



COLLEGE PREPARATORY EDUCATION: GRADES 6-12

BISHOP SEABURY ACADEMY

NEW PARENT INFORMATION

We sincerely hope you and your child(ren) enjoy your Bishop Seabury Academy experience. In an effort to provide as much information as possible as early as possible, this collection of information is being provided to families who are new to the BSA family.

Many **opportunities exist that enable parents and guardians to participate** with the students year-round. From driving students to events, to preparing for the annual auction, to helping provide lunch to faculty on conference days, each person can find a way to let his or her skills and talents shine—just like our students. **Bishop Seabury Academy Parents (BSAP)** is one way to access these opportunities to help. Email messages will also provide you with opportunities to get involved, and just walking through the halls after class and visiting with faculty and staff will give one a glimpse into the many ways in which parents and guardians can be involved with their students.

SOME HELPFUL HINTS

The daily **Dress Code** is very clear—and easily obtained at many local stores such as JC Penney, Kohl's, Sears, Weavers (mention BSA for a discount at Weaver's). It is recommended that you thoroughly read the [Dress Code Policy](#). Special events such as *Convocation* (November) and *Stepping Up* (May) require a higher degree of formality and young men should wear jackets or suits, young ladies should wear dresses that “leave everything to the imagination” or black slacks and blouses.

All 6th through 8th graders are required to be in choir, and they will be asked to wear black attire for a majority of their performances with the exception of the Spring concert. It is helpful to know that the young men will need a jacket for *Convocation* and *Stepping Up* as they may opt for a black suit, which would suffice for all formal wear events at the school.

Arts. BSA has some outstanding faculty in music and drama. Even if your student does not participate, please find the opportunity to take in one of the vocal performances or one of the dramatic presentations. You may even get to witness the faculty band and their talents outside the academic arena.

Sports. BSA is committed to offering students a range of athletic programs for education, enjoyment, and camaraderie. In order to maintain the quality of these programs, students need to participate.

The Calendar is subject to change, but most events are scheduled early and seldom moved around. If weather causes the cancellation or postponement of an event, people are notified by email. If USD 497 schools are canceled due to severe weather, BSA classes will also be canceled on the first day. After the first day of cancellation, BSA may not follow the public schools. Always check the school web site for information about closing.

Given the ever-changing nature of the work of faculty and staff and the educational organizations they work with and within, some events such as sports tournament games and speech or debate meets cannot be scheduled far in advance and are subject to change. The school makes every effort to keep online calendars up to date. The **Friday Letter** from Dr. Schawang also addresses the upcoming events.

Lunch (Mon-Thurs) - Students are welcome to bring lunch from home or may choose to partake of the lunches that are catered and served buffet style. These catered lunches are served Monday through Thursday.

Lunch (Friday) - Friday lunches are part of a senior class fundraiser and alternate month to month between sub sandwiches and pizza. These fundraising lunches are not included in the fee for the Monday—Thursday lunches. On most days of the week, students are assigned to a lunch table with a faculty member, sit with their advising group on Wednesdays, and may choose where to sit on Fridays. Several times a year, students sign up to sit at tables based on special interests such as languages.

Please remember that there are many **staff members who can answer questions** for you. Call school (832-1717) and use these extensions:

General School Issues: Betsy (ext 116)

Payments: Mrs. McCabe (ext 120)

Ren Web: Mr. Kellogg (ext 101)

Sports: Mr. Nelson (ext 103)

Drama: Mr. Weaver (ext 134)

Dress code & Dean of Students: Ms. Czarnecki (ext 102)

Donations or Music: Mrs. Lawrence (ext 135)

Admissions: Mrs. McCaffrey (ext 121)

Academics & College Counseling: Mr. Patterson (ext 209)

You should always feel free to contact your student's advisor if you have any question about your child's general progress.

DEFINITIONS AND FURTHER EXPLANATION

Altera Familia ("Other Family"): This group—sometimes called "tutorial" or "advising"—involves a group of students of various ages and a faculty member who meet every morning to check in with each other and support each other. The same faculty member is assigned to your child for that student's entire tenure at BSA.

Annual Fund: Like all independent schools, Bishop Seabury Academy functions with a “gap” between the cost of educating its student body and the actual revenue received from tuition and fees. In order to fill this gap and cover operating expenses, the school holds an annual fund drive in the fall, and all parents, trustees, faculty, alumni, and friends are encouraged to participate.

Annual Auction: The Auction is Seabury’s big fundraising event for the year and is usually held in February. All parents should plan to participate in some way, either through volunteering to prepare for or work at the auction, donating items, or attending and, when possible, bringing other guests.

Class Trips (Form Trips): Each grade goes on an overnight trip in April for educational value and as a class bonding experience. Parents will be asked to pay a small deposit for the trip, but much of the cost for each trip is paid for by dress down days or occasional fundraisers.

Community Handbook: At the August student orientation, each student will receive one of these handbooks. Students and parents should read this document in order to be familiar with the culture and expectations of the Academy.

Community Service: This is a crucial aspect of building respect for members of the community. Thirty hours of service are required of each student per year. Students will have opportunities throughout the year for service work, including “Sleep in Blankets” (November), “Heritage Day,” and a “Spring Break Service Trip.”

Convocation: This is our annual founder’s day celebration in honor of Bishop Samuel Seabury, where we essentially rededicate ourselves to the educational mission of the school. Students, faculty, and trustees process to their seats and then we have a few presentations, including a guest speaker. The event is usually finished by about 10 am and students typically are picked up around 10:30-11 am. Thanksgiving Break begins when the ceremony ends.

Curriculum Night: At the beginning of the school year, this evening is an opportunity for parents to meet their child’s teachers. Following their child’s class schedule, parents hear a brief presentation on each class and have a chance to ask questions. As this evening typically follows your student’s regular class schedule, Teachers do not have time to engage in conversation after the class meeting. Please make an appointment if you have any questions regarding the class.

Dress Down Days: Once a month—usually the last Friday—students may pay \$5 to wear clothing other than what is stipulated in the dress code (but students are still required to dress tastefully—please look at the Community Handbook for guidelines). The money raised from these Days will help cover the cost of Class Trips.

Fall Carnival and Haunted House: Each fall Seabury sponsors a family friendly carnival and haunted house that is open to the Seabury community and the public. Seabury seniors

design and build a haunted house and remaining upper school students sponsor games and events. Examples are: face painting, ring toss, fortune telling, nerf battle in the gym, cake walk and many others.

Finals: Both first and second semesters end with three days of final exams. Each exam is 90 minutes in length and take place in the mornings (students generally have the afternoons to go home and study).

Friday Letter: Dr. Schawang crafts an entertaining overview of the students' week. These e-letters contain information about what has been happening and what to prepare for in the coming week.

Fundraising: The administration seeks to avoid small, constant, and annoying fundraising. There are two primarily fundraising events during the year—the Annual Fund Drive and the Annual Auction. All other fundraising typically involve providing some service to participants, like the Grocery Card Program or Dress Down Days.

Green Book (Directory): This is the school directory and will be sent home with students as soon as all parent information has been compiled.

Give Back Programs: Target & Office Depot have program that contribute to schools a percentage of the amount of purchases. Please ask the cashier about these programs when making your purchase.

Grocery Card Program: This BSAP initiative raises money without really costing parents anything. Parents sign up for monthly cards from Lawrence grocery stores, and those grocery stores pay Seabury roughly 5-6% of the amount ordered. The cards are much more efficient than checks, cash, debit or credit cards. Please sign up!

Headmaster's Holiday: Usually a surprise, the students and faculty are given the day to enjoy an activity that builds community and provides some relief from academics for a day.

Heritage Day: Instead of attending classes, the students do community service work with their advisors in the morning and then return to school for a presentation by the seniors and for practice for the next morning's event, Convocation.

Late Night: This event is the kick-off event of Seabury's fall sports program. It features the 1st boys basketball scrimmage, a spirited pep rally, student skits and talent show competitions. Post game activity includes a pizza party for all students.

Middle School: Grades 6-8.

Morning Meeting: The school day officially starts with an all-school meeting at 8:10 am. Students are encouraged to arrive by 8:05 am.

Open Houses: Several times a year Seabury offers an open house for families interested in learning more about Seabury. It includes a tour of the school, discussion with department heads and a presentation by the Headmaster.

Ren Web: The online system for students and parents to access assignments and grades and to sign up for volunteer opportunities. Community service hours are visible only under the Dial Up option.

Scrip: These work the same way as grocery cards -- parents buy gift cards for regular price and a percentage goes back to BSAP. The differences are that these gift cards are from national retailers and restaurants and give back to the school up to 16 percent of the purchase price. That's a higher percentage than grocery cards. See <http://www.glscrip.com/> for details.

Seabury Beautification Day: A few times each year, parents, students and staff volunteer to help the BSAP Grounds Committee to do seasonal grounds work.

Seabury Palooza: This festive gathering after finals in May and involves student and faculty bands, as well as games.

Spring Break: This is two-week long break in March. During this time, the school conducts an international trip for interested students.

Spring Fever Grudge Match: During the week before Spring Break, this is a series of competitive events between the faculty and the student body.

Stepping Up: The school's most cherished ceremony occurs in May. Graduates are recognized for accomplishments and are acknowledged as adults. Other students literally "step up" to the next grade.

Transportation: Parents drive students to events such as games and debate tournaments. Buses are employed for Headmaster's Holiday.

Upper school: Grades 9-12.

****Many thanks to Sherry Warren for helping to put this brochure together!*