report cards for each academic Quarter and Semester are posted in Skyward Family and Student Access at the conclusion of each marking period. Email notifications will be sent out when grades are finalized and posted. A PDF copy of report cards can be found by logging into Skyward and selecting "Report Cards/Portfolio."

Grade Calculation

Final Semester Grade = Q1 (40%) + Q2 (40%) + Final Exam (20%)

Letter grades determine GPA. A final semester grade of 60% or higher is required to earn credit. Incompletes are only allowed in cases of extended illness or extenuating circumstance.

Credit Recovery

Students who fail a course should meet with a counselor to create a recovery plan. All fees are the responsibility of the student and parent/guardian.

- Retaken courses do **not replace** original semester grades.
- All grades—including Dual Enrollment, Michigan Virtual, and Credit Recovery—remain on the transcript.

ACADEMICS

Academic Distinction & Honor Cord Criteria

Valedictorian, Salutatorian, and Honors Distinctions (*cum laude, magna cum laude, summa cum laude*) are determined at the end of the 7th semester (mid-senior year, January).

Honors Distinctions

Students who have achieved academic success by earning a cumulative GPA of 3.3+

- Summa Cum Laude: 4.0+
- Magna Cum Laude: 3.7 - 3.99
- Cum Laude: 3.3 - 3.69

Honor Cord

Nouvel Catholic Central High School will grant an Honor Cord to graduating seniors who have met the following criteria:

- Cumulative GPA of 3.5+ (at the end of 7th semester)
- Successful completion of 4 Science credits
- Successful completion of 9 Honors credits, with at least 1 credit in both 11th and 12th grade
  - Honors coursework
  - AP coursework
  - Dual Enrollment coursework

National Honor Society (NHS)

The National Honor Society is built on four pillars: Scholarship, Leadership, Service, and Character. Each February, sophomores, juniors, and seniors with a 3.5+ cumulative GPA are invited to apply for membership in the Rose Watson Chapter.

Applicants must submit:

- Documentation of service and activities
- Recommendations
- A personal essay

A faculty council reviews applications and selects members who exemplify NHS values. Inductions take place in late April. Members are expected to uphold the four pillars and actively participate in NHS service projects.

ACADEMICS

GPA Calculation & GPA Boosts

Students electing to take more rigorous coursework will be allotted an opportunity to earn a GPA boost. Students who earn an 83% or higher in an Honors or Dual Enrollment course will receive an Honors boost; students who earn an 83% or higher in an AP course will receive an AP boost. See chart below for additional details:

Percentage	*Letter Grade*	*Standard*	*Honors*	*AP*
98-100	*A+*	4.3	4.6	4.8
93-97.99	*A*	4.0	4.3	4.5
90-92.99	*A-*	3.7	4.0	4.2
87-89.99	*B+*	3.3	3.6	3.8
83-86.99	*B*	3.0	3.3	3.5
80-82.99	*B-*	2.7	2.7	2.7
77-79.99	*C+*	2.3	2.3	2.3
73-76.99	*C*	2.0	2.0	2.0
70-72.99	*C-*	1.7	1.7	1.7
67-69.99	*D+*	1.3	1.3	1.3
63-66.99	*D*	1.0	1.0	1.0
60-62.99	*D-*	0.7	0.7	0.7
59.99 & below	*F*	0.0	0.0	0.0

Exam Policy

All students in grades 9–11 must take semester exams for all courses. Seniors may be exempt from finals if they have an A- or higher for the year (or semester for one-semester classes), unless the teacher requires all students to take the exam. Students with 9+ unexcused absences in a class must take the final, regardless of grade. AP students are encouraged to take the AP Exam in May.

Course Policies

Advanced Placement (AP) Coursework

Motivated students are encouraged to enroll in AP courses, which may lead to college credit based on AP exam scores. Exams are held each May, with registration and payment required during the first semester. Students who withdraw from an exam after registering are responsible for the College Board's withdrawal fee.

Students earning 83% or higher in the first semester may not drop the AP course without filing an academic drop request with the principal or counselor. All decisions are final.
AP credit policies by college can be found on the AP Exam Credit Policies on the College Board website.

Credit for Distance Learning (Virtual/Online Courses)

Students may earn high school credit for approved virtual or online courses if:

- The course is pre-approved by the **counselor or designee**
- The **student covers all costs** (tuition, textbooks, fees)
- The course is not offered at NCCHS **unless** there is a verified schedule conflict

Additional Guidelines:

- **Max 2 Michigan Virtual (MIVHS) courses per semester**
- **Dual Enrollment** limits follow **MDE** guidelines
- Grades from approved courses count toward **GPA, class rank, and eligibility**
- **Counselor approval** is required before enrollment
- Some Michigan Virtual courses may be **free during the school year**
- **NCAA/NAIA** athletes must confirm course eligibility with the counselor
- **Seniors** must complete all online courses by the **Senior exam date**
- If a student **fails an online course**, principal approval is required to take another
- Students who fail Dual Enrollment courses must repay MDE for course costs and obtain principal approval before taking another Dual Enrollment course

Summer School and Independent Study

Any credit recovery, external independent study, or summer coursework that is taken must reflect a letter grade for the course (Pass/Fail grades are not allowed). Please be sure to gain prior approval for coursework through any entity other than resources provided by your counselor.

ACADEMICS

Dual Enrollment

High school credit may be granted to students who successfully complete a course of instruction offered by an eligible postsecondary institution. Students who earn college credit at Delta College may be eligible to transfer these credits to the college of their choice. Credit articulation is determined by the receiving institution. It is the student's responsibility to verify the transferability of their course choices by visiting the Michigan Transfer Network website. The following requirements apply:

- Application and admission to the postsecondary institution are the responsibility of the student. Registration for dual enrollment courses is also the sole responsibility of the student. Additionally, students are responsible for submitting a Tuition Authorization Form to the counseling office at the time of application.
- To receive high school credit for the successful completion of postsecondary institution coursework, the student must obtain prior approval from the high school counselor.
- Credit earned under this policy section will be designated with a letter grade. Grades of C or higher will warrant high school and college credit, whereas passing grades below a C will earn high school credit but not college credit but is determined by the receiving institution.
- Computation of high school credit for postsecondary institution coursework will be determined on a case-by-case basis: (e.g., 3 to 4 semester hours equals ½ unit of high school credit.)
- Upon validation from the issuing postsecondary institution, the student's credit and grade will be recorded on the student's high school transcript. A student who successfully completes a dual enrollment course may receive credit at both the college and high school level. Grades earned will be input on the high school transcript as documented by the issuing institution and in accordance with the institution's grading scale. Any grade disputes must be managed by the student with the issuing institution.
- The student is responsible to have the postsecondary institution report the student's grade and credit to the high school counselor in a timely fashion.

Note: Payment for dual enrollment courses is done directly through the Michigan Department of Education (MDE). Fees exceeding the allotted amount paid by MDE is the responsibility of the student. Course failure, withdrawal, or removal from the course for any reason will result in a requirement to reimburse MDE for provided tuition, fees, etc. directly from the student before future dual enrollment courses can be taken. Please see MDE Dual Enrollment Guidelines for additional information. Guardian consent is required for Dual Enrollment courses.

SERVICE

Community Service Hour Requirements

High School Service Hour Requirements
All students must perform 100 hours of service over 4 years. Students must complete a minimum of 20 hours in each of the following categories: Community, School, and Church/Parish. The remaining 40 hours can be completed in any category. Community service hour requirements for students entering Nouvel Catholic Central High School after 9th grade will be prorated.

Service hours are expected to be completed outside of the school day, whenever possible. Students are limited to missing no more than 2 classes per semester to participate in a service project. Students are required to obtain teacher and parent approval to miss a class for participation in a service project during the school day.

- In order for hours to count toward the requirements, they must be performed for a non-profit organization. Individual acts of charity must be pre-approved by the Campus Minister.
- We strongly encourage students to stretch themselves to meet and work for those who are forgotten: those in poverty, imprisoned, sick, or handicapped.
- We assume that our students are good family members and live up to their responsibilities at home and for their families. Therefore, unpaid services for family members, i.e. babysitting, lawn care, etc., will not be counted as community service hours.
- In case service hours have been denied, an appeals process may be activated by submitting a letter of appeal to the Campus Minister AND the Principal. The administrative team will reach a final decision on the appeal.
- Students who complete a minimum of 150 hours of community service will be awarded the Silver Service Cord to be worn at commencement.

Junior High School Service Hour Requirements
All junior high students must complete 15 hours of community service each year. Students must complete a minimum of 5 hours in each of the following categories: Community, School, and Church/Parish. The remaining 15 hours can be completed in any category. Community service hour requirements for students entering Nouvel Catholic Central High School after 7th grade will be prorated.

Please visit our website for additional Community Service hour guidelines. We encourage students and parents to sign up for our Nouvel Catholic Central Service Hour Remind text service to receive periodic service opportunities. Click or scan the QR codes below to join Remind or Submit Service Hours.

Remind

Service Card

Campus Ministry:

Mrs. Bridget Jacqmain
Campus Minister & Theology Instructor
Phone: 989-399-2238
Email: bjacqmain@nouvelcatholic.org

ATTENDANCE

Nouvel Catholic Central Attendance Guidelines

Regular attendance is essential to academic success. Classroom experiences—like discussions, group work, and teacher-student interaction—are valuable and cannot be replicated outside of class.

Our Attendance Policy supports student engagement, responsibility, and college and career readiness, helping maintain both academic integrity and a strong learning environment.

Type	Counts Toward 10-Day Limit?	Description	Documentation Required
Exempt Absence	**No**	Approved absences that do *not* count toward the 10-day absence limit. Must	Yes – must be submitted within 48 hours.
Parent Excused Absence	**Yes**	Absence excused by a parent or guardian due to personal/family reasons. Counts	Yes – phone call on day of absence or written note/email
Unexcused Absence	**Yes**	Absence not approved or documented properly. Includes failure to submit	No valid excuse provided within 48 hours.

Details and Examples of Absence Types

Exempt Absences (Do not count toward absence limit)

- Medical Excuse: Doctor-verified illness or appointment.
- Court-Ordered Appearance: Must provide court documentation.
- Administrator Pre-Approved: School events, field trips, athletics, and college visits (with limits and documentation).
- Extended Medical Leave: Long-term illness verified by doctor's note. May require additional confirmation.

Important: All exempt absences require written documentation within 48 hours, or they will be reclassified as non-exempt.

Non-Exempt Absences *(Count toward the 10-day per semester limit)*

- **Parent Excused Absence**
  - Must be excused by a parent or legal guardian with a **phone call on the day of the absence**, or
  - **Written note or email submitted within 48 hours** of the student's return.
- **Unexcused Absence**
  - No documentation received within 48 hours.
  - Absences not meeting exempt or parent-excused criteria.
  - **Late arrival beyond 10 minutes** without a valid excuse (becomes an unexcused absence for that class)
  - **Tardies (under 10 minutes)** cannot be excused by parents.

ATTENDANCE

Attendance and Activity Participation

- **Exempt Absence**: Students may participate in all activities.
- **Non-Exempt Absence**: Students must attend the full school day to join extracurriculars or sports. Exceptions (e.g., funeral, emergency) require administrative approval—parents must contact the administrator by noon.
- **Tardy Policy**: Students have a 10-minute tardy window each period. After 10 minutes, absence is unexcused and activities are prohibited.
- **Excessive Absences:**
  - At 10 absences in a semester, a meeting with the student, parents, faculty and administration is scheduled. The student is required to attend after school PASS sessions, with assigned work, until a plan to improve the student's attendance is in place and any missed assignments and/or assessments are completed.
- **Tardy Consequences:**
  - 5 tardies in a class: Teacher referral to administration.
  - 6+ tardies: Parent contact and lunch detention.
  - 9+ tardies: Parent contact and Saturday detention.

Teachers may contact parents at any time about attendance concerns.

Early Dismissal Procedure

Parents must submit a written early dismissal request to the attendance office before school, specifying the dismissal time (not the appointment time). A pass will be issued for the student to leave class at that time. Last-minute calls or visits are discouraged to avoid classroom disruption.

If a student feels ill, they must report to the attendance office, where permission will be obtained from the parent before dismissal. Students must sign out when leaving and sign back in if returning.

For attending funerals (other than immediate family), a parental note with dismissal and return times must be given to the attendance office on the day of the service. Students are expected to return to class promptly after the service.

Make-Up Work Policy

Students with excused absences may make up all missed work, including tests and homework, with the same number of days to complete it as they were absent. It is the student's responsibility to request assignments from their teachers. Upcoming work will not be provided in advance for a student with a planned absence.

Students with unexcused absences may not be permitted to make up work but are still responsible for the material covered.

ELIGIBILITY

Athletic & Extracurricular Eligibility

At Nouvel Catholic Central, we value student involvement in extracurricular activities as part of developing future leaders, but academics remain the top priority. To participate, students must pass at least 6 of 7 classes. Failing two or more classes places a student on the ineligible list, reviewed weekly until grades improve.

Students failing one or more classes must attend the Panther Academic Success Services (P.A.S.S.) tutoring program after school three days a week. A failing quarter or semester grade results in one-week ineligibility.

Ineligible students cannot participate in activities for at least one week (Tuesday to Tuesday) but may continue practices for safety and conditioning that do not conflict with PASS requirements. Eligibility is reinstated once grades improve. Eligibility status will not be reevaluated until the following week. Students' ineligible for three weeks during a season may be removed from the team.

Failing grades at the end of the previous school year affect eligibility for the following fall season, with immediate one-week suspension if needed. Summer school does not waive ineligibility.

Students may appeal eligibility decisions in writing through the Principal's Office.

PASS Program

Students on the NCC ineligible list or who are failing one or more classes must attend the PASS Program after school on Tuesday, Wednesday, and Thursday until they pass all classes. If PASS is canceled, an email and announcement will be sent.

Student-athletes on the ineligible list must attend PASS for at least one week and continue until they regain eligibility by passing 6 of 7 classes weekly.

NCC also offers voluntary math tutoring during lunch Monday through Friday, staffed by teachers, to further support students' academic success.

TECHNOLOGY

Technology Acceptable Use Policy

Nouvel Catholic Central provides access to a full range of technological equipment, software, online tools, and programs to students and faculty for educational purposes. The faculty and staff believe strongly in the educational value of this technology and recognize its potential in support of our curriculum and student learning. While Nouvel makes every effort to protect students and teachers from any misuses or abuses that could result from the use of technology, Nouvel is not responsible for offensive or objectionable material which might be accessed on the internet. All users of the Nouvel network must comply with national and state telecommunications laws; any violation is strictly prohibited. This includes, but not limited to, harassment, cyber-bullying, copyright infringement, and invasion of privacy. If a student damages the network or if Nouvel is sued because of a student's illegal activity, the student and his/her parents/guardians are personally liable, including reasonable attorney's fees incurred by the school.

The use of all technology at Nouvel is governed by the rules and regulations in this document. Inappropriate use or misuse of school-wide technology resources will result in consequences depending on the severity of the infraction. Violations of this policy may result in revocation of network, internet, email, and/or account privileges and in disciplinary action up to and including suspension and expulsion.

Artificial Intelligence (AI)

Generative AI refers to computer algorithms that can create new and unique content such as text, images, or music. While these technologies can be powerful tools for learning and creativity, they also raise important ethical considerations, particularly in educational settings. AI can assist students as they learn new information in class, but it cannot be used to complete coursework or assessments designed to showcase student learning and critical thinking skills Nouvel's faculty and administration want to see what their students know and understand, not what an AI tool can generate.

As stewards of the resources God has given us, students are responsible for using the school's network with honesty and respect. Unacceptable uses include:

- Engaging in illegal activities (e.g., piracy or hacking)
- Downloading or sharing copyrighted materials without permission
- Using another person's account or password
- Sharing private information or invading others' privacy
- Posting harmful, offensive, or inappropriate content (e.g., bullying, profanity, or hate speech)
- Using the network for personal financial gain or advertising
- Accessing the network when privileges are suspended

Our use of technology should reflect the Christian values of respect, honesty, and love for others.

TECHNOLOGY

Social Media Etiquette
When interacting on social media platforms like Snapchat, TikTok, Facebook, or Twitter, X, students are called to:

- Speak with kindness and avoid hurtful messages or gossip
- Use language that uplifts rather than harms
- Obtain consent before posting photos or videos of others
- Protect personal and others' private information
- Remember that online actions reflect on themselves and our school community
- Avoid creating accounts that represent Nouvel Catholic Central without approval, including accounts using NCC, Nouvel or any likeliness to that name

Let our digital words and actions be guided by the Golden Rule: "Do unto others as you would have them do unto you" (Luke 6:31).

No Warranties
The school provides internet access as a tool but is not responsible for any data loss, inaccuracies, or damages resulting from its use. Users are urged to practice caution and responsibility.

Indemnification
Users agree to be accountable for any harm or costs caused by violating these policies.

Security
Students should report any security concerns immediately. Protect your login credentials as a matter of integrity and trust. Using someone else's account without permission is wrong and may result in losing access.

Vandalism
Deliberate damage to network resources—such as spreading viruses or deleting files—is destructive and violates the call to be good caretakers of God's gifts. Such actions will lead to disciplinary action according to the Code of Conduct.

Copyright & Publishing
Respect the work of others by following copyright laws. Always credit original creators and seek permission before republishing. Student-created work shared publicly requires parent and school approval.

Email Use
Email is a tool for education and communication. Compose messages thoughtfully and respectfully, as you would in a personal letter. Avoid sending anything that could harm others or the school's reputation. Report suspicious emails promptly.

Prohibited Materials
Students must not access or distribute content that:

- Disrupts school life or discipline
- Violates the dignity or rights of others (e.g., libel, privacy breaches)
- Is inappropriate or offensive (e.g., obscene or vulgar material)
- Solicits funds without authorization

We are called to build each other up, not tear down, reflecting Christ's love in all interactions.

STUDENT SUPPORT

Counseling

Every student at Nouvel has a caring counselor ready to support their academic, social, emotional, and personal growth. Whether you need help with class planning, exploring career paths, preparing for college, or simply someone to talk to, the counseling office is here for you. Counselors also connect students to outside resources when extra support is needed. You're always welcome to stop by the counseling office anytime—no appointment needed—or use the convenient kiosk to check-in or schedule!

If you ever have concerns about a friend or yourself—such as abuse, thoughts of self-harm, or suicidal feelings—please reach out immediately to the Guidance/Counseling Department. They are here to listen, help, and keep everyone safe. The counseling office is located near the cafeteria, and you can call them directly at (989) 399-2231. In urgent situations, students are encouraged to call 911 without hesitation.

Remember, you are never alone—there are people who care deeply and want to support you through every challenge.

988 SUICIDE & CRISIS LIFELINE

24/7 CALL, TEXT, CHAT

Mandated Reporting

Our teachers, counselors, social workers, and administrators are dedicated to the safety and well-being of every student. By law, they are required to promptly report any suspected cases of child abuse or neglect to the Michigan Department of Health & Human Services to ensure students receive the support and protection they need.

Tutoring

Tutoring is offered to all students through the PASS program every Tuesday, Wednesday and Thursday after school and also during every lunch period. If a student is in need of additional tutoring support, they are encouraged to meet with the school counselor to discuss the options available.

PARTNERSHIP

Parent Partnership

Academic Conferences

Twice a year—midway through the first and third quarters—Nouvel offers Parent-Teacher Conferences. These meetings are a valuable opportunity to discuss your student's progress, address concerns, and strengthen the partnership between home and school. We strongly encourage all parents to attend, as these conversations play a key role in supporting student success.

Why Parent Volunteering Matters at Nouvel

We understand—life is busy. Between work, family, and daily responsibilities, it can be hard to find extra time. But at Nouvel, every parent's involvement makes a real impact. Whether it's helping at one event, chaperoning a field trip, or lending a hand with setup or cleanup, your presence supports our students, teachers, and the spirit of community that makes Nouvel special.

If each parent signed up for just one event this year, we could ensure every activity runs smoothly and every student feels supported. It's not about doing everything—it's about everyone doing something.

Let's show our students what teamwork looks like. Find an event that fits your schedule and be part of something meaningful. Your time and energy, even in small doses, make a big difference.

Skyward Family Access

Nouvel uses Skyward for student records and parent communication.

Parents and students each have a login to access grades, assignments, attendance, and discipline records. For login or password help, contact the Main Office at (989) 399-2220. Skyward shows daily updates from teachers, who enter grades weekly. Underlined items can be clicked for details; an asterisk (*) means an assignment is submitted but not yet graded. Questions about grades should go to the teacher first. Access Skyward at nouvelcatholic.org/skyward by clicking "Family Access" and entering your login. Students also have their own accounts. Please keep login info confidential and use only your own credentials.

Communication

We want to keep you in the loop every day. Check out our website for announcements about events, schedule changes, and other important news. If there are any calendar updates, you'll find them posted in the Announcements and Calendar link on the website. Parents will receive announcements via email every Friday.

To make sure you don't miss anything, please keep your email address up to date, and other personal information annually when completing your required Skyward forms. Additionally, please contact the main office with any changes throughout the school year. Just give us a call at (989) 399-2220 or email our office professional anytime.

HEALTH & SAFETY

Communicable Diseases
If a student is suspected or diagnosed with a communicable disease, parents/guardians must notify the school office right away. In some cases, students may be sent home or temporarily excluded for the safety of others.

Nouvel follows all guidelines from the Michigan Department of Health and works with families, doctors, and the health department to ensure proper care and communication.
Before returning to school, a student must provide a doctor's note confirming they are no longer contagious.

Together, we can help keep our school community healthy and safe!

Immunizations
All students must have up-to-date immunizations by the first day of school, as required by the Michigan Health Department.
Exemptions are allowed in the following cases:

- Medical reasons: A doctor must provide written documentation.
- Non-medical reasons: Parents must schedule an educational appointment through their local Health Department.
- In progress: If a student has started the immunization series and future doses are not yet due

Keeping immunizations current helps protect the health of all students and staff.

Student Medication
For your child's safety, students may not take medication during the school day unless absolutely necessary and approved.

If your child needs to take prescription or non-prescription medication during school hours or at a school event, please complete the Student Medication Authorization Form. This form must be signed by a parent/guardian and turned in before any medication can be given or self-administered.
Important reminders:

- All medication must be brought to the Athletic Office in its original container with written instructions.
- Medications are stored securely and students must come to the office to take them—we do not send reminders.
- Students may carry and use an EpiPen or inhaler only with a completed Self-Medication Authorization Form.
- Any medications not picked up by the end of the school year will be safely discarded.

Let us know if you have any questions—we're here to help keep your child healthy and safe!

HEALTH & SAFETY

Emergency School Closings
In case of inclement weather, school closures and other local emergencies, we send out School Messenger text blasts, emails, and phone calls to all of our families. You may also listen to any local radio or television station to be advised of school closings or early dismissals. If bad weather or another emergency occurs during the day, please listen to local media stations for possible early dismissal information. As a safety precaution, make certain your student knows ahead of time where to go in case of an early dismissal.

Official announcements concerning emergency closing because of inclement weather is made on the following stations:

Radio:	**Television:**
WHNN 96.1 FM	WNEM TV 5
WSGW 790 AM	WJRT TV 12
WIOG 102.5 FM	

When school closes all meetings, events and athletic contests and practices are also canceled, unless otherwise notified.

Safety Drills
To help ensure everyone's safety, Nouvel will hold regular safety drills throughout the school year, including at least five fire drills, two tornado drills, and three lockdown drills. Additional drills may be scheduled by administration if needed.

Students are expected to remain quiet and follow staff instructions carefully during each drill. Please note that drills may take place without prior notice, so it's important to be prepared and take each one seriously. These practices help us all respond calmly and confidently in the event of a real emergency.

Emergency Medical Authorization
To help us care for your child in an emergency, parents/guardians must complete and keep updated the **Emergency Medical Authorization Form**, indicating your preferred doctor, dentist, and hospital. This is completed at the beginning of each year in Skyward.

In serious situations, your child may be transported to the **nearest appropriate medical facility** —regardless of preference—based on the judgment of emergency responders (EMTs or first responders).

Keeping this information current helps ensure your child receives timely and appropriate care.

CODE OF CONDUCT

Code of Conduct

Philosophy & Purpose

At Nouvel Catholic Central, we are committed to the formation of the whole person—spiritually, intellectually, socially, & physically. Rooted in our Catholic identity, we believe in the dignity of every individual and the shared responsibility of families, school, & parish in guiding students to become the people God calls them to be. Our Code of Conduct reflects a desire for excellence in all areas of life and is grounded in mutual respect—for self, others, property, authority, and the learning environment. We strive to create a community built on Christian values, where students are expected to demonstrate integrity, maturity, and compassion in their daily actions. Discipline at Nouvel is not about punishment, but about forming character and reinforcing responsibility. Expectations are communicated clearly to promote a safe, respectful, and faith-filled environment where learning can thrive. Most matters are addressed within the classroom; however, when needed, our staff, administration, students, and families work together to ensure growth, accountability, and resolution. By choosing to be part of the Nouvel family, students and parents affirm their support of the school's mission and the shared commitment to upholding these principles in everyday life.

Probation

At Nouvel Catholic Central, our goal is to support students in growing as responsible, respectful, and faith-filled individuals. When a student's behavior or academic performance reflects a pattern of concern, they may be placed on probation for a defined period to help guide and support their improvement.

During probation, students and their families will be informed of the specific expectations and goals that must be met to remain in good standing. A meeting will be held with the student, parent/guardian, and administration to discuss the terms of the probation. In some cases, a written agreement may be created to ensure clarity and mutual understanding. At the conclusion of the probationary period, the administration will review the student's progress. Based on this review, the student may be removed from probation, have the probation extended, or be asked to withdraw from school.

All student discipline is documented and carried over from year to year. This helps us better understand and support students over time and maintain consistency in expectations.

While we believe in offering grace and opportunities for growth, the administration reserves the right to dismiss a student if there is a continuing pattern of serious misconduct, lack of academic effort, or behavior that does not reflect the values of our learning community. Dismissal may also occur as a result of a single, serious incident that jeopardizes the safety or well-being of others. In such cases, expulsion is final.

Additionally, the commission of or participation in any criminal activity—whether in the school building, on school grounds, or at a school-related event—is strictly prohibited. At Nouvel, we remain committed to providing a safe, respectful, and faith-centered environment for all students.

CODE OF CONDUCT

Student Misconduct & Discipline Policy
At Nouvel Catholic Central, we expect students to uphold Christian values and behave with respect for themselves, others, and the learning environment. Disciplinary actions will be taken when students conduct conflicts with these values or school policies.
The Student Code of Conduct establishes the rules governing the most serious and obvious types of student misconduct. The prohibited acts listed in this Student Code of Conduct are not to be considered as an all-inclusive list or as a limitation upon the authority of school officials to deal appropriately with violations of a school building's individual rules and regulations, or other types of conduct which interfere with the good order of the school system, the proper functioning of the educational process, or the health and safety of students.

Range of Discipline for Prohibited Acts
Each prohibited act listed in the Student Code of Conduct references the discipline which may be imposed for a violation. The discipline for engaging in some prohibited acts ranges from administrative intervention to expulsion. For engaging in the most serious prohibited acts, the penalty is expulsion. In all cases the penalty imposed will depend upon the nature and severity of the offense, the particular facts involved, the age of the student, the student's prior behavioral record, the persistent and/or chronic nature of the misconduct, the recommendation of school personnel, and all other circumstances deemed relevant.

A student engaging in any of the prohibited acts listed in this Student Code of Conduct will be disciplined in accordance with the Code of Conduct. Additionally, a student who engages in a prohibited act which violates law may be referred to the appropriate police authority.
The prohibited acts and penalties listed below are applicable when a student:

- Engages in a prohibited act on school property
- Engages in a prohibited act in a motor vehicle, including one being used for a school-related purpose
- Engages in a prohibited act at a school-related activity, function, or event
- Engages in a prohibited act en route to or from school
- Engages in a prohibited act involving another student who is en route to or from school
- Engages in a prohibited act off school premises, which act is either prohibited by law or, in the judgment of the building administrator, is of such seriousness that the student's continued attendance in school would present a danger to the health and safety of students or employees, and/or would substantially interfere with the proper functioning of the educational process
- Engages in a prohibited act when the student was not enrolled in the School District or was enrolled in another school district, if the act of misconduct would constitute a sufficient basis for suspension or expulsion had it occurred while the student was attending school in the School District.

CODE OF CONDUCT

Disciplinary Levels

Level	Examples of Action	Possible Consequences*
Level I	Minor infractions	Administrative Intervention
Level II	Repeated or more serious offenses	Administrative Intervention to Expulsion
Level III	Serious violations	Administrative Intervention to Expulsion
Level IV	Severe or illegal behavior	Administrative Intervention, Referral to Head of School to Expulsion

Athletic Code of Conduct

All athletes must adhere to the substance violation policy contained within the Nouvel Catholic Central Student Handbook. In addition to the requirements put forth within the handbook, an athlete who is found in violation of the policy will be subject to penalties based on length of season for their particular sport. It is important to note that offenses are cumulative over the student's entire high school career.

- First Offense
  - 10 games or less 2 game suspension
  - 11-30 games 4 game suspension
  - 31 + games 6 game suspension

  First offense suspension can be halved with attendance in a school approved awareness program.
- Second Offense
  - 10 games or less 4 game suspension
  - 11-30 games 6 game suspension
  - 31 + games 8 game suspension
- Third Offense
  - Student athletes will be removed from all interscholastic competition for the remainder of the athlete's high school career.
- Carryover Penalties
  - Student suspensions will be carried over from one season to the next on a prorated basis.
- Season Completion
  - A student-athlete's penalty will not be satisfied if the student-athlete does not complete the season in which the penalty is being served.

CODE OF CONDUCT

Examples of Misconduct by Category

Substance Violations (Level III/IV)

Possession, use, or transfer of drugs, alcohol, tobacco, vapes, or “look-alike” substances on school property or as identified in prohibited acts. Violations may result in suspension, loss of extracurricular eligibility, and possible police involvement.

Assault/Fighting (Level III/IV)

Physical aggression, including fighting or unprovoked attacks, will result in a out of school suspension. Serious cases may lead to expulsion.

Weapons/Explosives (Level IV)

Possession or use of firearms, knives, or explosives is strictly prohibited and will result in immediate referral to administration and possible police involvement.

Harassment/Bullying (Level III/IV)

Verbal, physical, racial, sexual, or online harassment will not be tolerated. All reports will be investigated. Parents may be required to meet with the administration.

Academic Integrity (Level I/II)

Cheating, plagiarism (including use of AI), or dishonesty in schoolwork will result in academic penalties and disciplinary action that may include a failing grade for the assignment, failing grade for the marking period/semester, and/or suspension from school.

Disruptive Behavior (Level II/III)

Includes behavior that interrupts the classroom, school activities, or safety. Repeated disruption may result in suspension.

Failure to comply/cooperate with staff (Level I/II)

Failure to comply with reasonable directions of school staff may lead to disciplinary action.

Insubordination (Level II/III)

Failure to follow the reasonable directions of school staff may lead to disciplinary action.

Technology Violations (Level II/III/IV)

Misuse of school devices, unauthorized recording, or violating the Acceptable Use Policy will result in appropriate disciplinary action.

Cell Phones/Electronics (Level I/II)

Phones and devices must be off and out of sight during the instructional day (See Cell Phone Policy). Repeated offenses may be treated as insubordination and will be treated as a Level II/III offense.

Public Displays of Affection (Level I/II)

Physical affection should be respectful and appropriate to a school setting. Excessive or repeated displays will result in disciplinary action.

Attendance Violations (Level I/II)

Tardiness, unexcused absences, skipping class, or failing to attend Saturday School are violations of the attendance policy and will result in disciplinary action.

Examples of Misconduct by Category (continued)

Suspended Student on School Property or Attending School Activities (Level III/IV)
A student, while suspended, shall not enter onto Nouvel property without the prior permission of a building administrator. A student, while suspended, shall not participate in, or attend any school related activity, function, or event, held on or off school property.

Other Serious Violations

- **Arson/Vandalism** – Damage to school property (Level III/IV)
- **Theft/Burglary** – Stealing or breaking/entering (Level III/IV)
- **Forgery** – Falsifying documents or signatures (Level II/III)
- **Gambling** – Betting or games of chance (Level III/IV)
- **Sexual Misconduct** – Any inappropriate or illegal sexual conduct (Level III/IV)
- **Indecency/Obscenity** – Inappropriate language/gestures/materials (Level II/III/IV)
- **Projectiles** – Throwing objects (Level I/II/III)
- **Dress Code Violations** – See uniform policy (Level I/II)
- **Trespassing** – Being in restricted areas without permission (Level II/III)

Off-Campus Conduct

As representatives of Nouvel Catholic Central, students' behavior and appearance are expected to reflect our values of integrity, respect, and responsibility both in and out of school. Behavior or actions off campus that compromise the safety of others or harm the reputation of the school may result in disciplinary action, including suspension or expulsion. We encourage students to live out their faith and character in all settings.

Search and Seizure

From time to time, school property, such as lockers, desks, and technology devices, is assigned to a student. Students do not acquire a reasonable expectation of privacy in such property. Nouvel Catholic Central reserves the unrestricted right to search and seize property assigned to a student at any time, for any reason, with or without notice to the student or the student's parents. The privacy rights of students will be respected regarding any items found during a search that are not illegal or otherwise against Nouvel policy or administrative regulations.

Nouvel Catholic Central makes parking available to students who are licensed drivers. This privilege is conditioned on students' consent, in advance, to the search of their vehicles by Law Enforcement personnel at any time, for any reason, with or without notice to the student. Nouvel Catholic Central personnel may, to the full extent permitted by law, search and seize students and their personal effects where reasonable suspicion exists. Illegal items and items inappropriate in the educational environment may be confiscated by Nouvel personnel and, when appropriate, delivered to police authorities or parents.

CODE OF CONDUCT

Working Together to Resolve Concerns

At Nouvel, we value open communication and the partnership we share with families. If you have a concern, we encourage a respectful and solution-focused approach that begins with the people most directly involved.

Steps for Addressing Concerns:

1. Start with the Source: Reach out to the teacher or staff member involved to discuss the concern. Often, a direct conversation brings clarity and resolution. This should happen as soon as possible after the issue arises.
2. Speak with the Principal: If the concern remains unresolved, contact the principal within two days of your meeting with the teacher.
3. Appeal to the Head of School: If further discussion is needed, submit a written appeal to the Head of School within two days of your meeting with the principal.
4. Final Appeal: If the matter is still not resolved, an appeal may be made to the Diocesan Superintendent. In rare cases, a final appeal may be made to the Bishop or his designee.

Dance Attendance & Expectations

School dances are a fun privilege for Nouvel students. To attend, students must be eligible and in good academic and behavioral standing. Guests are welcome with prior approval from the principal and must be age-appropriate and follow all school rules, including dress and behavior expectations.

All school policies apply during dances. If a student violates these expectations, they may be asked to leave, and parents will be contacted. Additional disciplinary action may follow if needed. Let's work together to make every dance a safe and enjoyable event!

Mass and Assemblies

As part of our Catholic identity, students are required to regularly attend Mass & school assemblies for faith formation, community, and enrichment. Students are expected to participate respectfully and attentively. To maintain a reverent environment, no food, drinks, gum, backpacks, or outerwear are allowed during these gatherings.

Cafeteria Expectations

Our cafeteria is provided for students' convenience and is the only place where food and drinks may be consumed during lunch. Students are expected to:

- Arrive at the start of the lunch period
- Be respectful to staff/classmates - avoid cutting in line or throwing food/other items
- Clean up after themselves—throw away trash, push chairs in, return trays.
- Remain in the cafeteria until the bell rings
- Avoid cutting in line or throwing food or other items

Students may bring lunch from home, but **fast food deliveries are not allowed**. Any classroom food events must be **pre-approved by the principal**.

POLICIES & PROCEDURES

Student Records & FERPA
Student records are confidential and protected by law. Nouvel Catholic Central follows the Family Educational Rights and Privacy Act (FERPA), which grants parents and eligible students (18 or older) these key rights:

- Access Records: The right to review educational records maintained by the school.
- Request Changes: The right to request corrections to records believed to be inaccurate or misleading, including a formal hearing and written rebuttal if needed.
- Limit Disclosures: The right to control who sees the records, except in specific legal situations or for approved directory information.
- File a Complaint: Concerns about FERPA compliance can be reported to the U.S. Department of Education.

For questions or to update preferences, please contact the school office.

Student ID Cards
Every student will receive a school ID at the beginning of the year. Please keep it with you at all times—it's your pass for entering school events and activities. If your ID is lost, stop by the Main Office for a replacement (a small fee may apply).

Visitors
All visitors must sign in at the Main Office, noting their name, time, and destination. Approved guests will receive a visitor badge to wear visibly while on campus and should head directly to their destination quietly. Before leaving, visitors must sign out.
Nouvel students may bring a guest only with Principal approval at least 24 hours in advance. Guests must be prospective students, and their parent/guardian must contact the Principal or Admissions to arrange the visit.

Cell Phone Policy Update
Students are permitted to have cell phones and wearable technology on campus; however, these devices must be turned off and stored in their lockers, backpacks, or designated areas during the school day. These items may only be used in the morning before school starts and at the end of the day after dismissal. Nouvel Catholic Central is not responsible for lost, stolen or damaged cell phones or wearable devices.
In case of an emergency, students can use the school phone in the Main Office to contact home. Likewise, if you urgently need to reach your child, please call the school's Main Office, only if the matter cannot wait until dismissal. We appreciate your understanding and support as we prioritize a healthy, distraction-free learning environment.

Student Lockers
Lockers are school property provided for student convenience and security. They must remain clean, unmarked, closed, and locked at all times. The school is not responsible for lost or stolen items. Students should keep their combinations private and report any locker issues to the Main Office for reassignment.

Athletic Lockers
Locks are available upon request from the athletic department. All personal items must be secured in a locked locker. Nouvel is not responsible for lost or stolen property.

POLICIES & PROCEDURES

Lost & Found
If you find a lost item, please bring it to the Main Office. Unclaimed items will be donated after a reasonable time. Please note, the school is not responsible for lost or stolen belongings.

Deliveries
Items for students should be dropped off at the Main Office, or on the table at the main entrance, with the student's name clearly labeled. Students will be notified before lunch and at the end of the day to pick up their items. To avoid interrupting class, please try to collect items during these times.

Please note: balloons, flowers, and fast food or restaurant deliveries are not allowed. The school is not responsible for items left in the office.

Student Entrances & Exits
Students should enter the building through the north gym doors or the attendance/ athletic entrance. Junior High students who prefer to be dropped off at the main entrance of the building are permitted to do so. As all outside doors are locked once school starts, late arrivals can be granted access at the doors near the attendance office or the main entrance. Please note, parking in the circular drive is reserved for front office staff/visitors only.

If a student needs to leave during the day, they must check out through the Main Office. Nouvel operates a closed campus during the school day, with exceptions for pre-arranged appointments, dual enrollment, or Saginaw Career Complex participation.

Student Parking Guidelines
Driving to school is a privilege. Students must follow these rules to keep everyone safe and maintain this privilege:

- All students who park on Nouvel property must complete a vehicle registration form in Skyward.
- Parking is prohibited in the north driveway, front circle drive, & Diocese parking lot.
- Loud music is not allowed in vehicles on school grounds.
- Vehicles parked in no-parking zones may be towed at the owner's expense.
- Vehicles must never block bus lanes or fire lanes; these areas are clearly marked, and violations may result in tickets or towing by police.

Please note, the school is not responsible for vehicles or belongings left inside. Students park at their own risk and should avoid leaving valuables in their cars.
Vehicles on school grounds have no expectation of privacy. School administration, police, or trained dogs may conduct searches based on reasonable suspicion. Any prohibited items found may lead to disciplinary action, including expulsion, and possible law enforcement involvement.

Field Trips
Students are expected to follow all school rules while traveling and participating in field trip activities. Treat all locations as an extension of the school. Failure to follow these rules may result in disciplinary action.

School Religious Activities
The Parish is the unit of all Catholic life. Nouvel students are urged to participate fully in their Parish activities. In addition, Theology is a required course in every student's curriculum and must be successfully completed each year. To assist the student in living a fuller life at Nouvel, the following opportunities are provided:

- A yearly one-day retreat is provided for each grade level. Every student is required to attend and participate in this retreat, regardless of their religious faith. A student must fulfill their retreat obligation before engaging in final examinations and progressing to the next grade level, or in case of a senior graduation.
- Confession days are scheduled regularly during the course of the school year.
- School Masses are held weekly for the entire student body and all students are required to attend. Students are encouraged to actively participate at the Mass by contacting the Campus Minister.

A student interested in entering a seminary or other religious community is encouraged to discuss the matter with any member of the staff.

Title IX Coordinator
The Diocese of Saginaw Catholic Schools is committed to preventing sex discrimination, including sexual harassment and assault, in its education programs. The Title IX Coordinator oversees compliance with Title IX, ensuring prompt and appropriate responses to any reports.

If you experience sexual assault, please contact local law enforcement immediately and seek medical care. You may also reach out to the Diocese's Title IX Coordinator for support or to report concerns:

Tyler Provow
Compliance Coordinator, Office of Chancellor and Canonical & Civil Affairs
5800 Weiss Street,
Saginaw, MI 48603
Phone: 989.797.6635
Email: tprovow@diosag.org

The Diocese works to coordinate investigations with law enforcement to avoid interfering with any criminal proceedings.

Thank you for following these guidelines to ensure a safe and respectful environment for all!

FIGHT SONG

CHEER! CHEER! FOR SILVER AND BLUE!
BRING ON A VICTORY, ONE TRIED AND TRUE!

SEND A PANTHER CHEER ON HIGH,
SHAKE DOWN THE THUNDER, FROM THE SKY!

WHETHER THE ODDS ARE GREAT OR THEY'RE SMALL,
OUR PANTHER PRIDE WILL WIN OVER ALL!

WHILE NOUVEL IS MARCHING ONWARD,
ONWARD TO VICTORY!!!