

GEHLEN CATHOLIC 7-12 PARENT AND STUDENT MANUAL

2017-2018 School Year



709 Plymouth St NE
Le Mars, Iowa 51031
712-546-4181

www.gehlencatholic.org

***"In Partnership with
Spalding Catholic School"***

Dear Students and Parents,

During the unification process, the Catholic Identity Subcommittee identified the need for several different types of orientation including tours, "Buddy Days," and "Orientation Day."

In the spring of 2013, the Spalding Catholic Marketing Committee and the Gehlen Catholic Fine Arts Boosters both recommended the development of a manual to further enhance the communication between high school students, parents, faculty, moderators, staff, and school.

This Parent and Student Manual was created in response to the aforementioned requests. The manual includes the names of the various organizations at Gehlen Catholic High School (*junior high and elementary are not included*), contact information, descriptions, parent and student responsibilities, financial obligations, and more.

Junior high parents and students are encouraged to contact the Junior High Athletic Director, Boosters, and/or moderators regarding their specific requests and requirements.

Please note — this Parent and Student Manual does not replace the manuals, syllabi, or handbooks that in greater depth outline student and parent responsibilities, consequences, etc. for each of the respective organizations.

We invite you to use this manual often to ensure the continued success of the unification of Spalding and Gehlen Catholic School. We also invite your feedback on the manual, to ensure future revisions address the ongoing growth of our school.

Yours in Catholic education,
The Gehlen Catholic High School Board of Education

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Academic Organizations

Quiz Bowl

1. Contact: Mr. Kyle Marugg •
 - a. Phone: 712-546-4181
 - a. Email: kmarugg@gehlencatholic.org
2. Description of Organization and Student Responsibilities:
 - a. Quiz Bowl team is comprised of students from grades 9-12 who wish to participate.
 - b. The Quiz Bowl season runs from November through March. During that time, Quiz Bowl meets weekly either after school or as necessary around times of competition.
 - c. There are usually 4-5 scheduled competitions and are held mostly on Saturdays from early morning until mid- to late-afternoon. Most competitions allow for multiple teams to be entered allowing maximum participation. Gehlen provides transportation to these competitions.
3. Parent Responsibilities: None

Athletics

J-Club (Athletic Boosters)

1. Contact:
 - a. 2017-2018 J-Club Officer: See website for a list of officers
 - b. 9-12 Athletic Director: Mr. Justin Ruden: 712-546-4181 ext. 224 or email at jruden@gehlencatholic.org
 - c. 7-8 Athletic Director: Mr. Rick Fox, phone 712-546-4181 or email at rfox@gehlencatholic.org
 - d. See school website for names and contact information for officers and parent representatives for each sport
 - e. Membership: All parents of children in sports are members of J-Club. Officers and representatives are the only individuals who have voting rights.
2. Description: Our slogan is "We work so our kids can play."
3. Parent Responsibilities and If Parent Does Not Fulfill His/Her Responsibilities:
 - a. Each parent is responsible for the following:
 - 1) Selling Football Mania (which replaces Monday Night Football) Raffles each August when school starts
 - 2) Work gate for a specific number of junior/senior high school sporting events for each athletic event their child is/children are involved in
 - 3) Work a J-Jam event
 - 4) MUST attend 1 MANDATORY Parent Meeting each year.
 - b. Details forthcoming from the diocese if a parent does NOT fulfill their work responsibilities.
4. Student Responsibilities and If Student Does Not Fulfill His/Her Responsibilities:
 - a. All students are required to work a 4-hour shift or a full shift for each J-Jam event.
 - b. Details forthcoming from the diocese if a student does NOT fulfill their work responsibilities.
5. Fundraising and Financial Obligations: Proceeds of J-club are utilized to purchased team uniforms, equipment, transportation, repairs on all sporting good and equipment, football, baseball and softball field maintenance, coaching clinics, fees and books, coaches apparel, travel expenses, CYO offices, tournament entry fees, football field rental, Wellness Center upkeep, state events, and other miscellaneous expenses.

Boys' and Girls' Cross Country

1. Contact: Mr. Jim Fuentes
 - a. Phone: 712-546-4181 ext. 224 (Mr. Ruden, AD)
2. Description and Student Responsibilities:
 - a. Runners for middle school include grades 7 & 8 and high school grades 9-12, along with managers, parents, and Coach.
 - b. Anyone in grades 7-12 may run with no specific requirements (besides a physical and other official forms) or cuts; managers are selected by the coach.

- c. Runners meet for all practices at Memory Lane (sidewalk leading up to the main gym entrance) unless otherwise notified.
 - d. Before school and/or teacher in-service starts, practice is held at 3:30 pm. Once school and/or in-service starts, practice is held from 3:45-5:45 p.m.
 - c. Managers do not come to practice but do attend all meets.
3. Parent Responsibilities:
- a. On the evening before a meet, runners gather for a team supper (unless the evening before a meet is on a weekend). Parents have contributed to team suppers, either through providing food, a place to gather, and/or money to help cover cost. This is on a volunteer basis only. Parents sign up in pairs or groups to help spread out the tasks/costs.
 - b. See also J-Club.
4. Student Does Not Fulfill His/Her Responsibilities: Runners will not be allowed to practice until both a physical and concussion forms are on file in the office. There are no responsibilities other than coming to every practice and meet (unless cleared ahead of time with the coach).
5. Fundraisers & Financial Obligations:
- a. Cross country is funded thanks to the generosity of J-Club. See also J-Club.
 - b. Runners need to have quality running shoes that are not too worn down. Local businesses, as well as Scheels or Peak Performance in Sioux City, will give guidance for the type of shoe needed for each runner's specific foot form (high or low arch, flat foot, etc.) and running gait.
 - c. Other than that, there is no cost, unless a uniform is not returned, in which case it is \$15/item (tops and bottoms counted separately).

Football

1. Contact: Mr. Jeremy Schindler (Head Coach); Mr. Paul Ellensohn, Cole Heissel, & Erv Whitehead (Assts.)
- a. Phone: 712-546-4181
 - b. [Email: jschindler@gehlenatholic.org](mailto:jschindler@gehlenatholic.org)
2. Description and Student Responsibilities:
- a. Season has nine regular season games.
 - b. Start date fluctuates but the first game is usually late August with practice starting two weeks before.
 - c. Practice is after school and is usually done at 6:00 or 6:30 p.m. followed by film and/or weightlifting.
 - d. Varsity games are on Friday nights, start time is usually 7:00 p.m.
 - c. Tradition has had a pre-game meal on Thursdays at 5:30 p.m. hosted by a certain grade level in the cafeteria.
 - f. Saturday after games is film and weights at 9:00 a.m. for all 9th through 12th grade players.
 - g. Off-Season: A comprehensive strength and conditioning program is offered starting soon after the season is over and lasts until practice starts. Any athlete planning on "playing" football should participate fully in this program. Modifications to the

program can be made for in-sport athletes. To not participate is too show a lack of commitment to bettering oneself.

3. Parent Responsibilities:

- a. **J-Club boosters** along with football representatives line up all parent workers for our home games.
- b. See also J-Club
- 4. Student Does Not Fulfill His/Her Responsibilities:** Athletes will not be allowed to practice until both physical and concussion forms are on file in the office.
- 5. Fundraising and Financial obligations:**
 - a. Football is funded thanks to the generosity of J-Club.
 - b. See also J-Club.
 - c. Incoming freshmen purchase a short and shirt for Thursday practices. Athletes provide their own cleats.

Volleyball

1. **Contact:** Mr. Mike Meyer (Head Coach); Mrs. Kathy Neary (Asst.); Ms. Amber Timmins (Asst.)

- a. **Phone:** 712-546-4181
- b. Email: mmeyer@gehlencatholic.org;

2. Description:

- a. The team consists of girls from grades 9-12.
- b. JV practice will be the same time as Varsity in 2017. The varsity practice groups will consist of no more than 18 players with the talent and positional concerns/balance being the determining factors. A player's grade in school is given very little consideration. Players not making the V practice squad will practice with the JV practice squad.
- c. The volleyball team will be divided into three teams (A, B, C) for contests. Team members for the A squad will come from the varsity practice group and by rule cannot number more than 15. The C squad will be made of players from the JV practice group. The B squad will consist of members from both practice groups. Seniors will not be allowed to play on the B & C squads with very rare exceptions. The determining factor for team selection is again talent, ability and positional concerns. A player can on occasion move from group to group or team to team during the season, and perhaps suit for more than one team (i.e. - A squad reserves often play on the B squad).
- d. Volleyball starts in early August according to IGHS AU guidelines. Throughout the summer there are open gym opportunities for players to play games and hone their skills. There are also team camps that select team members may attend. Gehlen High School also hosts its own team camp which runs during the week before official practices begin. The Gehlen Volleyball website has all pertinent information concerning open gyms, team camps, practice dates, tournament schedules, etc., as well as a multitude of other information concerning Gehlen Volleyball. During the season this website page is regularly updated.
- e. Mandatory practices begin in August. Until school starts, these practices will be held in the morning from 8:00 to 11:00 a.m. Once classes begin, practices will be held after school. Players will be expected to be present at all practice sessions.

3. Student Responsibilities:

- a. Attend all practices with a willingness to cooperate and work hard.

- b. Communicate with their coaches as far in advance as possible when practices may have to be missed.
- c. Varsity team members set up the gym before home matches and JV members cleanup after all home matches.
 - d. Be in the best shape possible, which includes eating right and getting plenty of sleep.
 - e. Be the best student and person they are capable of being. Missed practices due to academic or discipline problems will not be tolerated lightly.
 - f. Varsity team members will be asked to help line judge junior varsity matches.
 - g. Obey all Gehlen Catholic and IGHS AU rules governing student-athletes.

4. Parent Responsibilities:

- a. Besides showing good sportsmanship at all matches and making sure players are at practices, parents are called upon to help in other ways unique to volleyball.
- b. Parents are often called upon to help with ticket taking for home matches and also line judging at home game and all tournaments.
- c. Parents should recognize that pulling their daughter from practices can and often will impact their participation. The coaches are obviously aware that illnesses and family emergencies can be exceptions to this.
- d. See also J-Club.

5. Student Does Not Fulfill His/Her Responsibilities: Athletes will not be allowed to practice until both a physical and concussion forms are on file in the office.

6. Fundraising and Financial Obligations:

- a. Volleyball is funded thanks to the generosity of J-Club. See also J-Club.
- b. Players will need to buy their own volleyball shoes and kneepads. They will also need a pair of black compression shorts to wear for matches. Gehlen provides the jersey only.
- c. Players wishing ankle supports or other training devices will have to purchase them.
- d. Team t-shirts, sweatshirts, and pictures are available to purchase if the player wishes.

Girls' Basketball

1. **Contact:** Mr. Brandon Schaecher

- a. Phone: 712-546-4181 ext. 224 (Mr. Justin Ruden, AD)

2. **Description and Student Responsibilities:**

- a. Girls in grades 9-12 who are interested in basketball are more than welcome to join the team.
- b. Varsity practices are from 3:45-5:45 p.m.
- c. Previously, JV practice has been held at the same time as the varsity teams. However, that is subject to change and will be communicated to students and parents.
- d. A few practices are also held Saturday mornings during the basketball season depending upon the game schedule.

- e. The school provides transportation to and from away games.
- f. See also J-Club
- 3. **Parent Responsibilities:** See also J-Club.
- 4. **Student Does Not Fulfill His/Her Responsibilities:** Athletes will not be allowed to practice until both a physical and concussion forms are on file in the office.
- 5. **Fundraisers & Financial Obligations:** Girls' basketball is funded thanks to the generosity of J-Club. See also J-Club.

Boys' Basketball

1. **Contact:** Mr. Mike Langel (Head Coach); Mr. Ryan Wiltgen & Mr. Eric Kellen (Assts.)
 - a. Phone: 712-546-4181 ext. 224 (Mr. Ruden, AD)
2. **Description and Student Responsibilities:**
 - a. Boys in grades 9-12 who are interested in basketball who are interested in basketball are more than welcome to join the team.
 - b. The school provides transportation to and from away games.
3. **Parent Responsibilities:** See also J-Club.
4. **Student Does Not Fulfill His/Her Responsibilities:** Athletes will not be allowed to practice until both a physical and concussion forms are on file in the office.
5. **Fundraisers & Financial Obligations:** Boys' basketball is funded thanks to the generosity of J-Club. See also J-Club.

Boys' Track and Field

1. **Contact:** Mr. Jeremy Schindler (Head Coach)
 - a. Phone: 712-546-4181
 - b. [Email: jschindler@gehlencatholic.org](mailto:jschindler@gehlencatholic.org)
2. **Description and Student Responsibilities:**
 - a. Open to all Gehlen Catholic male students grades 9-12 and is designed to improve the student athlete's speed, endurance, and knowledge of the events in the sport of Track and Field. Practice will take place Monday through Friday with the exception of competition dates. Practice starts promptly at 3:30 p.m. and ends at approximately 5:00 p.m. Student athletes may stay later to work on their events or stay for recovery/injury prevention, which the head coach will be available at the student athlete's requests.
 - b. Practice will be held in the back gym and on the Gehlen track, weather permitting.
 - c. Communication is very important. If there is any uncertainty of start times, dates, and/or times of meets, feel free to call.
 - d. Student athletes must have a physical and concussion form turned in before practice begins or they will not be allowed to participate.
 - e. Sweats, uniforms, and other equipment needed are provided by Gehlen Catholic.
 - f. Athletes will need to purchase appropriate shoes for training and competition.
 - g. All student athletes will be expected to complete all requirements asked of Gehlen Catholic High School and J-Club.

3. Parent Responsibilities:

- a. Parents will be expected to encourage their student athletes to be punctual to all practices. If the student athlete is not going to be on time, please call.
- b. If the head coach is contacted before the start of practice by the student - athlete's parent, the student will be excused. If not, the student athlete will have an extended practice.
- c. Parents will be expected to provide both running as well as track spikes.
- d. See also J-Club.

4. **Fundraisers & Financial Obligations:** Boys' track and field is funded thanks to the generosity of J-Club. See also J-Club.

Girls' Track and Field

1. **Contact:** Mr. Justin Ruden (Head Coach)

- a. Phone: 712-546-4181 ext. 224
- b. Email: jruden@gehlencatholic.org

2. **Description and Student**

Responsibilities:

- a. Open to all Gehlen Catholic female students grades 9-12 and is designed to improve the student athlete's speed, endurance, and knowledge of the events in the sport of Track and Field. Practice begins in mid-February after classes are dismissed.
- b. Uniforms, sweats, and wet weather gear are provided by Gehlen Catholic.
- c. Athletes are required to purchase their own spikes and shoes.
- d. Practice will be held in the back gym and on the Gehlen track, weather permitting.
- e. Student athletes must have a physical and concussion form turned in before practice begins or they will not be allowed to participate.
- f. All student athletes will be expected to complete all requirements asked of Gehlen

Catholic High School and J-Club.

3. **Parent Responsibilities:** See also J-Club

4. **Student Does Not Fulfill His/Her Responsibilities:** Athletes will not be allowed to practice until both physical and concussion forms are on file in the office.

5. **Fundraisers and Financial Obligations:** Girls' track and field is funded thanks to the generosity of J-Club. See also J-Club.

Boys' Golf

1. **Contact:** TBD

- a. Phone: 712-546-4181
- b. Email:

2. **Description and Student Responsibilities:**

- a. Boys in grades 9-12 who are interested in golf may try out for the golf team.
- b. The top 6 golfers will be selected as the varsity team, regardless of grade level.
- c. JV golfers may not necessarily golf in every meet.
- d. Practices and home meets are after school at the Willow Creek Golf Course in Le Mars.
- e. The school provides transportation to and from away meets.

- f. In an effort to keep the team size manageable, selective reduction is a possibility (depending on how many students try out for golf).
 - g. See also J-Club
3. **Parent Responsibilities:** See also J-Club.
- 4, **Student Does Not Fulfill His/Her Responsibilities:** Athletes will not be allowed to practice until both physical and concussion forms are on file in the office.
5. **Fundraisers & Financial Obligations:** Boys' golf is funded thanks to the generosity of J-Club. See also J-Club.

Girls' Golf

- 1 **Contact:** Mrs. Kathy Neary
- a. Phone: 712-546-4181 ext. 278
 - b. Email: kneary@gehlencatholic.org
2. **Description and Student Responsibilities:**
- a. Girls in grades 9-12 who are interested in golf may try out for the golf team.
 - b. The team practices daily after the starting date from 3:30-5:30pm.
 - c. Golfers are expected to golf on weekends during the season.
 - d. JV golfers may not necessarily golf in every meet.
 - e. Practices and home meets are after school at the Willow Creek golf course in Le Mars.
 - f. The school provides transportation to and from away meets.
 - g. See also J-Club
3. **Parent Responsibilities:** See also J-Club.
4. **Student Does Not Fulfill His/Her Responsibilities:** Athletes will not be allowed to practice until both a physical and concussion forms are on file in the office.
5. **Fundraisers & Financial Obligations:** Girls' golf is funded thanks to the generosity of J-Club. See also J-Club.

Baseball

1. **Contact:** Mr. Marty Kurth (Head Coach); (Asst.) Solomon Freking
- a. Phone: 712-546-4181 ext. 233
 - b. Email: mkurth@gehlencatholic.org.
2. **Description and Student Responsibilities:**
- a. Boys in grades 8-12 who are interested in baseball are more than welcome to join the team.
 - b. Normally, pitchers and catchers start in mid-March practicing from either 6-7:30 a.m. or 7:30-8:30 a.m.
 - c. Practice for the rest of the team begins the last week of April or the first week of May.
 - d. The first two weeks of practice is later due to golf and track from 6-8 p.m. After golf and track is done, practice generally is held from 4-6pm.
 - e. See also J-Club.
3. **Parent Responsibilities:**

- a. Parents are given a schedule at the pre-season meeting for working in the concession stand and taking money at the gate for games.
 - b. Parents need to check with the coach regarding the purchase of pants and cleats.
 - c. See also J-Club.
4. **Student Does Not Fulfill His/Her Responsibilities:** Athletes will not be allowed to practice until both a physical and concussion form are on file in the office.
 5. **Fundraisers & Financial Obligations:** Baseball is funded thanks to the generosity of J-Club. Students are responsible for purchasing their hat. See also J-Club.

Softball

1. **Contact:** Tony Gunter (Head Coach); Alissa Luizon (Asst.)
 - a. Phone: 712-546-4181 ext. 224 (Mr. Justin Ruden, AD)
 - b. Email: jruden@gehlencatholic.org
2. **Description and Student Responsibilities:**
 - a. Softball is open to any girls in grades 9-12.
 - b. Practices are scheduled after school when school is still in session. However, some practices are scheduled for 6:00 or later when track and golf girls are still competing, to allow athletes to participate in multiple activities. Once school is out, we typically practice in the afternoons on off days, and have hitting in the mornings on days of games.
 - c. Pitchers and catchers begin working in the gym after Christmas break, typically 2x a week.
 - d. See also J-Club.
3. **Parent Responsibilities:**
 - a. Parents are given a schedule at the pre-season meeting for working in the concession stand and taking money at the gate for games.
 - b. See also J-Club.
4. **Student Does Not Fulfill His/Her Responsibilities:** Athletes will not be allowed to practice until both a physical and concussion forms are on file in the office.
5. **Fundraisers & Financial Obligations:**
 - a. Athletes are responsible for their socks and visors.
 - b. Softball is funded thanks to the generosity of J-Club. See also J-Club.

Cheer Squads

1. **Contact:** Mrs. Tammy Logan and Mrs. Jenni Vacura
 - a. Phone: 712-253-6260 (Tammy); 712-540-4595 (Jenni)
 - b. Email: drgreg4u@yahoo.com (Tammy); jvacura@gehlencatholic.org (Jenni)
2. **Description and Tryouts:**
 - a. Varsity Squads: The GHS Cheer squads consist of a varsity squad for football and a varsity squad that cheers for girls' and boys' basketball. Varsity squads will cheer at both home and away games.

b. Junior Varsity (JV) Squads: A junior varsity (JV) squad for each sport may be chosen if there are adequate numbers and talent at time of try outs. Junior Varsity squads will only cheer at home games.

c. Varsity and JV Squads:

- 1) Varsity and JV Squads will not be more than 8 cheerleaders and 8 stuntmen. The squad size may vary from year to year at the discretion of the coach. Sizes will be based on the number of students trying out as well as squad chemistry.
- 2) 2016 Football Squad may be no more than 12 cheerleaders with possible travel guidelines established.
- 3) Basketball Tournament Squads: Regular season varsity basketball squads consist of no more than 8 cheerleaders and 8 stuntmen. Tournament squads can only consist of 6 squad members including mascot. Before the tournament season begins the coach will determine how the 6 squad members will be selected or how the rotation of squad members will be determined.

d. Procedure for Tryouts: Prospective spirit squad members will perform a chant, a cheer, and the school song which will be taught to them by graduating senior cheer squad members and/or coaches. Those trying out will also perform jumps and spiriting onto the tryout area. Prospective members will additionally be evaluated on an interview with the tryout judges, two teacher recommendations and on the overall impression of the candidate by the judges.

e. Basis for Selection: Selection will be based upon spirit, ability, coordination, timing, citizenship and execution of material.

f. Practices: Practices for all squads will be regularly scheduled for at least 2 times a week. The practices take place either directly after school or at a time that works best for coach and all team members.

3. Student Responsibilities and If a Student Does Not Fulfill His/her Responsibilities:

- a. Cheer Squad will not be allowed to practice until both a physical and concussion form are on file in the office.
- b. Academic Policy: Squad members must follow all academic guidelines as outlined in the Gehlen Catholic Student Handbook.
- c. Conduct and Responsibility:
 - 1) A spirit squad member should appear peppy, well-groomed, and in command of any situation that may arise during a game.
 - 2) A spirit squad member must cooperate with fellow squad members, game officials, and the coach.
 - 3) Eating and drinking is only allowed between games and at half time.
 - 4) A spirit squad member should not sit in the stands during a game or leave the squad until the end of the game.
 - 5) It is the responsibility of each member to promote good sportsmanship and school spirit.
 - 6) Spirit squad members are responsible for assisting in the planning of pep rallies, making posters, contributing spirit ideas and helping control the attitude of the crowd in so much as possible.
 - 7) Spirit squad members are expected to show maturity and sound judgment in classes and in all school activities.
 - 8) Spirit squad members are official student representatives of Gehlen Catholic High School and should conduct themselves properly at all times.

9) Spirit squad members must follow all conduct guidelines and extra-curricular activity guidelines as outlined in the Gehlen Catholic Student Handbook.

d. Discipline: The coach shall have the authority to take action on any of the following:

- 1) Failure to meet grade requirements. Squad members must meet the extra-curricular eligibility requirements as outlined in the student handbook. Academically ineligible squad members are expected to attend practice and games unless specifically excused by the coach.
- 2) Members not in proper uniform.
 - a) Practice clothes should be appropriate to the agenda for the day's practice.
 - b) Full uniforms must be worn to all games unless coach has ok'd changes to the uniform prior to the game.
- 1) Undesirable behavior (smoking, drinking, or immoral conduct). Squad members are held to the student code of conduct as outlined in the student handbook. The code of conduct is in effect year-round. During code of conduct violation suspensions, squad members are expected to attend practices and must attend school activity events with specific guidelines set by the coach.
- 2) Failure to perform duties.
- 3) Failure to attend or tardy to scheduled practices, work sessions, meetings, games or events.
 - a) After a 2nd unexcused absence from practice during the school year it will result in sitting out 1 game. A 3rd unexcused absence will require sitting out 2 games and a 4th will require a meeting with coach, school official, athlete, and parents to establish consequence.
 - b) Unexcused absence from game will result in sitting out 2 games and a 2nd will require a meeting with coach, school official, athlete, and parents to establish consequence.
 - c) Excused absences include illness, participation in other school activities, family emergency, religious functions, and funerals. Work and nonschool activities are considered unexcused absences unless pre-approved by the coach.
 - d) Excessive tardiness to practice and/or games may also result in sitting out games or portions of games. 3 unapproved tardy will result in sitting out half of a game. The 4th will result in sitting out an entire game and a 5th will result in sitting out 2 additional games.
 - e) Coach should be directly notified in advance of any absence or tardiness that will occur. An absence notification needs to be done by voice contact. If you are going to be late you may text the coach with the reason for being late.
- 4) Unsportsmanlike behavior.
- 5) Excessive conversation during a game.
- 6) Leaving an event unexcused.
- 7) Insufficient knowledge of cheers.
- 8) Violations of the standards and regulations of the school handbook.

4. **Parent Responsibilities:** See also J-Club

5. **Fundraising:**

- a. Cheer Squad members must actively participate in all fundraising projects, known as "Spirit Raising," throughout the year. All profit from the fund raising events goes to the J-Club whom provides the cheerleading budget.
 - b. Cheer Squad is funded thanks to the generosity of J-Club. See also J-Club.
6. **Financial Obligations:** Items purchased by individual members (which may include shoes, socks, bloomers, t-shirts, sweatshirts, pants, shorts, warm-ups, camp wear, pompons, etc.) will remain the property of the squad member. Only required purchases include shoes, bloomers, and warm-ups for the football squad.

Fine Arts

Fine Arts Boosters

1. **Contact:** 2017 -2018 Officers: See school website for names and contact information.
2. **Description:**
 - a. Fine Arts Boosters (FAB) is comprised of parents and fine arts moderators dedicated to the advancement of the arts, which include art, band, choir, drama, and speech. All parents whose children are in Gehlen Catholic's preschool – 9th grade and whose 10th-12th grade students are involved in the above arts departments are automatically "**Booster members.**"
 - b. Officers are elected annually. The Development Director serves as the representative from the school's administration.
 - c. The Fine Arts Boosters meet approximately four times a year, with additional meetings scheduled as needed. Meetings are open to all and are posted on the school website.
3. **Parent Responsibilities:** Every year, those families whose child(ren) are enrolled in grades 5-9 & those families whose child(ren) in grades 10-12 who are involved in art, band, choir, drama, and/or speech are asked:
 - a. Work one concession stand (football or basketball)
 - b. Work the Turkey Dinner or the Spring Play/Music Dinner
 - c. May be asked to donate food to a tailgate; and
 - d. All 7th-12th grade parents **MUST** attend 1 Mandatory Parent meeting each year.

If you are unable to work the assigned event and shift listed, you are to recruit your replacement(s) & notify the chairs via email or cell phone.
4. **If Parents Do Not Fulfill Their Responsibilities:** parents will be expected to comply with the school's and diocese's consequences as discussed at the Mandatory Parent Meetings on August 24th, which may include students sitting out one or more activities.
5. **Student Responsibilities:** Students in Fine Arts programs are expected to work functions as scheduled with parents and to participate in any special fundraisers per department that they are involved in.
6. **If Student Does Not Fulfill His/Her Responsibilities,** the consequences are the same as above.
7. **Fundraisers:** The proceeds from the Fine Arts Boosters offset the costs of the fine arts that are not funded by the school. Those expenses include but are not limited to transportation, registration fees, supplies, capital expenditures, equipment, lodging, uniforms, and more.

Band

1. **Contact:** Mr. Paul Niebuhr, Director; Mrs. Lisa Niebuhr

- a. **Phone:** 712-546-4181 ext. 242 — Mr. Niebuhr; ext. 237 Mrs. Niebuhr; or Mr. and Mrs. Niebuhr's cell phones at 712-541-5225 or 5226. .
- b. **Email:** pniebuhr@gehlencatholic.org; lniebuhr@gehlencatholic.org

2. **Description:**

- a. The Instrumental Music Department is a well-rounded program which includes marching band and Competition Marching Band (CMB) (which play at all home football games); Jazz Band (both One and Two); concert band; pep band (which plays at most home basketball games); solo and ensembles; Mass groups when possible); and performing small groups.
- b. Students also have the opportunity to audition for various honor bands including Drake Honor Band, NWIBA Junior and Senior High Honor Bands, All-State, CYO Junior and Senior High Honor Bands, and Buena Vista University Junior and Senior High Honor Bands.
- c. The band has two concerts annually — an Advent Concert during December and Parade of Bands in April or May.
- d. The band performs at the Fine Arts Turkey Dinner each November, for various school events, and for the community (including but not limited to Ice Cream Days Parade in June).
- e. A band calendar is given to students each spring for the coming year, during the summer, and when school begins. The band calendar can also be found on the school website under "Activities," "Fine Arts," and "Band" tabs.
- f. Bowl Games:
 - 1) Every three years, the CMB travels over Christmas break to a Bowl Game (pending invitations from Heritage Performance Festivals). Bowls provide students the opportunity to work with some of the finest clinicians and adjudicators in the country, compete and perform on a national level, sight-seeing, and education. Students are invited to participate in the fundraisers in the three years leading up to their trip. On average, a student can earn up to 50% of their trip expense if they choose to participate in the fundraisers).
 - 2) Parents are invited to serve on the Pit Crew and to chaperone the Bowl. Parents are selected by the band director. A nurse and law enforcement professional are first selected. Chaperones are responsible for a portion of their trip expense.

3 **Student and Parent Responsibilities and Consequences:**

- a. The Instrumental Music Department has come a long ways from having 4 students in high school band to 30-40 students annually in the current program.
- b. The band is a group that wants families to be a part of the program — no matter the student's abilities.
- c. The band's goal is to help the student improve and perform to the best of his/her abilities.

- d. We strive for that "family atmosphere" in the group, being positive, and encouraging to each other — doing the best we can with the talents God has given us.
- e. We have been greatly blessed. There is the expectation to try our best. So, the responsibilities of students and parents are:
 - 1) The most important — Communicate! Call, text or whatever is needed...whether you're late, encountering a problem, or have a question.
 - 2) Be at practices on time with your instruments/equipment ready to go.
 - 3) Be at performance on time with your instruments/equipment ready to go.
 - 4) Attend lessons. (Color guard and Drum Major too.)
 - 5) Always try to improve.
 - 6) Volunteer to help if you can. Parents — you must complete Virtus prior to your volunteering.
 - 7) Be positive and encouraging to each other.
- f. Consequences could be:
 - 1) As long as you communicate (call or text), moderators are understanding and can accommodate many situations. If there is no communication, the following could happen:
 - a) Loss in grade for unexcused absence or lateness.
 - b) Loss from membership in extra groups for the same.
 - 2) Our phone numbers are listed on multiple correspondence if not most written correspondence.
 - 3) We have had students with car problems, accidents, and have gotten ill. We also lived in Kingsley until recently and know the road conditions can change drastically from town to highway. Yes, we are "worry worts." We care about every student and want to make sure they are safe.
- g. Marching band and CMB students are expected to complete the medical form prior to the first outdoor practice of camp. Camp is held prior to school starting in August. Camp is scheduled between athletic practices, so students can participate in both band and the athletic group of their choice.
- h. The band is supported by the generosity of the Fine Arts Boosters. See also FAB.

4. Fundraisers/Service Projects:

- a. Formula:
 - 1) Non-trip years: 60% student trip account, 20% equipment, 20% marching band/CMB uniform.
 - 2) Trip years: 80% student trip account, 10% equipment, 10% marching band/CMB uniform.
 - 3) Students and/or parents that do not work or sell do not earn money towards their trip expense.
- b. Projects:
 - 1) Food sales: Beginning of the school year, spring semester, and sometime before Thanksgiving.
 - 2) Plymouth Dairy: Families are needed to cover silage for Plymouth Dairy. Dates to be determined by the dairy. This is our biggest "Fundraiser."
 - 3) Weddings: When needed, we will wait tables for Timmy's Catering.
 - 4) Moving: When requested by realtors, we will help with moving people.
 - 5) Work Projects: We "hire out" to interested individuals and/or organizations for a donation.

- 6) Ice Cream Days Parade: The CMB marches for the Chamber each year during the Ice Cream Days Parade. The Chamber makes a donation in appreciation of our service.

5. **Financial Obligations:**

- a. Marching Band or CMB Uniform cleaning fee: All marching band & CMB members are responsible for a \$15 uniform cleaning fee at the end of the season.
- b. Shoes and socks: All marching band students are responsible for providing their own knee high black socks and shoes. All CMB students are responsible for providing their own knee high black socks and the Drillmaster black shoes. You may borrow a pair from school if we have your size and return them at the end of the year. Otherwise, you may purchase them from our local retailers.
- c. Color Guard: The CMB orders the color guard uniforms and shoes. Students are responsible to reimburse the CMB. Guard members must also purchase their own socks (color to be determined based upon uniform). Accessories and makeup are provided by the band.
- d. Any item that has been borrowed that is lost or damaged, we expect the student and his/her parent to replace it.
- e. Instrument Rental: Students may rent an instrument from the Fine Arts Booster for \$90 a year, \$45 a semester or if used for just one band ensemble. Percussion rent is \$50 for the year. Students are asked to help with repair costs while in their possession. No additional costs for additional instruments after \$90 rent. Assistance is available for families wishing to rent an instrument from the school, CMB shoes, and trip expenses. Families must actively participate in all of the fundraisers in order to receive assistance. For details, please see Mrs. Niebuhr.
- F. Resale: Each student can purchase reeds, oils, sticks, etc. from the band office at a discount compared to in store prices. Bills are sent every month to every other month. All rental fees and resale bills must be paid before leaving for the summer.
- g. Jazz One: Black suit jacket and khaki pants (must be purchased at Claussen's Clothing Store), white dress shirt, "Mission From God" tie (purchase through band office), black socks & shoes. If expense is an issue — communicate, we will do what we can to make things work out. If items are available in the band office storage, students may borrow at no cost.
- h. The band receives financial support from the Fine Arts. See also Fine Arts Boosters.

Choir

1. **Contact:** Mrs. Terra Falkena

- a. Phone: 712-546-4181 ext. 246
- b. Email: tfalkena@gehlencatholic.org

2. **Description:**

- a. **Concert Choir:** Students in grades 9-12 elect to take Concert Choir. Concert Choir will perform at various concerts and masses throughout the year. Other opportunities for performance outside of school also open up to students throughout the year as well. Students will work on excellent choral performance of a variety of literature as well as work on their sight-singing and musicianship skills. Honor choir and All-State opportunities are available to students willing to work hard. Students may also perform at solo/small ensemble contest every April. The Concert Choir will also

perform at Large Group Contest in addition to the concerts. The Concert Choir takes a trip every three years.

- b. **Chamber Choir:** Students interested in furthering their choral experience are encouraged to sign up at the beginning of the year to participate in Chamber Choir and/or Triple Trio. The Chamber Choir is a select group of 15 singers, who rehearse before school and will perform at concerts, small ensemble contest, mass, and other opportunities around the school and community.
- c. **Triple Trio:** Triple Trio is made up of 9 girls, who rehearse before school and will perform at concerts, small ensemble contest, mass, and other opportunities around the school and community.
- d. **Contests and Honor Choirs:** See Mrs. Falkena regarding details.
- e. **Rehearsal Schedule:**
 - i. Concert Choir meets every day 1st period (Students in both Choir and Band meet every other day).
 - ii. Chamber Choir rehearses Tuesday Thursday at 8 a.m.
 - iii. Triple Trio rehearses Wednesday & Friday at 8:00 a.m.

3. Student Responsibilities and Students Do Not Fulfill His/Her Responsibilities:

a. Routine:

- 1) Enter room (earlier is better), get folder, go to assigned spot.
- 2) Check board for choir announcements and rehearsal order.
- 3) Listen to morning prayer, announcements, and do lunch count.
- 4) Warm-up. Participate fully, both mentally and physically!
- 5) Rehearse! Be attentive during rehearsal whether you are singing or not! Always have your music out to make notes given by director.
- 6) Listen attentively to any announcements Mrs. Falkena has at the end of rehearsal.
- 7) You are excused when Mrs. Falkena says so, not by the bell (although some days you may need to help watch the clock since we can't always hear the bell!!)

b. Expectation:

- 1) Respect yourself and others!! If you participate positively the rehearsal will go smoothly for everyone!
- 2) Hard work is expected, it is not an option.
- 3) Full, attentive, daily attendance is required for an ensemble to perform to its maximum ability.

c. Attendance:

- 1) Attendance is MANDATORY!!
- 2) Attendance of rehearsals is expected as a part of your daily grade. Other work outside of choir must be done outside of choir unless it is the rare day where we will have a study hall (you will know about these days in advance.)
- 3) Tardiness is inexcusable.
- 4) Lesson attendance is required, if you fail to make up your lesson in the week preceding or following the absence you forfeit all points.
- 5) On days when the choir is performing at Mass attendance is *mandatory*. You are encouraged to participate in other parts of the Mass, but they must NOT interfere with sharing of the ministry of music. These dates are on our calendars at the beginning of the year. Plan accordingly.

6) Concert attendance is MANDATORY. Period. No ifs, ands, or buts about it!

d. Make-up Work:

- 1) ALL lessons, sight singing quizzes, etc. must be made up within one week (preceding following) of the absence.
- 2) In regards to absences from Mass—the absence must be known about *at least* 2 days in advance in order to make up the performance. A make-up Mass will only be worth 90% of the original point total.
- 3) Failure to perform at Mass, without advance notice of absence, means forfeit of all points.
- 4) Failure to attend concert performance is automatic forfeit of all points. Make-up points not available.
- 5) If you are sick a phone call or note from parents or doctor must be received the day of the performance in order to make up the concert for 90% point total.

e. Turning in money:

- 1) Money owed to the choir for various projects/fundraisers, trips, etc. can be turned in to Mrs. Falkena in her office at times and on designated days.
- 2) Money must be received at exact times designated. This best insures your personal safety in carrying money, maximum use of class time, and effective money management.
- 3) Payment is *ALWAYS* turned in a securely closed envelope brought from home. The front side should have your Name, how much money is in the envelope, and what it's for. Never leave money in school mailboxes or in the choir room.

4 Parent Responsibilities and Parents Failure to Fulfill Their Responsibilities: See also Fine Arts Boosters

5 Fundraisers: The choir specific fundraisers provide support, mostly for choir trips and additional items needed for the choir department. All students are urged to participate in fundraising activities.

6 Financial Obligations: If music is lost students are required to pay for the replacement music.

Drama

1. Contact: Mr. Mark Morehead

- a. Phone: 712-490-5154
- b. Email: mmorehead@gehlencatholic.org

2. Description:

- a. Students audition for roles. However, any student is allowed to be part of the Stage, Make-up, Lights & Sound crews.
- b. Rehearsal schedule is dependent upon school events, student/cast schedules. Practices are usually held Monday through Thursday evenings starting at 7pm. The director tries to be done by 9 p.m. but is dependent upon the director.

3. Student Responsibilities: Students are to attend all practices unless absence is cleared with the director in advance.

4. Parent Responsibilities:

- a. If your child is participating in this event, please encourage them to attend ALL practices and rehearse with them at home (run lines).
- b. Additionally, parents are asked to help with building the set (which is typically done on a few Saturdays until done). Parents will be asked to bring tools to do this. Parents must complete Virtus.

5. Student Does Not Fulfill Responsibilities: If a student fails to attend the required practices they may be asked to leave the production.

6. If Parent Does Not Fulfill Responsibilities: See Fine Arts Boosters.

7. Financial Obligations: The Drama — Play/Musical is made possible by the support of FAB. See also FAB.

Large Group & Individual Speech

1. Contact: Mr. Mark Morehead

- a. Phone: 712-490-5154
- b. Email: mmorehead@gehleatholic.org

2. Description:

a. Any 9-12th grade student is allowed to participate in these extra-curricular activities.

b. Large Group:

- 1) Season usually begins in October or November and ends in March.
- 2) Rehearsals usually start around 4:30 p.m. and finish by 9:30 p.m.
- 3) Students need only attend rehearsals for their specific events.
- 4) District contests are generally held on a Saturday in late January. State contest is generally held on a Saturday in early to mid-February.
- 5) Transportation is generally provided by the school to District and State.
- 6) State entries may be selected for All-State. Non-performing entries are encouraged to attend. Performing entries are required to attend.

c. Individual Speech usually starts up at the beginning of 2nd semester (January). State speech is dependent upon receiving a "I" rating at Districts. If a student advances to State speech, State is generally held in early to mid- March.

3. Student Responsibilities:

- a. To practice and prepare for each event/entry thoroughly before going to District and State competitions.
- b. Student must practice at least once a week (20 minutes session) for each individual speech entered and during the respective times for large group entries.

4. Parent Responsibilities:

- a. If your child is participating in these activities, please encourage them to practice on their own as well at home. Help them to prepare their speech performance.
- b. See also Fine Arts Boosters

5. Student Does Not Fulfill Responsibilities: If a student fails to complete the required preparation for District and State (weekly practices OR other specific requirements to the category they are performing in), the student will NOT be allowed to perform and if they had already been entered, they must pay back the registration fee to the school.

6. Fundraising: Large Group & Individual speech are made possible to the generosity of the Fine Arts Boosters. See also Fine Arts Boosters.

Art

1. Contact: Mrs. Beth Schlichte

- a. Phone: 712-546-4181 ext. 235
- b. Email: bschlichte@gehlenatholic.org

2. Description: The visual arts program at Gehlen Catholic is a well-rounded program that directly involves students in the language, materials, and processes inherent to each particular art form and the design elements and principles supporting a work of art. As the days/weeks/years progress and the students become more adept, the instruction regarding the creative process becomes more refined and students are encouraged to develop their own artistic styles. Although the focus at each level is creation, the introduction of artists, movements, styles, and career opportunities in the art world may also be included.

3. Schedule: Students in grades K-4 have a scheduled art time once a week for one semester (first or second semester). Students in grades 5-6 have a scheduled art time once a week for the academic year (first and second semester). Students in grades 7-8 have a scheduled art time every other day for one semester (8th grade first semester, 7th grade second semester). Students in grades 9-12 elect to take one or more of the numerous art classes offered and meet every day for one semester.

4. Student/parent responsibilities and consequences:

a. K-6 students are required to have an art shirt that can be left at school, preferably one that is large enough to cover the student to the knees. Write the student's first and last name on the outside of the shirt in permanent black marker. Art shirts for 7-12 students are optional.

b. K-8 students need the supplies listed on the beginning-of-the-year Student Supply List, as some of these are used in the art room also. Supplies for 9-12 students will depend upon the class taken and are the responsibility of the student.

c. The typical class routine is prayer, introduction/explanation/demonstration of work to be completed, work time, clean-up, review.

d. K-12 students are expected to follow the BIRDS Model of Behavior. 7-12 students will also receive a student expectation sheet and/or a class syllabus and to be signed and returned for each class enrolled in.

e. As an automatic member of the Fine Arts Boosters, students/parents will be responsible for fulfilling various duties outside of the classroom (see Fine Arts introduction page). We hope this is completed with enthusiasm, as it is all for the enhancement of the Fine Arts program at Gehlen Catholic. For further details, see Fine Art Boosters

Religious Organizations

Christian Leadership Team (CLT)

1. **Contact:** Mrs. Alissa Schipper
 - a. Phone: 712-546-4181 ext. 247
 - b. Email: aschipper@gehlenatholic.org
2. **Description and Student Responsibilities:**
 - a. The goal is to promote faith formation and spirituality of Gehlen Catholic students. This can be achieved through effective communication between the CLT and the rest of the school, through consistent student involvement, and through the organization of Christian ministry activities such as liturgies, retreats, community service, prayer, and reconciliation services.
 - b. A maximum of 30 juniors and seniors are selected by faculty, staff, coaches, and priests.
 - c. CLT covers four areas: Prayer, Sacrament/Liturgy, Witness, and Evangelization. Students work within, but are not limited, to the four areas listed above.
 - d. Added Guidelines:
 - 1) All members must attend the CLT Retreat unless approved by the CLT director prior to the date.
 - 2) CLT members must attend all mandatory committee meetings and team social gatherings. All meetings will be considered mandatory unless otherwise specified.
 - 3) All CLT members are to help set up the environment for masses, prayer services, or social gatherings.
 - 4) CLT members must show leadership by attending the Diocesan Youth Rally.
 - 5) Students are encouraged to attend Search Weekend offered through the diocese.
 - 6) CLT members are expected to make calls for the phone-a-thon.
 - 7) CLT members are expected to work at the Friends of Gehlen Ball and Spalding Gala.
3. **Parent Responsibilities:** Every once in a while, CLT requires a family to cook for another or taking a priest to breakfast. Parents are responsible for those out-of-pocket expenses. Off campus travel for community service is an out-of-pocket expense that parents are responsible for.
4. **Student Does Not Fulfill Responsibilities/Moral Expectations:** As leaders in a Catholic high school, CLT members are expected to be positive role models for the Gehlen Catholic community. CLT members may lose their privilege of being on the core team as consequence of any of the following:
 - 1) Missing mandatory committee or CLT meetings.
 - 2) Found to be inactive or uninvolved in activities hosted by CLT.
 - 3) Violation of the school's drug, alcohol, tobacco, or weapon policy at any time during the calendar year.
 - 4) Cheating or any other behaviors deemed unacceptable by the school or administration.
 - 5) Violation of any civil law that is referred to the school.
5. **Fundraisers/Financial Obligations:**
 - a. See also Parent Responsibilities.

- b. Students are responsible for implementing and contributing to the implementation of fundraisers to help offset a portion of the CLT expenses.
- c. The fundraisers include but are not limited to jeans day, can drives, and retreat fees.

Gehlen Catholic Mission Honduras

1. Contact: Mrs. Carolyn Bickford

- a. Phone: 712-540-4855
- b. Email: cbickford@gehlenatholic.org

2. Description:

- a. Student missionaries apply with form once interest is shown. The team is primarily comprised of seniors. Occasionally, some juniors have been accepted.
- b. The team is then selected of student missionaries and adult chaperones.
- c. Students may meet 4-5 times during JAYS time. The full team meets approximately 3 times a year.

3. Student and Parent Responsibilities:

- a. The missionaries, both students and adults, must pay for all costs to go on the trip, including immunizations.
- b. Missioners (students and adult chaperones) (possibly a parent, if needed) required to work two tailgates; and possibly sell raffle tickets to help pay for the project.

Missioners (students and adult chaperones) must fill out a form that lists all medications and any special needs they have that could arise on the trip. They must fill out a right for the chaperone to seek medical attention, if needed. Missioners must contact their own health insurance company to see if the company covers health care in Honduras. GCMH includes a group insurance policy fee for a policy that covers emergencies in Honduras.

- c. All adult chaperones must complete Virtus.

4. Fundraisers and Financial Obligations:

- a. All funds raised are used for missionaries' meal and hotel room in Omaha the night before leaving for Honduras. All other funds raised pay for the mission project.
- b. Again, students are required to pay for their own trip. There is no financial assistance to offset students' expenses. Many students actually collect more than is needed for their trip when they explain their mission to local priests, friends and relatives and ask for their assistance in paying for the mission trip.

Sacramental Prep

1. Contact: Mrs. Teri Bretey & Mrs. Laurie Kellen

- a. Phone: 712-546-4181
- b. Email: tbretey@gehlenatholic.org; lkellen@gehlenatholic.org

2. Student and Parent Responsibilities: Please contact moderators.

Students 4 Life

- 1. Contact:** Mr. Kyle Marugg
 - a. **Phone:** 712-546-4181
 - b. **Email:** kmarugg@gehlencatholic.org
- 2. Description:**
 - a. Membership is open to all students in grades 7-12.
 - b. Attendance at all meetings and events is optional. This organization allows for students to participate whenever they are available.
- 3. Student Responsibilities:**
 - a. We typically meet once a month during JAYS period in Mr. Marugg's classroom. Occasionally additional meetings are scheduled if we are planning for an event.
 - b. Events held each year vary but sometimes include the following:
 - 1) Praying outside of Planned Parenthood
 - 2) Students for Life Jean Days
 - 3) Attending the March for Life in Washington, D.C.
 - 4) Walking in Homecoming parade
- 4. Parent Responsibilities:**
 - a. Parent volunteers, who have completed Virtus training, are occasionally needed to chaperone trips to Planned Parenthood and Mary's Choice in Sioux City.
 - b. Parent volunteers to accompany students on the March for Life
- 5. Fundraisers:**
 - a. A few fundraisers are held with the proceeds directed to Mary's Choice in Sioux City, Birthright of Sioux City, or to help with the cost of the chaperone attending the March for Life.
 - b. Annual baby items collections to be donated to Mary's Choice.
- 6. Financial Obligations:**
 - a. There are no fees or required expenses.
 - b. Purchase of the annual t-shirt is optional.

Student Organizations

Dance

- 1, Contact:** Mrs. Jackie Heissel
 - a. Phone: 614-216-1992
- 2. Description and Student Responsibilities:**
 - a. Practices
 - b. Performances
- 3. Parent Responsibilities:**

- a. Help during State (Snacks, Transportation if needed, crowd support to cheer them on)
 - b. Transportation. Parents must complete Virtus in advance.
 - c. Dance Show Requirements
 - i. Baked goods for free will offering
 - ii. Helping decorate the gym
 - iii. Handing out programs and taking admissions
4. **Student Does Not Fulfill His/Her Responsibilities:** Dancers will not be allowed to practice until physical and concussion forms are on file in the office.
5. **Fundraising and Financial Obligations:**
- a. Dancers are required to work at the Godfathers stand at the Plymouth County Fair; unless prior permission has been given by the dance moderator.
 - b. If a dancer does not fulfill shifts at the Godfathers stand, they will not be able to perform at the first basketball game.
 - c. All of the proceeds from fundraising will go towards:
 - 1) Dance Team Competition entry fees and passes.
 - 2) Gas, hotel and 1 meal for the entire team at the state dance competition.
 - 3) Dance Team Spring Show.
 - 4) Renting out the dance studio at the YMCA or CDA
 - 5) Hiring a choreographer for a state routine

Gehlen Catholic Honor Society

1. **Contact:** Mrs. Kristin Hausmann
- a. Phone: 712-546-4181 ext. 245
 - b. Email: khausmann@gehlenatholic.org
2. **Description:**
- a. The purpose of the Gehlen Catholic Honor Society is to promote scholarship, to provide service, to grow in leadership, and to further develop character of students of Gehlen Catholic.
 - b. Members are added each year in the spring semester and are selected using the following criteria:
 - 1. Eligible students must be a junior or senior with a cumulative grade point average of 3.500 or higher.
 - 2. Students meeting these criteria are then rated by faculty members in the areas of leadership, service, and character.
 - 3. Eligible students are invited to complete a student activity form which provides information concerning their involvement in school, extracurricular, and community activities.
 - 4. The Honor Society faculty board (appointed by the Secondary Principal) reviews all information and selects candidates.
 - c. Gehlen Catholic Honor Society holds monthly meetings during the school day. Additional meetings occur as needed during busy periods; sometimes for the whole group and sometimes for the quarter committees.
 - d. Student officers include chapter president, vice president, secretary, and treasurer. Student officers are elected at the last meeting of the school year or during the first meeting of the school year.

3. Student responsibilities: Once inducted, members are expected to contribute their time and talents to service projects of the Society, attend meetings regularly, and to choose a personal service project to complete based on their talents and interests totaling 5 unpaid hours per quarter. Students are expected to participate in group fundraiser, work at Drive 4 UR School, and make calls for the Phone-a-thon. Students must also follow the code of conduct in the student handbook as well as signing an oath to uphold the qualities of the Society. Students in violation of these policies will be dismissed according the Honor Society bylaws.

4. If Student Does Not Fulfill His/Her Responsibilities: Students will be dismissed according to the guidelines found in the Gehlen Catholic Honor Society bylaws and the student handbook code of conduct.

5. Fundraisers: Gehlen Catholic Honor Society participates in a variety of fundraisers each year. The funds raised support chapter expenses and the Sr. Beatrice Memorial Scholarship for incoming Gehlen Catholic freshmen. The fundraisers are primarily run by student members, the moderator, and other school staff; however, parental support may be requested if needed.

6. Financial Obligations: Members are not charged annual dues. Members who do not participate in the Honor Society fundraising efforts could be assessed a fine.

Additional information can be found in the Gehlen Catholic Honor Society Bylaws.

Then Feed Just One

1. **Contact:** Mr. Richard Seivert, Mrs. Carolyn Bickford, Mrs. Lisa. Niebuhr
 - a. Phone: Mrs. Niebuhr - 712-546-4181 Mrs. Bickford - 712-540-4855
 - b. [Email: cbickford@gehlencatholic.org](mailto:cbickford@gehlencatholic.org); lniebuhr@gehlencatholic.org
2. **Description:**
 - a. Board of staff members and/or other volunteers (would be open to students if they apply).
 - b. The Board meets 1— 2 times during the school year., usually a month or so before the first Friday of May packing event
3. **Student Responsibilities:** Students are asked to pay to work their shift to help offset the \$50/person expense for the food, packaging, and shipping. Students in grades 2-12 are asked to pay \$30 each; students in TK-1st grade are asked to pay \$15. In addition to working their shift, some students are invited to help with set-up and clean- up.
4. **Parent Responsibilities:** Encourage your student/students to save and volunteer for the packing event, give student/students chores to earn money for their payment, and even volunteer to work a shift with your student/students. If you are unable to donate the requested amount, a donation of any size is appreciated.
5. **Student Does Not Fulfill His/Her Responsibilities:** Possible that nonpaying 7-12 students may not be able to participate in the event.
6. **Financial Obligations:** See student responsibilities.

Student Council

1. **Contact:** Mrs. Ashley Langel
 - a. Phone: 712-546-4181 ext. 258
 - b. [Email: alangel@gehlencatholic.org](mailto:alangel@gehlencatholic.org)
2. **Description:**
 - a. Four students are elected annually from each grade.
 - b. The students nominate and vote for their class representatives each spring.
 - c. Student Council meets once a month, usually during lunch the first Thursday of every month. Additional meetings are scheduled on an "as needed" basis.
 - d. Representatives from office of President, Vice President, Secretary, and Treasurer.
 - . See website for list.
3. **Student Responsibilities:** Students are responsible for planning & organizing the following events:
 - a. Senior Class: Pick Homecoming theme; Coronation; and Graduation.
 - b. Junior Class: Homecoming Parade (and some additional items); Prom; and class fundraiser.
 - c. Sophomore Class: Homecoming Dance and GARF.
 - d. Freshmen Class: SnoBall dance and Volleyball Concessions.
 - e. All student council members are expected to make calls for the phone-a-thon.
4. **Parent Responsibilities:**
 - a. Juniors: The junior parents are all asked to help in some capacity with After Prom. Two to three parents chair After Prom. The remaining parents are requested to help with set-up, tear down, dinner, dance, or after prom activities.
 - b. Freshmen:
 1. Class officers' parents are in charge of the volleyball concessions. Please check with the High School Principal, Business and Development Office regarding details.
 2. Each freshmen parent is required to work one home volleyball concession stand as scheduled. If a parent is unable to work his/her shift, he/she is responsible for recruiting his/her replacement and working another game/tournament.
5. **If a Student Doesn't Fulfill His/Her Duties/Obligations:** It will be noted and effect the possibility of being nominated &/or elected the next academic year.
6. **Fundraisers and Financial Obligations:**
 - a. Types of Fundraisers:
 - 1) Volleyball concessions: Each freshman and at least one parent is required to work at least one home volleyball concession game or tournament. If a student is unable to work his/her shift, he/she is responsible for recruiting their replacement and working another game/tournament.
 - 2) Sub sandwiches: Once a year, the entire junior class is required to participate in the fundraiser through the sales and making of the sandwiches.
 - b. **Proceeds and Financial Obligations:** The proceeds of both fundraisers offset a portion of the expenses for prom, graduation, and the senior class retreat. Those portions of the aforementioned activities not covered by the fundraiser will be paid for out-of-pocket by the students (i.e.: In the past, students have been responsible for paying \$50 to include the cost of the prom dinner, t-shirt, and some of the after prom entertainment; students have also paid up to \$90 for the senior class retreat to offset a portion of the lodging, meals, transportation, and activity expenses.) and t-shirt.



It's BACK!

**Raise Money for Gehlen Catholic
Without Spending Any Money!!**

*We Just Need **10 Minutes** of Your Time*

Date: Saturday, October 28th

Time: Drive Anytime Between 9:00 a.m. to 3:00 p.m.

Location: All Saints Parish – St. Joseph's Site – Parking Lot

**10 Minute Test Drive =
\$20 Donated by Ford Motor Company**

**300 Drivers Needed To Reach Our Goal of \$6,000
To Offset Tuition & Parish Investments**

No Purchase Necessary

No Salesperson On Test Drive

All adults ages 18 and older can participate!

***To register a drive time in advance call Gehlen Catholic at 546-4181 ext. 249
or e-mail merdmann@gehlencatholic.org***