



CHRISTIAN BROTHERS ACADEMY

850 Newman Springs Road • Lincroft, NJ 07738-1698

August 2021

Dear Parent(s) or Guardian(s) of a CBA Senior:

I hope this letter finds your family well and enjoying the gift of the summer months. I am excited to work with your son and welcome him back for his final year. Rest assured, that in me, your son will find a passionate, supportive, experienced, and fair but firm guide for his final months at CBA. Saint John Baptist de La Salle reminded his earliest Brother- Teachers that “Christ entrusted the students to our care.” In my role as Dean of Students I feel blessed to accompany your son on his ongoing path towards manhood. I will do all I can to assist your son in continuing to develop a Christian Ethic as he prepares for his future endeavors.

I thank you and your son in advance for **carefully reading** each document that is presented with the August mailing and online upload. Please especially read over the **Handbook/Calendar**. As always, central items such as the *dress code* and *haircut regulations* should be read very carefully prior to orientation day and the beginning of the academic year. Please also pay particular attention to the instructions regarding *mobile phones*, *internet/social media usage*, and *absence/tardy procedures*. As you and your son are already aware, knowledge of such information and expectations are centrally important in assisting each young man in continuing to develop an Ethic reflective of an Academy Man. ***Considering the senior class position as example to all, it is pivotal that each young man recognize that our code of conduct seeks to develop the self-discipline necessary to achieve such an Ethic. Hence, it is my responsibility and intent to vigilantly hold seniors accountable to that code of conduct.***

Below please find and review significant information for the senior year.

Driving Privileges: Seniors will be permitted to drive to school at the beginning of the school year. Parking permits will be available for a \$75 fee. ***Because of the current construction on campus we will be taking the first three weeks of August to assess where seniors will be parking. The last week of August a message will be sent to senior families with a link to online parking registration and payment.*** This registration will not begin until September 1st.

Dress Code & Grooming: Students must wear a solid colored dress shirt (no stripes, plaids or patterns), solid colored long dress pants *with belt*, and shoes *with socks* appropriate for a business environment. ***By Orientation Day, hair is expected to be cut above the collar, off the ears, and above the eyebrows.***

Attendance Procedure

In the event a student is going to be absent, late, or needs an early dismissal:

- Please call the attendance hotline 732-747-1959 x 300 or email attendance@cbalincroftnj.org prior to 8:00 am.
- Following any absences, students are required to bring in the Attendance note to the Main office first day upon return.
- If a student is going to be late to school, he is required to arrive to the Main office with an Attendance note.
- **Failure to present a written note for any lateness or absences may result in detention.**
- **More than three tardy arrivals in any one quarter will result in detention.**
- If a student will be leaving early, he is required to bring the Attendance Note to the Main office before homeroom. Prior to leaving, he is required to stop back by the Main office to sign out.
- **Students are NOT ALLOWED TO LEAVE SCHOOL WITHOUT SIGNING OUT IN THE MAIN OFFICE.**
- You'll find posted, a standard absence letter template on the CBA website. Please use this form to communicate any absences, late arrivals or early dismissals.

College Visits: Three excused absences for college visits will continue to be extended to Seniors this year to allow students to attend “Accepted Student Days”. **Parents are required to provide a note to the Dean of Students at least three days prior to the planned visit for approval as an Excused Absence as well as notify the attendance office of the absence.**

Computer/Internet/Social Media: Personal computers and tablets may be used in class. Students are expected to *exhibit the highest moral and social behaviors* in relation to their internet and social media use. The Acceptable Use Policy for Computing and Related Technologies, signed by parents and students at the beginning of Freshman Year, remains in effect.

Please Note: If there have been any significant happenings with your son over the summer, such as medical conditions, psychological evaluations, educational testing or interaction with law enforcement we ask that you notify the school so that we are prepared and can best work with your son. Please do so by contacting the Dean of Students Office or your son's Guidance Counselor.

ORIENTATION

Senior orientation for the opening of the 2021-2022 school year will be Wednesday, September 8th at the regular school time of 8:20am. Your son should come to Orientation groomed and dressed according to the regular dress code requirements, including a shirt, tie, dress pants, socks and shoes. Your cooperation in adhering to all requirements is greatly appreciated. Any student in violation of these regulations may be sent home and/or subject to disciplinary action. Senior homerooms are located in the 100 wing. Lists will be posted near the Chapel and in the Cafeteria. The orientation day will conclude at 12:30pm. Buses will pick up students at 12:30pm.

The First Day of Class will be Thursday, September 9th. Students should be in homeroom by 8:20am and will be dismissed at 2:30pm.

Senior Overnight Retreat: Please note that the **Senior Retreat** is an overnight retreat experience at the San Alfonso Retreat House in Long Branch. Spiritual development through the retreat program is an integral part of your son's CBA education and attendance is mandatory. Students have a choice of four retreats with the February retreat providing an extra night for those wishing to have the opportunity to participate in a longer retreat. **Senior Retreats are on December 1-2, December 9-10, February 1-3, and March 21-22.** You will find the online retreat form under the Senior section of the forms page. Please **complete the senior retreat permission form** and return it to your homeroom teacher on the first day of school. If no form is submitted a retreat will be assigned randomly. Once retreat lists are finalized no changes will be made except in extenuating circumstances such as student illness. Students have been reminded that when selecting retreats they should choose the retreat that is compatible with academic and extracurricular schedules. Students will be transported by bus to and from the retreat house (returning to school--and eligible for after school activities --before 2:30pm on the final day). Further details will be distributed at orientation.

School Buses will be parked in front of the main entrance at 2:30pm each afternoon. Please remind your son that the buses will leave promptly at 2:35pm. **Your township arranges notification of bus times and stops. Such information should arrive prior to the start of the school year; if not, please contact your local school district.** Those students who take CBA charter buses will be notified by the school about pertinent information.

School Pick-Up Information: **All traffic will be stopped at 2:35pm each day to allow the departure of the buses.** If picking up your son by car after school, it is *strongly suggested* - for your own convenience and to reduce traffic congestion - to ***wait until 2:45pm*** to avoid any traffic delays caused by the buses.

The Mass of the Holy Spirit will be celebrated in school on Friday, September 10th for the entire student body. At this traditional opening mass of the new school year we will pray for the Holy Spirit to guide us and bless us in the months to come.

I am enthusiastically looking forward to working with you for the benefit of your son as he prepares for his graduation from CBA. I hold it as a true privilege and vocation to assist in the continued development of his intellectual maturity and moral responsibility so that he may clearly identify his God-given talents and develop the courage and ethos to live out his calling.

Sincerely,



Matthew Meehan, M.T.S.
Dean of Students