

Point Pleasant Borough High School

Student - Family Handbook

2023-2024



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|-----------------------|---|
| Mr. Kurt Karcich | Principal |
| Mr. David Kirk | Vice Principal (grades 9 and 10) Supervisor of Business and World Language |
| Ms. Lauren Rohmeyer | Vice Principal (grades 11 and 12) Supervisor of Fine and Performing Arts, Family & Consumer Science |
| Mrs. Nicole Hankins | Director of School Counseling |
| Ms. Heather Karagias | English and Social Studies Supervisor, K-12 |
| Mr. John McAllen | Math, Science, and Related Arts Supervisor, K-12 |
| Mr. William Fall | Athletic Director |
| Ms. Cynthia Barry, RN | School Nurse |

Additional information and Board of Education Policies not contained herein can be found on the district website at: www.pointpleasant.k.12.nj.us

All visitors and/or parents wishing to sign-out their child will be REQUIRED to show proper identification (i.e. driver's license) at the Attendance Security Booth each and every time. No Exceptions.

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Quick Access Phone Numbers:

| | |
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| High School Main Office | 732-701-1900 ext. 2202 or 2206 |
| Attendance Line (report absences/lates) | ext. 2244 Do not report sign-outs on this extension. |
| Attendance | ext. 2200 Ms. Domas, Secretary |
| Attendance Officer | ext. 2257 Mr. Terranova |
| Athletics | ext. 2227 Ms. Babo, Secretary |
| CST Offices | ext. 2328 Mrs. Turner, Secretary |
| Guidance Services | ext. 2208 or 2209 Secretaries Mrs. Palumbo and Mrs. Ferrara |
| Health Office/Nurse | ext. 2215 Mrs. Barry, RN |
| LDTC Office | ext. 2231 Mrs. Moran, LDTC |

ABSENCE – MAKE UP WORK

Students are required to make up the work they missed during an absence as directed below. Students and parents are to check the Genesis Parent Portal and Student Portal on the school website and/or Google Classrooms for missed assignments.

1. Make-up work must be completed by the end of the second day of return to school.
2. If absent two (2) or more consecutive days, one day for each day absent and one additional day to complete missing assignments, quizzes and tests will be allotted.
3. Absences due to co-curricular activities, field trips, meetings, etc. are the student's responsibility. Students have prior knowledge of these absences and must request work before the absence and it must be completed the next day after the absence.
4. Family vacations, school trips and similar types of absences that are discretionary and/or pre-arranged might be given different consideration than absences caused by illness.

ACADEMIC ADVANCEMENT REQUIREMENTS

PPBHS is committed to providing students with opportunities to succeed academically at the highest level possible. Although not common, some extraordinary students do not need a full year of a course to attain mastery of the content. These students may be capable of acquiring these skills and knowledge by attending summer classes, working with a tutor or studying independently. Students who choose this option will be provided an opportunity to “challenge” out of a course by demonstrating proficiency in the content. To demonstrate proficiency, the student will need to take the midterm and final exam and receive a score of 70% or higher on all such assessments. Students who do so will be able to move on to the next sequential course in the given subject matter.

For example, a student who just completed Algebra I may opt to challenge out of Geometry. The student will be provided available resources, such as study guides and a textbook, and will be required to take the Geometry I Midterm and Final Exam. If the student scores 70% or higher on both assessments they will be enrolled in Algebra II. If a student intends to take Algebra II Honors then they must take the Geometry Honors Midterm and Final Exam.

Students who wish to challenge out of a course are required to schedule a meeting with their guidance counselor to discuss their intentions. Guidance will then refer the student to the appropriate department supervisor. The supervisor will meet with the student and provide helpful resources such as a course syllabus, textbook, and study guide. The supervisor will give the

“Academic Advancement Form” to the student that MUST be signed by the parent or guardian. This form will state the parameters for challenging a course and inform the parent that the student is responsible for returning any resources borrowed from the school (i.e. textbook).

It is the student’s responsibility to schedule an appointment with the department supervisor when they are ready to take their exams. It is recommended to contact the department supervisor no later than July 15th as all exams must be completed by August 15th to allow time for grading and scheduling.

EXTENDED ABSENCES BY PARENTS

Parents/guardians must contact the main office (ext. 2202) when children are left in the custody of other persons and provide with the names, addresses and home, work and cell telephone numbers of such persons.

ACADEMIC INTEGRITY POLICY BOARD POLICY NO. 5701.1

It is imperative that students understand that the Academic Integrity Policy remains in full effect for any type of learning and accompanying assignments.

The Point Pleasant Board of Education believes that academic honesty and integrity are essential to excellence in education. This policy addresses academic integrity at Point Pleasant High School.

Education is based on learning specific skills, forming lifelong work habits, and developing mature coping skills according to each student’s unique abilities. Each student, parent, and staff member has a responsibility to promote an academic culture that respects and fosters individual achievement.

Teachers in English, Social Studies, Science, Math and World Language will explain to students that plagiarism and cheating have no place in their class and how incidents of plagiarism or cheating will be addressed in their specific class. Additionally, all teachers in other subject areas will define what plagiarism and cheating are in the context of their specific class.

Plagiarism/Cheating

Plagiarism or cheating demonstrates a lack of integrity and character that is inconsistent with the goals and values of Point Pleasant Borough High School.

Excellent written expression of well-formulated ideas is a fundamental skill for academic and career success. Plagiarism and cheating interfere with the assessment and feedback process that is necessary in order to promote academic growth. Academic dishonesty provides the teacher with a false view of a student’s strengths and weaknesses. It may prevent further instruction in areas of weakness and delay the student in reaching his or her potential.

1. Plagiarism includes, but is not limited to:

- A. taking someone else's assignment or portion of an assignment and submitting it as one's own;
 - B. submitting material written by someone else or rephrasing the ideas of another without giving the author's name or source;
 - C. presenting the work of tutors, parents, siblings, or friends as one's own;
 - D. use of a computer or other means to translate an assignment/homework from one language into another language and submitting it as an original translation.
2. Cheating includes but is not limited to:
- A. copying, faxing, emailing, or in any way duplicating assignments/homework that are turned in, wholly or in part, as original work;
 - B. exchanging assignments/homework with other students, either handwritten or computer generated, whether it is believed they will be copied or not;
 - C. using any form of memory aid during tests or quizzes without the express permission of the teacher;
 - D. using electronic devices to obtain information for class assignments and/or assessments without having explicit permission from the teacher to do so;
 - E. giving or receiving answers during tests or quizzes - it is the student's responsibility to secure his or her papers so other students will not have the opportunity or the temptation to copy;
 - F. accessing a test or quiz for the purpose of determining the questions in advance of its administration.

No student needs to plagiarize or cheat. Point Pleasant Borough High School provides numerous support services for students to help them achieve success honorably. Students, who advocate for themselves and seek appropriate help when they need it, will not need to cheat or plagiarize. If any student is found in violation of the Academic Integrity Policy, the following procedures and consequences will be followed.

Violation Categories

1. Homework

Homework assignments are classified as assignments that count toward the homework grading category. Students found to be cheating or plagiarizing on a homework assignment will be given a zero and the teacher will contact the parent/guardian and guidance counselor.

If a student is found to be cheating or plagiarizing on two (2) homework assignments within the same class, the student will be in violation of the Academic Integrity Policy. In addition to the consequences outlined on page three (3), violators of the policy will be subject to grading implications as stated in the Student Handbook. See "Grading Implications for Violations of the Academic Integrity Policy" in the Student Handbook for more information.

2. Major Assignment or Assessment

A major assignment is defined as projects, essays, lab reports or anything else that does not count toward the homework grading category.

An assessment is defined as a quiz, test, midterm, or final.

If a student is found to be cheating or plagiarizing on one major assignment, or on an assessment, the student is in violation of the Academic Integrity Policy. A grade of zero (0) will be given and the teacher or supervisor will contact the parent/guardian. In addition to the consequences stated below, violators of the policy will be subject to grading implications as stated in the Student Handbook on page 7.

Violation Consequences

Violations of the Academic Integrity Policy will be cumulative throughout the student's high school career.

1. First Violation

Students currently enrolled in National Honor Society ("NHS") will be recommended to be removed from NHS pending a formal hearing in front of the Faculty Council.

2. Second Violation

Students who receive a second violation are ineligible to apply for the NHS and also are ineligible to hold any leadership position within the school (for example, captain, drum major, officer of a club, etc.).

Any student currently holding a leadership position will be removed after his/her second violation.

- a. A student who does not receive any subsequent violations within two years of his/her most recent violation will be eligible for consideration of a leadership position at the high school.
- b. A third violation would prohibit a student from any leadership position at the high school.

Appeal Process

The student involved is required to attend any scheduled appeal hearing being requested by his/her parent/guardian.

1. If the parent does not agree with the decision that his or her son/daughter violated the Academic Integrity Policy as determined by the teacher and subject area supervisor, an appeal can be filed with the building principal.
 - a. The appeal must be submitted in writing within five (5) calendar days of the meeting held with the teacher, subject area supervisor, student and parent.
 - b. The principal will schedule a meeting to hear the appeal within five (5) calendar days of receiving the parent request in writing.

- c. Upon hearing the parental appeal, the principal will have five (5) calendar days to render his/her decision and notify the parent in writing of said decision.
2. If the decision of the principal is unsatisfactory to the parent, an appeal can be filed with the Superintendent of Schools.
 - a. The appeal to the Superintendent of Schools must be filed in writing within five (5) calendar days of the principal's decision.
 - b. The Superintendent will have five (5) calendar days from receipt of the parent's appeal in writing to notify the parent of a meeting date.
 - c. Once the meeting has taken place, the Superintendent will render a decision in writing and transmit it to the parent within five (5) calendar days.
3. If the Superintendent's decision is unsatisfactory to the parent, an appeal can be filed with the Board of Education.
 - a. The appeal to the Board of Education must be submitted in writing within ten (10) calendar days from the date of the Superintendent's decision in writing. The appeal must be submitted to the Superintendent's Office.
 - b. A hearing before the Board of Education will be scheduled as soon as possible following the receipt of the parent's appeal in writing to the Board of Education.
 - c. The Board of Education will render a decision in writing and transmit it to the parent within five (5) days of the hearing before the Board of Education.

A request for an appeal that is submitted after the stated calendar days in 1, 2 and 3 above will not be granted and the matter will be considered closed.

Adopted: June 19, 2017

Grading Implications for Violations of the Academic Integrity Policy

The following consequences reflect violations that occur within the same class. The implications below are in addition to the consequences listed previously.

1. First Violation
 - a. Meeting held to include supervisor, teacher, student and parent/guardian.
 - b. Follow-up meeting between the guidance counselor and student.
2. Second Violation
 - a. Meeting held to include supervisor, teacher, student and parent/guardian.
 - b. Follow-up meeting between the guidance counselor and student.
 - c. Loss of a letter grade for the current marking period.
3. Third Violation
 - a. Meeting held to include principal, supervisor, teacher, student and parent/guardian.
 - b. Grade of "F" will be recorded for the current marking period.
 - c. Removal from the class if such class is an Honors or Advanced Placement (AP) class at the discretion of Administration.

ACCIDENTS

Accidents that occur in school are to be reported to the teacher in charge. Every other accident in the building, on school grounds, at practice sessions, or at any athletic event sponsored by the school must be reported immediately to the person in charge and to the school nurse.

ACTIVITIES AFTER SCHOOL HOURS

Students must be in school for a minimum of four (4) hours (lunch does NOT count) in order to participate in any after school activities (i.e. Junior Prom, Senior Ball, Senior picnic, athletics and/or extra-curricular clubs or activities). Students must attend 4 blocks of classes, exclusive of lunch and learn. Students who are absent or suspended will not be permitted to participate in sports practice or games or other extra-curricular activities.

It is essential that all students leave the building at the close of the school day. Exceptions include students involved in school sponsored extra-curricular activities, or those receiving assistance from the teaching staff. The Media Center is closed after school.

Students attending school sponsored activities either after school hours or off-school premises are subject to the same rules and regulations of proper conduct that apply during regular school hours. It is to be firmly understood that students who remain after school must be under the direct supervision of a staff member at all times. Students who fail to comply with the above will be subject to disciplinary action.

AFFIRMATIVE ACTION

It is the policy of the Board of Education of Point Pleasant Borough Schools to maintain a positive, wholesome educational environment for the children of the district. The goals of education are concerned with the transmission of values, ethics, attitudes, and traits associated with responsible citizenship. Any form of harassment and bias will not be tolerated and should be reported to the school administration immediately. Severe disciplinary action will be taken.

Dr. Christine McCoid
District Affirmative Action Officer
2100 Panther Path
Point Pleasant, NJ. 08742
732-701-1900 Ex. 2418

ARRIVAL TO SCHOOL

Students may enter the building at 7:35 a.m., not before. Two entrances are open in the morning; the front doors and the “senior doors,” located adjacent to the auxiliary gym. The first class begins at 7:50 a.m. Students are expected to be in their seats and ready to learn at this time. Drop-off traffic is heavy in the morning. It is strongly suggested that students arrive no later than 7:40 a.m. in order to visit their lockers and get to class on time. Please consider drop-off in the rear of the building as there is less congestion.

ATHLETICS

Backpacks and beverage bottles of any kind are not permitted at any athletic events. Point Pleasant Borough High School is a member of the Shore Conference and competes in the following interscholastic sports:

| Fall | Winter | Spring |
|---------------------|---------------------------------------|----------------|
| Football | Boys Basketball | Baseball |
| Boys Cross Country | Girls Basketball | Golf |
| Girls Cross Country | Boys Bowling | Girls Softball |
| Girls Field Hockey | Girls Bowling | Boys Tennis |
| Boys Soccer | Boys Winter Track | Boys Track |
| Girls Soccer | Girls Winter Track | Girls Track |
| Girls Tennis | Wrestling | Boys Lacrosse |
| Cheerleading | Cheerleading | Girls Lacrosse |
| Gymnastics | Swimming | |
| Surf Club | Ice Hockey (co-op w/ Jackson Liberty) | |

ATHLETIC ELIGIBILITY

(See Course Selection Guide for details)

The Board of Education adopts those eligibility standards set by the New Jersey State Interscholastic Athletic Association for Borough students. To be eligible for athletic competition during the fall and winter seasons, students must have passed 30 credits at the conclusion of the preceding school year. There is no credit requirement for incoming students from middle or elementary school (8th grade) during the first semester. To be eligible for athletic competition during the spring semester a student must be passing 15 credits at the conclusion of the first semester. This applies to all students including ninth graders.

ATHLETES

Athletes represent Point Pleasant Borough High School. Athletes are held to a high standard of behavior on and off the playing field. Those who violate team or school rules will be subject to disciplinary action by the coach and/or administration. Athletes who take or attempt to take, personal property, school issued equipment or money from teammates or opposing teams will be subject to disciplinary action by the coach and/or administration. Police may be notified.

ATTENDANCE

BOARD POLICY No. 5200

Parents must call 701-1900 ex. 2244 to report all absences and lates to school. This is not for sign outs. Failure to report a student absence may result in a truancy and disciplinary action. Calls are recorded and may be made 24 hours a day. These calls are for absences only, NOT FOR SIGN-OUTS, which must be done in person.

The attendance policy promotes students attending school each day on time. It is crucial that we maximize instructional time in order to provide our students with the best possible opportunity for successful completion of their educational program. Educational studies have indicated that chronic absenteeism has a direct correlation to the student drop-out rate.

The high school has procedures to maintain communication with students and parents. These may include the following; conferences with students, emails to parents, attendance notification letters, phone calls to parents, “School messenger” notifications, and parent conferences.

While the high school is committed to notifying parents and students of attendance concerns, the responsibility for maintaining proper attendance lies with the parents and the student. Parents may access Genesis Parent Portal at any time to review their child’s attendance in detail.

Important benchmarks of the attendance policy:

- Students are allotted 14 days for unexcused absences – parent will report their child’s absence; no documentation is required. The parent must call ext. 2244 to report the absence or it may be considered a truancy.
- Students who exceed 14 unexcused absences in a class will be subject to loss of course credit.
- Students who exceed 13 unexcused “lates to class” will lose course credit.
*Semester class - students who exceed 7 lates.

Physical Education/Health Attendance

Health is to be counted as a grade separate and apart from physical education. Therefore, the absence days allotted for the marking period in which students have health will be no more than four (4) days. **Students who exceed 4 absences will be subject to loss of course credit for Health. Students who exceed 4 lates will lose credit for Health.**

What is the difference between an “unexcused absence” and an “excused absence”?

1. Unexcused absences are at the discretion of the parent when they believe their child should remain at home. Students are allotted 14 unexcused absences without an impact on course credit. The school is to be notified at ext. 2244 so the student is not marked truant. (ext. 2244 is not for sign outs).
 - a. Family vacations are unexcused absences and will accrue within the 14 allotted days. We acknowledge that parents may not have the same vacations as their children. However, we ask that parents please consider carefully when scheduling vacations during the school year, as absences impact the educational process and vacations will accrue within the 14 allotted unexcused absence days.
2. Excused absences fall under the following reasons and are subject to administrative approval:
 - a. Student illness as documented by a medical or dental note, signed by a physician. Submit notes to the Main Office immediately upon the students return to school. The school nurse reserves the right to verify the documentation.
 - b. Death in the family.
 - c. College visits for juniors and seniors (2 will be excused; documentation from the college/university is required). Underclass siblings who may attend are not excused. If the college requires further visits, documentation is required.

- d. Interviews with an admissions officer of an institution of higher education for juniors and seniors (2 will be excused, documentation is required). If the admissions office requires further visits, documentation is required.
 - e. Religious observance.
 - f. Student suspension from school.
 - g. Student required court appearance (documentation is required).
 - h. Driver's license test. (Bring documentation to the main office upon returning).
 - i. Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day. The student should make every effort to return to school. (Documentation is required).
 - j. Student is sent home by the school nurse, Mrs. Barry, RN.
 - k. Take Your Child to Work Day
4. Late to School (is also recorded as late to the first class of the day):
- a. Students must be seated and ready to learn at 7:50 a.m. Traffic is very heavy at drop-off so please plan accordingly!
 - b. Students who walk or ride bicycles to school should also plan to enter the building no later than 7:40 a.m. (doors open at 7:35 a.m.)
 - c. Parents are to call ext. 2244 to report their child arriving late to school. This call does not excuse the tardy but informs the school you are aware your child is tardy.
 - d. Students arriving after 7:50 a.m. must report to the main office **to scan their ID and will be issued a late pass to class**. Parents will be contacted for verification if the attendance line was not called prior to arrival.
 - e. The following may constitute an "excused" late to school at the discretion of the administration.
 - i. Religious observance.
 - ii. Medical or dental appointments (documentation required).
 - iii. Court appearance (documentation required).
 - f. Consequences for late arrival to school:
 - i. 2 unexcused lates to school - warning (email sent to parent)
 - ii. 4 unexcused lates to school - after school detention (ASD)
 - iii. 8 unexcused lates to school - 1 ASD and 1 week of lunch detention
 - iv. 12 unexcused lates to school - Saturday Detention
 - v. 16 unexcused lates to school - Saturday Detention and 1 week of lunch detention
 - vi. 20 unexcused lates to school - Saturday Detention and 1 week removal from all co-curricular activities and school functions.
 - vii. 24 unexcused lates to school - Saturday detention and removal from all co-curricular activities and attending any school function for 30 days.
5. Lates to Class
- a. Students arriving late to school not only miss instruction but also disrupt the learning process for their classmates and the teacher. Timely arrival to class must be a priority for all students. Please note, there is no appeal process for loss of credit due to lates to class.

Students who arrive less than 10 minutes to class are late. Discipline will be handled at the discretion of the teacher. Students arriving to class late from lunch may be subject to suspension of out-to-lunch privileges. Students who arrive more than 10 minutes late to class will receive an unexcused absence or cut for the class, as per the grade level administrator's decision.

*** There is no appeal for loss of credit due to lateness.**

Definitions

1. Absence - A student will not be present for the day.
2. Unexcused absence – parent calls x2244 to report their child absent. (14 allotted days). (Do not leave a message for a sign-out; they must be done in person).
3. Excused absence – documentation provided (medical, dental, legal, bereavement, religious).
4. Truancy – Absence from all or a part of the school day without the knowledge of the parent. Discipline will be assigned. Absence will be recorded as a cut in missed classes. A truant student may be suspended or expelled for trancies in accordance with Policies Nos. 5610 and 5620.
5. Cut - A student has been in school but does not attend a particular class(es). (unauthorized). Discipline will be assigned. Three cuts result in loss of course credit for a full-year class.
6. Late to Class - Reporting for class after the beginning of the period, ten minutes or less. Discipline may be assigned.
7. Late to School - Entering school after the start of the school day. Missed classes prior to entering school will be recorded as absences. Discipline will be assigned.

Denial of Curriculum Credit Due to Violation of the Attendance Policy:

1. Curriculum credit is denied when a student exceeds 14 absences in a class, 7 absences in a semester course, 4 per marking period of health.
2. Curriculum credit is denied when a student exceeds 13 lates, (7 lates in a semester course), whatever the reason for the absence.
3. Parents will receive a letter from the school stating that the student has lost course credit due to absences and/or lates. This letter will also be posted to the Parent and Student Portals.
 - a. Home Instruction and excused absences are exempt from this rule..
 - b. If a student exceeds the number of absences allowed during a course he/she will be placed in a non-credit status. A student who remains in a class for the remainder of the year, on a loss of credit status, and continues to satisfactorily complete coursework, is eligible for an **online credit recovery course** at the expense of the parent. A student who does not remain in the class, may enroll in an **online full course** at the expense of the parent. Information can be found on the High School website, under the Counseling Services tab, "Educere."

Appeal for Denial of Course Credit Due to Violation of Attendance Policy:

1. A student who has been denied curriculum credit for excessive absences may appeal that action in accordance with the following procedures:
 - a. The student or parent will contact the office of the vice principal to schedule an appeal.

- b. Any pertinent documentation regarding the absences is to be brought to the appeal meeting.
2. If the student/parent is not satisfied with the decision of the appeal he/she may submit a written request to the principal. The principal will notify the student/parent within 7 days of the decision.
3. The student may appeal an adverse decision of the principal to the Superintendent, Board of Education, and the Commissioner of Education, in that order.
4. At the high school level, disruption in the class or absences in excess of thirty (30) days may result in immediate removal from the class and a complete loss of online course eligibility.
5. If a student has three or more cuts/truancies, the teacher will be notified to withdraw credit. If cuts/ truancies continue, the student may be removed from the class with a loss of online course eligibility.

BELL SCHEDULES REGULAR DAY

| Block | Start Time | End Time |
|---------------|------------|------------|
| 1 | 7:50 a.m. | 8:48 a.m. |
| 2 | 8:52 a.m. | 9:47 a.m. |
| 3 | 9:51 a.m. | 10:46 a.m. |
| Lunch & Learn | 10:46 a.m. | 11:33 a.m. |
| 4 | 11:37 a.m. | 12:32 p.m. |
| 5 | 12:36 p.m. | 1:31 p.m. |
| 6 | 1:35 p.m. | 2:30 p.m. |

E DAY SCHEDULE (ALL CLASSES MEET)

| Block | Start Time | End Time |
|---------------|------------|------------|
| 1 | 7:50 a.m. | 8:33 a.m. |
| 2 | 8:37 a.m. | 9:17 a.m. |
| 3 | 9:21 a.m. | 10:01 a.m. |
| 4 | 10:05 a.m. | 10:45 a.m. |
| Lunch & Learn | 10:45 a.m. | 11:34 a.m. |
| 5 | 11:38 a.m. | 12:18 p.m. |
| 6 | 12:22 p.m. | 1:02 p.m. |
| 7 | 1:06 p.m. | 1:46 p.m. |
| 8 | 1:50 p.m. | 2:30 p.m. |

DELAYED OPENING SCHEDULE

| Block | Start Time | End Time |
|---------------|------------|------------|
| 1 | 9:50 a.m. | 10:31 a.m. |
| 2 | 10:35 a.m. | 11:13 a.m. |
| 3 | 11:17 a.m. | 11:55 a.m. |
| Lunch & Learn | 11:55 a.m. | 12:25 p.m. |
| 4 | 12:28 p.m. | 1:06 p.m. |
| 5 | 1:10 p.m. | 1:48 p.m. |
| 6 | 1:52 p.m. | 2:30 p.m. |

E-DAY DELAYED OPENING DAY SCHEDULE

| Block | Start Time | End Time |
|---------------|------------|------------|
| 1 | 9:50 a.m. | 10:19 a.m. |
| 2 | 10:23 a.m. | 10:50 a.m. |
| 3 | 10:54 a.m. | 11:21 a.m. |
| 4 | 11:25 a.m. | 11:52 a.m. |
| Lunch & Learn | 11:52 a.m. | 12:27 p.m. |
| 5 | 12:30 p.m. | 12:57 p.m. |
| 6 | 1:01 p.m. | 1:28 p.m. |
| 7 | 1:32 p.m. | 1:59 p.m. |
| 8 | 2:03 p.m. | 2:30 p.m. |

HALF DAY SCHEDULE

| Block | Start Time | End Time |
|-------|------------|------------|
| 1 | 7:50 a.m. | 8:35 a.m. |
| 2 | 8:39 a.m. | 9:20 a.m. |
| 3 | 9:24 a.m. | 10:05 a.m. |
| 4 | 10:09 a.m. | 10:50 a.m. |
| 5 | 10:54 a.m. | 11:35 a.m. |
| 6 | 11:39 a.m. | 12:20 p.m. |

E-DAY HALF DAY SCHEDULE

| Block | Start Time | End Time |
|-------|------------|------------|
| 1 | 7:50 a.m. | 8:22 a.m. |
| 2 | 8:26 a.m. | 8:56 a.m. |
| 3 | 9:00 a.m. | 9:30 a.m. |
| 4 | 9:34 a.m. | 10:04 a.m. |
| 5 | 10:08 a.m. | 10:38 a.m. |
| 6 | 10:42 a.m. | 11:12 a.m. |
| 7 | 11:16 a.m. | 11:46 a.m. |
| 8 | 11:50 a.m. | 12:20 p.m. |

ROTATION SCHEDULE

| A Day | B Day | C Day | D Day |
|---------------|---------------|---------------|---------------|
| Class 1 | Class 4 | Class 3 | Class 2 |
| Class 2 | Class 1 | Class 4 | Class 3 |
| Class 3 | Class 2 | Class 1 | Class 4 |
| Lunch & Learn | Lunch & Learn | Lunch & Learn | Lunch & Learn |
| Class 5 | Class 8 | Class 7 | Class 6 |
| Class 6 | Class 5 | Class 8 | Class 7 |
| Class 7 | Class 6 | Class 5 | Class 8 |

BICYCLES

Please use caution when riding bikes or scooters to school. Students must follow all traffic laws and posted signs on school property.

Bicycles must be locked in racks provided adjacent to the gymnasium. Locked bicycles do not get stolen. Please note: Taking another student's bicycle at lunch without their express permission/knowledge is considered theft and may be reported to the Point Pleasant Police Department, even if the bicycle is returned. Discipline will be assigned.

All students must lock bicycles securely. Do not give the key or combination to others. The school is not responsible for the security of bicycles. Thefts can be reported to the Point Pleasant Police Department.

CELL PHONES

BOARD POLICY NO. 5516

Cell phones or other electronic devices are not permitted during instructional time, unless with the express permission of the teacher. Cell phones can be extremely disruptive to teaching and impede

the learning not only of the owner but also of the other students in the classroom. (N.J.S.A. 2C:33-19 and N.J.A.C. 6A:16-5.8).

This administration is adamant that the educational opportunities available to our students will not be disrupted by cell phones. Cell phone calls/texts from a parent will not negate this policy.

1. At the first violation, the student will be sent to the office to turn over the device to an administrator and will receive an After-School Detention (ASD). Parents will be notified and students will be allowed to retrieve the device after school.
2. At the second violation, the student will be sent to the office to turn over the device to an administrator and will receive two ASD. Parents will be called to retrieve the device at the high school from the grade-level administrator.
3. At the third violation, the student will be sent to the office to turn over the device to an administrator and will receive a Saturday Detention. Parents will be called to retrieve the device at the high school from the grade-level administrator.
4. Upon the fourth and all subsequent violations, the student may receive a Saturday Detention and/or be suspended from school. Parents will be called to retrieve the device at the high school from the grade-level administrator.

Parents are asked not to call/text their child's cell phone during class time. Parents may call the Main Office at any time (ext. 2202 or 2206) if they need to contact their child. Cell phone calls/texts from a parent do not negate the above policy. Electronic devices are not school-sanctioned materials. Thefts will be directed to the Police Department.

CHANGE OF ADDRESS AND PHONE NUMBER

Parents/guardians must immediately report any change of address or telephone number to the main office.

CLUBS AND ACTIVITIES

The Board of Education believes that the educational goals and objectives of the district are best achieved by a diversity of learning experiences, which may be offered in and out of the classroom. In that light, all students are encouraged to join one or more activities offered by the school district. Some clubs and/or activities may have prerequisites to join. This list is subject to change.

Advisors and coaches will make every effort to work with students who have extra-curricular conflicts during the school year.

| CLUB/ACTIVITY | ADVISOR(S) | CLUB/ACTIVITY | ADVISOR(S) |
|------------------------|----------------|---------------------|--------------------------------|
| Freshman Cass | Mrs. Jensen | Italian Club | Mrs. Errichiello |
| Sophomore Class | Ms. Padula | Key Club | Mr. Fisher, Ms. Daillicardillo |
| Junior Class | Mrs. Mitreuter | Leo Club | Mrs. Camilleri |

| | | | |
|---|---------------|-------------------------------|-------------------|
| Senior Class | Mrs. Grainer | Literary Magazine | Ms. Boska |
| Art Club | Mr. Bauer | Math Club | Ms. Bergmann |
| Audio Visual | Mr. Kearns | National Honor Society | Mrs. Joyce |
| Band | Mr. Visco | School Newspaper | Mrs. Jensen |
| Book Club | Ms. Padula | PRISM Club | Mr. Kearns |
| Color Guard | Ms Strassheim | Quiz Bowl | Ms. Walsh |
| Diversity Club | Mr. Kearns | Ski Club | Mrs. Bruno |
| Eco Club | Ms. Vasseur | Spanish Club | Mrs. Eagan |
| Forensics - Drama | Mr. Kearns | Student Council | Ms. Salvatoriello |
| Future Business Leaders of America | Mr. Fisher | Surf Club | Mr. Nelson |
| Guitar Club | Mr. Fisher | Vocal Music | Ms. Villa |
| I Am That Girl | Ms. Soliman | Yearbook | Mrs. Reed |
| Interact | Mrs. Joyce | | |

Eligibility: Students must be in good academic and disciplinary standing. (NHS has selection requirements). Students must follow the district's code of conduct.

Attendance: Students must comply with the attendance policy and in school for at least 4 hours to participate.

COMMENCEMENT REQUIREMENTS

Only students who have met the academic and attendance requirements for graduation shall participate in commencement. No student shall be permitted to participate in commencement if he/she has willfully disregarded the school's published rules and regulations. Students who violate the code of conduct may be denied the privilege of participation in commencement. All school rules apply for commencement. Students not in compliance with school rules will be immediately removed from the ceremony. (See Commencement Attire, Discipline Code of Conduct).

COMMENCEMENT ATTIRE

Graduation is a formal occasion. Appropriate attire is required for participation. Those who do not comply with the rules will not be permitted to participate. (Legal Reference: N.J. Statutes Title 18A:11-7)

1. Students will be permitted to decorate their caps for the graduation ceremony strictly as outlined below. Failure to follow these rules will result in immediate removal of the cap without discussion. Extra caps will not be available. No senior will be permitted to walk in the ceremony without a cap or gown. Any writing or logos MUST lay flat on the cap. No

3D enhancements to the cap are permitted. There are ONLY 4 options that will be permitted for cap decorating:

- a. The year of the student's graduation, Point Pleasant Borough High School, the Panther logo/mascot, and/or the logo of a sport or extra-curricular activity in which they participated.
 - b. A college name or logo
 - c. A trade or union name or logo
 - d. A military branch name or logo
2. Graduation regalia is limited to awards and honors completed while enrolled at and through Point Pleasant High School. Appropriate Point Pleasant Borough High School graduation regalia is solely determined by and at the discretion of the administration.
 3. Jeans, sneakers, and high-heeled shoes are not permitted.

COMPUTER USE POLICY

Board Policy No. 2361

Students must use technology according to District Board Policy 2361. All computer users must return the completed technology agreement form before being granted computer and Internet access. The Board provides access to the computer network and computers for educational purposes only. The Board retains the right to restrict or terminate pupil access to the computer network/computers at any time for any reason. The Board retains the right to have district personnel monitor network activity, in any form necessary, to maintain the integrity of the network and ensure its proper use. Violations of district /school rules may result in loss of computer privileges. See www.pointpleasant.k12.nj.us for the complete policy.

CYBERBULLYING

Board Policy No. 5512.02

A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Cyber-bullying by a pupil in the district directed toward another school district or pupil or school staff member is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe environment.

The Board of Education prohibits acts of cyber-bullying by school district pupils through the use of any school district owned, operated, and supervised technologies. The Building Principal or designee may report allegations of cyberbullying to law enforcement authorities.

Cyber-bullying is the use of electronic information and communication devices, to include but not limited to, any form of social media, e-mail messages, instant messaging, text messaging, cellular telephone communications, internet blogs, internet chat rooms, internet postings and defamatory websites that:

1. deliberately threatens, harasses, intimidates an individual or group of individuals; or
2. places an individual in reasonable fear of harm to the individual or damage to the individual's property; or
3. has the effect of substantially disrupting the orderly operation of the school.

Any pupil or school staff member who believes he/she has or is being subjected to cyber-bullying, as well as any person who has reason to believe a pupil or school staff member has knowledge or reason to believe another pupil or school staff member is being subjected or has been subjected to cyber-bullying shall immediately make a report to the Building Principal or designee.

DANCES

All attendees at school dances are subject to school rules that apply during the school day. Students will not be admitted to a dance one hour after start time. If students leave before the dance ends, re-admittance will be denied. Guests are not permitted. PPBHS students may be required to show their ID card to gain admittance.

DISCIPLINE

The administration and faculty enforce school rules, which foster mutual respect for students and teachers alike. The goal is to further the development of self-discipline on the part of the students. Students are expected to take responsibility for their own behavior. The following disciplinary actions will be taken based on the infraction:

1. Court Actions:

Children under 16 years are required to attend school (N.J.S.A. 18A: 38-25). Students under 16 years of age who are consistently truant will be referred for court action. Court action will be instituted for other violations such as trespassing, assault, inducing a person(s) to use narcotic drug(s), smoking, malicious destruction or damage to property, carrying concealed weapons and any other violation of New Jersey Statutes.

2. Detention:

Teachers may assign detention for infraction of school rules. This is served with the teacher at the teacher's discretion and with adequate notice to the student. Administrators may also assign detention. It is held daily from 2:35 to 3:25. In certain instances, Saturday detention may be assigned. Saturday detention is from 8:00 a.m. to 11:00 a.m. Failure to report to detention will result in further disciplinary action. Students who miss Saturday detention will receive a day of out-of-school suspension and will be rescheduled for the next Saturday detention. Students are required to bring schoolwork to detention. Sleeping, eating, use of cell phones or inappropriate behavior will result in removal from detention and/or suspension from school. Students who arrive late will not be admitted and detention will be reassigned with additional consequences.

3. Suspension and Expulsion:

While the Board believes that positive approaches to unacceptable behavior are usually more effective, it is sometimes necessary to penalize students for violations of school regulations/code of conduct to ensure the good order of the school and to teach students the consequences of disruptive behavior. Students who indulge in disruptive behavior may be suspended or recommended to the Board of Education for a disciplinary hearing.

A. Disruptive behavior includes, but is not limited to:

1. Continued and willful disobedience;
2. Open defiance of authority of any teacher or person having authority;
3. Actions that constitute a danger to the physical well-being of other students;
4. Reckless behavior so as to endanger the safety of others;
5. Physical assault upon another student, a teacher, or any school employee;

6. Taking, or attempting to take, personal property/money from another student or staff member by means of force or fear;
 7. Willfully causing, or attempting to cause, substantial damage to the property of other students, staff members, or the district;
 8. Falsifying a note (medical, legal, etc.) or any school document;
 9. Taking part in any unauthorized occupancy of a district facility and refusing to leave promptly when directed to do so by a person in authority;
 10. Inciting others to take part in an unauthorized occupancy;
 11. Inciting other students to truancy;
 12. Truancy and class cutting; leaving school property without permission;
 13. Poor attendance and lateness;
 14. Use or possession of unsafe or illegal articles (weapons, firearms, firecrackers, explosive devices, etc.)
 15. Use of any tobacco product, e-cigarette, vape pen, etc. on school property;
 16. Use, possession or sale of a controlled dangerous substance, illegal substance, anabolic steroids or alcohol;
 17. Use of profanity or abusive language;
 18. Turning in a false alarm;
 19. Arson
 20. Tampering with or damaging property of other students or staff members;
 21. Selling or buying lottery tickets or any other form of gambling
4. Eligibility for special events and privileges, including but not limited to; School Functions, Athletic Events (participating or as a fan), Field Trips, Junior Prom, Staff vs. Students Kickball Game, Senior Yearbook Breakfast, Senior Ball, Senior Picnic, Powderpuff, attending the commencement ceremony, and parking spots. The above captioned events are a privilege extended to students, particularly seniors, in good standing. Students who have been suspended on 2 or more occasions during one school year or who have been suspended for a cumulative total of 6 or more days of suspension, will not be permitted to participate in one or more of these events as determined by the high school administration.

Students under suspension are prohibited from participating in any school-regulated activity during the period of their suspension. They may not enter the school buildings or grounds of this district without the permission of the Principal. Any student under suspension who enters the school buildings or grounds without the permission of the Principal may have the period of his/her suspension extended and risk trespass charges.

Students who are suspended are required to make-up all work missed during the suspension. It is the student's responsibility to request make-up work from teachers.

A student who is suspended on the day preceding a weekend or holiday and/or the subsequent day following a weekend or holiday shall not be permitted to participate in school-sponsored activities, including interscholastic sports, during that weekend. In certain situations, students may be suspended from school pending a parent conference.

Discipline Infractions & Consequences

Consequences for the following infractions (violations of our Code of Conduct) may include After-School Detention (ASD), Saturday Detention, and/or Out of School Suspension (OSS). Students may also be subject to loss of school function privileges. The level of severity and number of occurrences will also be factors in determining the appropriate consequence.

| | |
|--|---|
| Cell Phone Violation | Missed Saturday Detention |
| Disruptive/Inappropriate Behavior | Out of Class Without a Pass |
| Disrespectful to student/staff | Physical Aggression/Intimidating Behavior |
| Dress Code Violation | Recording a student or staff member |
| Failure to Follow Sign-Out Procedure | Refusal to Identity Self |
| Failure to Attend Lunch Detention | Use of repellents or sprays |
| Forgery | Technology Violations |
| Insubordination | Theft |
| Leaving Class Without Permission | Truancy |
| Lewd Behavior | Unauthorized Parking |
| Loitering (unauthorized area without permission/supervision) | Violence & Vandalism |
| Lunch and Learn Violations | |
| Missed After-School Detention | |

Other Violations of our Code of Conduct:

Assault/Threats

The threat of physical or sexual abuse, the use of force, or the expression of intent to do harm may result in suspensions of up to 10 school days for each participant.

1. A violent act such as simple or aggravated assault by one or more students against another student may result in suspensions of up to ten (10) days for each participant. The police may be notified.
2. In severe situations, the participants may face a Board of Education disciplinary hearing.
3. Any student who commits an assault upon a teacher, administrator, board member or other employee of a board of education acting in the performance of his/her duties shall be immediately suspended from school pending a disciplinary hearing with the Board of Education. (N.J.S.A:37-2.1)

Fighting

Any student engaged in fighting will be suspended for four days. Administration reserves the right to increase or decrease the duration of suspension based on the circumstances of the situation. Disciplinary action may also be administered for instigating a fight/conflict.

Firearms & Weapons (Zero Tolerance for Guns Act)

A pupil convicted of possession of a firearm or a crime while armed with a firearm or who is found to knowingly be in possession of a firearm on school property, on a school bus or at a school sponsored function, shall immediately be removed from the school's regular instruction program pending a hearing before the Board of Education. (N.J.S.18A: 37.7.8)

Students are forbidden to bring any type of weapon to school. Students who violate this rule will be subject to disciplinary action, the police will be notified and the weapon turned over to the police. Legal action will result. Any object used for purposes other than that for which it was designed and used to inflict harm or injury, or the threat of harm or injury upon another person or persons, will be considered a weapon.

Weapons include (but are not limited to) firearms, knives, any ignited or explosive items (firecrackers or smoke bombs) and any objects of no reasonable use to the student at school which may be used to cause injury.

Smoking/Vaping/E-Cigarette (Non-drug related)

Students violating the policy will be subject to the following consequences, including a complaint filed with the appropriate Municipal Court or other agency with Jurisdiction as defined in N.J.A.C. 8:6-9.1(c) and Point Pleasant Borough Ordinance No. 2018-08.

Immediate referral to the school nurse shall take place in every case where a student is found to be in possession of an electronic cigarette or vape product, or where there is otherwise reason to believe that a student has used or possessed an electronic cigarette or vape product on school grounds or at a school function. The purpose of the referral shall be to assess the student to determine if the student has any immediate medical needs. As a part of making this determination the nurse will take the student's vital signs.

First Offense:

1. The student will be assigned a Saturday Detention.
2. The student will be excluded from all extra-curricular events* for 7 calendar days.
3. The student's Lunch and Learn privileges will be revoked for 7 calendar days.
4. The student will be referred to the Student Assistance Counselor. For remediation and educational purposes, the SAC may assign the student to a tobacco education program provided by the school. The student will also be provided information about available cessation programs.
5. The student may also be issued a summons per Borough Ordinance No. 2108-0.

Second Offense:

1. The student will be suspended from school for two (2) days.
2. The student will be excluded from all extra-curricular events* for 14 calendar days.
3. The student's Lunch and Learn privileges will be revoked for 14 calendar days.
4. The student will be referred to the Student Assistance Counselor and, for educational and remediation purposes, the student will be assigned cessation sessions with a cessation specialist provided by the school. The number of sessions will be determined by the cessation specialist and the high school SAC.
5. The student may also be issued a summons per Borough Ordinance No. 2108-08.

Third Offense:

1. The student will be suspended from school for four (4) days.
2. The student will be excluded from all extra-curricular events* for the remainder of the school year.
3. The student's Lunch and Learn privileges will be revoked for the remainder of the school year.
4. The student will be referred to the Student Assistance Counselor.
5. The student may also be issued a summons per Borough Ordinance No. 2108-08.

*Extra-curricular events include, but are not limited to, participation in athletics, Performing Arts (band, choral, drama activities), clubs, Prom, Ball, senior picnic, senior yearbook breakfast, and/or attending any school event.

**Students in *possession only* of smoking/vaping electronic devices and/or tobacco/nicotine products will be subject to all of the above consequences except Borough Ordinance 2018-08.

Substance Abuse

Any violation of Board rules prohibiting the use, possession and/or distribution of a substance is a serious offense, and the pupil who violates a substance abuse rule will be disciplined accordingly. Repeated violations are more severe offenses and warrant stricter disciplinary measures. Pupils who violate the substance abuse rules will be disciplined as follows:

Disciplinary Action for First Offense:

1. Local police will be notified and informed of the violation.
2. The pupil(s) will be taken to their family doctor, school doctor or emergency room of the nearest hospital for examination, to determine whether or not they are under the influence of alcohol and/or other drugs.
3. The pupil(s), once determined as being under the influence and/or in possession, will be suspended from school for up to ten (10) days. Eligibility to return to school will be determined by Board policy.
4. Students must return to school with a physician note clearing them to return to school.
5. The pupil(s), once returned to school, will be evaluated by the school's Student Assistance Counselor (SAC) to determine the nature and extent of their involvement with alcohol and/or other drugs.

6. Extra-curricular Activities (sports, plays, clubs, etc.) -- Any pupil who violates the school's Alcohol/Drug policy and participates in extra-curricular activities will be removed from the activity (team, play, club, etc.) for a minimum of fourteen (14) calendar days. This includes, but is not limited to, Junior Prom, Senior Ball and Senior Picnic if they fall within the fourteen-day restriction.
7. Out to Lunch – this privilege will be revoked for a minimum of fourteen (14) calendar days.
8. Senior Parking Privilege – will be revoked for the remainder of the school year, if applicable.

Disciplinary Action for Second Offense During the Same School Year or for Failure to Comply with a Mandated Referral Program.

For a second offense committed during the same school year, or for failure to comply with a mandated referral program pursuant to N.J.S.A. 18A:40A-12, the Board of Education may hold a disciplinary hearing.

1. If it is determined that the pupil has violated the school's alcohol and drug policy for a second time during the school year, the Board shall impose sanctions which may include expulsion from the Point Pleasant School District with the right to re-apply for admission, provided the pupil complies with conditions imposed by the Board, including a treatment program recommended by the Student Assistance Counselor (SAC) or, with the consent of the pupil and parents, the expulsion hearing may be continued subject to certain conditions which shall include a long-term suspension and compliance with a treatment program recommended by the Student Assistance Counselor, with the right of the Board to proceed with the hearing upon the pupil's failure to comply with all conditions imposed. Upon readmission of the pupil or termination of the suspension based upon compliance with the conditions imposed by the Board, it is understood that any further violation of the alcohol/drug policy, or serious disciplinary infraction, will result in expulsion from the Point Pleasant School District without conditions or the opportunity for readmission.
2. Students who have violated the school's alcohol/drug policy and who shall have been referred to an appropriate program pursuant to N.J.S.A. 18A:40A-12 and shall fail to comply with the recommendations of the SAC shall be subject to the same disciplinary action as set forth above.
3. Students who transfer to another school district or who drop out of school rather than comply with the school's alcohol/drug policy will not be allowed to re-enter the Point Pleasant School District for any educational offerings within the district.
4. Students who have violated this policy for a second time during the same school year, will be ineligible for all extra-curricular events (including Junior Prom, Senior Ball, Senior Picnic), activities, athletics, and clubs for the remainder of the school year.
5. Students who have violated this policy for a second time during the same school year will have their out-to-lunch privileges revoked for the remainder of the school year.

Reporting and Examination of Pupils Under the Influence of Anabolic Steroid.

1. Whenever any teaching staff member, certified or non-certified nurse or other educational personnel have reason to believe that a pupil has used or may be using anabolic steroids that person must report the matter as soon as possible to the Principal/designee and the school nurse or the school physician or the SAC.
2. The Principal or designee, in response to every report, shall immediately notify the pupil's parent(s)/legal guardian(s) and the Superintendent.

3. The Principal shall arrange for the immediate examination of the pupil by a physician selected by the parent(s)/legal guardian(s). If the physician selected by the parent is not available to perform the examination, the examination will be conducted by the school physician or another physician identified by the Principal. An examination conducted, at parental request, by a physician other than the school physician or another physician as identified by the Principal shall not be at the district's expense.
4. The pupil shall be examined as soon as possible for the purpose of determining whether the pupil has been using anabolic steroids.
5. The Superintendent/designee may, but need not, disclose to law enforcement authorities the identity of a pupil suspected or have used or who may be using anabolic steroids. The Superintendent shall disclose to law enforcement authorities the identity of a pupil reasonably believed to be in possession of anabolic steroids or related paraphernalia or a pupil reasonably believed to be involved or implicated in distribution activities involving anabolic steroids.
6. A written report of the examination of the pupil shall be furnished by the examining physician to the pupil's parent(s)/legal guardian(s), the Principal, and to the Superintendent.
7. If it is determined that the pupil has used anabolic steroids, an individual who holds the Educational Services Certificate with the substance awareness coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds either the school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker or student personnel services endorsement on the Educational Services Certificate and is trained to assess alcohol and other drug abuse shall interview the pupil and others, as necessary, for the purpose of determining the extent of the pupil's involvement with and use of anabolic steroids and the possible need for referral for treatment. To make this determination, the school staff member(s) identified above may conduct a reasonable investigation, which may include interviews with the pupil's teachers and parents and consultation with experts in pupil alcohol or another drug abuse, as may be appropriate and necessary.
8. If the results of a referral for evaluation have positively determined that the pupil's use of anabolic steroids represents a danger to the pupil's health and well-being, the school staff member(s) identified in 7. above shall initiate a referral for treatment to appropriate community agencies as defined in N.J.A.C. 6A:16-4.1(b), to out-of-State agencies licensed by the appropriate State regulatory agency for alcohol and other drug services, or to private practitioners certified by appropriate drug and alcohol licensing board.

Evaluation and Treatment of Pupils Under the Influence of a Substance Other Than Anabolic Steroids

1. Any educational staff member or other professional to whom it appears that a pupil may be currently under the influence of alcohol or other drugs on school grounds, including on a school bus or at a school-sponsored function, shall report the matter as soon as possible to the Principal/designee and the school nurse, the school physician, or the SAC pursuant to N.J.S.A. 18A:40A-12.
2. Principal/designee, in response to every report, shall immediately notify the pupil's parent(s)/legal guardian(s) and the Superintendent/ designee.
3. The Superintendent/designee may, but need not, disclose to law enforcement authorities the identity of a pupil suspected to be under the influence of alcohol or other drugs. The Superintendent shall disclose to law enforcement authorities the identity of a pupil reasonably believed to be in possession of a controlled dangerous substance or related paraphernalia or a

pupil reasonably believed to be involved or implicated in distribution activities regarding controlled dangerous substances.

4. The Principal/designee, in response to every report, must arrange for an immediate medical examination of the pupil for the purposes of providing appropriate health care for the pupil and for determining whether the pupil is under the influence of alcohol, or other drugs, other than anabolic steroids. The medical examination shall be performed by a physician that is selected by the parent(s)/legal guardian(s). If the parent's/legal guardian's physician is not immediately available, the medical examination shall be conducted by the school physician. If neither the parent's/legal guardian's physician nor the school physician is immediately available, the pupil shall be taken to the emergency room of the nearest hospital for examination. The pupil shall be accompanied by the pupil's parent(s)/legal guardian(s) if available and by a member of the school staff appointed by the Principal. Parental/legal guardian permission is not required for the school's physician or emergency room examination. The parent(s)/legal guardian(s) may, but is not required to accompany the pupil to the school physician and/or emergency room. The Principal and/or designee will supervise the pupil while the pupil is waiting for the parent(s)/legal guardian(s) to take the pupil to the physician selected by the parent, or waiting for and receiving the examination by the school physician or in the emergency room. An examination conducted by a physician selected by the parent(s)/legal guardian(s) shall be at the expense of the parent and shall not be at the expense of the school district. An examination conducted by the school physician or by a physician at the emergency room of the nearest hospital shall be at the expense of the school district.
5. A written report of the examination of the pupil shall be furnished by the examining physician to the pupil's parent(s)/legal guardian(s), the Principal, and to the Superintendent within twenty-four hours of the referral of the pupil for suspected drug or alcohol use. The findings of the report shall verify whether the pupil's alcohol or other drug use interferes with his or her physical and mental ability to perform in school.
6. When the medical examination is performed by a physician other than the school physician or at the emergency room of the nearest hospital, the parent is required to verify within twenty-four hours of the notification that the pupil is suspected of alcohol or other drug use that the medical examination in accordance with this Policy was performed. The verification shall include, at a minimum, the printed name, address and phone number, date and time of the medical examination, signature of the examining physician and the date by which the written report of the examination will be provided.
7. If the written report of the examination is not submitted to the parent, Principal or Superintendent within twenty-four hours of the referral of the pupil, the pupil will be allowed to return to school until such time a positive determination of alcohol or other drug use is received from the physician.
8. If the written report of the medical examination verifies that alcohol or other drugs do not interfere with the pupil's physical and mental ability to perform in school, the pupil will be immediately returned to school.
9. If there is a positive determination from the medical examination, indicating the pupil's alcohol or other drug use interferes with his or her physical or mental ability to perform in school the pupil will be returned to the parent's care as soon as possible. Attendance at school will not resume until a written report has been submitted to the parent(s)/legal guardian(s), Principal and Superintendent from the physician who has examined the pupil to determine whether alcohol or other drug use interferes with his or her physical or mental ability to perform in

school. The report must verify the pupil's alcohol or other drug use no longer interferes with the pupil's physical and mental ability to perform in school. Removal of a pupil with a disability shall be made in accordance with N.J.A.C. 6A:14.

10. Refusal or failure by a parent/legal guardian to comply with the provisions of N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 shall be treated as a policy violation of the Compulsory Education Act pursuant to N.J.S.A. 18A:38-25 and 18A:38-31, and child neglect laws pursuant to N.J.S.A. 9:6-1 et seq., and N.J.A.C. 6A:16-11. Refusal or failure of a pupil to comply with N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 shall be treated by the school district as a policy violation and handled in accordance with N.J.A.C. 6A:16-4.1(c)2.
11. While the pupil is at home because of the medical examination or after the pupil returns to school, the Principal or Superintendent may recommend or require alcohol and other drug assessment of the pupil or evaluation by appropriately certified or licensed professionals to make a positive determination of a pupil's need for programs and services which extend beyond the general school program, as necessary. The findings of these additional evaluations alone shall not be used to prevent a pupil from attending school.
12. If at any time it is determined a pupil's use of substances presents a danger to the pupil's health and well-being, an individual who holds the Educational Services Certificate with the substance awareness coordinator endorsement issued by the New Jersey State Board of Examiners or an individual who holds either the school nurse, school nurse/non-instructional, school psychologist, school counselor, school social worker or student personnel services endorsement on the Educational Services Certificate and is trained in alcohol and other drug abuse treatment referral shall initiate a referral for substance abuse treatment.

Presence of Substances on School Premises

1. A pupil's person, effects, or school storage places may be searched for substances in accordance with Policy No. 5770.
2. The Principal or other school officer conducting the search shall confiscate as evidence any substance found in the pupil's possession.

While the services described above are confidential and voluntary, if it becomes evident that a student has a substance abuse problem, that student may be required to receive assistance through an outside treatment center.

Unauthorized Absence from Class - Cutting Class

An unauthorized absence from class ("cut") is defined as any unexcused late (more than 10 minutes) or unexcused absence from a class. Consequences for cutting the same class are listed below:

1. First Cut - After School Detention (ASD)
2. Second Cut - Saturday Detention
3. Third Cut - loss of credit for a full year course(s) and Saturday Detention
 - In a semester course(s), students will lose credit upon the second cut.

* There is no appeal process for loss of credit due to cutting class. The student must remain in the class and in good standing in order to be eligible for credit recovery.

** Any assignments, including tests and quizzes, missed due to cutting may result in up to a 20% grade reduction, at the sole discretion of the teacher.

***** Once students have reached three cumulative cuts (across all classes) they will receive a minimum of one Saturday Detention in addition to the consequences outlined above.****

DRESS CODE

Point Pleasant High School is an institution of learning. It is not the beach or boardwalk. All students must be mindful of their attire for school and follow the dress code.

Inappropriate attire is not permitted. Students who are dressed inappropriately for the school environment will be addressed by the administration and may be required to change clothing. Any pupil who is in violation of the dress code will be asked to correct the violation immediately or will be excluded from attending school until his/her attire conforms to the school policy.

The following items may serve as a guide to inappropriate school attire:

1. Hats, hoods, or other head coverings, except in the case of religious observance, may not be worn in the building.
2. Sunglasses may not be worn while in the building.
3. Clothing for school should not reveal undergarments. Shorts/skirts must be an appropriate length so as not to be revealing. The midriff and full back are to be covered. All shirts/tops must have shoulder straps. Singlet style or A-style tee shirts may not be worn.
4. Objects that could be used as weapons, i.e. heavy chains, may not be part of student apparel.
5. Apparel that promotes or endorses illegal substances, i.e., drugs, alcohol, and tobacco products, may not be worn. In addition, clothing with messages deemed offensive, profane, inappropriate, violent, or derogatory, is not permitted. Images of weapons are not permitted.

Classroom teachers have the major responsibility for interpreting and enforcing these standards for their individual classes. Teachers may refer students in violation of the dress code to the administration. Students are expected to cooperate courteously when teachers or administration enforce these standards. Appeals can be made to the principal who will have the final word.

DRIVING AND PARKING

Seniors must fill out required paperwork to apply for the parking (forms can be found on the website). Applications are handed in at the main office. Parking will be assigned at the discretion of the administration. Students must practice safe driving at all times. Students driving in a reckless or hazardous manner will be referred to the police and will be subject to disciplinary action. Seniors may lose parking privileges as a result.

Parking spaces may be revoked for attendance, including lates to school or class, or disciplinary issues at the discretion of the administration. Seniors with a parking permit may be subject to random drug testing.

Underclassmen and seniors without a parking permit who park on campus may be ticketed/Towed by the Point Pleasant Police Department without warning. (18A:40-22)

Underclassmen who park on campus will have a 30 day hold on their parking permit as a senior for the first offense, a second offense of senior parking permit will result in being disqualified for senior parking lot privileges and disciplinary consequences may also apply.

EARLY SIGN OUT FROM THE SCHOOL DAY BOARD POLICY No. 5230

All visitors and/or parents wishing to sign-out their child must show proper identification (i.e. driver's license) at the Security Booth each and every time. NO EXCEPTIONS. Please do not ask us to violate this policy.

No student may be permitted to leave the school before the close of the school day unless the student is signed out in-person at the main office by his/her parent/guardian or a person listed as an emergency contact on the students' attendance information.

List the name(s) of contact individuals who are able to sign your child out during the school day on the attendance form. Phone calls, faxes, emails and notes are unacceptable means of early sign out. We are responsible for the well-being of your child and obligated to follow Board regulations.

To avoid disruption of teaching time, please schedule early sign out at the beginning or end of a period. Ill students must report to the nurse prior to dismissal.

EMERGENCY CLOSING/DELAYED OPENING

The following will announce school closing due to inclement weather:

WOBM 92.7 FM or 1160AM NJ12 TV

The school website will post closings: www.pointpleasant.k12.nj.us. and School Messenger notifications will be sent. Parents/Guardians are automatically signed up to receive alerts via their contact information listed in Parent Portal.

EXAM DATES (subject to change)

MIDTERM EXAMS – January 22, 23, 24, 25, 2024

FINAL EXAMS – June 11, 12, 13, 14, 2024

Students are expected to be in school for final exams. An official letter will be sent to all parents/guardians in May with detailed information regarding the schedule, procedures and expectations. Students who are absent from an exam will be given the opportunity for a make-up exam provided the following is followed:

1. STUDENTS MAY NOT TAKE EXAMS EARLIER THAN EXAM WEEK - unless extenuating circumstances exist. If a situation exists (other than illness) where a student will miss exams, the grade level vice-principal must be contacted. If there is just cause and approval granted, make up exams will be administered when the student returns.
2. Students may not rearrange exams to be taken earlier than the scheduled exam week. The only exception is for seniors; however, this is at the discretion of the teacher.

3. If the student is ill, a medical note will be required. If the absence is an emergency, the parent will be asked to speak with an administrator to explain the emergency; the administration will make a determination.
4. Parents may also contact the school nurse (ext. 2215) for a determination concerning the student's health status. The student may be sent to the nurse.
5. A doctor's note or other legitimate documentation approved by the administration will be required to postpone the final exam. Students who fail to take the final exam without a legitimate excuse may not be eligible to receive course credit.

Final Exam Exemptions

Exemptions from final exams are a privilege for students who have worked hard throughout the year.

1. First and foremost, ALL EXEMPTIONS will be at the discretion of the teacher. No exceptions.
2. Students must receive at least an "A-" each marking period and on their midterm exam.
3. There is no limit on the number of exemptions.

FALSE ALARMS (N.J.S.A. 2C:33-3)

Placing a false alarm or a false 911 call is a Disorderly Persons Offense with penalties of up to six months imprisonment and/or up to a \$1,000 fine.

FINES AND SCHOOL PROPERTY

All books, materials, equipment, Chromebook, chargers, athletic equipment, including uniforms, are to be returned in good condition. Failure to return these items or return them in good condition will result in fines and assessments. These fines and/or assessments must be satisfied before graduation or participation in graduation ceremonies will be withheld. Underclassmen will have Parental Portal access restricted until the fine(s) is satisfied.

FIRE DRILLS

State statutes require unannounced timed fire drills while students are in the building. Students are to report with their teacher to a designated location. All persons, without exception, must exit the building.

FIRE FIGHTERS and FIRST AIDERS

Student members of local fire companies/local first aid squads wishing to fulfill their obligations during school hours must present notes from the fire chief/head of the first aid squad and their parents which specifically requires their attendance and which excuses these absences.

These students will not be required to sign out, but must notify the attendance secretary of their absence upon return from the obligation, and present documentation from the fire company/first aid squad.

FLAG SALUTE

The Pledge of Allegiance will be broadcast each morning. Students will show respect during the flag salute.

FOOD AND BEVERAGES

Food is not permitted during academic and elective classes. Students who disregard this policy will be asked to dispose of such and, if non-compliant, may be subject to disciplinary action. Repeat offenders will be referred to the administration. Students must clean up after themselves during Lunch and Learn.

GAMBLING

Gambling is not permitted on school property or while attending school-sponsored events or activities and will be subject to disciplinary action.

SUSPECTED GANG ACTIVITY BOARD POLICY NO. 5615

Pupils that initiate, advocate, or promote activities, openly or otherwise, and/or threaten the safety or well-being of others disrupt the school environments and are harmful to the educational process in this school district. Any physical or verbal harassing, intimidating, or bullying conduct by a pupil or group of pupils directed toward any school staff member or any other pupil or group of pupils anywhere on school grounds, at any school related or sponsored activity, on school busses, at a school bus stop, and any other place where pupils are supervised by school district staff will not be tolerated.

In the event the Principal or designee, believe any physical or verbal harassing, intimidating, or bullying conduct was, or is being committed for the benefit of, at the direction of, or in association with a group of three or more persons, the school staff will investigate further to determine if the conduct was committed by those pupils representing a gang as defined in N.J.S.A. 2C:44-3.h. If it is determined unacceptable conduct was committed by pupils representing a gang, the Principal or designee will assign appropriate disciplinary action and will notify the parents/guardians of the victim and the offender. The Principal or designee will also inform the Superintendent of Schools and local law enforcement.

To further insure the safety and well-being of all pupils in the district and to increase awareness within the school community regarding potential gang activity, pupils are prohibited from wearing on school grounds, at any school related or sponsored activity, on school buses, and any other place where pupils are supervised by school district staff, any type of clothing or accessory that would indicate a pupil has membership in, or affiliation with, any gang associated with criminal activities pursuant to N.J.S.A. 18A:11-9.

The parents/guardians of any pupil identified as being potentially involved in gang-related activities shall be notified by the Principal or designee. A pupil as identified as being potentially involved in gang-related activities shall be offered appropriate counseling by school district staff.

GRADES

Grades are an appraisal of progress toward established goals and a measure of student achievement. They are not to be modified or altered by disciplinary action except for those students found to be in violation of the Academic Integrity Policy. Such students shall receive a failing grade for the

assignment. All incomplete grades must be made up within five (5) days of the end of the marking period.

Grading Scale

| | | | |
|-------------|------------|------------|------------------|
| A+ = 97-100 | B+ = 87-89 | C+ = 77-79 | D = 65-69 |
| A = 93-96 | B = 83-86 | C = 73-76 | F = 64 and below |
| A- = 90-92 | B- = 80-82 | C- = 70-72 | |

FAILING GRADE (F)

If a student scores below a 55% in the first or second marking periods, a grade of 55 will be reported. This is done to reduce the “power of the zero” for a student who struggles early in the year, but then shows improvement. We believe we have the responsibility to help every student achieve his or her best result and this is an attempt to give a struggling student an incentive to be able to pass a course for the year even if they have experienced difficulty early on.

Teachers must contact the parents of any student who is in danger of failing in any marking period or for the full year. The teacher is to confer with the subject area supervisor to determine if a parent conference is also necessary. In the case of a senior who requires a passing grade in the course to graduate, a parent conference is strongly recommended.

Students must take the final exam unless excused by policy and at the teacher’s discretion. Completion of the final exam is a requirement for course credit. Students who refuse to sit for their final exam(s) will not receive course credit and will receive an incomplete for the course until they have met the requirements.

GUESTS

For health and safety reasons, visitor access to the building will be restricted. Student visitors are not permitted in the building at any time. Parents or guardians who must enter the building for scheduled meetings are to report to the Security Booth, provide identification, sign in, and request a visitor’s badge. Depending on NJDOE regulations, masks may be required.

HARASSMENT, INTIMIDATION, AND BULLYING BOARD POLICY No. 5512.0

Under New Jersey law, “harassment, intimidation or bullying” means any gesture, any written, verbal or physical act or any electronic communication, whether it is a single incident or a series of incidents, that is:

- a. reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or:
- b. by another other distinguishing characteristic; and that
- c. takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils; and that

- d. a reasonable person should know under the circumstances will have the effect of physically or emotional harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property, or
- e. has the effect of insulting or demeaning any pupil or group of pupils, or
- f. creates a hostile educational environment for the pupil by interfering with a pupil's education by severely or pervasively causing physical or emotional harm to the pupil.

Pupils are required to conform to reasonable standards of socially acceptable behavior; respect the person, property and rights of others; obey constituted authority; and respond to school district teaching, support and administrative staff.

Consequences and appropriate remedial action for pupils who commit acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including short-term or long-term suspension or expulsion as set forth in the Board adopted Pupil Discipline/Code of Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a pupil who commits an act of harassment, intimidation or bullying shall be varied and graded according to the nature of the behavior, the developmental age of the pupil and the pupil's history of problem behaviors and performance.

*Any student who violates our Code of Conduct may be subject to disciplinary actions.

Suspected bullying should be reported to a member of the teaching or administrative staff. Preventive interventions may be conducted through the Human Relations Committee. For further information refer to Board of Education Policy 5131.9. Students who feel they are a victim of bullying or have witnessed an act of bullying, are strongly advised to contact a staff member or administrator immediately to allow the school to act to reduce the chance of escalation. The names of those reporting a bullying or harassment incident will remain confidential, as the law permits.

HEALTH OFFICE / NURSE

Ms. Barry, RN (x2215)

The health office is open to students from 7:50 AM to 2:30 PM daily. Students requiring the nurse's attention must obtain a pass from a teacher. Students must scan in when they arrive at the nurse's office and scan out when they depart. Failure to scan in or out will result in a cut or absence recorded on the student's attendance record and may be subject to disciplinary action.

Students are not permitted to bring any medication to school without the written permission of the physician. (This includes over the counter medications, such as Tylenol, Midol, etc). All medications are to be kept in the health office. If a student is found to be in possession of any medication he/she may face disciplinary action.

Students returning to school after being absent for an extended period and/or with a communicable disease must bring evidence of medical clearance to return to school in the form of a note signed by the attending physician.

HOME OR OUT-OF-SCHOOL INSTRUCTION (N.J.A.C. 6A:16-10.1)

The Board of Education shall provide instructional services to an enrolled student whether a general education student or special education student up to age 21, at the student's home or another suitable out-of-school setting such as a hospital or rehabilitation program when the student is

confined to the home or another out-of-school setting due to a temporary or chronic health condition or a need for treatment which precludes participation in their usual educational setting, whether general education or special education.

1. To request home instruction due to a temporary or chronic health condition the parent shall submit a request to the school that includes a written determination from the student's physician documenting the projected need for confinement at the student's residence or other treatment setting from 10 consecutive school days or 15 cumulative school days or more during the school year.
2. The school district shall forward the written determination to the school physician who shall verify the need for home instruction. The school physician may contact the student's physician to secure additional information concerning the student's diagnosis or need for treatment and shall either verify the need for home instruction or shall provide reasons for denial to the district board of education.
3. The school district shall notify the parent concerning the school physician's verification or reasons for denial within five school days after receipt of the written determination by the student's physician.
4. The school district shall provide instructional services within five school days after receipt of the school physician's verification or, if verification is made prior to the student's confinement, during the first week of the student's confinement to the home or out-of-school setting.

HONOR ROLL

High honor roll indicates at least an "A-" in all subjects. Honor roll indicates at least a "B-" in all subjects. Honor cards are available in the School Counseling Services office at the end of every marking period. The Honor cards allow free admission to most home athletic events for the time specified. If a student receives Honor roll for the 3rd or 4th marking period, Honor cards will be distributed the following school year in September.

ITEM DROP-OFF

Students are expected to come to school prepared with assignments, school-issued Chromebooks, and all other items required for classes, as well as athletic equipment. Drop-offs to the school for high school students are strongly discouraged. In the event an item must be brought to the school, it will remain in the security booth until the student retrieves it. Students WILL NOT be called out of class as this creates a disruption to the learning process. Students are not permitted to order outside food or beverage via door dash, uber eats, or any other food delivery service. Students who open a building door for such deliveries (including parents/guardians/friends) will be subject to disciplinary action.

LOCKERS

Students are assigned a locker for use during the school year. Students must not share lockers or locker combinations. Valuable property or money is never to be left in a school locker. The care of the locker is the student's responsibility. Fines may be assessed for damage to the locker.

School lockers remain the property of the district even when used by pupils. Lockers are subject to administrative search in the interests of school safety. Lockers will be inspected as need

requires and on a regular basis. The Board of Education and the school administration recognize that a locker may be used as a depository for substances or objects that are illegal or that constitute a threat to the health, safety or welfare of the occupants of the school building and as such, a student's locker may be inspected if a school official has reasonable grounds to suspect that a student has violated or is violating the laws of the State or the rules of the school and is depositing substances or objects that are illegal or that constitute a threat to the health, safety or welfare of the occupants of the school.

The Board of Education declares that all lockers are public places and that inspections shall be made at any time, without any reason, cause or notice. In the event that the student population exceeds the number of available lockers, some students may be required to share a locker.

LOST PROPERTY

The school is not responsible for lost or stolen property. Thefts of electronic devices will be referred to the local police department. All students have an individual locker with a combination lock. Students are strongly encouraged to lock all items in a locker. Do not share locker combinations as this will leave items unsecured. Do not leave items unattended. Report lost items to the teacher or coach. The lost and found is in the main office.

LUNCH AND LEARN

Students are permitted to leave the building during the Lunch and Learn block, however, it is strongly encouraged for students to meet with teachers or counselors for extra help during this time period. While some portions of the building are off limits during this block, there are plenty of other areas with seating for lunch that include, the cafeteria, gymnasium, the courtyard by the Media Center, outside the senior doors, as well as high top tables throughout the first floor. After finishing lunch, students must dispose of all trash in the proper receptacles. Disruptive or insubordinate behavior during Lunch and Learn will result in exclusion and/or disciplinary action.

Students that leave the school building during Lunch and Learn are to act appropriately in the community and return to school in time for their next class. Students who act inappropriately while off campus for lunch will be subject to disciplinary action which may include loss of out to lunch privileges, detention and/or suspension.

Students who return to school during the Lunch and Learn block are permitted to enter the school through one of two entrances; the senior doors or the front door. Late arrival from lunch will result in disciplinary actions such as detention, Saturday Detention, and loss of out to lunch privileges. Continual lates may violate the attendance policy and result in loss of credit.

MARKING PERIODS 2023-2024 (may be subject to change)

| 1 st Marking Period | 2 nd Marking Period | 3 rd Marking Period | 4 th Marking Period |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| Sept 5 – Nov 8 | Nov 13 - Jan 25 | Jan 26 - April 10 | April 11 - June 14 |

MEDIA CENTER

Ms. Linda Piscione, Media Specialist

The media center is open for all students Mondays, Wednesdays and Fridays from 7:40 a.m. until 2:30 p.m. The media center is closed for the day at 2:30 p.m. Students needing to print academic work before or after school may visit the School Counseling Services office.

1. Remember, the media center is an area of study. Rules concerning behavior and use of materials are to be followed.
2. Food and beverages are never permitted in the Media Center.

NATIONAL HONOR SOCIETY

Students with a qualifying GPA of 95.0 or above (not rounded) are eligible to become members of the National Honor Society (NHS) in their junior year. Applications are made available to students who meet the established minimum GPA requirement. In addition to the GPA requirement, students must also demonstrate exemplary leadership, character, and service. All applications are carefully reviewed by the Faculty Council. The Faculty Council will then determine which students have been accepted into NHS. Students not selected may reapply in their senior year, providing they still have a qualifying GPA of 95.0 or above (not rounded).

1. Leadership - The student successfully holds school offices or positions of responsibility. The student contributes to the civic life of the school through responsibility, initiative, and dependability. (Requirement: 3 Leadership Points)
 - Leadership positions are assigned a point value by the Faculty Council depending on the level of leadership required for each position.
 - All Leadership positions held outside of school require a letter of verification.
2. Character - The student complies with school rules. He/she demonstrates the highest standards of honesty, integrity and reliability. (See Academic Integrity Policy)
3. Service - The student is a member of school and community-based organizations that require the volunteering of his/her time. (Requirement: Minimum of 40 service hours)
 - Service hours are tallied starting in September of freshman year.
 - Service hours MUST come from a minimum of 3 different initiatives.
 - All service performed outside of school requires a letter of verification.

Students must provide strong evidence of qualification in all categories to be considered for admission. The advisor of NHS is responsible for overseeing the selection process and supervising the activities of the organization. Chapters are not legally or constitutionally obligated to share with parents and students, information concerning specific students not selected for membership. The advisor can provide immediate feedback and direction in cases of non-selection. The principal is not a member of the Faculty Council. He/she may listen to the concerns of those not selected. In the unlikely event of a technical or procedural error only, the principal may reconvene the Faculty Council. Those wishing to challenge the Principal's decision must appeal to the Superintendent of Schools.

OPTION II FOR ALTERNATIVE PHYSICAL EDUCATION (OVERVIEW)

Please be advised that Option II provides students with the opportunity to meet New Jersey Core Curriculum Content Standards in a setting other than the traditional classroom. Participation in

activities such as gymnastics, dance, competitive swimming and interscholastic athletics can be used as an alternative to a 55-minute daily physical education class if the student can demonstrate that he or she is learning the standards that would be guiding the instruction developed by the physical education teacher.

If approved for Option II Alternative Physical Education, the student will receive a copy of the New Jersey Core Curriculum Content Standards for Health and Physical Education. Each student should review the Standards (listed below). All students applying for an Option II Physical Education Program off campus (i.e. outside dance studios, travel soccer, all-star cheerleading) must follow the same procedures. The Point Pleasant Borough High School Physical Education Teachers will provide the student with more information following approval of the request.

In addition, NJ State Statute 18A: 35-5, 7 and 8 requires 150 minutes of participation in physical education weekly. The PPBSD requires that the student must have the coach/instructor verify that the student was present for at least 150 minutes over a 3-day period each week.

Student Responsibility

Students are responsible for obtaining a signature every two weeks from their coach or advisor. This signature will verify the time requirement. The assigned Physical Education teacher will also sign the log to verify that your journal entries reflect completion of the New Jersey Core Curriculum Content Standards.

Parent/guardian and students have sole responsibility for student learning, academic progress, liability, and submitting the proper documentation on the dates required. **ACTIVITY LOGS and JOURNALS** are expected to be handed to your assigned Physical Education teacher. *Any documentation that has been forged, plagiarized, or cannot be verified by the coach or advisor will result in a "F" for the marking period.*

Copying journal entries is considered a violation of the **Academic Integrity Policy** and is therefore prohibited. Students will receive a warning for a first violation of the policy and will have to rewrite the journal entries. A call home to the student's parents will be made by the Physical Education Teacher to inform the parent of the violation. If a second violation occurs, the Physical Education Teacher will arrange for a meeting with a building administrator, the student, and parents/guardians of the student. *A 2nd violation may result in failure for the marking period.*

Student grading will be similar to the process used when students have a medical excuse for part of the year.

1. Students who take Option II for a full year will receive either a "P" or "F." Students who participate in the Option II program for one or two marking periods will be graded as such:
2. One marking period of Option II and two marking periods of regular Physical Education class will result in a numerical grade (%) for the year;
3. Two marking periods of Option II and one marking period of regular Physical Education class, in addition to the student's health class will result in a numerical grade (%) for the year;
4. Three marking periods of Option II and one marking period of Health will result in an Option II grade for the year ("P" or "F").

Eligibility (with NO exceptions)

1. Option II opportunities only apply to the specified grade levels.
2. Option II only occurs **after 9th grade**.
3. Gym memberships do **NOT** apply to Option II.
4. Option II does **NOT** apply to students taking Health or Driver's Education unless approval is granted from the High School Principal.
5. Option II applicants must meet all published dates and deadlines.
6. Option II opportunities must be pre-approved by the student's Physical Education Teacher and by the Supervisor of Physical Education.
7. Applications must have required signatures.
8. All costs of the Option II Physical Education Program not normally covered by the Board of Education (i.e. "off campus" dance studios, travel soccer, all-star cheerleading) will be the sole responsibility of the parent/guardian.
9. Students participating in interscholastic athletics on campus are eligible to participate in the Option II Physical Education Program during the following Marking Periods:
 - a. Fall Athletes- Marking Period 1
 - b. Winter Athletes- Marking Period 2 or 3 (student athlete may choose)
 - c. Spring Athletes- Marking Period 4

Application Process

1. Option II Physical Education Program applications are available in the Athletic Office and on the District website.
2. The parents/guardians and student will complete an application and submit it to his/her Physical Education Teacher for signature and approval.
3. Student will submit signed approval form to the Supervisor of Health and Physical Education, **Mr. William Fall** by the specified date (see supplemental sheet). Each application is reviewed by a case-by-case basis and can take as much as three weeks for approval.
4. In order for an Option II Physical Education Program to be considered for approval it must meet the New Jersey Core Curriculum Content Standards.
5. In order for any "off campus" Option II Physical Education Program to be considered for approval, the coach/instructor **MUST** sign the Agreement between mentor/instructor and the Board of Education and provide a letter to the Supervisor of Health and Physical Education by the specified date. The letter must include the following information:
 - a. Weekly number of hours the student participates;
 - b. The rigor of the program;
 - c. Instructor's credentials (must be certified by the appropriate state/national agencies) and will provide copies of certification upon request;
 - d. Affirm he/she will verify student's participation and attendance in the program by signing the Activity Log.
6. Any student who **fails a marking period** (within the school year) will **NOT** be eligible for Option II the rest of that school year.

7. Any student applying for the Option II Physical Education Program **MUST** continue to participate in his/her Physical Education class until he/she is approved by the Supervisor of Health and Physical Education.
8. Any student that applies for Option II for the entire school year, participating in one sport/activity, **MUST** choose a different option to display his/her knowledge of the New Jersey Health and Physical Education Core Curriculum Content Standards.
9. A student's failure to adhere to the requirements of an Option II Physical Education Program due to a non-medical reason will result in the immediate placement back into the student's Physical Education class.
10. A student who is injured and unable to participate in their approved Option II Physical Education Program **MUST** inform the Supervisor of Health and Physical Education immediately.
11. Failure to provide the student's Physical Education Teacher any of the above completed information (verification of hours, student evidence of meeting or exceeding the NJCCCS) on the last day of the marking period will result in a grade of (F) for the marking period.
12. The Supervisor of Health and Physical Education, when considering the student's application, may visit and assess the site of the Option II Physical Education Program.

Program Requirements

1. Any student who fails a marking period (within the school year) will **NOT** be eligible for Option II the rest of that school year.
2. Any student applying for the Option II Physical Education Program **MUST** continue to participate in his/her Physical Education class until he/she is approved by the Supervisor of Health and Physical Education.
3. Any student that applies for Option II for the entire school year, participating in one sport/activity, **MUST** choose a different option to display his/her knowledge of the New Jersey Health and Physical Education Core Curriculum Content Standards.
4. A student's failure to adhere to the requirements of an Option II Physical Education Program due to a non-medical reason will result in the immediate placement back into the student's Physical Education class.
5. A student who is injured and unable to participate in their approved Option II Physical Education Program **MUST** inform the Supervisor of Health and Physical Education immediately.
6. Failure to provide the student's Physical Education Teacher any of the above completed information (verification of hours, student evidence of meeting or exceeding the NJCCCS) on the last day of the marking period will result in a grade of (F) for the marking period.
7. The Supervisor of Health and Physical Education, when considering the student's application, may visit and assess the site of the Option II Physical Education Program.

Deadlines

(Dates may be adjusted due to district calendar adjustments)

| If your proposed coursework will take place in: | Your application is due on: | You will be notified by: | You must submit final proof of experience by: |
|---|-----------------------------|--------------------------|---|
| MP 1 | September 8 | ASAP | November 8 |
| MP 2 | November 6 | November 17 | January 25 |
| MP 3 | January 19 | February 1 | April 10 |
| MP 4 | April 4 | April 17 | June 12 |

Marking Period 1 Checks:

Current work must be submitted to the student's Physical Education Teacher by 2:40 pm on:

September 20 // October 4 // October 18 // November 8

Marking Period 2 Checks

Current work must be submitted to the student's Physical Education Teacher by 2:40 pm on:

November 29// December 13 // January 10// January 24

Marking Period 3 Checks:

Current work must be submitted to the student's Physical Education Teacher by 2:40 pm on:

February 14 // February 28 // March 13 // March 27

Marking Period 4 Checks:

Current work must be submitted to the student's Physical Education Teacher by 2:40 pm on:

April 17 // May 8 // May 22 // June 12

CREDITS/GRADUATION REQUIREMENTS

Refer to the Counseling Services Course Selection Guide for information on the Counseling Services web page.

PASSES

Students are not permitted in the halls or bathrooms during class time without a pass from the teacher, which lists the student's name, time of departure and destination. Students must sign out in each classroom. Students found in hallways or bathrooms without a pass may be subject to disciplinary action. Students must exhibit proper behavior in the hallways at all times and respect teachers on hall duty when questioned for a pass. Failure of a student to identify themselves when asked will result in disciplinary action as outlined previously under Discipline and Infractions.

REPELLENTS AND SPRAYS

Any type of spray repellent, pepper spray, mace or similar item is not permitted in school. They will be confiscated and the student will be subject to disciplinary action. Law enforcement authorities may be notified.

SCHOOL BUSES

For safety reasons, inappropriate, unruly, distracting and unsafe behavior cannot be permitted on school buses. Prompt disciplinary action will result. Repeated infractions may result in permanent loss of bus privileges.

SCHOOL COUNSELING SERVICES

Director of Counseling Services – Mrs. Nicole Hankins (x2208 or x2209)

Student Assistance Counselor – Ms. Ashley Graham-Jean (x2248)

Secretaries - Ms. Ahra Palumbo (x2209) and Mrs. Nicole Ferrara (x2208)

Counselor Assignments 2023-2024

| Counselor | 9th Grade | 10th Grade | 11th Grade | 12th Grade |
|-------------------|-----------|------------|------------|------------|
| Ms. Gergely | A-E | A-E | A-F | A-C |
| Mr. Lins | F-K | F-J | G-L | D-K |
| Ms. Salvatoriello | L-P | K-P | M-P | L-Q |
| Ms. Nydam | Q-Z | R-Z | Q-Z | R-Z |

School Counseling Services provides students, parents and teachers with a variety of services that will enable the student to participate fully in their education.

Each student is assigned a counselor. Conferences will be held periodically to aid each student in attaining his/her academic and personal potential. Any student or parent may request an appointment with a counselor. Please call 732-701-1900 ext. 2208 or 2209 with any questions, to speak to a counselor or to make an appointment.

Specific counseling services are offered to help students make more effective adjustments to the high school environment. The School Counseling Services staff helps parents and students in academic planning, orientation to the school, assessment on both an individual and group basis, identification of learning problems, career counseling and planning, personal and social counseling, post-secondary planning and placement, and financial aid and scholarship services.

Counselors prepare passes to the School Counseling office. Students must have their teacher's permission to miss a class to visit the School Counseling office.

Working papers are available online at: <https://www.nj.gov/labor/youngworkers/find-a-job/working-papers/getstarted.shtml>

SCHOOL FUNCTIONS – BEHAVIOR

School rules and policies concerning student behavior will be strictly enforced. Inappropriate behavior, which violates policies and rules, will result in the student's removal from the activity. A parent or guardian will be contacted and be required to transport the student from the event or function. Students appearing to be or under the influence of or possessing drugs or alcohol will be subject to the district drug policy.

All students attending activities and trips must file a completed permission slip with the appropriate teacher or advisor, including; Junior Prom, Senior Ball, Senior Picnic and Project Graduation.

Graduation ceremonies, Senior Ball, Senior Picnic, Yearbook Breakfast, Project Graduation, Junior Prom, athletic events and banquets, academic ceremonies and similar events are student privileges. The privilege to attend these functions may be denied because of poor attendance, poor academic performance, unacceptable behavior in school or at school functions, violation of the district's alcohol/drug abuse policy, non-payment of fines, loss of school property or other significant violation of school rules and regulations.

SCHEDULES

Student schedules will be released on the Parent and Student Portals prior to the first day of school. If there are any errors in a student's schedule, the student should make an appointment to meet with their counselor during the block in which there is the error.

SCHEDULE CHANGES

The master schedule is built upon careful and deliberate course selections made by students. During the course selection process, every effort should be made by students and parents to ensure that the selected courses are appropriate for the students. Therefore, there should be little need for change in a student's program. However, if a change is imperative, it is important to understand that a change may not be possible if it adversely affects appropriate class size. If a change is made, the student will be responsible to make up all previously assigned work and grades may follow if the student makes a level change.

The drop/add period is the first 14 school days (3 cycles) of the semester. The last day to drop and/or add a full year and semester 1 course is 10/02/2023 and semester 2 add/drop date is 02/14/2024. Drop/add requests made on 10/02/2023 or later for full year or semester 1 or 02/14/2024 or later for semester 2 will not be honored.

Schedule change requests are permitted for the following reasons:

1. The correction of a clerical error in the schedule
2. A recommendation from the Child Study Team
3. A student is repeating a course with the same teacher that they previously had
4. A student wishing to eliminate a study hall and take an additional course which does not entail the dropping of any other courses
5. A student wishing to eliminate an elective to take a study hall
6. Preference for another subject
7. Moving up a level in course

If there are extenuating circumstances that result in dropping a class past the established deadlines, the transcript will reflect a “WP” or “WF”, based on the student’s current grade in the class.

Level Changes in a Schedule

Level changes “down” will only be accommodated until five school days after first marking period interim grade reports become available. A schedule change form must accompany the level change request.

SEARCH AND SEIZURE

School officials are obligated to maintain an orderly and efficient school. If there is reason to believe that a student has dangerous, illegal, or stolen items in his/her possession, that student may be searched. Lockers, desks, and personal items therein may be searched when there is reasonable suspicion that they contain articles that are dangerous, illegal, or stolen or that it contains evidence that the student code of conduct has been violated. Vehicles parked on school property are subject to routine patrol and potential search. The use of dogs trained in detecting the presence of drugs may be used to patrol the school facilities and grounds including but not limited to the locker and parking areas. Use of dogs may, but will not necessarily be, unannounced and random. If a trained canine alert to a particular vehicle, locker or container, it shall create reasonable suspicion to search that vehicle, locker or container.

SECURITY DRILLS

State statutes require security drills each month. Students are to report with their teacher as directed by protocol.

SENIOR BALL / JUNIOR PROM INFORMATION

Pertinent information:

1. A completed permission slip is required.
2. No outstanding school fines in order to buy a bid for either event.
3. All attendees MUST be in school until the conclusion of Block 4 (12:32p.m.) on the day of Prom/Ball in order to attend. No Exceptions (Board of Education Regulation #5200).
4. Students must be in class for Blocks 1, 2, 3 and Block 4 (immediately following Lunch and Learn) in order to attend Prom or Ball. Students who come to school late must attend a minimum of 4 blocks in order to attend.
5. AM Vocational students must attend the required 4 hours at vocational school; parents have the option to pick up students from vocational school.
6. Failure to report for the designated school hours will result in loss of privilege to attend Prom/Ball and Prom/Ball bid fees are forfeited.
7. All juniors, whether attending Junior Prom or not, are excused at 12:32 p.m.
8. All seniors, whether attending Senior Ball or not, are excused at 12:32 p.m.
9. No student who is attending Prom/Ball will be permitted to leave earlier than 12:32 p.m. No exceptions! Schedule hair appointments, tux and flower pick-ups, etc. accordingly.
10. The 12:32 p.m. departure also applies to other grade level students attending Prom/Ball. Students must attend Blocks 1, 2, 3, and Block 4 (immediately following Lunch and Learn) to be eligible to be signed out at 12:32 p.m.
 - a. Other grade level students attending Prom/Ball may be signed out, but no earlier than 12:32 p.m. in person, by a parent or emergency contact.

- b. The attendance office opens at 7:30 a.m. and for convenience sake, parents are welcome to arrive between 7:30 a.m. and 12:32 p.m. to sign their child out for 12:32 p.m. departure.
- 11. The administration reserves the right to revoke Prom/Ball privilege with just cause.
- 12. Disciplinary infractions may affect a student's privilege to attend Prom/Ball. See page 19, Discipline for exact information.
- 13. Guests:
 - a. The administration will determine on a yearly basis if guests will be permitted. If guests are allowed, guests must fill out paperwork (see b and c below) and submit to the vice principal who will approve or deny the request. This decision is final.
 - b. If permitted, junior prom guests MUST be high school students. No exceptions. Guests must have a signed permission slip from a parent and a signed verification form from their high school administrator.
 - c. If permitted, senior ball guests must be under 21 years of age. No exceptions. A copy of the guest's driver's license must be provided to the main office as identification and at entrance to the senior ball.

SMOKING, TOBACCO PRODUCTS, VAPING

Board of Education Policy 5533 and Point Pleasant Borough Ordinance 2018-08. Smoking and/or "vaping" and/or the use of tobacco/nicotine products (i.e. electronic cigarettes, vaping devices) by students is not permitted in school buildings, on school property, within 100 feet of school property, on school buses, school trips or at any school-sponsored activity. School property includes all buildings, fields, parking lots, or property owned or maintained by the Board of Education.

Immediate referral to the school nurse shall take place in every case where a student is found to be in possession of an electronic cigarette or vape product, or where there is otherwise reason to believe that a student has used or possessed an electronic cigarette or vape product on school grounds or at a school function. The purpose of the referral shall be to assess the student to determine if the student has any immediate medical needs. As a part of making this determination the nurse will take the student's vital signs.

Students violating the policy will be subject to the consequences found on page 22 under "Discipline Infractions."

SPORTSMANSHIP BOARD POLICY NO. 5570

Students are encouraged to support our athletic teams, arts programs, and academic teams. We are proud of Point Pleasant Borough High School and appreciate the efforts of those who represent us. We encourage our fans and audiences to be positive, enthusiastic supporters of school sponsored events.

We insist that our fans demonstrate good sportsmanship as spectators at sporting events and other activities. All cheering must be positive and directed at our team, not opponents or officials. Ridiculing opponents, derogatory chanting, and/or the use of inappropriate language or gestures will not be tolerated. Violators will be ejected and face a possible ban from future events.

Any student-athlete disqualified from athletic competition are subject to the following:

As per NJSIAA regulations, any student athlete disqualified before, during or after an interscholastic event for unsportsmanlike, flagrant verbal or physical misconduct will be disqualified from the next two (2) scheduled contests, with the exception of football which will carry a one (1) game disqualification. Any such disqualification prevents the student athlete from being on the premises of the contest. The principal and athletic supervisor will review all disqualifications and reserve the right to suspend the student-athlete for additional games (above and beyond the state rule).

As well, when an athlete acts inappropriately while wearing the school uniform, he/she may be subject to school discipline, at the discretion of the administration, which may include restrictions on participation in athletics.

STUDENT IDs

All students will receive a unique, school-issued Student ID (with barcode) from our photography studio. **Student IDs must remain with the student at all times while they are in the building during the school day.** Students will need to use their Student ID to scan in when they are late to school, scan to access the bathroom, and access other key areas of the building. Lost ID cards can be replaced for a \$5.00 fee. Please make checks payable to the “Point Pleasant Board of Education”.

STUDY HALL PROCEDURES

Study halls are assigned for the sole purpose of academic work. Students may take one study hall per year. Requests for an additional study hall must be made directly to the principal. The atmosphere is expected to be quiet. Students who do not use the study hall for academic purposes and/or cannot adhere to the rules, may be removed and assigned to an elective course at the discretion of the administration. Physical Education students assigned a study hall for medical reasons are expected to attend each day prepared with academic work and/or reading material.

Study halls are opportunities for students to prepare for classes and complete assignments. Study halls maintain a quiet, orderly atmosphere and are not “social hours.” Food and beverages are not permitted. Seating is assigned and attendance is taken daily. Excessive tardies to study hall, cuts, and inappropriate/insubordinate behavior are disciplinary infractions and the student will be referred to the vice principal.

Students in a study hall, as a rule, will not be permitted to leave to go to another location. Students may not leave study hall for the Media Center. Make-up tests are to be given to the study hall teacher in advance and completed in the study hall classroom. If a teacher wishes to see a student during a study hall, the requesting academic teacher must fill out the “Reverse Pass” shown below. Students will present this to the study hall teacher for approval.

STUDY HALL RELEASE FOR SENIORS ONLY

Study hall release is a senior privilege and requires a signed parent permission slip. Seniors with a morning study hall, may come in late when the study hall falls in the **first block**. Seniors with

an afternoon study hall, may leave early when the study hall falls in the **last block**. These are the **only** instances in which a student may not attend study hall.

SUBSTANCE ABUSE BOARD POLICY No. 5530

The Board of Education recognizes that a pupil's abuse of harmful substances seriously impedes that pupil's education and threatens the welfare of the entire school community. The Board is committed to the prevention of substance abuse and the rehabilitation of substance abusers by educational means, but will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances. Accordingly, the Board will establish and maintain a comprehensive substance abuse intervention, prevention, and treatment referral program in the schools of this district.

Definitions N.J.S.A. 18A:40A-9. N.J.A.C. 6A:16-1.3; 6A:16-4.1

THEFT

All thefts reported to and investigated by the administration have involved unlocked bicycles and unsecured valuables. Locked bicycles and locked hallway lockers or locked PE lockers have not been breached. Students, not school personnel, are responsible for their own personal property.

1. Taking another student's bicycle at lunch without their express permission/knowledge is theft and will be reported to the Point Pleasant Police Department, even if the bicycle is returned.
2. Students should not bring valuable items (air pods, cell phones or other electronic devices) or large sums of money to school.
3. Students should not leave purses, wallets, or valuables unattended at any time, including in classrooms, locker room, or cafeteria.
4. Each student is issued a locker - therefore students must not share lockers or locker combinations with other students.
5. Do not leave any personal property unlocked in the gym locker rooms at any time. All students are assigned a P.E. locker with a lock.
6. Do not leave locker combinations set on the third number so that random turning will open it.
7. Report thefts to appropriate grade level vice-principal.
8. Students who take school property or the personal belongings of school employees or fellow students will be subject to disciplinary action. Police may be notified.

VACATIONS

Absences due to vacation are not excused and will count toward the allotted 14 day maximum. We acknowledge that parents may not have the same vacations as their children. However, the practice of student absences from school for family vacations is strongly discouraged. Parents are asked to consider carefully when scheduling vacations during school, as absences adversely affect student learning and the overall educational process.

VIDEO AND AUDIO RECORDING STRICTLY PROHIBITED

The use of cell phones or other electronic devices for video and/or audio recording of staff and students is strictly prohibited in the school building and on campus. Students who violate this directive will receive disciplinary consequences.

The only exception in a classroom setting will be with express permission from the teacher. The use of cell phones in a classroom is at the sole discretion of the teacher for academic purposes only.

VIOLENCE AND VANDALISM

An act of, or threat of, violence is a verbally or physically aggressive act or implied act toward another person. The student and/or students, once determined as committing an act of violence or a threat of violence, may be suspended from school for up to ten days or more as determined by the Board of Education, or as such time it is determined that the student is fit to return to school. A psychiatric or psychological evaluation may be required to determine that the student is not a threat to self or others and is cleared to return to school.

Vandalism is willful destruction or defacement of property. Any student who vandalizes school property will be responsible for all costs of repairs and loss of property. Disciplinary consequences will be assigned and the Point Pleasant Police Department will be notified and charges may be filed against the individual(s).

VOCATIONAL TECHNICAL SCHOOL

Students are required to use the transportation provided by the district to and from vocational schools. Students must maintain proper behavior and safety protocols at all times while on the school bus. Failure to do so could result in loss of transportation to and from vocational school for a period of time to be determined by the school administration as well as additional disciplinary action. Use of private vehicles to drive or be driven to and from vocational schools is prohibited unless special permission is first obtained from the vocational school and then approved by the high school principal.