

Statement from the Archdiocese of Miami - Communicable Diseases and Related Items

Attendance at school and participation in school activities poses some risks including the transmission of communicable diseases. Although the school has taken various measures to reduce the risks of transmission, the possibility of infection from communicable diseases is nonetheless present. Parents expressly assume such risks by allowing their children to attend school and participate in school activities and/or by coming onto the school campus and attending school activities themselves.

In the event of a natural disaster, disease outbreak, or any other circumstances which in the judgment of the school administration make it unfeasible, unsafe or otherwise imprudent to continue campus- based education, school educational programs shall resume as soon as practical by way of distance learning and/or other methods adopted by the school administration and faculty. Due to the school's continuing financial obligations related to its operations, there will be no suspension, reduction, or refund of tuition in these circumstances.

INTRODUCTION

We are honored to welcome you as a valued member of Monsignor Edward Pace High School. You are a member of a community that has over sixty years of tradition in excellence in Catholic education. Part of this tradition is the academic, disciplinary and spiritual structure of the school.

To answer some of your questions concerning the school's policies, the school has prepared this Parent-Student Handbook. Please read it thoroughly and retain it for future reference. The policies stated in this handbook are only guidelines and are subject to change at the sole discretion of the school, as are all other policies, procedures, or programs of the school. From time to time, you may receive updated information concerning changes in policy. However, the school has the right to add, delete or revise any school policy or procedure with or without notice. This handbook is not a contract, express or implied, and none of the policies or provisions should be construed as such. If you have any questions about the school's policies, please ask the principal for assistance.

An interesting and challenging experience awaits you as a student or parent of Monsignor Edward Pace High School.

The school views the education of a student as a partnership between the parents and the school. Parents and students are expected to comply with the school rules and policies, and to accept and support the authority of school officials. Just as a parent can withdraw a child from the school if desired, the school has the right to unenroll a student if it determines at its discretion that the parent or student partnership with the school is irretrievably broken.

The Administration reserves the right to exercise its prerogative in responding to these new situations. The support of every parent and student is needed in the spirit of cooperation and partnership which is the hallmark of Catholic education. While the school authorities are deeply interested in the welfare of each student, it is impossible to realize the students' aims without the full cooperation of the parents. It is important that the parents familiarize themselves with the contents of this handbook so that

they may have a better understanding of what is expected of the student. We strongly believe that adherence to these policies will help our students in becoming spiritual, moral, and ambitious leaders of the 21st century. The parents of our students are urged to see that the social life of our students does not interfere with the physical exercise, the necessary rest, and the good health habits, which make for maximum efficiency.

At least two hours of systematic preparation are required for each class day. This is in addition to required written work. Home study is a must at Monsignor Pace. The parents are asked to provide the place, opportunity and assistance for their students' homework and study. Regular and prompt attendance is indispensable. Parents should not permit unnecessary absences, since it works against successful achievement. Plus Portals which is a system through which parents can view student progress and grades regularly, should be monitored closely and parents should contact the teachers via e-mail or phone if grades are reflecting difficulties. They should try to discover the possible cause of difficulty, by discussions with the student and/or with the teacher(s).

The most effective way to reach a teacher is via e-mail. Appointments may be made by the student and/or parents with the teachers at the time and place convenient to the teachers. In dealing with school authorities, parents should take up matters of discipline and excuses from school with the Dean of Students, as the first course of action. The Dean of Academics deals with scholastic problems and the Dean of Faculty deals with faculty concerns. Financial affairs are settled through the Tuition Office. A minimal accident insurance plan designed especially for the students of Monsignor Edward Pace High School is in effect. The school's only interest in this plan is to secure desirable coverage for students at a low group rate per student. Coverage generally begins where family insurance leaves off.

History of Monsignor Edward Pace High School

Edward Pace was born and raised in Starke, Florida in the last decade of the nineteenth century. When he was ordained to the priesthood, he was the first native-born Floridian to become a diocesan priest. A brilliant student and educator, Monsignor Edward Pace founded the schools of Canon and Civil Law at Catholic University of America in Washington, D.C.

A fledgling institution took the name of the great educator and has grown since 1961 to become the respected Monsignor Edward Pace High School. The beginnings were small as the first classes were held in the old parish hall of Our Lady of Perpetual Help Parish. Sixty boys comprised the first class that September 1961. In October, the move was made to the first buildings located on the property at 15600 Northwest 32nd Avenue. The following year the school accepted the first class of girls. From that time the school grew as a co-institutional secondary school under the tutelage of diocesan priests, members of the Teresian Institute, and Marist Brothers. Early in the 1970's the school became coeducational with boys and girls attending the same classes. The school was consecrated to the Blessed Mother, as the statute in front of the school indicates.

A remarkable aspect of the development of Monsignor Pace High School has been the devotion and sacrifice of many lay people who have spent years of their lives in dedicated service to the families and young people of Miami-Dade and Broward counties. As each year goes by, it becomes more and more

evident the “Age of the Layman” has arrived at Monsignor Pace High School. From the classrooms to the sports field to trips and activities of the students, the lay teachers and administrators labor untiringly to promote the Spartan Spirit, which has been the hallmark of Monsignor Pace High School since its beginnings. Monsignor Pace High School is presently staffed by a Diocesan and devoted lay personnel. The school is now on the vanguard of committing all members of the community, parents, teachers, students, and alumni in the development of the school.

Mission Statement

We are PACE: Partners, Academics, Catholic, Empowerment

Monsignor Edward Pace High School, a Catholic institution providing a dynamic multidimensional curriculum, empowers its diverse student population to embrace a lifetime of learning and service.

Open Admission Policy

The school has an open admission policy. No person, on the grounds of race, color, disability or national origin, is excluded or otherwise subjected to discrimination in the receiving of services. Nor does the school discriminate in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral and other aspects of employment on the basis of race, color, disability, age, gender, or national origin.

However, parents need to understand that participation in Catholic religious instruction and school activities, related to the Catholic identity of the school are required.

Undocumented Students

A student’s enrollment and/or graduation from school does not confer a legal status nor does it serve to regularize an undocumented student. Although the Archdiocese of Miami may assist with the completion of an I-20 form, the school does not guarantee or confer any privileges or rights available to documented legal residents. Parents should consult with immigration legal counsel if they have any questions as to immigration status.

Admissions Process

Incoming freshmen:

- Application
- Entrance exam
- 7th/8th grade report card
- Educational History from K-8 for incoming freshmen
- School recommendation

Transfer students:

- Application
- Official transcript
- School recommendation
- Interview

An Admissions Committee reviews all files and presents a recommendation to the principal. The principal then makes a final decision.

General School Information

Hours of Operation

School is open from 7:30 a.m. – 3:30 p.m., Monday through Friday. Check the website or school calendar for holiday closings or special schedules. When school is not in session, office hours are 8:00 a.m. – 2:00 p.m.

School Hours

The school day runs from 7:45 a.m. to 2:30 p.m. Classes begin **promptly** at 8:00 a.m. and conclude at 2:30 p.m. Students attend four (4) instructional periods, and a lunch period on a Block Schedule.

2022-2023 Bell Schedule

TIME		<u>DAY 1</u>	<u>DAY 2</u>	<u>Minutes in Each Period</u>
8:00 – 8:54	BLOCK 1	PER. H	PER. H	45 for instruction
8:58 – 10:28	BLOCK 2	PER. A	PER. D	90 for instruction
10:35 – 12:53	BLOCK 3	PER. B	PER. E	
7 min Window				
<u>FIRST LUNCH</u>		100, 400, and 600 Buildings		
10:35 – 11:17	LUNCH	LUNCH 1	LUNCH 1	43 Lunch
11:21 – 12:53	CLASS	PER. B	PER. E	92 for instruction
<u>SECOND LUNCH</u>		200 and 300 Buildings		
10:35 – 11:17	CLASS	PER. B	PER. E	42 for instruction – 88 total
11:21 – 12:03	LUNCH	LUNCH 2	LUNCH 2	40 Lunch
12:07 – 12:53	CLASS	PER. B	PER. E	46 for instruction – 88 total
<u>THIRD LUNCH</u>		500 AND 700 Buildings, Gym/Dance		
10:35 – 12:03	CLASS	PER. B.	PER. E	88 for instruction
12:07 – 12:53	LUNCH	LUNCH 3	LUNCH 3	46 Lunch
7 min Window				
1:00 – 2:30	BLOCK 4	PER. C	PER. F	90 for instruction

School Shield



The motto of the school is “Gratia Et Veritas” (Grace and Truth). The symbol in the upper section is symbolic of the State of Florida. The red X is symbolic of St. Andrews cross (on the state of Florida Flag) and the thirteen stars represent the thirteen original colonies.

The symbol to the upper right section is representative of the Marist Brothers who have made a continual contribution to the education of Catholic Youth.

The book in the lower left section represents the Teresian Institute whose members were instrumental in the foundation of Monsignor Pace High School. The three waves are representative of the Archdioceses of Miami.

School Colors

Red & Gold
Mascot: Spartan

Alma Mater

You raise on high your torch of truth
the polestar in our night,
a spark from that eternal flame,
of wisdom’s holy light.
Then may we ever chant
the hymn you burn within our hearts;
the song which sings of Gratia Et Veritas.
O lead us through your ivory hall
that we may learn the thrill of life,
scorn of dark, and climb the highest hill.
O Alma Mater, ever may we sing within our hearts;
the songs which sings of Gratia Et Veritas.
Alma Mater inspired from:
“ And the Word became flesh,
and made His dwelling among us,
and we saw his glory,
the glory of the Father’s only son,
full of grace and truth” – JOHN 1:14

PACE PRAYER
“GRACE & TRUTH”

Father in heaven, giver of life, Teacher of wisdom and friends.
You have given us this beautiful day so that we may grow in your wisdom.

Help us build a community of love that is devoted to friendship and serving others. Help us realize that it
is more important to be as one than to be Number 1.

We ask that you provide unity among our faculty and students, blessing those
who have left and those who are to come.

Grace us with your knowledge and understanding that we may always be able
to work together for the foundation of peace within our hearts, so that we may
spread what we have learned to the world around us.

Thank you for the gift of education that you have bestowed upon us through
Monsignor Edward Pace High School.

Most importantly Lord, we thank you for the gift of love, which you have
shown us through your family and friends.

May all that we do and say be in your name and for your glory.
Saint Marcellin Champagnat, pray for us.
Mary our good Mother, pray for us.
Amen.

Written by members of the Class of 1988

**Monsignor Edward Pace High School
50th Anniversary Prayer**

God, our Father, Giver of all good gifts,
we turn to you in gratitude on our fiftieth anniversary
as the family of Monsignor Edward Pace High Catholic High School

From our beginnings you have blessed us with your grace and truth,
and guided us along our journey by opening for many the
opportunities to grow in knowledge and wisdom,
faith and character, and
to do so as a community shaped by the gospel of Jesus Christ your Son

With confidence we continue to receive your gifts so as to pursue the
vision and mission of Catholic education with authenticity,
so as to inspire one another to a life-time of service and leadership,
and a way of life
that contributes for forging a future worthy of the human person

Guided by your Holy Spirit and aided by the maternal intercession of
Mary, our good mother,
we re-commit ourselves to being heralds of the good news
in word and deed,
and to seek the advancement of your reign in the hearts of all

Amen

Written by Dr. George Rodriguez

Student Oath

We, the students of Monsignor Edward Pace Catholic High School, in order to improve our school and ourselves, pledge on our honor to live as moral Christians.

We promise to abide by all school rules and regulations. We vow to reach out and lend a hand, not only to our Pace community, but to our neighboring communities as well.

We shall take pride in our work, labor with all our effort, and only submit our own work.

We will strive to be leaders in today's world, and serve as model young men and women by leading Christian lives.

2023 - 2024 CALENDAR HIGHLIGHTS
***Please Check the Official School Calendar on Plus Portals for
Up-to-the-minute Changes***

AUGUST

14-Freshmen Spartan Experience
16-First Day of School for all Students (First Qtr. Begins)
24-Back-to-School Night
28-Freshmen Welcome Week (8/29-31)

SEPTEMBER

1-Early Dismissal-12p
4-Labor Day-No School/Office Closed

OCTOBER

6-Professional Development Day/No School for Students
9-Columbus Day-No School/Office Closed
11-PSAT – grades 9 - 11
17-1st Quarter Ends
18-2nd Quarter Begins
21-Open House for Prospective Families
27-Early Dismissal – 12p
30-Homecoming Week (10/30-11/3)

NOVEMBER

1-All Saints Day Mass
3-Early dismissal – 12p
17-Tons of Love Mass
20-24 -Thanksgiving Vacation-No School/Office Closed
27-Classes Resume

DECEMBER

1-Early dismissal-12p
3-First Sunday of Advent
8-Feast of the Immaculate Conception
18-22-Final Exams/Early Dismissal-12p
22-2nd Quarter Ends/End of 1st Semester
25-Christmas Vacation (12/25-31)-No School/Office Closes

JANUARY

1-5-Christmas Vacation – No School/Office Closed
8-Classes Resume/First Day of 2nd Semester/3rd qtr. Begins
12-Early Dismissal – 12p
15-Dr. Martin Luther King – No School/Office Closed
29-Catholic Schools Week (1/29-2/2)

FEBRUARY – Registration Month

1-2-Catholic Schools Week
2-Early Dismissal – 12p
14-Ash Wednesday
16-Floating day –No School
19-President’s Day–No School/Office Closed

MARCH

1-Early Dismissal–12p
12-PRE ACT/SAT
15-3rd Quarter Ends
18-4th Quarter Begins
24-Palm Sunday
28-Holy Thursday – School/Office Closed
29-Good Friday – School/Office Closed
31-Easter

APRIL

1-5–Easter Vacation–No School/Office Closed
8-Classes Resume
12-Early dismissal – 12p
18-Academic Awards
26-Professional Day – No School for Students

MAY

3-Early Dismissal – 12p
9-Feast of the Ascension
13-16-Senior Exams
17-Baccalaureate Mass
24-Graduation – Floating Day
27-Memorial Day–No School/Office Closed
31-Final Exams

JUNE

3-5-Final Exams
5-Last Day of School/End of 4th Qtr./End of 2nd Semester

KEY PERSONNEL

ADMINISTRATION

Principal	Ms. Ana Garcia
Dean of Faculty	Ms. Lillian Dubon
Dean of Academics	Ms. Melanie Otero
Dean of Students	Dr. Ramon Rodriguez
Dean of Students	Ms. Valarie Lloyd
Dean of Students	Mr. Anthony Walker
Director of Admissions	Mr. Keano Orfano
Director of Athletics	Mr. Thomas Duffin
Director of Campus Ministry	Mr. Andres Novela
Director of Guidance	Ms. Carla Giberson
Director of Technology	Mr. Ricardo Machado
Director of Finance	Ms. Maria Walker
Director of Activities	Ms. Nayeli Herrera
Public Relations	Ms. Melissa Sanchez

DEPARTMENT CHAIRPERSONS

Advanced Placement	Dr. Yvette De la Vega
English	Mr. Rene Basulto
Fine Arts/Practical Arts/Physical Education	Ms. Hedda Falcon
Foreign Language	Ms. Alina Rodriguez
Math	Ms. Laura Lima
Science	Mr. Scott Giberson
Social Studies	Ms. Vicky Spadafora
Theology	Dr. George Rodriguez

BOARD OF DIRECTORS

Monsignor Edward Pace High School has an established Board of Directors. The members of the Board of Directors provide essential voluntary leadership, guidance, and initiative for establishing policies, strengthening the financial foundation and strategic planning for future growth and development. The board members are made up of parents alumni, and community leaders.

Interest Clubs

Advanced Health
Anime (Japanese Animation)
Art Club
Black Student Alliance
Chess Club
Computer Club
Culinary Club
F.B.L.A. (Future Business Leaders of America)
French Club
Robotics
SAS (Spartan Ambassador Society)
Space Club
Spanish Club
S.G.A. (Student Government Association)
 C/O 2024
 C/O 2025
 C/O 2026
 C/O 2027

Moderator(s)

Mr. Mayo
Mr. Mendive
Mr. Navarro
Mr. Rodriguez-Miralles/Ms. Williams
Mr. Manriquez
Ms. Falcon
Ms. Cardoso
Ms. Falcon
Ms. A. Rodriguez
Ms. Falcon
Ms. M. Sanchez
Mr. Gil
Mr. Soto
Mr. Luis Mayo
Mr. Cabrera/Ms. Chacon
TBA
Ms. Foertsch
TBA

Service Clubs

Key Club
Mission Club/Society (Peace & Justice)
P.A.W.S. (Pace Animal Welfare Society)
Respect Life

Moderator(s)

Ms. Falcon
Mr. Masters/Mr. Bonet
Ms. Spadafora
Ms. Figueroa

Honor Societies (Membership by nomination only)

Computer Science Honor Society
French National Honor Society
International Thespian Honor Society (Drama)
Law National Honor Society
Mu Alpha Theta (Math)
National Art Honor Society
National English Honor Society
National Honor Society
Quill & Scroll
Rho Kappa (Social Studies)
Science National Honor Society
Spanish National Honor Society

Performance Groups (By audition only)

Band
Cheerleaders
Danceline – Starlettes
Drama
Guitar Ensemble
Jazz Combo
Pep Band
Salsa
Spartans in Harmony (Chorus)

Moderator

Ms. Falcon
Ms. A. Rodriguez
Ms. Martinez
Ms. Spadafora
Ms. Lima
Mr. Navarro
Mr. Basulto
Mr. Mayo
Ms. Herrera
Mr. Swanson
Mr. Mayo
Mr. Soto

Moderator(s)

TBA
Ms. S. Rodriguez
Ms. Noel
Ms. Martinez
TBA
TBA
TBA
TBA
Ms. Martinez

Additional Activities/Organizations

Athletic Trainers
Leadership
PBS – Pace Broadcast System (TV Production)
Silver Knights
Yearbook
Student Government Association

Campus Ministry – Religious Clubs/Retreats

LIFE Youth Group
Marist Youth Society
Missionary Trips
Pastoral Ministry (Class)
Peer Ministers
Koinonia (Freshmen Retreat)
Antioch (Sophomore Retreat)
Encounter (Junior Retreat)
Diakonia (Senior Service Retreat)
Marist Encounter (Retreat)

Athletics

Athletic Director
Athletic Trainer
Baseball
Beach Volleyball (Girls)
Boys Basketball
Girls Basketball
Cross Country (Boys & Girls)
Cheerleaders
Football
Flag Football
Soccer (Boys)
Soccer (Girls)
Softball (Girls)
Swimming
Tennis
Track
Volleyball (Boys & Girls)
Wrestling

Moderator

Ms. Jimenez/Ms. Mariner
Ms. Herrera
Ms. Herrera
Ms. Dubon
Ms. Herrera
Mr. Gomez

Moderator(s)

Mr. Gomez
Ms. Lima
Mr. Novela
Mr. Novela
Mr. Novela
Mr. Bonet
Dr. Gonzalez
Mr. Navarro/Dr. Stout Swanson
Mr. Novela
Ms. Lima

Coach(es)

Mr. Duffin
Ms. Jimenez/Ms. Mariner
Mr. Duffin
Ms. Kosydor
Mr. Dubuisson
Mr. Hopkins
Mr. Reese
Ms. S. Rodriguez
Mr. A. Walker
Mr. Kitchell
Mr. Orejas/Mr. Santoro
Mr. Orejas/Mr. Santoro
TBA
Mr. Louk
Mr. A. Lilly
Mr. Lamb
Ms. Kosydor
Mr. Reinoso