

Front cover

Student Handbook 2010 - 2011



GATEWAY REGIONAL SCHOOL DISTRICT
775 TANYARD ROAD
WOODBURY HEIGHTS, NJ 08096-6218
(856) 848-8200
FAX: (856) 251-9813 - Main Office
www.gatewayhs.com

ADMINISTRATION

Dr. Shannon Whalen, Superintendent of Schools
Mrs. Donna Contrevo, School Business Administrator
Mrs. Tamar Shelov, Director of Special Services
Dr. Joan Mattson, Supervisor of Curriculum and Instruction
Mr. Steven Hindman, Principal
Mrs. Kristy Green, High School Vice Principal
Mrs. Carol O'Connell, Director of Guidance

This School Agenda belongs to:

Name _____
Homeroom # _____

WELCOME

The Board of Education, school administration and staff welcome you to Gateway Regional High School. May your school year be profitable and enjoyable.

Profitable in the sense that you gain the skills and knowledge that will secure for you admission to a vocational field or a school of higher learning; enjoyable in your social contacts and your participation in co-curricular activities and athletics.

You will benefit from your high school experience in direct proportion to the investment you make in time and effort.

Each student has a role to fulfill at Gateway Regional High School. Take advantage of every opportunity to make yourself an active and contributing member of the school. Participate in every school activity either directly or by your enthusiastic support. Only with your help can Gateway Regional move forward and increase its value to the students and the community.

STUDENT GOVERNMENT ASSOCIATION

President	-	Brianna Armstrong
Vice President	-	Kersten Spissell
Recording Secretary	-	Ken Wenner
Corresponding Secretary	-	Brett Scull
Treasurer	-	Breanna Reeder
Publicity Co-Chairs	-	Ed Gilbert and Katie Black

CLASS ADVISORS

12th	-	Mr. Carty and Mrs. Flaminio
11th	-	Mrs. Brennan and Mrs. Buehler
10th	-	Mrs. C. Evans and Mr. John Covely
9th	-	Mrs. A. Evans and Mrs. Genzano

Elections for officers of the Senior, Junior, Sophomore and Freshman classes will be held in September.

SCHOOL CLOSING

In the event of severely inclement weather or other emergency, the school may be closed or starting time delayed. This information will be broadcast over the radio/TV stations KYW 1060, NBC 10, and CBS 3,

beginning at 6:00 a.m. If no report is heard, it can be assumed that school will be in session. **Please do not call the school.** Telephone lines must be kept open for emergencies. The school closing number is 800. Gloucester County Vo-Tech is 833. School closings will also be posted on the local cable access Channel 5 and the school's web site, www.gatewayhs.com. The Global Connect phone system may also be used as needed.

2010 - 2011 DAYS CLOSED/INSERVICE

Teacher In-Service	September 1
Students' 1 st Day for Grades 9 - 12	September 7
Students' 1 st Day for Grades 7 - 8	September 8
All Students Attend/Half Day In Service	September 9
Full Day In-Service	October 11
Teacher County In-Service	November 3
N.J.E.A. Convention	November 4 – 5
Half Day Early Dismissal	November 24
Thanksgiving	November 25 – 26
Half Day In-Service	December 3
Half Day Early Dismissal	December 23
Winter Break	December 24 – 31
Half Day In Service	January 14
Dr. Martin Luther King, Jr. Day	January 17
Full Day In-Service	February 17
Presidents' Weekend	February 18 – 21
Full Day In Service (Tentative)	March 18
Half Day In Service	April 8
Spring Break	April 22 – 29
Half Day Teacher In-Service - Prom	May 6
Memorial Day	May 30
Last Day (Tentative)	June 20

ATTENDANCE

Parents must call the school (853-1567) to report their child's absence. School attendance is the responsibility of the pupil **and** the parent or guardian. For specific information about attendance requirements, please refer to the Code of Conduct.

BUSES

Leave your house so that you arrive at your bus stop a few minutes early. Don't be late for the bus - busses must keep on a schedule; they will not wait for you! **There will NOT be a "second run" bus.** Be certain to sign-in at the attendance office as late upon your arrival to school. Please review the attendance policy in the Code of Conduct.

Ride the proper bus and have your bus pass with you at all times. Students will be transported only on the bus to which they are assigned and will not be permitted on any bus without a pass. **Students will not be transported to communities other than their own.** Students wishing to go home with friends in another community will have to make arrangements other than using Gateway's busses.

EARLY DISMISSAL

The procedure for students seeking early dismissal from school is as follows:

Students must submit a note requesting early dismissal to the attendance office. **The note should be submitted no later than homeroom/ first period on the day of the requested dismissal.** All notes should detail the reason for the request, a specific time for dismissal, and a phone number where a parent can be reached. In cases of legal or medical appointments, the notes should include an office phone number for verification purposes.

To sign a student out of school, the parent or guardian **must come into the attendance office.** This procedure applies for all students, regardless of age.

***NOTE: Early dismissals will not be granted on the day of prom.**

CHANGE OF ADDRESS/PHONE NUMBER

Please inform the Guidance Office if you have a change of address, phone number, or work or emergency numbers. This will enable the school to provide timely mailings and notifications.

LOCKERS AND LOCKS

Student lockers are the property of the Board of Education and are subject to inspection by the administration in accordance with 18A:36-19.2. As every student is assigned an individual locker, they are responsible for all of the contents of their assigned locker.

All students will be assigned a locker with a school issued combination lock for homeroom and physical education. If lost, you will be charged a \$5.00 replacement fee. School locks are the only locks permitted on hall lockers and gym lockers. Students are responsible for keeping their lockers neat, clean and locked at all times. These locks must be used to safely secure all personal belongings during **every** physical education class or practice. The gym lock should remain on the locker for students to use in other gym classes. **Students should note that the school district accepts no liability for unsecured items.**

Gateway Regional School is designated as a training site for police canine units in the Gloucester County area. As a result, police dogs will be in the building at various times throughout the day or evening. Students are advised to keep their lockers secure at all times.

HEALTH SERVICES

Illness in school - When a student becomes ill in school, he/she is to request a pass from his/her teacher to see the nurse. If there is a necessity to go home, the nurse will inform the parent and the student will be released from school. **In all cases, however, the student must report to the nurse.** If the procedure is not followed and the student leaves without properly checking out, the student will face disciplinary action. When the nurse is not available, students are to report to the Main Office.

Accidents - All injuries must be reported to the school nurse immediately. If the nurse decides that a student should be sent to the doctor, an authorization is provided and the parents will be notified. Under no circumstances are students to go to the doctor for an injury sustained at school without authorization. If the nurse is not available, students are to report to the Main Office.

Recent changes have been made by the N.J. Department of Education concerning required school physical examinations such as the Sport Physical. The new law, N.J.A.C.6A:16-2.2, now requires students to be examined by their own Health Care provider which may be a Physician, Physicians Assistant, or Advanced Practice Nurse. If a student does not have access to health care, that student can arrange to be examined by the school physician by notifying the school nurse.

MEDICATIONS

Students are not permitted to have prescription or non-prescription medications (Tylenol, aspirin, etc.) in their possession during school hours. Any student needing any type of medication during school hours must provide a note from his/her physician and parent/guardian and must bring the medication to the School Nurse's Office. Medication will be dispersed from this office as per state guidelines.

Medication not registered with the school nurse will be confiscated and parents notified to pick up the medication. Students not in compliance will be disciplined according to the Code of Conduct. Administration of medication forms are available in the nurse's office.

STUDENT INSURANCE

Student insurance is provided by the Gateway Regional Board of Education for all students at *no cost*. The insurance covers the student during school hours. It is important that parents understand that this insurance is a co-insurance. This means that parents' insurance must be used first and the school insurance will be a secondary coverage. All school related injuries must be reported to the nurse's office immediately.

TEXTBOOKS AND FINES

Basic texts are loaned to students for their use during the school year. Students should write their name and grade in the book label in case the book is misplaced. It will be the responsibility of each student to pay the full replacement cost for lost books and those damaged beyond repair. Fines may also be assessed for minor damage.

DANCES

Dances are open to students based upon grade level. Only selected high school dances will allow registered guests. For those limited senior high dances accepting guests, registration by their host must be made to the sponsor of the dance no later than the Wednesday morning prior to the dance. **All guests from other schools will need to have a "Student In Good Standing" form completed and signed by their parent and their home district school administrator.** A copy of their student ID or driver's license must be submitted in order to purchase tickets.

Upon request, all high school students will be required to show their identification card before being granted admittance. It is required that all students arrive no later than 1/2 hour after the dance begins and remain for the entire dance. The District dress code applies in the case of all dances.

VISITORS

Visitors to Gateway Regional High School are discouraged, except for parents who are on school business related to their son or daughter. All visitors must register in the Main Office for a visitor's pass.

TELEPHONE

Students are not to use the pay phones during school hours. If a call needs to be made by a student, he/she should report to the Main Office for permission to use an office phone.

In the case of an emergency, a parent or guardian may call the school and ask that a message be forwarded to his/her child. Cell phones are not permitted during the instructional day.

WORKING PAPERS

Most students who work for pay are required by New Jersey State Law to have working papers. The applications for working papers may be secured in the Main Office.

THE 18 YEAR OLD

Every person 18 years of age shall be deemed to be an adult and shall have the same legal capacity as a person 21 years of age (Chapter 18). Pupils in the public schools shall comply with the rules established, in pursuance of law, for the governance of the school, pursue the prescribed course of study and submit to the authority of teachers and others in authority over them. (Title 18A.37-1)

VOTER REGISTRATION

Students who reach the age of 18 have the opportunity to register to vote in all elections by filling out the proper forms available in the Main Office or Guidance Office.

AFFIRMATIVE ACTION

In accordance with its Equal Educational Opportunity Policy, the Gateway Board of Education ensures that no student will be excluded from participation in, denied the benefits of, or subject to discrimination under any educational program or activity of this district on the basis of sex, race, color, creed, religion, age, ancestry, national origin, residence, socio-economic background, or disability. Sexual harassment in any form will not be tolerated. Sexual harassment consists of any unwelcome sexual advance, request for sexual favors, or any other inappropriate verbal or physical conduct of a sexual nature. Students who violate this policy will be directed to report to the appropriate vice principal and will be subject to disciplinary action which may include 3 to 7 Program/In School Suspension, recommendation for expulsion, and filing of charges with the police. The student will also be referred to the Affirmative Action Officer.

Any questions or concerns regarding Affirmative Action should be directed to the district's Affirmative Action Officer, Dr. Joan Mattson.

CAFETERIA

The cafeteria, besides being a lunch room, is also a place where good human relations can be developed. Here, each student is expected to practice the general rules of good manners which one should find in the home.

Some simple rules of courteous behavior which could make the lunch period pleasant and relaxed are: (1) observe good dining room standards at the tables; (2) leave the tables and surrounding area clean and orderly; (3) recycle appropriately and put trash in the proper containers; and (4) no food shall be taken from the cafeteria without permission.

Students not behaving in a courteous manner or throwing food or objects subject themselves to disciplinary action.

TESTING SCHEDULE

Social Studies	Wednesday and Friday
English	Monday and Thursday
World Languages/Business	Tuesday and Friday
Mathematics.....	Monday and Wednesday
Science	Tuesday and Thursday

Technology Education, Family and Consumer Science, Art, Music, Reading, Health, and Physical Education tests will be scheduled as needed by course and student requirements. In the event of extraordinary conditions which have severe impact on schedules, i.e., holidays, snow days, assemblies, etc., this schedule may be waived, with approval of the instructional supervisor.

MARKING PERIODS

FIRST MARKING PERIOD

Progress Reports	October 12, 2010
Marking Period Ends	November 9, 2010
Report Cards Distributed	November 22, 2010

SECOND MARKING PERIOD

Progress Reports	December 17, 2010
Marking Period Ends	January 20, 2011
Mid-Term Exams	January 26 – Feb 1, 2011*
Report Cards Distributed	February 8, 2011

THIRD MARKING PERIOD

Progress Reports	March 9, 2011
Marking Period Ends	April 4, 2011
Report Cards Distributed	April 13, 2011

FOURTH MARKING PERIOD

Progress Reports	May 18, 2011
Marking Period Ends	June 13, 2011
Final Exams	June 14 - 17, 2011*
Last Day of School	June 20, 2011*
Report Cards Distributed	June 27, 2011*

(*Tentative)

Mid-term and Final exams will be scheduled at the end of each semester. Seniors who have maintained a 93 or above average in each of the preceding marking periods and the mid-term exam may have the option of taking the final exam in that subject.

NUMERICAL SYSTEM OF GRADES

93 - 100	=	A Excellent
92 - 85	=	B Above Average
84-73	=	C Average
72-65	=	D Below Average
64 - Below Average	=	F Failing
Incomplete	=	I

HONOR ROLL

The honor roll is published at the close of each of the grading periods. Procedures for determining eligibility and selection are as follows:

1. Students eligible for the "Superintendent's List" are required to attain an overall average of "93" in each subject. A minimum grade of "73" in Cycles is required.
2. Students eligible for the "Principal's List" are required to attain an overall average of "85" in each subject and a minimum grade of "73" in Cycles.

GRADE WEIGHTING

Grades are determined according to a tiered weighting system with three classifications.

Primary Assessments are summative assessments of goals or proficiencies and are weighted no less than 55%. These include but are not limited to tests, major projects or programs, major writing tasks (revision or editing of essays, essay, constructed responses, research papers), and performance assessments (laboratory experiments, speeches, debates, job interviews).

Secondary Assessments are on-going assessments of lesson objectives and are weighted no more than 30%. These include but are not limited to quizzes, minor projects or programs, graded assignments done in class (warm-ups, journal entries/constructed responses, cooperative projects, classroom work).

Supportive Assessments are those which reinforce instruction and facilitate student comprehension of concepts and are weighted no more than 15% at the high school level. These include but are not limited to non-graded class work, homework, class participation, notebooks, non-graded warm-ups, and non-graded journal entries.

MEDIA/MULTIMEDIA CENTER

The media center is available for reference work, obtaining materials to prepare assignments, or to satisfy recreational reading interests. A student may also perform research using the Internet. To access the Internet, the student must have a parent permission form on file. The student must present a valid identification card as well. The facilities are open to all students after school until 4:00 p.m.

Ordinarily, books may be signed out for a 2 week period and may be renewed once for an additional 2 weeks should there be no demand for the books. Reference books may not be borrowed.

GUIDANCE

The Gateway Regional High School Guidance Services are organized to give continuous service to all students. Many problems, concerning both school and one's personal life, can be helped by counseling. The school counselor will be happy to help with these problems. Appointments may be made by requesting a pass from your teacher, the guidance office personnel, or the counselor. However, because of time commitments, appointments may need to be made a few days in advance.

Parents are encouraged and invited to meet with the counselors regarding their child's life here at Gateway Regional High School. Appointments may be arranged by telephoning the guidance office at 848-8104.

REQUIREMENTS FOR GRADUATION

Candidates for graduation in the class of 2011 must earn 125 credits to be eligible for graduation from Gateway Regional High School.

Course work must include the following: 4 years (20 credits) of English, 3 years (15 credits) of specified courses in Mathematics, 3

years (15 credits) of Social Studies, 4 years of Health and Physical Education and 3 years (15 credits) of Science. Also all students will be required to earn 1 year (5 credits) of a World Language AND 1 year (5 credits) of a Fine Performing Arts and Practical Arts. There are additional course requirements depending upon the academic program a student chooses to follow. Students must be enrolled in a minimum of 29 *credits (seniors) and 34** credits (grades 9,10,11) per academic year.

A student's grade in high school is based upon the number of credits accumulated. A student must accumulate 29 credits to be classified as a sophomore, 58 credits as a junior, and 87 credits as a senior.

Seniors should make sure at the beginning of the year that they are enrolled in courses which will lead to graduation.

In order to graduate, students are required to pass the New Jersey State High School Proficiency Assessment (HSPA). This year's seniors are required to accumulate a minimum of 125 credits and will have had to have passed all required courses listed above to graduate. Students not meeting the above requirements will not be permitted to participate in the Commencement program. Students graduating after 2010 will also have additional required state testing and coursework to complete prior to being eligible to graduate.

FAMILY LIFE EDUCATION

Family Life Education is presented through an interdisciplinary approach. Parents/guardians may review the curriculum to determine its appropriateness for their child consistent with the N.J.A.C. 6:29-7.1. If a parent/guardian finds certain aspects of this curriculum inconsistent with their personal beliefs, they may have their children excused from the portion of the program without penalty.

EXTRA-CURRICULAR ACTIVITIES

Each student is urged to participate in one or more extra-curricular activities; to be a "doer" and not a "watcher." Join the activities that interest you. There are: athletics, music, drama, subject-oriented clubs, student council, publications, and many other interesting groups. When you commit yourself to an activity, you owe it your best effort, not only to benefit the club, but yourself as well. If you fall behind in your

school work, extra help and teacher conferences take precedence over any extra-curricular activity. However, while there is no disputing the importance that grades hold in education today, the most vital factor is the total education an individual accumulates. In order to take advantage of extra learning opportunities, plan your activity schedule carefully. In addition, good citizenship is a requirement for participation in extra-curricular activities. Consequences assigned for infractions to the Code of Conduct take precedence over participation in extra-curricular activities (see Student-Athlete Handbook).

One of the most important aspects of any extra-curricular program is the development of good school spirit. This can come only through you and your classmates. If you do not participate in an activity, support those who do by attending sporting events, concerts, plays, and other school functions. Be proud of Gateway and its participants in extra-curricular activities.

ELIGIBILITY FOR EXTRA-CURRICULAR ACTIVITIES

ACADEMIC STANDARDS

All students in grades (9 - 12) are required to take a minimum of 29*/34** credits during each school year. If a student takes a minimum of 29*/34** credits, one failure will result in the student being ineligible to participate in athletics or co-curricular activities. If a student takes 34*/39** credits, two failures will result in becoming ineligible to participate.

The eligibility of a student (9 - 12) will be determined by the grades received in the preceding marking period. However, students who meet all the eligibility requirements outlined above must also have passing grades worth at least 29*/34** credits at the end of the first semester in order to be eligible to participate during the second semester. The final grades for any given academic year will determine eligibility in September. A student participating in any activity must adhere to these guidelines. Students will become eligible/ineligible upon publication of the report cards.

CITIZENSHIP STANDARDS

In addition to academic criteria, eligibility will be determined by the demonstration of acceptable behavior during the academic year in class and at extra-curricular activities.

A student can lose eligibility if a pattern of improper behavior is established as per the Code of Conduct resulting in loss of privilege.

PRIVILEGE DEMERITS

<u># PD</u>	<u>Grade 9 and Grade 10</u>	<u>Grade 11</u>	<u>Grade 12</u>
4	Homecoming	Homecoming	Homecoming
5	Pep Rallies	Parking	Parking
6	Assemblies	Pep Rallies	Pep Rallies
7	Field Trips*	Assemblies	Assemblies
8	Dances/Sp Events	Field Trips*	Field Trips*
9		Dances/Sp Ev.	Dances/Sp Ev.
10		Prom	Senior Trip
11			Prom
12			Graduation

* Non-academic field trips

** Administration will review and make necessary recommendations regarding the demerit system in certain cases.

SUMMER SCHOOL ELIGIBILITY

Gateway students in grades 7-12 who meet the following requirements are eligible to attend summer school:

- The students must have attained a final average grade of 50 or better **and** a fourth marking period grade of 50 or better to retake a failed course.
- The student is limited to two (2) major courses in summer school. Physical Education and Health are considered separate courses for summer school.

NOTE:

- The maximum summer school grade which can be recorded is a “C”; the summer school grade will be averaged with the failing grade from the school year.
- Specific information regarding summer school policy and options must be discussed with the appropriate guidance counselor.

WHO OWNS THIS SCHOOL

Surprisingly, YOU do! Your parents and all taxpayers are legally required to pay taxes that build and maintain the public school system. Everyone pays taxes in one form or another. Therefore, any damage done to the building, equipment, busses or books must be paid for with your family's money! It is not enough that you should refrain from doing anything to increase this cost to your parents, neighbors and yourself, but help protect the school by discouraging such activity by any others. Remember, most trouble starts as fun.

INTEGRATED PEST MANAGEMENT NOTICE

GRHS has adopted an Integrated Pest Management (IPM) Policy and has implemented an IPM Plan to comply with this law. All schools in New Jersey are required to have an IPM Coordinator to oversee all activities related to IPM and pesticide use at the school. The IPM Coordinator maintains the pesticide product label, and the Material Safety Data Sheet (MSDS) (when one is available), of each pesticide product that may be used on school property. The label and the MSDS are available for review by a parent, guardian, and staff members for information and to discuss comments about IPM activities and pesticide use at the school. As part of a school pest management plan GRHS may use pesticides to control pests. The U.S. Environmental Protection Agency (EPA) and the N.J. Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in accordance with instructions printed on the label does not pose an unreasonable risk to human health and the environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, person who is potentially sensitive, such as pregnant women, infants and children, should avoid unnecessary pesticide exposure. For a copy of the IPM or list of pesticides used, contact Terry Hester, IPM Coordinator at 848-8200 Extension 244.

**GATEWAY REGIONAL HIGH SCHOOL'S
ALMA MATER**

Board Approved, June 8, 2005
Lyrics by Paul Sommers, Class of 2005
Music by George Wiese, Class of 2005

O hail, O hail, our Gateway High in harmony we sing
Our dreams are bold, our memories live so hear our voices ring!
Hear the thunder of our chorus,
See our dreams come true
Each new year our talents triumph
Wearing white and blue.

O hail, O hail, our Gateway High in harmony we sing
Our dreams are bold, our memories live so here our voices ring!
Fighting foes, achieving honors; games we win and lose.
Near and far our future takes us down the road we choose.

O hail, O hail, our Gateway High in harmony we sing
Our dreams are bold, our memories live so hear our voices ring.

**** Insert Bell Schedule here ****

CODE OF CONDUCT

The code of conduct governing student behavior exists to foster self-respect and to ensure a safe and proper learning environment. As a school community, we believe that common core values are necessary in order to shape the code of conduct. As students and staff, we are guided by the following principles:

- 1. We are here to learn and to teach.**
- 2. Everyone has the right to be treated with respect and dignity at all times.**
- 3. School is a special place that has its own set of standards.**
- 4. There is a right way to express yourself in our school if you want to be heard.**
- 5. Drugs and weapons have no place in our school.**
- 6. Conflicts should be resolved peacefully, not violently.**
- 7. Everyone has the right to feel safe.**

In School Suspension: Will be held during the regular school day in a designated classroom. You should arrive at the regular time with all your academic materials. The student will not return to their regular schedule until the consequence obligation is met.

3 to 7 Program: Students who are assigned this consequence will be excluded from their regular day program and required to attend school from 3:00 P.M. to 7:00 P.M. **Transportation to and from for this program is the responsibility of the family.** The student will not return to the regular day program until the consequence obligation is met.

A brief outline of the code of conduct is presented below. Consequences may include one or more of the sanctions

listed. The basis of the Code of Conduct for both the high school and middle school coincides with the four school goals.

GOAL 1: To Protect Learning and Instruction

GOAL 2: To Promote Mutual Respect for Other and the School

GOAL 3: To Ensure Students Take Full Advantage of Their Educational Opportunities

GOAL 4: To Create A Safe Environment For Learning

In addition to the school goals, each violation is categorized into four tiers based on the severity of the infraction.

Tier I: Minor Infractions--Disrupting the orderly educational process of self or others.

Tier II: Intermediated Infractions--Devaluing the importance of school and classroom attendance.

Tier III: Major Infractions--Creating an unsafe, threatening atmosphere in the school.

Tier IV: Severe Infractions--Engaging in criminal activity in the school with the intent to harm students or staff.

Inappropriate use of cell phones, MP3 players, video/recording or any electronic devices could result in consequences under Goal 1.1, 2.3, or 2.47.

Please note that the principal or his designee has the authority to either increase the number of offenses in order to assign more consequences if the infraction warrants it or modify consequence based on significant instructional factors that come to their attention.

TIER I: Minor Infractions

1.1 Interfering with the teaching/learning process (includes cell phones/electronic devices).

Range of Consequences: Detention(s), Confiscate cell/electronic device until end of day/parent pick up, Parent Contact/Conference, Counseling Service, 1 to multiple days of 3 to 7 Program/In School Suspension.

2.2 Insubordination/Willful Disobedience (includes cell phones/electronic devices).

Range of Consequences: Confiscate cell/electronic device until end of day/parent pick up, Request for apology, Parent Contact/Conference, Counseling Service, 1 to multiple days of 3 to 7 Program/In School Suspension.

2.41 Throwing objects or food

Range of Consequences: Financially responsible for damages, Pick up/clean up, Detention(s), Possible loss of cafeteria privileges, Community Service, Parent Contact/Conference, Counseling Service, 1 to multiple days of 3 to 7 Program/In School Suspension.

2.2 Disrespectful Behavior

Range of Consequences: Detention(s), Parent Contact, Request for an apology, Multiple days of 3 to 7 Program/In School Suspension, Counseling,

2.43 Disorderly Conduct

Range of Consequences: Detention(s), Multiple days of 3 to 7 Program/In School Suspension.

2.44 Inappropriate Language

Range of Consequences: Detention(s), Parent Contact, Multiple days of 3 to 7 Program/In School Suspension.

2.45 Inappropriate/Egregious displays of affection

Range of Consequences: Parental Contact, Discussion/warning from vice principal, Detention(s), Refer to consequences for insubordination.

2.47 Inappropriate Actions (includes cell phone/electronic devices)

2.48 Out of Area

2.71 Failure to Attend Teacher Detention

2.72 Failure to Attend 1 Hour Administrative Detention

2.73 Failure to Attend 2 Hour Administrative Detention

Range of Consequences: Detention(s), Confiscate cell/electronic device until end of day/parent pick up, Parent Contact/Conference, Counseling Service, 1 to multiple days of 3 to 7 Program/In School Suspension.

2.46 Inappropriate Use Of Computer Services

Range of Consequences: Parent Contact/Conference, Loss of privileges for semester to remainder of year or alternative consequences may apply; see consequences for disrespectful behavior, Mandatory Counseling Services.

2.52 Unintentional Setting of a Fire

Range of Consequences: Financially responsible for damages, Possible counseling, Student may be required to clean or repair damaged property, Parent Contact/Conference.

2.53 Accidental Breakage

Range of Consequences: Parent Contact, Financially responsible for damage.

2.74 Failure to Attend or Removal from 3 to 7 Program/In School Suspension

Student does not return to school until successful completion of program. Failure to report to 3 to 7 is

considered an unexcused absence.

2.8 Inappropriate Attire/Dress Code

Student must change into appropriate clothing and sign a contract. If this is not possible, Consequences apply.

Range of Consequences: Detention(s), Parent Contact/Conference, Counseling Service, 1 to multiple days of 3 to 7 Program/In School Suspension.

GUIDELINES:

1. Shorts, skirts, or dresses shall be mid-thigh length and fit properly around the waist. Blouses/shirts shall not reveal a bare skin midriff, abdomen or back. No pajamas or bedroom slippers.
2. No tank tops. Sleeveless 3-inch shoulder strap will be permitted.
3. Undergarments should not be visible, either through a sheer top or at the waistband of pants or shorts.
4. Pocket chains and sunglasses are not allowed.
5. A hat, hood, any headdress, coat or jacket may not be worn or carried in the building and are to be stored in lockers until dismissal.
6. Any jewelry or accessory which may be considered dangerous or offensive is not permitted.
7. Any clothing having material printed on it which could be offensive must not be worn (i.e. promoting alcohol, tobacco, drugs, violence, obscenities or of a sexual nature, etc.).

3.1 Late To School: Explained

Referrals begin after the 3rd offense. All Late to School with Doctor's notes are excused.

Range of Consequences: Detention(s), Parent Contact/Conference, 1 to multiple days of 3 to 7

Program/In School Suspension.

Late To School: Unexplained/Without a Note

Range of Consequences: 1 Hour Detention for the first 4 offenses; additional Detention(s), Parent Contact/Conference, 1 to multiple days of 3 to 7 Program/In School Suspension, Loss of parking privilege, Possible behavior contract.

3.6 Lateness to Class or Homeroom

Range of Consequences: (Intervening steps by teacher first), Detention(s), Parent Contact, 3 to 7 Program/In School Suspension, (Count starts at beginning of each semester)

4.5 Inappropriate Bus Conduct

Range of Consequences: Detention(s), Parent Contact/Conference, Certified letter to parents, Removal from bus from 1 to 30 days, Parent provides transportation, 1 to multiple days of 3 to 7 Program/In School Suspension, Counseling Services, Loss of bus privileges for the remainder of the year and parent to provide transportation.

4.6 Inappropriate use of a Motor Vehicle

Range of Consequences: Detention(s), Parent Contact, Relocate car, 3 to 7 Program/In School Suspension, Police notified/ticketed, Loss of parking privilege.

TIER II: INTERMEDIATE INFRACTIONS

1.2 Academic Dishonesty

PLAGIARISM: Each student has been provided a copy of the procedural guidelines and are expected to abide by these guidelines.

Range of Consequences: Warning and discussion with vice principal, grade at discretion of teacher to Zero for

assignment, Parent Contact/Conference, Counseling Service, Detention(s) to 3 to 7 Program/In School Suspension.

3.2 Failure To Sign In

Range of Consequences: Detention(s), Counseling Service, 1 to multiple days of 3 to 7 Program/In School Suspension, Loss of parking privilege.

3.5 Truancy

Range of Consequences: Detention(s), Parent Contact/Conference, Counseling Service, 2 days of 3 to 7 Program/In School Suspension, Loss of parking privilege, Administrative conference, Referral to Pupil Assistance Committee.

3.7 Cutting Class

Range of Consequences: Detention(s), Parent Contact/Conference, Counseling Service, 1 to 2 days of 3 to 7 Program/In School Suspension, Loss of parking privilege, Referral to guidance, Possible Referral to Pupil Assistance Committee.

3.8 Leaving School Grounds Without Permission

Range of Consequences: 1 to multiple days of 3 to 7 Program/In School Suspension, Parent Contact/Conference, Counseling Service, Loss of parking privilege, Administrative conference, Referral to Pupil Assistance Committee.

TIER III: MAJOR INFRACTIONS

2.1;2.11;2.12 Harassment

NOTE: Criminal Sexual Harassment will result in removal to 3 to 7 Program/In School Suspension for 10 days. Cumulative for high school career.

Range of Consequences: Detention(s), Parent Contact/Conference, Cease and Desist Contract, Conflict Resolution, Possible police notification, Possible to mandatory parent meeting with Affirmative Action Officer, Counseling Service, 1 to multiple days of 3 to 7 Program/In School Suspension, Parent conference with Administration, Possible referral to Board of Education for expulsion or Alternative Education.

2.13 Bullying

NOTE: Cyber bullying is justification for Cease and Desist Contracts; notification of police and restitution in cases of extortion may apply.

Range of Consequences: Detention(s) to multiple days of 3 to 7 Program/In School Suspension, Parent Contact/Conference, Conflict Resolution or Cease and Desist Contract, Request for apology or repayment of extorted goods, Counseling Service, Possible police notification, Mandatory meeting with parent and Affirmative Action Officer. Cumulative for high school career.

2.15 Degradation

Range of Consequences: Detention(s), 1 to multiple days of 3 to 7 Program/In School Suspension up to expulsion, Request for apology, Parent Contact/Conference, Conflict Resolution as needed, Cease and Desist Contracts, Police notified, Mandatory parent conference with Administration and/or Affirmative Actions Officer.

2.51 Vandalism

Range of Consequences: Detention(s) to multiple days of 3 to 7 Program/In School Suspension, Parent Contact/Conference, Financially responsible for damages, Mandatory Counseling, Possible filing of charges with police, Student may be required to clean/repair damage.

2.6 Theft

Range of Consequences: 1 to Multiple days 3 to 7 Program/In School Suspension, Parent Contact/Conference, Financially responsible for stolen items/damage, Mandatory Counseling, Possible filing of charges to police, Mandatory counseling by outside agency.

4.11 Aggravated Misconduct

Range of Consequences: Detention(s), 1 to multiple days 3 to 7 Program/In School Suspension, Parent Contact/Conference, Possible anger management counseling,

4.12 Threat of Violence/Hostile Action

Range of Consequences: 1 to multiple days of 3 to 7 Program/In School Suspension, or external suspension, Parent Contact/Conference, Possible to mandatory anger management counseling, Possible filing of charges by victim, Administrative hearing with Superintendent, Possible Risk Assessment; Filing of charges with police, Possible expulsion hearing with Board of Education.

4.13 Threats of a Serious Nature

Range of Consequences: 3 to multiple days of external suspension pending conclusion of risk assessment, Hearing before an administrative committee, Possible Risk Assessment, Filing of charges with police, Expulsion hearing before the Board of Education.

4.14 Use of Violence Toward Another Student

Range of Consequences: 10 days 3 to 7 Program/In School Suspension or external suspension (includes all parties involved), Peer mediation or Cease and Desist contracts, Mandatory anger management counseling; Possible filing of charges with police or removal from

campus, Parent Contact/Conference, Possible expulsion hearing with Board of Education.

4.15 Failure to comply with instructions to leave the scene of an emergency or creating a disturbance at emergency scene.

Range of Consequences: 1 to multiple days 3 to 7 Program/In School Suspension, Parent Contact/Conference.

4.31 Smoking, use, or possession of tobacco on school property.

Range of Consequences: Detention(s), 1 to multiple days of 3 to 7 Program/In School Suspension, Possible filing of charges with police, Loss of parking privilege, Parent Contact/Conference, Mandatory counseling with SAC.

TIER IV: SEVERE INFRACTIONS

2.14 Intimidation of Staff

Range of Consequences: Mandatory in-house counseling, Parent Contact/Conference, Multiple days of external suspension, Mandatory anger management counseling, Mandatory extended counseling with guidance or SAC, Referral to Board of Education for expulsion. Cumulative for high school career.

2.52 Setting a fire

Range of Consequences: Multiple days of 3 to 7 Program/In School Suspension to expulsion, Parent conference for removal of student, Possible expulsion hearing with Board of Education, Financially responsible for damage, Possible filing of charges with police,

Mandatory counseling, Student may be required to clean or repair damage.

4.21 Assault by a pupil on a staff member (without a weapon)

4.22 Assault by a pupil on a staff member (with a weapon)

Range of Consequences: 10 days external suspension, Referral to Board of Education for extended suspension or expulsion, Parent Conference, Mandatory counseling, Possible filing of charges by victim, Police notified and possible removal of student by police. Cumulative for high school career.

4.32 Violation of Medication Policy

Range of Consequences: Confiscation of medication up to multiple days 3 to 7 Program/In School Suspension, Parent notified to pick up medication, Counseling with SAC or outside agency or outside rehab program to mandatory rehab program, Board of Education hearing with parent and student.

4.32 Drugs and Alcohol

Range of Consequences: 10 days 3 to 7 Program/In School Suspension for possession or use, 10 days external suspension for distribution and refer to Board of Education, Parent and Police notified, Filing of charges with police, Mandatory counseling with SAC/referral to outside rehab program. If distribution, referral to Board of Education for expulsion hearing. Cumulative for high school career.

4.41 Possession of firearm

Range of Consequences: 10 days external suspension pending Board of Education hearing for expulsion, Possible

alternate education placement, Filing of charges with police, Parent meeting.

4.42 Possession of a non-firearm or look-a-like weapon

Range of Consequences: 10 days 3 to 7 Program/In School Suspension or external suspension, Parent Conference with Administration, Mandatory counseling, Refer to Board of Education for expulsion hearing, Filing of charges with police.

4.71 Filing a false report

Range of Consequences: 10 days external suspension, Parent Conference, Mandatory counseling, Filing of charges with police, Referral to Board of Education for expulsion, Financially responsible for all cost incurred.

4.72 Bomb Threat

Range of Consequences: 10 days external suspension, Referral to Board of Education for expulsion, Parent Contact/Conference, Filing of Charges with police, Financially responsible for all cost incurred.

Insert calendar