Dear Freshmen and Parents:

The administration and building leadership would like to be the first to welcome you to Munster High School. We are excited for your next four years here with us. This guidebook is a quick-start manual for Munster High School. Many of your questions will be answered in the following pages. Please review this booklet and consult the Student Handbook and Course Selection Guide, which can both be found on the MHS webpage (www.munster.us/MHS).

Munster High School is proud to have you continue our “pride in excellence”. Our belief is that all students will succeed, and our mission is to provide our students with challenging opportunities that will prepare them for the future.

We encourage you as a student and parent to become involved in extracurricular and co-curricular activities at Munster High School. In this booklet, you will find information about joining one of Munster’s 21 athletic programs or one of its 36 co-curricular and extracurricular activities.

If you have questions or concerns, please reach out to us.

Welcome,

MHS Administration

- Purpose Statement

School Town of Munster– A District of National Distinction
ADMINISTRATION & COUNSELORS

Helpful Faces

ADMINISTRATION

Principal
Mr. Michael Wells
mpwells@munster.us

Assistant Principal/ Director of Guidance
Mr. Robert Snyder
rsnyder@munster.us

Assistant Principal/ Athletic Director
Mr. Brian Clark
bmclark@munster.us

Assistant Principal/ Director of Student Services
Mr. Morgan Nolan
monolan@munster.us

Assistant Principal/ Student Services
Mrs. Valerie Zemaitis
vrzemaitis@munster.us

Auditorium Director
Mr. Ray Palasz
rapalasz@munster.us

GUIDANCE COUNSELORS

Mr. Peter Fatouros
Last names: A– D
pwfatouros@munster.us

Mr. Peter Gregory
Last names: E– K
pkgregory@munster.us

Ms. Sharon Vail
Last names: L– Rid
srvail@munster.us

Mrs. Jessica Sanchez
Last names: Rig-Z

FAQs Attendance and Discipline

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
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<tbody>
<tr>
<td>What should I do if I am absent from school and my parents forgot to call me off?</td>
<td>Your parents must call within 24 hours to excuse your absence (219)836-3222. Parents can leave voicemail messages at any time.</td>
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<tr>
<td>How do I apply for a college visit?</td>
<td>Currently only juniors and seniors may take an official college visit. Students need to complete a pre-arranged absence form. Students must return with documentation from the institution they visited.</td>
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<td>What if I arrive late to school?</td>
<td>You must check in with Student Services. You will need an admit pass for class. Your parent must call within 24 hours to excuse your absence.</td>
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<td>What do I do if I need to leave early for a doctor’s appointment?</td>
<td>Bring a note to Student Services first thing in the morning (before school). You will receive a release pass. At the time on the release pass, report to Student Services to sign out.</td>
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<td>What if my battery is not working on my laptop or is dead?</td>
<td>Ask for a pass from your teacher. Report directly to the Media Center with the pass for assistance.</td>
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<td>What can I do if I am having trouble with another student?</td>
<td>See your school counselor or an administrator depending on the nature of the problem.</td>
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<td>When can I serve my detention?</td>
<td>You have one week from the day you are issued a detention to serve it. Check with Student Services for the dates and times of detentions. There are morning and afternoon options for detentions.</td>
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<td>What happens if I can’t serve my Saturday Detention?</td>
<td>You are allowed to reschedule one Saturday Detention per year. See Student Services for more information.</td>
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<td>To whom do I report locker issues?</td>
<td>Main Office</td>
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<tr>
<td>Where is the Lost and Found?</td>
<td>Main Office</td>
</tr>
<tr>
<td>How do I obtain a work permit?</td>
<td>Pick up a work permit application in the Main Office after you have been hired for a job. You need to be a student in good standing.</td>
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Guidance Department

Diploma Types:
1. Core 40 w/Academic Honors
2. Core 40 w/Technical Honors
3. Core 40
4. General Diploma

College Credit:
MHS has 20 Advanced Placement courses.
MHS has over 30 courses approved for concurrent enrollment credit.

Graduation Rate:
- 2017 = 92.7%
- 2016 = 97.1%
- 2015 = 96.5%

Top 5 Schools for 2017 Graduates:
1. Indiana University (Bloom.)
2. Purdue University Calumet
3. Purdue University (W. Laf)
4. IU Northwest
5. Ball State University

Boys Soccer: Sectional Champs

FAQs Guidance & Academics

How do I schedule an appointment with my counselor?
Stop by the Guidance Office before or after-school, or email your counselor to schedule an appointment. When completing a request, please be specific about your needs so that your counselor can do some research before meeting with you.

Can I change my classes?
Classes may be added only during the first 5 days of the semester. Schedule changes are not permitted to accommodate teacher or lunch requests. Students may not request to have a specific class at a particular time.

What if I miss school and need to make up work?
Speak directly with your teachers to establish timelines on making up work.

What if I have a question about my transcript or progress toward graduation?
Schedule an appointment with your school counselor. This can be done over email so there is time to review the record.

What if I need a tutor for a class?
Stop by the Guidance Office to register for a NHS tutor. Remember to take advantage of Contact Time on Tuesday mornings.

How do I email a teacher?
The staff contact list is available on the MHS webpage. Students can also search their Outlook address books for teacher emails.
EXTRACURRICULARS

Numerous studies on extracurricular activities has given the education community the confidence that these activities support the growth of a well-rounded student. At MHS, all of our students are encouraged to join a club or team that sparks their passion.

Tips of joining a team or club:

1. Check over the MHS Student Handbook and the Activities Brochure on the MHS webpage to learn a little about each club.

2. Check the daily announcements for call out meetings, locations, and times.

3. Talk to your friends about joining you in your pursuit of a club or team.

4. Find your passion and enjoy yourself.

5. Being well-rounded is important when applying for college, scholarship opportunities, the military, and career opportunities.

6. Make a contribution to Munster High School. Leave an impact when you graduate.

Extra- and Co-Curricular Activities

Munster High School offers over 30 non athletic extracurricular activities and over 20 athletic opportunities for students. MHS is proud of a strong tradition of excellence in both athletic and co-curricular activities.

Benefits from Research:

- Higher rates of school completion/graduation
- Positive behavioral influences; esteem boosts
- Better grades; higher GPAs
- Improved socialization and communication skills
WeFSK (What Every Freshmen Should Know)

This list is put together every spring by the incoming Link Crew Leaders. Upperclassmen shared their top 5 pieces of advice in each category. 100 Link Crew Leaders sprawled across the Commons and pondered the advice that they would share with students new to Munster High School.

This is what they wish someone would have told them.

**Academics**

1. Do all of your homework: Teachers give homework to help you practice, make sure you do the practice.
2. Don’t Procrastinate: Waiting until the last minute to do homework or study never works in your advantage.
3. Challenge yourself: Take courses you can handle but challenge yourself and don’t give up when things get hard.
4. Teachers are always available for extra help: Seek out help from your teachers and other teachers if you need to.
5. Be an active student in the class: Ask questions, participate in discussions, and answer problems.

**Parents**

1. Communicate with your parents: Remember, communication goes both ways.
2. Respect your parents and their rules: Remember, they are still in charge.
3. Listen to what they say: They want you to be successful and want to achieve your dreams.
4. Thank them for everything they do.
5. Remember to tell them you love them!

**Friends**

1. Always be open to making new friends: Wouldn’t you want the same out of others?
2. Know who your closest friends are: Rely on them to get you through the tough times.
3. Understand you are going to disagree with friends on certain things, but respect their opinions and their choices.
4. Stay positive and surround yourself with positive friends.
5. Don’t exclude people from your group.

**Rules for School**

1. Don’t be late to class; get there early, walk on the right side of the hallway. Don’t loiter in the hallways.
2. Respect all adults in the building.
3. Don’t cheat; it’s not worth it.
4. No PDA (Public Displays of Affection)
5. Stay off your cell phone you are going get caught.