



Terminology & Traditions

2017 – 2018

As of 08/21/17

9401 Starcrest Drive
San Antonio, Texas 78217
Ph: (210) 483-9100
Fx: (210) 483-9299
www.smhall.org

All-School Convocation

Convocation is typically held the first week of school in the Alonso Ancira Event Center. The event welcomes the entire Saint Mary's Hall community back to school. Along with faculty, staff, and the board of trustees, the entire student body attends. Heads of divisions speak as well as students from each division. It precedes the Blue Tie Ceremony.

Alonso Ancira Event Center

The Alonso Ancira Event Center is a complex constructed in 2012 as part of the "I AM Saint Mary's Hall" capital campaign; it houses gyms, athletic locker rooms, coaches' offices, a speech and debate classroom, and an Upper School English classroom.

Alumni Weekend

The annual Alumni Weekend celebration occurs in May, and provides an opportunity for alumni from all over the country to return to Saint Mary's Hall for fun, food, and fellowship. It includes a Legacy Breakfast, cocktail party, and dinner hosted on the Saint Mary's Hall campus where alumni can enjoy a delicious buffet, tour the campus, pose for class photos, and visit with current and former Saint Mary's Hall teachers.

Athletic Director (AD)

The athletic director oversees the Athletic Department. The AD oversees the coaches and athletic programs, and along with his staff handles all athletic scheduling and tournaments.

Athletic Facilities

Students, parents, faculty, and their families may use the outdoor athletic facilities whenever they are free from official use. Groups using athletic facilities require prior approval from the athletic director.

Baccalaureate Service

Baccalaureate, a non-denominational service which honors the graduating class, is traditionally held in the Coates-Seligson Theater/Chapel on the day before Commencement. Family and friends attend as well as the Upper School faculty, who are in academic regalia. The Senior Video and a Senior Reception follows the Baccalaureate Service.

Baron Bazaar

Baron Bazaar is a back-to-school event designed to help families check off all of their back-to-school "to-do's". Booths are set up to provide information about all the major divisions and departments of our school, and students may register for after-school activities and clubs. Class schedules, locker assignments, textbooks, and parking permits are also distributed, and families are invited to shop for uniforms and SMH spirit gear.

Baron Bistro

The Baron Bistro is a snack bar located in the Peggy Pitman Mays Dining Hall, and it offers a wide range of healthy food options through a partnership with Sage Dining Services®.. Middle and Upper School students have the opportunity to purchase food Monday – Friday from 7:30am – 10:30am, Monday – Thursday from 2pm – 5pm, and Fridays from 2pm – 4pm. Snack bar cards (used as currency) are available for purchase at the Saint Mary's Hall Spirit Store.

Barons' Club

The Barons' Club is part of the Parents' Association and helps spread school pride across the Saint Mary's Hall campus. This club helps host all-school spirit days, in support of our student-athletes.



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The Ben McMurray Golf Classic

The Ben McMurray Golf Classic, is a four-man scramble tournament for avid and novice golfers alike, and takes place at the picturesque Quarry Golf Club. During the Ben McMurray Golf Classic, golfers vie for the title of tournament champion, complete with a "Purple Jacket" and Tournament Cup, which are presented at the tournament celebration party. Tournament sponsorships and team entries support the Saint Mary's Hall Athletic Department and the Ben McMurray Scholarship Fund.

Bishops' Day

Held annually in the spring since 1930, Bishops' Day is a celebration of intramural activity. Each division hosts its own version of the traditional Upper School Bishops' Day. Named after former bishops of the Episcopal Church, the teams for Upper School are known as Capers (yellow) and Elliotts (blue), while the Middle School teams are called Bennetts (green) and Baileys (orange). In Lower School, teams are separated into purple and white.

Bishops' Award

The Bishops' Cup is awarded to a team (Capers or Elliott), in the Upper School, with the most points accumulated over the year.

Bishops' Christian Citizenship Cup

The Bishops' Christian Citizenship Cup is presented at Commencement to a Saint Mary's Hall graduating senior who exemplifies outstanding qualities of Christian citizenship.

Black Box Theater

The Black Box Theater is used for speech and drama classes and small theater productions. It is part of the Tobin Fine Arts School at Saint Mary's Hall and located in the Fine Arts Courtyard.

Blue Tie Ceremony

The first Blue Tie Ceremony was held on September 10, 1940, when blue ties were awarded to the Class of 1941. The Blue Tie Ceremony is traditionally on the Friday of the first week of school. Blue ties and senior rings are bestowed by senior sponsors and the head of school. In true Saint Mary's Hall tradition, family members who attended Saint Mary's Hall, faculty or staff members, and trustees are given the honor of presenting a blue tie to their senior.

Campanile

The Saint Mary's Hall Campanile (affectionately called the Bell Tower) was built in 2006 as part of the Mars and Verna McLean Library Complex. The Bell Tower serves as an orientation point for all members of the school community. It has become an icon and part of the school's history.

Coates-Seeligson Theater/Chapel

The Coates-Seeligson Theater/Chapel (also known as the Theater/Chapel), is located next to the Upper School Circle, and hosts many special events on campus, from Blue Tie to drama productions to Chapel to musical concerts to daily announcements for Upper and Middle School. The East and West Galleries, are located inside and often display student art work. The Theater/Chapel is adjacent to the Zeller Theater.

College Counseling

The school has two college counselors who begin meeting with students their freshman year. The College Counseling is located next door to the Office of Admission.



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Commencement

At Commencement, faculty, family, and friends gather in the Alfonso Ancira Event Center to celebrate graduating seniors. All faculty attend in academic regalia in support of the soon to be graduates. In a tradition dating back many years, senior girls wear formal white gowns and carry 12 red roses, while senior boys wear tuxedos.

Courtyards

Our campus is blessed with numerous courtyards:

- Baylan Courtyard – by the Fine Arts building (between the Black Box Theater and art rooms)
- Thuss Memorial – between the Lower School and Montessori rooms
- Plaza de Mexico – around the Science buildings
- Jamie Armstrong Bennett Courtyard – in front of the Upper School Office
- Bishops' Dining Hall Courtyard – between the Peggy Pitman Mays and Middle/Upper School Library
- Montessori Courtyard – in front of the Lower School Offices
- Faculty Courtyard – next to the faculty lounge (formerly known as The Pit)
- John H. White Family Courtyard – in front of the Alfonso Ancira Event Center
- Viroslav Courtyard – behind the Middle School classrooms
- Turner Children's Garden – middle of Lower School
- Mollie Steves Zachry Courtyard – adjacent to the Social Science and History Center
- Dixon-Allen Courtyard – west of the Peggy Pitman Mays Dining Hall
- Mollie Steves Zachry Courtyard – south of the Peggy Pitman Mays Dining Hall

Creating Independence through Student-owned Strategies (CRISS)

The CRISS program is our approach to providing comprehensive, effective, engaging instruction. New faculty members receive training at the beginning of the year.

Cum Laude Society

The Cum Laude Society recognizes exceptional scholarship by juniors and seniors and is the private school equivalent of Phi Beta Kappa. Students who have outstanding GPAs and SAT scores are invited to join along with new faculty who have Ph.D.s or are already in Phi Beta Kappa are inducted. Students are inducted annually in a special ceremony.

Curriculum Guide

Commonly referred to as "Scope & Sequence," this document defines standards that articulate our curriculum. It may be found on the Saint Mary's Hall Community Portal or obtained from the division head.

Distinguished Alumni Award

This Distinguished Alumni Award recognizes an alumna or alumnus who has made significant contributions to Saint Mary's Hall, the community, and her or his profession.

Extended Care Program (EC)

The EC Program is housed near the Lower School. It is offered before and after school, EC provides a safe on-campus location for students to play, complete homework, read, and much more. Child care is available from 7am – 8am and from 10:45am – 6 pm.



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Faculty Lounges/Workrooms

The **Upper School Faculty Lounge/Workroom** is located in the hallway behind the administrative offices. The **Middle School Faculty Workroom** is located within the Middle School office, and the **Lower School Faculty**

Lounge/Workroom is located across from the Lower School Library. The Lower School Workroom, along with other items, has a laminating machine. Mailboxes for faculty are located in their respective division's faculty lounge/workroom. Each lounge/work room has a copy machine, coffee pot, refrigerator, and microwave.

Lessons and Carols

During the Christmas season, students in all divisions take part in Lessons & Carols. Lower School students help retell the Christmas story depicted in the Bible, while Middle and Upper School students retell the events of Jesus birth from the Gospels. The end of each observance closes with music performed by various Saint Mary's Hall choir groups.

Fiesta

Fiesta is our annual all-school fall festival, was first held in the 1940s. The event was originally held as a fundraiser, and the booths at the early Fiestas were created and run by students, representing a variety of school clubs. Today, Fiesta is a "fun-raiser," with more than 1,000 students, parents, alumni, faculty, and staff enjoying an afternoon of food, fun, and games.

Form

Grades at Saint Mary's Hall are referred to as Forms, and are written Form 1 ... Form 12.

Founders' Day and Founders Day Award

Founders' Day is a special event unique to Saint Mary's Hall, in which the school annually celebrates a person or family whose faith, vision, and determination have made a lasting impact on our school. Introduced in 1998, the **Founders' Day Award** is the highest honor given to our school's benefactors, and is presented at the Founders' Day event.

Friends of the Fine Arts (FOTFA)

Nearly every student participates in at least one of the programs offered in the Tobin Fine Arts School at Saint Mary's Hall. Meet up with the Friends of the Fine Arts to become part of the arts scene at Saint Mary's Hall, and learn how you can help support the Fine Arts Department. Help out in the ticket box, plan artist receptions, help hang artwork for exhibits, organize the dance production costumes, and more. This organization is open to all Saint Mary's Hall parents and is overseen by a chair or co-chair that rotates every two years.

Front Office Reception

The Front Office Reception is located in the main administration building. The main switchboard is located in this office, and can be reached by phones on campus by dialing "0." Also in the main administration building are the Head of School's office and all of the business offices.

Galleries

Referred to as the East and West Galleries, these are rooms located to the left and right of the main Coates-Seeligson Theater/Chapel and may be reserved for small meetings, coffees, production dressing rooms, etc. The East Gallery is the room closest to the Fine Arts Administrative Offices and the West Gallery faces Lewis Field. They are used for art displays by the Visual Arts Department.



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Grand Day at the Hall

Saint Mary's Hall grandparents play an important role in their grandchildren's lives, and we value them. Every spring, we host Grand Day at the Hall to honor our students' grandparents. First held in 1981, on this special day, students, grandparents, and grand friends enjoy breakfast together, take a professional keepsake photo, and visit classrooms.

Gymnasiums

The gyms in the **McCombs Family Athletic Complex** are referred to as the **Napier Family Gym** (upper gym) and the **Booke Family Gym** (lower gym). The **Alonso Ancira Event Center** is also a gymnasium.

Head of School

Formerly known as the headmaster, the head of school is the chief administrative officer of our independent school. Each division—Lower, Middle, and Upper—has a principal known as the head of (Lower, Middle, Upper) school. Among other things, the head of school deals with the day-to-day operation of the school.

Health Center

The health center, formerly the infirmary, includes several beds and is located next to the training room (at the back of the Booke Family Gym). It is staffed by a registered nurse during the school day.

Honor System

Saint Mary's Hall operates within the framework of an Honor System, setting a standard for ethical behavior. Each division has an honor code. The Upper and Middle School have a formal "signing" at the beginning of the year for all students and faculty. The Middle School also uses a signed Honor Pledge on all major tests and exams.

Honors/Recognition Ceremonies

Honors or recognition ceremonies are held at the Lower, Middle, and Upper School divisions in the late spring.

Independent School Association (ISA)

Saint Mary's Hall belongs to ISA of San Antonio, a collaborative organization of more than 30 schools in San Antonio. They meet regularly and often hold an educational in-service together.

Independent School Athletic League (ISAL)

The ISAL is the governing body for Saint Mary's Hall Middle School athletics, and is made up of 18 schools in San Antonio and the surrounding area. ISAL is dedicated to providing quality athletics in order to help prepare young people for a life of integrity.

Independent Schools Associations of the Southwest & National Association of Independent Schools (ISAS & NAIS)

Saint Mary's Hall is accredited by the ISAS. ISAS, a member of the NAIS Commission on Accreditation, has voluntarily submitted to a rigorous and impartial review of its accreditation program and demonstrated its adherence to the Commission's Criteria for Effective Independent School Accreditation Practices. ISAS is commended by NAIS for the quality of the Association's accreditation program for its Member Schools.

Independent Schools Association of the Southwest Fine Arts Festival (ISAS Fine Arts Festival)

The ISAS holds an annual fine arts festival that many Upper School students attend, as well as more than 3,000 students, faculty, and clinicians from 45 independent schools across five states. This event showcases students' creative talent through performances, workshops, and exhibits in all aspects of the visual and performing arts during the festival. Saint Mary's Hall hosted the ISAS Fine Arts Festival in 2016.



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The Jamie Armstrong Bennett Award

The Jamie Armstrong Bennett Award was established in 1972 and is presented annually to a faculty or staff member who has made a significant contribution to the life of the school and has exemplified the qualities of mind and spirit most valued by the founders.

Kim & Rod Lewis Track & Field

The Kim & Rod Lewis Track & Field is the track and field and grandstand complex.

Libraries

The **Marrs and Verna McLean Library Complex** (Middle/Upper School Library) is open from 7:15am to 6pm, Monday through Friday. Each section of the library—the Bell Tower, the Hearth Room, and the Courtyard—must be reserved through the SMH Portal under Technology Links (WebEvent Rooms and Lab Reservations) for classroom use. There are junior and senior Upper School English classrooms upstairs (the Literary Loft). The **Eleanor Duncan Sarratt Memorial Library** is for children from Pre-School to Form 5 and is open from 7:30am until 4pm, Monday through Friday.

Lifers and Lifer Day

Students who attended Saint Mary's Hall from Montessori, Kindergarten, or Form 1 and continue through Form 12 are fondly referred to as "Lifers." At Commencement each year, Lifers are presented with Longevity Awards. Lifer is a term of endearment at Saint Mary's Hall and a status of which our youngest students are keenly aware and to which they all aspire.

Lifer Day is a special Lifer recognition assembly attended by Montessori - Form 5 students, Lower and Upper School administration, Lower School faculty, and Lifer parents. The assembly honors Lifers with a video tribute and the sharing of fond memories by Lifers of their time in the Lower School. A breakfast is organized by Lifer parents for all the faculty and staff who have supported and mentored our Lifers along their Saint Mary's Hall journey.

Lockers

Students in Upper School are issued a locker which remains theirs until they graduate or leave the school. Upper School students' book bags should be kept in the locker or with the student at all times—not left in the hallways. Middle School students change lockers every year and must keep their backpacks on a shelf in a pack room once books are emptied into the lockers in the morning. Middle School students may not carry backpacks during the day. Students are responsible for the upkeep of both their lock and their locker. Students may not write on the lockers or deface them in any way. All lockers are the property of the school, and the school reserves the right to inspect any locker at any time.

Lower, Middle, and Upper School Preview

- **Montessori, Kindergarten, & Lower School Preview**

This preview begins with Morning Moments, our assembly in the Lower School. Afterward, a curriculum overview and classroom tours will be given by Lower School administration. Following the tours, Saint Mary's Hall administrators answer questions.



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- **Middle School Preview**

This preview evening begins with a faculty-led tour of the campus. After the tour, students and parents have the opportunity to chat with faculty and administrators over hors d'oeuvres. Next, parents attend a curriculum overview presented by Middle School faculty, while students attend several “mini-classes” to experience Saint Mary's Hall.

- **Discover Saint Mary's Hall**

Every Columbus Day, we host a morning of discovery and exploration for prospective Upper School students and their families called Discover Saint Mary's Hall. While students attend a class, take a student-led-tour, and participate in a question-and-answer session, parents hear from a panel of current parents and students about life at Saint Mary's Hall before taking a faculty-led tour of the campus and receiving a curriculum overview.

- **A Taste of Saint Mary's Hall**

This unique Upper School preview begins with a tour of the school and an overview of the Upper School curriculum, presented by the chair of each department. Families have the opportunity to visit with current students, faculty, administrators, and other future families while enjoying a complimentary dinner. The evening also gives our faculty and students the opportunity to personally welcome and get to know each family while they experience Saint Mary's Hall.

Maintenance

Maintenance is located at the north end of campus. The staff does all of the upkeep at the school and should be contacted when a maintenance problem arises (ext. 268). All maintenance requests go through the individual division offices.

Master Teacher Award

Based on nominations submitted by faculty, staff, students, parents, and school administration, the Master Teacher Award annually honors one faculty member from each of the three divisions (Lower, Middle, and Upper School) and one “at-large” faculty member. Initiated by an anonymous \$1 million gift, faculty receive \$10,000 along with their Master Teacher award.

Momentum Award

The Momentum Award recognizes a Saint Mary's Hall alumna or alumnus, 35-years-old or younger, who has, early in her or his life, set a standard of excellence.

Morning Moments

Morning Moments kicks off the day for students and faculty in Forms 1-5. The assembly takes place three times a week and starts with a positive character word or wellness emphasis as well as various student presentations. It is a time of student leadership as students in Forms 3, 4, and 5 help lead Morning Moments, and Form 5 students provide the technical support.

Nota Bene

Nota Bene is our digital alumni newsletter, is sent to alumni on a quarterly basis, and recounts news of note to alumni.



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Out-of-Uniform Days (OOU days)

At various times during the year, divisions sponsor OOU days. They may be held to celebrate an event (the rodeo), to award a particular class, or to raise money for community service or other projects, in which case the students pay money to be out of uniform. Upper School clubs must apply to the Student Council to sponsor an OOU. These days often have specific dress requirements.

Parents' Association

The Saint Mary's Hall Parents' Association is the biggest source of parent volunteers on our campus. Parents lend their time, expertise, and passion in a number of areas throughout each of the three divisions. Membership in the Parents' Association is automatic and inclusive of all current SMH parents and guardians.

Parking

All vehicles entering the Saint Mary's Hall campus must have an official Saint Mary's Hall parking sticker or must stop at the gate for a visitor's pass. The speed limit is 15 mph on campus. Failure by any Upper School student to observe posted regulations for parking will result in forfeiture of parking privileges. Faculty and staff may park wherever they want on campus except for the Upper School Circle and reserved or visitor slots. (There is a designated area for senior class parking that other students may not use.)

Passport

Passport (our fundraising gala and auction) is held every two years, and is a great opportunity for the Saint Mary's Hall community to gather and celebrate Saint Mary's Hall. Partygoers can bid on great items in an online auction, and themed packages.

Prichard Classroom

The Prichard Classroom is a large classroom in the Social Science & History Center. It may be reserved for meetings and classroom instruction - must be reserved through the Saint Mary's Hall Portal under Technology Links (WebEvent Rooms and Lab Reservations).

Remington Concession Stand

The Remington Concession Stand is located in the McCombs Family Athletic Complex and is open during home athletics. The Remington Concession stand sells concessions for spectators.

The Remmert Theater

Renovated in 2009, the Remmert Theater is used as a venue for films, concerts, performances, and various meetings. Located in the Upper School adjacent to the Jamie Armstrong Bennett Courtyard, it is also used by students for drama practice or classes.

School Ties

Each color of the school tie has a specific significance:

Purple Tie

Uniform (Standard and Dress)

Upper School

Blue Tie

Senior

Red Tie

Student Council



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Yellow Tie
White Tie
Maroon Tie
Green Tie

Sports Council
Fine Arts Council
Honor Council
Community Service Council

Middle School

Maroon Tie
Green Tie
Orange tie
Teal Tie
Navy Tie

Student Senate
Sports Council – Bennetts
Sports Council – Baileys
Community Service Council
National Junior Honor Society

School Year Abroad (SYA)

The SYA is a cultural immersion program that allows Upper School students the opportunity to study in Europe or Asia for an entire academic year. Saint Mary's Hall is one of 40 independent schools across the United States and parts of Europe that are part of the SYA consortium. There are currently five schools in four countries to which students can apply: China, France, Italy, and Spain.

Security

The school's security staff serves to ensure the physical safety of our community, protect school property, and assure the proper use of school facilities. School security has the right to ask anyone to leave an area. All cars without an official Saint Mary's Hall parking sticker must stop at the gate for a visitor's pass. The security team will run license and background checks for a visitor before access is allowed.

Senior Privileges

After the Blue Tie Ceremony, seniors apply for senior privileges to the assistant head of Upper School. Traditionally, these privileges include off-campus lunch and leaving daily announcements first.

The Shield

The Shield, our school magazine, highlights all areas of the school including academics, special events and opportunities, athletics, fine arts, and alumni. The magazine is published twice a year as a printed and digital edition.

The SMH Fund

The SMH Fund is our annual giving program and represents approximately 4% of our annual operating budget. Every program is supported by The SMH Fund: academics, athletics, financial aid, fine arts, professional development and technology. Your gifts to The SMH Fund help provide our students with life-changing experiences and opportunities to nurture their individual interests and accomplish their personal goals. Gifts may be made online at www.smhall.org/onlinegiving or you may contact the Office of Community Engagement.

Spirit Store

The Spirit Store is located across from the Peggy Pitman Mays Dining Hall and offers everyone on campus the opportunity to purchase textbooks, school supplies, and spirit wear. It is open daily, Monday through Friday, 7am – 4pm.



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Spiritual Life

Saint Mary's Hall recognizes and promotes the importance of a strong religious faith. To that end, students are exposed to many religions through the celebration of several import events. Every Monday, non-denominational services (called Chapel) are held in all three divisions, for a time of worship and reflection and inspiration through music, scripture readings, and stories of faith and service. This day is a dress uniform day. Special chapels take place twice during the year: Christmas and Ash Wednesday.

Step-up Days

Step-up Days give students an opportunity to visit their future teachers and classrooms in the spring semester, when transitioning from one Form to another.

Student Publications

- *Imagine That!*
Imagine That! is a collection of poems written by Saint Mary's Hall Lower School students. Student artwork divides the poetry by Form level. Students in Forms 1 – 5 represented within this enchanting representation of our student's creativity. This collection is distributed free of charge to all Lower School students, parents, faculty, and staff.
- *La Reata*
La Reata is our student yearbook, was first published in 1928. Today, published by a staff of Saint Mary's hall students. The student staff creates a theme and page layouts, as well as takes photos and writes stories for the publication. The distribution is approximately 600, and the yearbook can be purchased by students, parents, faculty, and staff.
- *The Hallmark 2.0*
The Hallmark 2.0 is our school newspaper, inaugurated in 1956, is written, edited, and published by students. The publication is created by students as part of an Upper School Advanced Journalism class. The publication includes student articles, photos, and content reporting on the many facets of Upper School students and campus life, including academics, sports, and the arts. Today, *Hallmark 2.0* is a digital-only newspaper.
- *The Walrus*
The Walrus is the award-winning annual literary magazine sponsored by the Upper School of Saint Mary's Hall. The magazine welcomes submissions of poetry, prose, scripts, art, and photography from any member of the Upper School student body. All work is judged anonymously by a student selection committee and the student editors.

Texas Association of Private and Parochial Schools (TAPPS)

In 2016, Saint Mary's Hall joined TAPPS for athletic competitions. TAPPS is an organization committed to building leadership, fellowship, fair play, and sportsmanship of students enrolled in the organization's member schools in the area of academics, athletics and fine arts by providing wholesome competition for young men and women.



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Uniforms

Girls wear a white middy, a tie, a skirt (white for dress uniform and black for the standard uniform), socks, and saddle oxfords.

Boys wear black blazers, ties or bowties, and khaki pants for the dress uniform, and plain white polos shirts with khaki pants for the standard uniform. The boys also wear black dress shoes.

Visitors

If a student desires to bring a visitor to school, permission should be secured from the individual division offices or the Office of Admission; all visitors must check in first at the front gate security kiosk and wear a "visitor" nametag.

Young Barons in Community (YBIC)

YBIC provides opportunities for Lower School students and their families to be a part of various community service projects throughout the year.