



# **PARENT & TALMID HANDBOOK 2026-2027**

1809 Clarkson Road  
Chesterfield, MO 63017  
Phone: 636-778-1896  
Fax: 636-778-1899  
Email: [hs@missouritorah.org](mailto:hs@missouritorah.org)  
[www.missouritorah.org](http://www.missouritorah.org)

## TABLE OF CONTENTS

APPLYING FOR ADMISSION TO MTI	4
TADS	4
IMMUNIZATIONS AND HEALTH EXAMINATIONS	4
BOOKS/SEFORIM & SCHOOL SUPPLIES	4
PACKING LIST	5
AT HOME - INTERNET AND DEVICES	6
COMPUTERS AND OTHER ELECTRONIC DEVICES	6
FIGHTING AND BULLYING	7
HALACHA	7
MEDIA	7
MUSIC & DEVICES FOR PLAYING MUSIC	7
SOCIALIZING	7
SOCIAL MEDIA	7
SUBSTANCE USE	7
SUMMER ACTIVITIES	8
PRESCRIPTION MEDICATION	8
CELL PHONES	9
SMARTPHONES	9
DRESS CODE	10
ATTENDANCE	11
CALENDAR & TRAVEL	11
MISSING YESHIVA (ILLNESS, APPTS., ETC.)	12
CLOSED CAMPUS POLICY	12
SNOW DAYS	12
NIGHT SEDER	12
STUDENT DRIVING	13
ACADEMIC POLICIES	14
GRADUATION REQUIREMENTS	14
ONLINE GRADE BOOK – JUPITER	15
AP CLASSES	15
PERMANENT RECORDS & TRANSCRIPTS	15
DORMITORY	16
SAFETY AND DAMAGES	18
FOOD AND FOOD PREPARATION	19
LAUNDRY & DRY-CLEANING	20
LOST AND FOUND	20
ILLNESS DURING SCHOOL	20
SPECIAL EVENTS AND FIELD TRIPS	21
STUDENT ID CARDS	21
OUT SHABBOS	21

## **MTI MISSION STATEMENT**

### **VISION**

All talmidim experience spiritual, academic, and emotional growth as per their individual capacity and carry in their hearts a passion for life and learning.

### **MISSION**

MTI's mission is to provide both a superb Judaic and Secular educational program in a serious and challenging yet warm environment. We will impart a genuine love of Hashem, love of His Torah, a love for others, and love of ourselves. We will respect and admire each talmid's innate capabilities and will empower each talmid to know and celebrate his unique strengths and weaknesses, whereby each talmid will strive for and reach his maximum potential, academically, socially, emotionally, and spiritually.

### **VALUES STATEMENTS**

- We believe our talmidim can reach high levels of academic learning and character refinement.
- We believe that the highest levels of learning and growth occur when a talmid embraces his whole self in the learning process.
- We believe our talmidim must be challenged to reach their utmost academically, socially, and spiritually.
- We believe each talmid must recognize and appreciate his unique personality to develop himself fully.
- We believe our school must offer instruction that maximizes each individual's academic level.
- We believe our school can set high standards of character development.
- We believe our school will impart to its talmidim the centrality and beauty of Hashem, His Torah, and His People.

## OUR APPROACH

Missouri Torah Institute is a yeshiva where talmidim work with rebbeim and teachers to experience academic, emotional, and spiritual growth appropriate for their individual capacity, developing a love for Hashem, themselves, and learning. MTI is a rigorous Torah and general studies education that engages the whole talmid; it engenders steady, growing maturity through learning and Jewish discovery; it encourages a sophisticated understanding of each Jew's relationship with Hashem, enhanced by an understanding of self and substantial scholarship. This holistic - mind, heart, and soul - approach to chinuch guides everything at MTI.

Missouri Torah Institute is staffed by rebbeim and teachers who are committed to creating a structured environment that supports developmentally appropriate growth. Rebbeim and teachers at MTI work to understand how individual talmidim learn and what helps them grow. They remain closely engaged with the talmidim's daily lives, yet maintain a healthy distance, allowing talmidim to make decisions that will help them to achieve steady growth in their high school years. MTI staff are aware that the social, emotional, and spiritual aspects of the talmidim's daily lives are integral to academic success. The mutual respect, trust, and shared goals MTI teachers and rebbeim have with their talmidim allow them to enjoy a positive, productive relationship and achieve amazing success together.

Missouri Torah Institute talmidim are self-respecting young men who seek to learn, come closer to Hashem, and enjoy the company of friends. Their genuine desire to be members of the MTI school community helps them maintain the clearly communicated, mutually agreed-upon expectations that ensure a productive and safe school environment. MTI talmidim know that accountability for what they do and the choices they make is theirs alone, allowing them to celebrate the sweet taste of their successes and learn from their missteps. MTI talmidim know that they can be successful in the school environment when they consider their hearts and souls as well as their minds. They know that finding the keys to success in school will help them unlock the doors to fulfillment in their avodas Hashem, family, and career.

Missouri Torah Institute parents love and respect their sons and send them to yeshiva to give them the invaluable opportunity to learn, mature, and achieve success in their teenage years. MTI parents have the patient understanding that meaningful, lasting growth takes time and that, with abundant love, engagement, and support, they can help their sons become truly great men. With regular communication and involvement, MTI parents share insight and understanding of their sons that only parents can have, and work with the yeshiva to give their sons an outstanding yeshiva high school experience.

## **APPLYING FOR ADMISSION TO MTI**

Talmidim applying to our yeshiva may visit our website at [missouritorah.org/admissions](http://missouritorah.org/admissions) to fill out a high school admissions application. A principal's report and report cards from the previous two years must be submitted. The application process will include a visit to the yeshiva for a personal interview, a Gemara bechina, an exam on math and English, and the completion of an essay. A talmid will be admitted to the yeshiva if he can perform satisfactorily and is committed to the goals and ideals of our yeshiva.

The Missouri Torah Institute admits all talmidim of the Jewish faith, regardless of race, color, or national or ethnic origin. All scholarships and programs will be administered in a non-discriminatory manner with respect to race, color, and national or ethnic origin.

### **TADS**

Missouri Torah Institute utilizes TADS for applications, enrollment, tuition and fee payments, and the submission of required documents and permissions. <https://secure.TADS.com/Accounts/Login.aspx>

## **BEFORE SCHOOL STARTS**

### **IMMUNIZATIONS AND HEALTH EXAMINATIONS**

All talmidim must have current immunization and physical examination records on file in our office by the first day of school. These records can be uploaded to TADS.

### **BOOKS/SEFORIM & SCHOOL SUPPLIES**

The yeshiva will distribute all seforim necessary for Limudei Kodesh and textbooks for the general studies program. All seforim and textbooks are included in the book fee.

- Seforim are distributed at the beginning of the school year for talmidim to use throughout their time in the yeshiva and beyond. Seforim left at the end of the school year will become the property of the yeshiva.
- General studies textbooks are distributed, and talmidim should maintain them in good condition and return them before final exams at the end of the school year. Talmidim are responsible for replacing any lost or damaged textbooks and will not be allowed to take final exams until all textbooks have been returned or paid for.

Talmidim should purchase and come prepared with school supplies adequate for nine daily classes, including:

- Notebooks or lined paper for taking notes
- Binders with dividers or folders for handouts
- Ample supply of pens and pencils.
- TI-84 calculator for math classes

## PACKING LIST

Below is a list of items that a dormitory talmid may need throughout the year.

**Please note that talmidim are expected to bring bedding from home, including pillows, sheets, and blankets.**

**Please label all items clearly with the talmid's name.**

- Tefillin, tzitzis, yarmulkes
- Shabbos clothing – suit, white shirts, tie, and hat
- For weekday davening – A suit-type jacket and hat
- Shirts, pants, belts (school attire – see “Dress Code”)
- Underwear, socks, shoes
- Pajamas, bathrobe, slippers
- Sneakers, gym shorts, gym shirts, swim trunks
- Weather gear - coats, sweaters, gloves, boots, raincoat, umbrella, etc.
- Towels - bath and hand
- Bedding - Pillow, pillowcases, sheets, and blankets
- Laundry bag
- Detergent
- Quarters for laundry machines
- Personal items (soap, shampoo, toothbrush, toothpaste, deodorant, shaver, comb, needle and thread, etc.)
- Alarm clock
- Extra pair of glasses or contact lenses, if necessary
- School supplies (see previous page)



## POLICIES

### AT HOME - INTERNET AND DEVICES

Recognizing the dangers inherent in unrestricted internet use by our talmidim and with guidance from gedolim, Missouri Torah Institute recommends:

- 1) Computers and other devices in the home should be placed in a public area of the house, not in a child's room where they may be hidden from view.
- 2) Be aware of the capabilities of smartphones, smartwatches, gaming systems, tablets, and other personal electronics. Most have wireless internet and video capability. These items pose a spiritual danger to our youth.
- 3) Although not foolproof, use safeguards such as passwords, filters, disabling features, and monitoring services that can provide a level of protection from uncontrolled Internet use. Consulting with TAG (<https://tag.org>) or other knowledgeable organizations can help you gain technical awareness of options for controlling the situation in your home.
- 4) **Beginning with the 2025–2026 school year, incoming talmidim are not permitted to own or have regular access to a smartphone or any other smart device capable of cellular service, even outside of the Yeshiva.** Talmidim who joined before the 2025-2026 school year are strongly encouraged not to own or have regular access to a smartphone outside of Yeshiva.
- 5) Any talmid in possession of a personal internet-capable device (e.g., tablet, laptop, smartphone) must have a Yeshiva-approved filter installed on that device. The Yeshiva may periodically check to ensure that the device remains properly filtered throughout the year, including during bein hazmanim.

### COMPUTERS AND OTHER ELECTRONIC DEVICES

Computers, tablets, smartphones, smartwatches, video players, and any electronic devices that are video or internet-capable are not allowed in the yeshiva or dormitory. Any item that is not allowed will be confiscated and may not be returned. **Talmidim found in possession of such a device are subject to suspension.**

The yeshiva provides a safe for the safekeeping of electronic items brought to the yeshiva. The items will be returned to talmidim before they return home. Although items in the safe should be secure, the yeshiva assumes no responsibility for theft or damage to these items once they have been brought to the yeshiva.

The yeshiva allows gaming devices that are not internet-capable, using games that are consistent with the spirit and values of the yeshiva. All gaming devices and games must be submitted to the dormitory supervisor for approval before being brought into the dormitory.

**DURING SCHOOL HOURS:** Approved gaming devices, music players, headphones/earbuds, and any other electronic devices are not allowed in the

educational wing during school hours, as these devices severely compromise the learning atmosphere. Non-compliance with this policy will result in the same consequences as violation of the cell phone during school policy (page 8).

#### FIGHTING AND BULLYING

MTI does not tolerate fighting or bullying for any reason. Bullying occurs when a student or a group of students repeatedly tries to hurt, humiliate, or exclude a less powerful student. Students who participate in bullying or who retaliate against anyone who reports bullying will be subject to disciplinary action.

#### HALACHA

The yeshiva maintains a meticulous standard of halacha observance, based on the guidance of our rabbonim and poskim. Talmidim in the yeshiva agree to maintain this standard of halacha observance during their time in the yeshiva.

#### MEDIA

The yeshiva strongly discourages TV or movie viewing while a talmid is home. Additionally, we strongly discourage our talmidim's exposure to popular secular music, and it should be avoided even outside of school.

#### MUSIC & DEVICES FOR PLAYING MUSIC

The commitment of our talmidim to the ideals of the yeshiva extends to their forms of relaxation. The yeshiva only allows Jewish and classical music to be played on music-playing devices. **Any device playing non-Jewish music will be confiscated and may not be returned.**

Music-playing devices in the yeshiva or dormitory **may not have video-playing capabilities.** Questions about music devices can be addressed to the dormitory supervisor. Consulting with your local TAG office may be helpful.

#### SOCIALIZING

Any form of meeting or communicating with girls, including texting or social media, is a serious offense and may be grounds for loss of privileges, suspension, or expulsion, depending on the circumstances.

#### SOCIAL MEDIA

Talmidim are not permitted to have or use any social media accounts, whether active or inactive, both during yeshiva sessions and during breaks.

#### SUBSTANCE USE

Missouri Torah Institute has a zero-tolerance policy regarding substance abuse, including drugs, alcohol, cigarettes, and Electronic Smoking Devices (ESDs). Students may not possess, use, distribute, or sell any of these substances or devices.

Any talmid involved in the possession, use, distribution, or sale of these substances or devices will be suspended and may be subject to expulsion.

## SUMMER ACTIVITIES

It is important for talmidim to have structure over the summer. Our yeshiva can truly be successful in helping build bnei Torah when the talmidim's summer activities are aligned with the yeshiva's goals. MTI talmidim may not participate in co-educational camps. Our Rebbeim and administration will try to assist any talmid in making appropriate summer arrangements. Please speak with the rebbeim for guidance if you have any questions about summer plans.

## PRESCRIPTION MEDICATION

Prescription medication may not be stored in the dorm or elsewhere on school premises (except for emergency medications such as an EpiPen or asthma inhaler). Prescription medication will be stored securely and discreetly in the school office. The school office will maintain a list of talmidim taking medications, including their dosages and frequencies.

Morning medications will be available during breakfast, and other medications will be available during the day as needed. It is the talmid's responsibility to retrieve their medication from designated staff members at the time they are supposed to take it. Medication may not be readily available at other times.

**All parents must complete the Prescription Medication Form in TADS during the enrollment process.** If medications or dosages change after this form is submitted, parents must notify the school office ([hs@missouritorah.org](mailto:hs@missouritorah.org)) of the updated information.

Prescriptions can be sent to The Medicine Shoppe, 106 Four Seasons Shopping Center B, Chesterfield, MO 63017, (314) 469-7171. The pharmacy can take insurance and payment over the phone. The Medicine Shoppe will also deliver the prescription to the yeshiva.

## CELL PHONES

**The privilege of keeping a cell phone depends on each talmid's proper, intended use of the device.** During the zman, dormitory talmidim may only use a cell phone assigned to them by MTI as part of the yeshiva phone plan. These phones have talk and text capabilities but no internet access or picture messaging. The yeshiva administration will have access to call and text logs. No other cell phone or cell phone plan will be permitted for dormitory talmidim during the zman. This plan is also available for local talmidim.

Talmidim may not create, join, or participate in group chats of any kind, including class chats or messaging groups on platforms such as GroupMe or similar services (except for family chats).

**During the school day, from Shacharis until the conclusion of Maariv, cell phones may not be brought into the educational wing of the building or the bais medrash.** If a talmid does not adhere to this policy, his phone will be confiscated until the following morning, and a warning will be issued and documented in Jupiter. If this becomes a recurring problem, the phone may be confiscated for an extended period.

Talmidim can be reached during regular office hours through the school office at (636) 778-1896.

## SMARTPHONES

**Incoming talmidim are not permitted to own or have regular access to a smartphone or any other smart device capable of cellular service, even outside of the yeshiva.** Talmidim enrolled before 2025 are strongly encouraged not to own or have regular access to a smartphone outside of Yeshiva. If a talmid chooses to have a smartphone, it must have a Yeshiva-approved filter installed. Local talmidim who commute to Yeshiva in the morning and are permitted to have a smartphone must check it in immediately upon arrival. Dormitory talmidim returning from bein hazmanim with smartphones must check them in immediately upon arrival for the zman. **Any talmid found in possession of a smartphone in the Yeshiva building or dormitory will be subject to suspension, and the device will be confiscated.**

**Local talmidim who have a smartphone during the zman are not permitted to maintain a regular dormitory arrangement, even for Shabbosim.** The phone must be submitted to the Yeshiva safe at the beginning of the z'man and will be returned during breaks upon request.

## DRESS CODE

The yeshiva's dress code promotes kavod hatorah and fosters a purposeful learning environment. Talmidim should conform to the letter and true spirit of our dress code and will be admitted to classes and tefillos only when they are dressed properly.

Talmidim should always maintain proper grooming. Shirts should be kept tucked in. Talmidim are to be clean-shaven (except during the sefiras haomer period or if given a special exemption). Haircuts that reflect the yeshiva's standards must be taken regularly. Talmidim with haircuts that do not meet these standards will not be allowed to attend shiurim or classes until their haircuts are fixed.

### ***For Shiurim, Davening, and all Classes:***

	✓ Allowed	✗ Not Allowed
Pants	<ul style="list-style-type: none"> <li>Black, blue, or charcoal gray dress pants</li> </ul>	<ul style="list-style-type: none"> <li>5-pocket pants</li> <li>Sewn-on pockets on the back</li> <li>Front-facing pockets</li> <li>Drawstring waist</li> <li>Elastic bottoms</li> <li>Jeans (are not allowed even outside of class)</li> </ul>
Shirts	<ul style="list-style-type: none"> <li>Full-button-down conservative dress shirts with a traditional collar</li> </ul>	<ul style="list-style-type: none"> <li>Double pockets</li> </ul>
Shoes	<ul style="list-style-type: none"> <li>Dark conservative dress shoes</li> <li>Low-top sneakers that are 100% black, including the sole and logo</li> </ul>	<ul style="list-style-type: none"> <li>Thick white soles around the shoe</li> <li>Slippers, clogs</li> <li>Canvas-style shoes</li> <li>Dark gray sneakers</li> <li>Any sneaker not completely black (including logo)</li> </ul>
Undershirts	<ul style="list-style-type: none"> <li>White</li> </ul>	<ul style="list-style-type: none"> <li>Black or colored undershirts</li> </ul>
Socks	<ul style="list-style-type: none"> <li>Cover the top of the ankle</li> </ul>	<ul style="list-style-type: none"> <li>Ankle socks</li> </ul>
Yarmulke	<ul style="list-style-type: none"> <li>Solid black without designs or names</li> </ul>	<ul style="list-style-type: none"> <li>Designs, logos, or names</li> <li>Colored, including dark navy</li> </ul>
Sweatshirts	<ul style="list-style-type: none"> <li>Solid colored, without words or large logos on front, back, or sleeve</li> </ul>	<ul style="list-style-type: none"> <li>Camp or previous school sweatshirts</li> </ul>
Accessories	<ul style="list-style-type: none"> <li>Medical alert tags</li> <li>non-smartwatches</li> </ul>	<ul style="list-style-type: none"> <li>Necklaces, bracelets, wristbands</li> </ul>
Tefillos	<ul style="list-style-type: none"> <li>Hat and suit jacket or conservative sport jacket</li> </ul>	<ul style="list-style-type: none"> <li>Sweatshirt as a jacket</li> </ul>
Shabbos & Yom Tov Tefillos	<ul style="list-style-type: none"> <li>Hat, suit, tie, white shirt, Shabbos shoes</li> <li>Shirt tucked in for tefillos</li> </ul>	<ul style="list-style-type: none"> <li>Shoes with white soles</li> </ul>

### ***Shabbos and Yom Tov***

On Shabbos and Yom Tov, clothing that shows proper respect for the day is to be worn, including when leaving campus. A hat, suit, tie, white shirt, and Shabbos shoes are required for all tefillos on Shabbos and Yom Tov. Shabbos shoes are formal, all-black or dark brown leather dress shoes with a heel or a loafer-type shoe. Shoes with white soles are not allowed for Shabbos. Shirts must be tucked in for all tefillos.

### ***Other Times***

For athletic activities, gym shoes, shorts, and T-shirts (with sleeves) may be worn. Yarmulkes are required at all times.

Athletic wear and lounge wear may be worn in the dormitory, gym, and other recreational areas, and may not be worn in other areas of the building.

Jeans are not allowed at any time.

Please consult with Rabbi Wachsman for any questions regarding the dress code.

## **ATTENDANCE**

### **SCHOOL DAY TIMES**

The school day starts with Shacharis at 7:55 a.m., Sunday through Friday. Dismissal is at 6:45 p.m. and 8:45 pm on evenings with night seder. (See Night Seder.) School is dismissed on Sundays at 1:00 p.m. (after Mincha) and on Fridays at 12:30 p.m.

Parents of local talmidim are responsible for transporting their children to and from yeshiva.

### **SHACHARIS**

Davening Shacharis with the yeshiva is an integral part of the daily schedule, Sunday through Friday. Shacharis begins with brachos at 7:55 a.m., followed by psukei d'zimra at 8:00 a.m. Talmidim will receive a grade for Shacharis based on attendance, timeliness, and appropriate attire. A "vecking" (wake-up) service is provided in the dormitory, but talmidim are responsible for arriving at minyan on time and should use alarm clocks or other means if needed.

### **CALENDAR & TRAVEL**

Please consult the yeshiva calendar when planning vacations or making travel plans. All talmidim, including dorm talmidim, should arrange to attend school through the last scheduled day before vacations and to return promptly when school is scheduled to resume. All travel must occur on the designated "travel days" during the times indicated on the school calendar, and all talmidim must return by 9 pm. Please note that some "travel days" may begin after shiur, in the afternoon.

Extended absences, late arrivals, and early departures compromise the learning and success of our talmidim and are therefore strongly discouraged. Any request for such an absence must be made well in advance to Rabbi Wachsmen to receive permission. Please do not make assumptions based on past decisions. We will do our utmost to treat each case individually and appropriately while respecting the input of our talmidim and their parents.

**Travel to and from the airport, bus station, etc., is the responsibility of the talmid or his parents.**

**All “checkout” policies are in effect from the time a talmid arrives in St. Louis until the time he leaves.**

#### MISSING YESHIVA

If a talmid needs to miss class due to illness, a doctor’s appointment, or any other reason, please contact Rabbi Wachsmen in advance by email (rabbiwachsmen@missouritorah.org), text, or phone (718-930-7594; voicemail is acceptable; please include the reason for the absence.) For **local talmidim**, a parent must contact Rabbi Wachsmen prior to class. **Dormitory talmidim** can contact Rabbi Wachsmen directly. Without advance notice, any absence may be considered unexcused and could affect the talmid’s grade. Care must be taken to avoid missing scheduled tests. Please note: Teachers and other yeshiva staff are not authorized to excuse absences.

#### CLOSED CAMPUS POLICY

In the interest of talmid safety, we have a “closed campus” policy. This means that all talmidim must stay on our campus for the entire school day. This includes anything from a trip to the store to a walk with his friends. Permission to go off campus during school hours will be decided on a case-by-case basis and may be granted only by Rabbi Wachsmen or Rabbi Gewirtz.

Any talmid who violates this policy for any reason will be fined \$25.00 and risk losing checkout privileges.

#### SNOW DAYS

On snowy mornings, local talmidim should please contact Rabbi Wachsmen (718-930-7594) between 6:45 and 7:00 a.m. to discuss whether they are expected to arrive at school on time, late, or not at all. A decision regarding afternoon classes will be made by lunchtime.

#### NIGHT SEDER

Night seder takes place on Sunday, Monday, Tuesday, and Thursday evenings from 7:45–8:45 PM.

Local talmidim are required to attend on Tuesday and Thursday nights and are strongly encouraged to join on Monday nights as well.

Regular Yeshiva attire must be worn, and all school rules and expectations that apply during the regular school day, including conduct, dress code, and technology policies, remain in effect during night seder.

## **STUDENT DRIVING**

Local talmidim may seek permission from Rabbi Wachsman to drive their cars to and from Yeshiva. Parents of student-drivers must sign the permission form in TADS. Any talmid wishing to drive or ride in a carpool with another talmid must have parental consent recorded in TADS.

Cars brought to Yeshiva are strictly off-limits during school hours. Talmidim must hand in their keys upon arrival; keys will be returned when they leave for home at 6:45 p.m. on nights without night seder and at 8:45 p.m. on nights with night seder.

Dormitory talmidim may not drive or operate any car, including a vehicle belonging to another student or staff member, under any circumstances.

Parents may opt to allow their sons to ride with local 12th-grade or Beis Medrash talmidim by completing the appropriate consent forms in TADS. Permission to leave with a talmid driver will only be granted based on what is specified in TADS and only during non-school hours.

Non-dormitory talmidim in 10th and 11th grade are not permitted to drive other students, except as part of a prearranged and approved carpool.

Please note that the Yeshiva will never ask a student-driver to drive on behalf of the Yeshiva for any reason, including errands, trips, or transportation.



## ACADEMIC POLICIES

### GRADING POLICIES

<b>A+:</b>	(98-100%)	4.0 grade points
<b>A:</b>	(93-97%)	4.0 grade points
<b>A-:</b>	(90-92%)	3.7 grade points
<b>B+:</b>	(87-89%)	3.3 grade points
<b>B:</b>	(83%-86%)	3.0 grade points
<b>B-:</b>	(80-82%)	2.7 grade points
<b>C+:</b>	(77-79%)	2.3 grade points
<b>C:</b>	(73-76%)	2.0 grade points
<b>C-:</b>	(70-72%)	1.7 grade points
<b>D:</b>	(65-69%)	1.0 grade points
<b>F:</b>	(under 65%)	0.0 grade points

- All Judaic and general studies courses that receive a grade will be included in the GPA and on official transcripts.
- Report cards are issued quarterly. The second and fourth-quarter report cards will contain both quarter and semester grades.
- A talmid who earns a GPA above 3.7 in a semester and maintains on-time attendance at tefilos and classes will make the MTI Honor Roll.
- Attendance in class is of the utmost importance. The following policies address attendance and excessive absences or tardiness. 1) **Attendance Grade:** Points will be subtracted from students' grades each time they miss class. 2) **Excessive Absence:** Any talmid with five unexcused absences or excessive tardiness in a class in one quarter may not qualify for semester credit for that class.
- There are times when a grade of INCOMPLETE must be used to allow a talmid time to submit missing assignments and/or complete missed exams. In all cases, 'incomplete' is a temporary grade, and the talmid will be given a reasonable period of time in which to complete the outstanding work. If the work is not submitted on time, the grade of 'Incomplete' will be changed on the permanent record to an 'F'.

### GRADUATION REQUIREMENTS

A talmid will graduate from Missouri Torah Institute when he completes four years of high school and meets all MTI and Missouri graduation requirements. All courses and credits required by the state of Missouri, as well as those mandated by MTI, must be completed with a passing grade. **Talmidim cannot graduate without successfully completing all their Judaic and general studies courses.** Credit recovery may involve taking a correspondence course, for which the student and their family are responsible for the associated fees. A poor attendance record, including excessive tardiness, may affect a talmid's eligibility for graduation. In addition, all financial responsibilities must be in order.

## ONLINE GRADE BOOK – JUPITER

Missouri Torah Institute uses Jupiter, an online school management platform, as our grade book and talmid information system. Jupiter is an excellent way for talmidim and parents to track their grades, assignments, and attendance. Parents can enroll to receive alerts about grades, attendance, and conduct, and can also use this platform to communicate with teachers and rebbeim.

Parents are encouraged to take advantage of this opportunity to stay informed and engaged in their son's growth. Access Jupiter at [login.jupitared.com/login/?52469](http://login.jupitared.com/login/?52469).

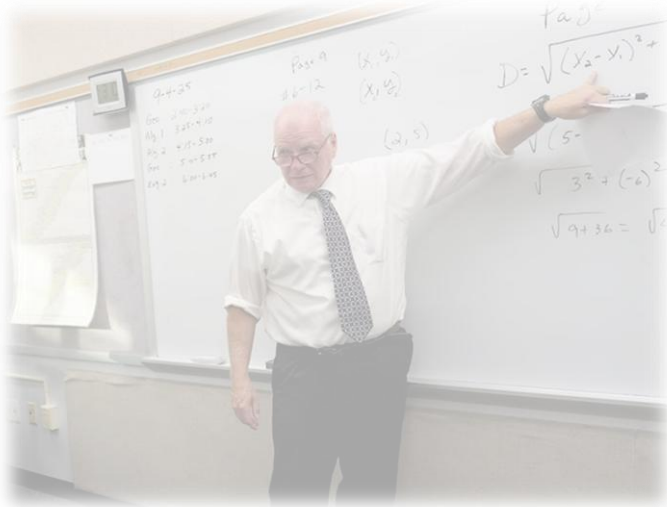
## AP CLASSES

Advanced Placement (AP) classes may be offered. To be eligible for AP classes, talmidim must be in 11th or 12th grade and have maintained a cumulative GPA of 3.3 or higher to date in high school.

## PERMANENT RECORDS & TRANSCRIPTS

Permanent records will be maintained by MTI and used to generate transcripts. MTI transcripts will include both Judaic studies and general studies classes.

Transcript requests are made by completing the online form at [missouritorah.org/transcript](http://missouritorah.org/transcript). Transcripts will be sent out only when all financial obligations are met. Private schools enforce this uniform policy collaboratively.



## DORMITORY

### CHECKOUT

Our responsibility for the safety and well-being of our talmidim demands that we always be aware of their whereabouts. We ask each talmid to understand the tremendous responsibility the yeshiva has for their well-being and the corresponding importance of proper compliance with checkout rules.

**Any talmid wishing to leave the campus or dormitory for absolutely any reason at any time (including Friday, Shabbos, and Sunday) must check out.**

Checking out involves providing a detailed itinerary, with each destination clearly outlined and the expected return time specified. This may be done either by phone or in person, as circumstances warrant. This policy includes, but is not limited to, leaving the dorm to spend time at the home of one of our local talmidim or families.

**Any talmid who violates this policy for any reason will be fined \$25.00 and risk losing checkout privileges.** In certain instances, other consequences may be deemed necessary.

Reflectors must be worn at all times when walking or biking off campus after dark.

### CLEANLINESS

Our dormitory is the shared living space of our talmidim and is therefore to be respected. Routine daily tidiness and orderliness (making beds, putting away clothing and laundry, etc.) are the responsibility of each talmid. All items should be stored in closets or drawers, not left on beds, floors, etc. **The cleaning staff will remove items left out of their proper places.** Talmidim who leave a mess may be asked to clean it, even if it means missing classes or activities.

### READING MATERIAL

In addition to the recreational programming and resources provided by the yeshiva, reading can be a terrific way for talmidim to spend their free time. All reading material, including books, comic books, and magazines, must be approved before being brought into the dormitory.

*Please also note the policies listed earlier regarding music, electronic devices, and cell phones.*

### CURFEW

Curfew procedures have been established to ensure that talmidim get the rest they need to maintain success in their learning. Proper consideration of the needs and feelings of others in the dormitory is necessary under all circumstances. A curfew system, including a *knas* for

violations, will be in place to help encourage and support adherence to these procedures. Curfew extensions will only be granted in extenuating circumstances.

## GUESTS

Only current MTI talmidim can stay in the dormitory. Arrangements for any guest, whether for an overnight stay or a Shabbos (in or out), must be made with Rabbi Wachsman in advance. Without advance permission, no guest is allowed to stay in the dormitory under any circumstances.

## MONEY AND VALUABLES

We urge all talmidim never to leave money or valuables in their dormitory rooms. Giving your son spending money at frequent intervals or opening a checking or debit account will help avoid the need to carry around large sums of money. Personal safes are not allowed in the dorm. Money or valuables can be handed in to the dormitory supervisor for safekeeping in the yeshiva's safe and can be withdrawn as needed. Missouri Torah Institute bears no responsibility for any theft or loss of property.



## SAFETY AND DAMAGES

Many areas throughout the building are available for study and recreation, while others are off-limits. Fines will be assessed for entry into certain off-limits areas where entry may cause considerable damage or loss to the yeshiva. Signs are posted in these areas.

- The safety of our talmidim is of the utmost importance. Fires are not allowed for any reason. Lighting and/or playing with fire is a cause of danger for the talmid and his surroundings. **Lighting a fire will incur a \$150 fine.**
- Under no circumstances may the smoke detectors (including infrared beam sensors) be tampered with or disabled. Besides being inherently dangerous, tripping a fire alarm causes an automatic fire department response, and the yeshiva incurs a fee. **Any talmid who causes a false alarm will be subject to a \$100 fine.**
- Fireworks are never allowed on or off school property.
- Weapons of any kind (BB guns, knives, etc.) are not allowed on school property.
- Dangerous and reckless behavior (i.e., climbing on or jumping from the building structure) is a serious safety concern. To protect the safety of our talmidim, such behavior is grounds for suspension.
- Talmidim are not allowed in the kitchen at any time without explicit permission.
- Any talmidim biking or walking after dark must wear a reflective belt.
- Helmets must always be worn while biking, skateboarding, longboarding, rollerblading, riding a scooter, etc.
- No ball playing, rollerblading, or any other outdoor activity is allowed in the building under any circumstances.
- Bikes, scooters, and skateboards must be kept in the designated area. Bikes found elsewhere may be subject to confiscation.
- Hoverboards may not be used or stored inside or outside the yeshiva.
- Pictures, signs, or posters may not be hung in the dormitory.
- Talmidim may not keep or allow any animals or pets in yeshiva.
- To ensure the safety of everyone, CCTV cameras are present in the yeshiva. Tampering with or obstructing the cameras will incur a \$50 fine.

**Any damage to the building or property will be the financial responsibility of the person liable for the damage.** Given the expense and difficulty of repairing damaged items, the school has the right to replace damaged items or charge for the damage rather than repair them. The yeshiva reserves the right to determine which talmid was responsible for the damage based on circumstantial evidence.

If your son is responsible for property damage, you will receive an email from the campus administrator at the time of the incident and a follow-up email from TADS once the cost has been determined and added to your TADS account. Funds will be deducted 10 to 15 days after the charge is incurred. **The yeshiva will not ask a talmid or hold him responsible for the payment of these fees.**

Repairs, alterations, or installations (e.g., installing nails in walls, using stick-on hooks, or adding additional shelves) may be made only by the school staff. Furniture must never be dismantled or moved, even if it appears to be unneeded or unused.

## STUDENT LIFE

### FOOD AND FOOD PREPARATION

Breakfast and lunch are offered for all talmidim. Supper is available for dormitory talmidim and for local talmidim who will be staying for the night seder or mishmar program.

No food may be taken out of the kitchen without permission from the kitchen staff. Additionally, entry to the kitchen is not permitted without prior permission.

Talmidim are allowed to eat and drink only in the dining room and student pantry areas. This ensures the school building remains clean and allows talmidim to stay focused on their schoolwork.

A refrigerator and freezer will be provided for student use. These will be cleaned periodically. Items not claimed after cleaning will become the property of the yeshiva. No personal refrigerators are allowed in the dormitory or elsewhere.

Food preparation is restricted to the designated area, using only the following approved appliances. Unapproved appliances will be discarded.

- Crockpots
- Sandwich, waffle, or panini makers
- George Foreman grills
- Rice cookers
- Coffee makers
- Microwaves
- Betty Crockers

**Toaster ovens and deep fryers are not permitted on the yeshiva premises.**

Appliances must be kept in the talmid pantry, clearly labeled with the talmid's name, and marked as dairy, meat, or pareve. There are designated areas for milk and meat appliances, as well as food preparation. All appliances must be cleaned regularly.

Unapproved, unlabeled, or dirty appliances, as well as any appliances left outside the designated area, may be relocated, confiscated, or discarded by the building staff.

**No fires are allowed for any reason.** Smoke detectors must not be tampered with or disabled.

## LAUNDRY & DRY-CLEANING

The dormitory laundry facility has coin-operated washing machines and dryers, which are owned and managed by a private company. A dry-cleaning service picks up and drops off clothing at the yeshiva twice each week.

## LOCKERS

Lockers will be assigned to each talmid. Classrooms are cleaned daily; therefore, **books and personal items should be stored only in lockers.**

## MAIL AND PACKAGES

Mail and packages will be delivered to the office and will be placed in the coat room daily for retrieval at a specific time. Packages are subject to inspection for safety reasons.

## LOST AND FOUND

The yeshiva has a lost-and-found area where students can claim their lost items. Unclaimed items will be disposed of. The cleaning staff will regularly clean the entire building, including classrooms, the dormitory, and other areas. Any items not in their proper place will be removed.

## ILLNESS DURING SCHOOL

Local talmidim who become ill at school should come to the office. We will contact parents at that time.

We make every effort to ensure that our dormitory talmidim receive proper medical care when they are sick. Although managing medical issues from a distance is one of the great challenges of sending your son away from home, we view your involvement as critical. For more details about this partnership, refer to the **Procedures for Medical Issues** document in the enrollment section of TADS.

Parents are responsible for paying the necessary costs for doctor's visits and pharmacy services. The yeshiva cannot cover these expenses. Please arrange in advance for your son to have access to funds to cover emergency expenses such as these. If the yeshiva must pay for services, we will immediately bill the parent through TADS.

Please keep in mind that out-of-state Medicaid insurance may have limited coverage in Missouri (such as hospital-only).

## SPECIAL EVENTS AND FIELD TRIPS

The trip fee covers most regular dormitory activities. Missouri Torah Institute will also conduct special events, trips, and Shabbatons. Parents may be asked to cover the costs of some of these events. Parents will be notified in advance, and funds will be deducted from their TADS account. Please be in touch with the business office if you prefer alternative payment methods. Parental permission will be solicited when appropriate.

## STUDENT ID CARDS

MTI talmidim will be issued a student ID card. This card will also serve as an access-control card (electronic key), granting talmidim access to our secure school building. There is no charge for the talmid ID card, which will be distributed at the beginning of the school year. Lost cards should be reported to the campus administrator for deactivation and will be replaced for a \$10 fee.

## OUT SHABBOS

The out Shabbos is designed for the talmidim to have a break from the yeshiva schedule and provide an opportunity to rejuvenate. The out Shabbos begins on **Thursday at 1:00 pm** and ends on **Monday at 9:00 pm**.

**Late departures and early returns are not permitted.** If you have any questions about out Shabbos scheduling, please contact Rabbi Wachsman.

The dormitory will remain open and supervised for the boys who wish to stay. Talmidim may leave the yeshiva for Shabbos if the yeshiva's guidelines are met. Parents are welcome to arrange to bring their son home for an Out Shabbos.

**Please be aware that no talmid will be allowed to spend time in the home of a family with high school-aged girls.**

There are five times during the year that the dormitory is closed: Sukkos break, Shabbos Chanukah, winter break, Purim, and Pesach break. **All talmidim must go home during these times.**

*Please note: The contents of this handbook may be revised as deemed necessary.*