HOPEWELL VALLEY REGIONAL - SCHOOL DISTRICT
DISTRICT BELIEF STATEMENTS

WE BELIEVE IN THE WORTH AND DIGNITY OF EACH PERSON.
WE BELIEVE THAT ALL STUDENTS ARE ENTITLED TO THE OPPORTUNITY TO MAXIMIZE THEIR TALENTS AND ABILITIES.
WE BELIEVE THAT STUDENTS THRIVE IN A LEARNING ENVIRONMENT THAT FACILITATES SELF-DISCOVERY, EXPLORATION, AND INTELLECTUAL RISK-TAKING.
WE BELIEVE THAT A QUALITY EDUCATION IS A LIFE-LONG PROCESS THAT FOSTERS ACADEMIC AND CULTURAL UNDERSTANDING.
WE BELIEVE THAT AN EFFECTIVE EDUCATION IS A SHARED RESPONSIBILITY BY ALL PERSONS, GROUPS, AND ORGANIZATIONS WITHIN OUR COMMUNITY.
WE BELIEVE THAT WE HAVE THE OBLIGATION TO NURTURE A CULTURE OF RESPECT THAT HONORS THE UNIQUENESS OF THE INDIVIDUAL AND FOSTERS RESPONSIBILITY TOWARD THE COMMUNITY AND THE ENVIRONMENT.
WE BELIEVE THAT AN EFFECTIVE EDUCATIONAL SYSTEM ANTICIPATES, PLANS, AND ACTS IN RESPONSE TO A CHANGING WORLD.

DISTRICT MISSION STATEMENT

THE MISSION OF THE HOPEWELL VALLEY REGIONAL SCHOOL DISTRICT, IN PARTNERSHIP WITH THE COMMUNITY, IS TO PROVIDE A COMPREHENSIVE, CARING EDUCATIONAL EXPERIENCE WHICH:

- NURTURES THE UNIQUE TALENTS OF EACH INDIVIDUAL
- CREATES A FULFILLED, SOCIALLY RESPONSIBLE, LIFE-LONG LEARNER
- DEVELOPS CONFIDENCE AND CAPABILITIES TO FACE THE CHALLENGES OF A RAPIDLY CHANGING WORLD
- PROMOTES A CULTURE OF RESPECT WHICH VALUES DIVERSITY
- AS PARTNERS, WE WILL PROVIDE SUFFICIENT RESOURCES AND A TALENTED, COMMITTED STAFF THAT CREATE A SAFE ENVIRONMENT WHERE ALL INDIVIDUALS FLOURISH.

HOPEWELL VALLEY REGIONAL BOARD OF EDUCATION

DEBORAH LINTHORST    PRESIDENT
ADAM J. SAWICKI, JR.    VICE-PRESIDENT
JESSICA GRILLO
JOHN MASON
WILLIAM HERBERT
JENNY LONG
ALYCE MURRAY
DEBRA O'REILLY
I. COUNSELING SERVICES

Counseling Services is an integral part of the school’s total educational program. There is a commitment to individual uniqueness and the maximum development of student potential. Your school counselor is an educational specialist who is available to assist you in the areas of academic planning and placement, and/or career planning and placement. Your school counselor is also available to assist you with a wide range of concerns such as peer relations, separation and divorce, substance abuse, depression/suicidal ideation, abuse, and/or the death of a family member or friend.

SCHOOL COUNSELOR ASSIGNMENTS FOR 2019-2020

<table>
<thead>
<tr>
<th>Counselor</th>
<th>Grade 9</th>
<th>Grade 10</th>
<th>Grade 11</th>
<th>Grade 12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Buono</td>
<td>A – DeDe</td>
<td>A - Dig</td>
<td>A - Cyr</td>
<td>A - DeS</td>
</tr>
<tr>
<td>Ms. Getman</td>
<td>DeJ - Hey</td>
<td>Doh - Jan</td>
<td>D’Av - Hul</td>
<td>Dh - Hvi</td>
</tr>
<tr>
<td>Ms. Hong</td>
<td>Hoag - McG</td>
<td>Jim - MULL</td>
<td>Hun - Lun</td>
<td>Imm - Mich</td>
</tr>
<tr>
<td>Ms. Lee</td>
<td>Mck - Sch</td>
<td>Mur - Row</td>
<td>Lyn - Sara</td>
<td>Mici - Sal</td>
</tr>
</tbody>
</table>
ARRANGING A CONFERENCE

It is important to have personal contact with your school counselor. Do not wait for your school counselor to call you to get acquainted. Take the initiative to make appointments regularly throughout your high school experience.

In order to serve you more effectively, you are requested to schedule an appointment with your assigned school counselor. Conference request forms are available in the counseling services office. Completed forms may be left with the counseling secretary, or deposited in the school counselor’s mailbox located in the reception area.

COLLEGE AND CAREER PLANNING

PRE-COLLEGE GROUP SERIES

In addition to individual counseling during the junior and senior years, the counseling staff provides a pre-college group series on such topics as the college admissions testing program, what a college looks for in selecting a student, what students look for in selecting a college, and resources for college planning.

A similar series is offered to parents in the evening. Additional topics include financial aid, post-secondary options for learning disabled students, and post-secondary planning for student athletes. Check the district’s website and the counseling website for specific dates and times.

COLLEGE ADMISSIONS TESTING PROGRAM

The college entrance examination board has established the following test dates for 2019-2020:

<table>
<thead>
<tr>
<th>Date</th>
<th>Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 5, 2019*</td>
<td>SAT*</td>
</tr>
<tr>
<td>October 16, 2019</td>
<td>PSAT /NATIONAL MERIT QUALIFYING TEST*</td>
</tr>
<tr>
<td>October 26, 2019*</td>
<td>ACT*</td>
</tr>
<tr>
<td>November 2, 2019</td>
<td>SAT I and II</td>
</tr>
<tr>
<td>December 7, 2019</td>
<td>SAT I and II</td>
</tr>
<tr>
<td>December 14, 2019</td>
<td>ACT</td>
</tr>
<tr>
<td>February 8, 2020*</td>
<td>ACT*</td>
</tr>
<tr>
<td>March 14, 2020*</td>
<td>SAT I*</td>
</tr>
<tr>
<td>April 4, 2020</td>
<td>ACT</td>
</tr>
<tr>
<td>May 2, 2020</td>
<td>SAT I and II</td>
</tr>
<tr>
<td>June 6, 2020</td>
<td>SAT I and II</td>
</tr>
<tr>
<td>June 13, 2020*</td>
<td>ACT*</td>
</tr>
<tr>
<td>May 4-8, 2020</td>
<td>ADVANCED PLACEMENT EXAMS</td>
</tr>
<tr>
<td>May 11-15, 2020</td>
<td>ADVANCED PLACEMENT EXAMS</td>
</tr>
</tbody>
</table>

*Denotes dates HVCHS is a test center. Please contact your school counselor for the location of other test centers.

Hopewell Valley’s code number for both the College Board and the ACT program is 311165.
A SPECIAL MESSAGE ABOUT THE PSAT/NMSQT

THE PRELIMINARY SCHOLASTIC APTITUDE TEST/NATIONAL MERIT SCHOLARSHIP QUALIFYING TEST WILL BE ADMINISTERED TO ALL CHS JUNIORS AND SOPHOMORES ON OCTOBER 16, 2019. THIS TEST SERVES AS A PRACTICE TEST FOR THE SCHOLASTIC APTITUDE TEST (SAT) AND MAY QUALIFY A JUNIOR STUDENT FOR A NATIONAL MERIT SCHOLARSHIP.

COLLEGE AND CAREER CONFERENCES

DURING THE SCHOOL YEAR, CAREER AND COLLEGE REPRESENTATIVES VISIT CHS FOR THE PURPOSE OF TALKING WITH INTERESTED JUNIOR AND SENIOR STUDENTS ABOUT THE CAREER OPPORTUNITIES AND COLLEGE PROGRAMS. FAMILY CONNECTION WILL CARRY ANNOUNCEMENTS OF THESE CONFERENCES. STUDENTS INTERESTED IN ATTENDING A CAREER OR COLLEGE CONFERENCE MUST SIGN UP THROUGH FAMILY CONNECTION. A PASS WILL BE SENT TO YOUR CLASSROOM ON THE DAY OF THE VISIT.

TRANSCRIPTS AND OTHER RECORDS

TRANSCRIPTS

TRANSCRIPTS ARE REQUESTED BY EMPLOYERS, COLLEGES, AND OTHER INSTITUTIONS. ALL REQUESTS FOR A TRANSCRIPT(S) REQUIRE THAT YOU AND/OR YOUR PARENT(S) COMPLETE A TRANSCRIPT REQUEST CARD. DURING THE PEAK OF THE TRANSCRIPT SEASON, IT MAY TAKE THREE TO FOUR WEEKS BEFORE YOUR RECORD IS SENT. TO AVOID DELAYS, YOUR SCHOOL COUNSELOR AND THE COUNSELING SECRETARY MUST HAVE YOUR REQUEST FOR TRANSCRIPT(S) AT LEAST THREE TO FOUR WEEKS BEFORE THE DEADLINE DATE.

WORKING PAPERS

THE STATE LABOR LAWS REQUIRE ANY EMPLOYER WHO EMPLOYS A MINOR UNDER 18 YEARS OF AGE TO HAVE WORKING PAPERS. INSTRUCTIONS AND REQUIRED FORMS ARE AVAILABLE IN THE COUNSELING OFFICE.

STUDENT FIREFIGHTER AND FIRST AID SQUAD MEMBER INFORMATION

A NUMBER OF OUR STUDENTS ARE ACTIVE MEMBERS OF LOCAL VOLUNTEER FIRE DEPARTMENTS OR FIRST AID SQUADS. THE SCHOOL RECOGNIZES AND APPRECIATES THEIR SERVICE TO OUR COMMUNITIES AND WISHES TO SUPPORT THEIR EFFORTS, BUT IN A WAY THAT CAUSES THE LEAST POSSIBLE DISRUPTION TO THE SCHOOL PROGRAM. TO ACCOMPLISH THIS, WE HAVE DEVELOPED GUIDELINES FOR STUDENT FIREFIGHTERS IN CONCERT WITH FIRE OFFICIALS. THIS IS ALSO APPLICABLE TO FIRST AID SQUAD MEMBERS.

THE STUDENT FIREFIGHTER OR SQUAD MEMBER MUST BE ON THE APPROVED SCHOOL INDIVIDUAL RESPONSE LIST. TO QUALIFY FOR THIS PRIVILEGE, A PERMISSION FORM MUST BE COMPLETED AND ACCEPTED BY MR. DOUG BROWER AND SCHOOL ADMINISTRATION. FORMS ARE AVAILABLE IN THE MAIN OFFICE.
II. ACADEMIC INFORMATION

STUDENT GRADING SYSTEM

STUDENTS IN GRADE 12

- Will receive report cards with a letter grade (with chart below)
- 100 point via teacher gradebook still available through OnCourse
- Grades below 50 will factor into final GPA as a 50
- Current weighting, honor roll and honor society calculations remain (based on 100)
- Final GPA will include both 100 point GPA and 4.0 GPA

STUDENTS IN GRADES 9, 10, 11

- Students receive a grade on report card based on the chart below (previously a number)
- Numerical grades (100 point) still available via teacher gradebook on OnCourse
- Teacher grading practices remains the same, the final GPA is transitioned at the end of the year
- Final GPA will be shown as a 4.0 weighted
- All AP and Honors grades 60 above receive weighting (previously only 70 and above)
- Grades below 50 will factor into final GPA as a 50
- Honor Roll & High Honor Roll based on final GPA (no quarter grade minimums)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Numerical</th>
<th>Weighted GPA</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>AP</td>
<td>Honors</td>
</tr>
<tr>
<td>A+</td>
<td>97-100</td>
<td>5.13</td>
<td>4.83</td>
</tr>
<tr>
<td>A</td>
<td>93-96</td>
<td>4.80</td>
<td>4.50</td>
</tr>
<tr>
<td>B+</td>
<td>87-89</td>
<td>4.13</td>
<td>3.83</td>
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<tr>
<td>B</td>
<td>83-86</td>
<td>3.80</td>
<td>3.50</td>
</tr>
<tr>
<td>B-</td>
<td>80-82</td>
<td>3.47</td>
<td>3.17</td>
</tr>
<tr>
<td>C+</td>
<td>77-79</td>
<td>3.13</td>
<td>2.83</td>
</tr>
<tr>
<td>C</td>
<td>73-76</td>
<td>2.80</td>
<td>2.50</td>
</tr>
<tr>
<td>C-</td>
<td>70-72</td>
<td>2.47</td>
<td>2.17</td>
</tr>
<tr>
<td>D+</td>
<td>67-69</td>
<td>2.13</td>
<td>1.83</td>
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<tr>
<td>D</td>
<td>63-66</td>
<td>1.80</td>
<td>1.50</td>
</tr>
<tr>
<td>D-</td>
<td>60-62</td>
<td>1.47</td>
<td>1.17</td>
</tr>
<tr>
<td>F</td>
<td>59-50</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>
INCOMPLETE GRADES WILL BE GIVEN ONLY IN CASES OF EXTENDED ILLNESS OR SITUATIONS APPROVED BY THE HIGH SCHOOL ADMINISTRATION. WHEN THE MARKING PERIOD ENDS AND A STUDENT’S WORK IS NOT COMPLETED, THE CLASSROOM TEACHER WILL AVERAGE ALL GRADES FOR THE MARKING PERIOD INCLUDING ZEROS FOR THE MISSING WORK. THE STUDENT WILL HAVE THE SAME NUMBER OF DAYS TO MAKE UP THE MISSING WORK AS THE DAYS OF EXCUSED ABSENCES. AFTER THE TIME FOR AUTHORIZED MAKEUP HAS PASSED, THE MARKING PERIOD GRADE WILL REMAIN UNCHANGED.

IN ORDER FOR A STUDENT TO PASS A COURSE SUCCESSFULLY, THE FOLLOWING REQUIREMENTS MUST BE MET:

A. Full Year Course - A student must achieve an accumulated average of 60 to achieve a passing grade in a full year course. Each marking period grade counts 22.5% of the final grade in the course, while final exam grades count 10% of the final grade. If no exam(s) are given in a course, the marking period grades will count 25% of the final grade.

B. Semester Course - A student must achieve an accumulated average of 60 to achieve a passing grade in a semester course. Each marking period grade counts 45% of the final grade in the course, while the final exam counts 10% of the final grade. If no exam is given in the course, the marking period grades will count 50% of the final grade.

ACADEMIC INTEGRITY

Students should demonstrate integrity and honesty at all times. Simply stated, cheating is taking credit for work that is not one’s own. Cheating will result in loss of credit for the assignment and may result in further disciplinary action as determined by the high school administration. Records of cheating by students will be maintained throughout a student’s full four years of attendance. See “Glossary of Infractions” for more information.

HOMEWORK

A homework policy has been adopted and may be viewed under Board Policy 2330R on the district website.

SENIOR EXEMPTIONS FROM FINAL EXAMINATIONS

Seniors are eligible for exemption for their final exams under the following conditions:

1. The average for exemption is 89.5 and above.

2. Seniors who receive an F (59.0 or lower) for a marking period grade or a mid-term exam grade will not be eligible for exemption in that course.

3. Any senior student accorded exemption status must, in good faith, complete all major requirements of the course in order to maintain exemption status.

4. The student’s attendance record in the fourth marking period will also be considered.

REPORT CARDS - HONOR ROLL

Report cards are posted on the OnCourse Connect Parent/Student portal about one week following the end of each nine-week period. Students and parents are also encouraged to check student grades within courses on a continual basis. For class of 2020, if you achieve an 85 average and no grade lower than a 78 for the marking period, you will be included in the Honor Roll. If you achieve a 90
AVERAGE OR BETTER AND NO GRADE LOWER THAN AN 85, YOU WILL BE AWARDED A PLACE ON THE HIGH HONOR ROLL. FOR ALL OTHER CLASSES, THE MINIMUM GPA FOR HONOR ROLL IS 3.0 WEIGHTED. THE MINIMUM GPA FOR HIGH HONOR ROLL IS 3.67 WEIGHTED.

NATIONAL HONOR SOCIETY

MEMBERSHIP IN THE HOPEWELL VALLEY CENTRAL HIGH SCHOOL CHAPTER OF THE NATIONAL HONOR SOCIETY IS CLEAR EVIDENCE OF A STUDENT’S ACHIEVEMENTS IN BOTH THE SCHOOL AND COMMUNITY. STUDENTS ARE SELECTED BASED ON THE NATIONALLY RECOGNIZED AREAS OF SCHOLARSHIP, SERVICE, LEADERSHIP, AND CHARACTER UPON WHICH THE SOCIETY WAS CREATED. THIS IS ONE OF THE HIGHEST HONORS A HIGH SCHOOL STUDENT CAN ACHIEVE; THEREFORE, WE HAVE ESTABLISHED THE FOLLOWING GUIDELINES FOR SELECTION AND MEMBERSHIP.

SELECTION PROCEDURES

ELIGIBILITY OF ALL STUDENTS ATTENDING HOPEWELL VALLEY CENTRAL HIGH SCHOOL WILL BE DETERMINED AT THE START OF EACH SCHOOL YEAR. CANDIDATES ELIGIBLE FOR ACCEPTANCE IN THIS CHAPTER MUST BE STUDENTS OF JUNIOR OR SENIOR STANDING. THEY SHALL HAVE SPENT AT LEAST ONE SEMESTER ENROLLED IN HOPEWELL VALLEY CENTRAL HIGH SCHOOL.

CANDIDATES ELIGIBLE FOR ACCEPTANCE SHALL HAVE A CUMULATIVE SCHOLASTIC AVERAGE OF 91.01% IN ALL CLASSES FOR ALL GRADUATING CLASSES FOR THE CLASS OF 2020. CANDIDATES IN THE CLASS OF 2021 SHALL HAVE A MINIMUM CUMULATIVE GPA OF 3.67. THE CUMULATIVE SCHOLASTIC AVERAGE SHALL BE CALCULATED AS A WEIGHTED AVERAGE FOR ALL CLASSES. ALL STUDENTS ACHIEVING OR SURPASSING THIS STANDARD SHALL BE CONSIDERED ELIGIBLE FOR MEMBERSHIP AND WILL BE NOTIFIED OF THEIR STANDING IN THE BEGINNING OF THEIR JUNIOR AND/OR SENIOR YEAR.

THOSE STUDENTS INTENDING TO MAKE AN APPLICATION SHOULD BE AWARE OF THE FOLLOWING CRITERIA UPON WHICH THEY WILL BE ASSESSED:

- 10 HOURS OF DOCUMENTED COMMUNITY SERVICE MUST BE COMPLETED PRIOR TO APPLICATION DATE. THIS MUST ALSO INCLUDE ONE LETTER OF SUPPORT.
- A WRITTEN FACULTY RECOMMENDATION MUST BE OBTAINED IN SUPPORT OF THE CANDIDATE’S LEADERSHIP AND CHARACTER.
- A 250-300 WORD ESSAY ON LEADERSHIP IS DUE WITH THE APPLICATION.
- FACULTY WILL COMPLETE CONFIDENTIAL RATING FORMS TO EVALUATE CANDIDATES IN THE AREAS OF LEADERSHIP AND CHARACTER.
- A REVIEW OF THE CANDIDATE’S DISCIPLINE AND ATTENDANCE RECORDS.

A PANEL OF FACULTY MEMBERS WILL CONDUCT A FINAL REVIEW OF ALL APPLICATIONS AND RATING FORMS. CANDIDATES WHO MEET THE SCHOLARSHIP, SERVICE, LEADERSHIP, AND CHARACTER REQUIREMENTS AND WHO OBTAIN THE REQUIRED FACULTY RATING SCORE, WILL BE RECOMMENDED FOR INDUCTION UNLESS A MAJORITY OF THE FACULTY SELECTION COMMITTEE DECLINES TO RECOMMEND.

MAINTAINING MEMBERSHIP

ALL STUDENTS SELECTED TO THE NATIONAL HONOR SOCIETY WILL BE REQUIRED TO COMPLETE MANDATORY SERVICE AND TUTORING HOURS AS WELL AS MAINTAINING GOOD DISCIPLINARY AND ATTENDANCE RECORDS. STUDENTS UNABLE TO MAINTAIN THE STANDARDS BY WHICH THEY ARE SELECTED MAY BE REMOVED FROM THE HONOR SOCIETY OR PLACED ON PROBATION AT THE DISCRETION OF THE PRINCIPAL.

OFFICERS
THE FOLLOWING STUDENTS ARE THE OFFICERS AND ADVISORS OF THE NATIONAL HONOR SOCIETY FOR THE 2019-2020 SCHOOL YEAR.

PRESIDENT
VICE PRESIDENT
SECRETARY
SERVICE CHAIR
TUTOR CHAIR
ADVISORS

DHRYVKAPADIA
ADELINE DANIELUK
GEORGE ANGELAKIS
REHAN YADAV
ZAYD SHARIFF
MS. CARRIGAN & MS. DEIROCINI

III. EXTRACURRICULAR INFORMATION

STUDENT AND CLASS GOVERNMENT


IF YOU WISH TO PARTICIPATE IN STUDENT COUNCIL, PLEASE CONTACT ANY MEMBER OF THE STUDENT COUNCIL EXECUTIVE BOARD.

STUDENT COUNCIL OFFICERS 2019-20

PRESIDENT
VICE PRESIDENT
SECRETARY
TREASURER
REPRESENTATIVE TO BOARD OF EDUCATION
STUDENT COUNCIL MEMBERS:

12- GRADE: Sanskar Agrawal, Pauline Balasic, Aliyah Crawford, Adelinne Danieluk, Jenna McManimon, Sophia Orem, Lindsey Parker, Caroline Tamasi, Paige Taylor
11- GRADE: Nidhi Batra, Paz Baum, Tommy Belsky, Morgan Bernstein, Kate Ellis, Kaan Erturk, Nikki Evich, Margo Friedheim, Sheila Garrity, Acadia Kurtz, Reilly Kurtz, Chloé Margulis, Logan Martel, Jack Spagnoletti
10TH GRADE: Hana Hamid, Sarah Mian
9TH GRADE: Amrit Arora, Felix Hogan, Lyla Malloy, Christina Zelin

FACULTY ADVISORS

MS. LEE AND MS. OLSZYK

This year’s incoming Student Council is focused and ready to make this year the best it can be. We have chosen a select group of students who are dedicated to doing just this. Each grade is represented, and we wish to truly engage all students in the activities that we will hold this year. Our goal is to not only get as many students as possible involved in our events, but to ensure that everyone has fun when they attend. Through brainstorming and planning these events, Student Council will work to make sure that students are excited for school events and that they will have a memorable year. Please do not hesitate to contact any Student Council officer, advisor, or member with any questions, comments, or ideas that you have. With the help of Student Council, we hope to make this school year the best it can be.
**FRESHMEN:** Welcome to the high school. We are excited to have you here. You will soon learn your way around the school, and become acquainted with everything that goes on. Don’t be afraid to become involved; there are clubs, sports, and activities for every interest. These are great ways to make new friends.

**SOPHOMORES:** You aren’t the youngest anymore. Hopefully you find high school to be enjoyable. Relax, college is still three years away. Remember to stay involved academically and in extracurricular activities. This way, you can begin to think ahead and plan accordingly. Don’t be shy about coming to us with your ideas!

**JUNIORS:** From experience, we can tell you this year will be your most demanding, as college choices become reality. Begin to seriously consider your options, and go out and visit schools. All the preparation that goes into this process junior year will be worth it in the long run. Remember that it’s never too late to be involved in the many clubs at the high school. Also, don’t forget to have fun; your high school career is halfway over, so enjoy it while you can!

**SENIORS:** It’s the last year, and you’re moving towards a new chapter in your life. As the countdown to graduation continues, make sure you enjoy your last trips, classes, dances and games. Feel free to let Student Council members know of any activities or events that you think could make senior year even more memorable. We wish you all the best of luck in the future!

We hope that everyone has an amazing school year!

Sincerely, HVCHS Student Council

**SENIOR CLASS OFFICERS - CLASS OF 2020**

President  
LINDSEY PARKER/STEVEN HU

Vice President  
GABRIEL LEFEBVRE

Secretary  
ADELINE DANIELUK

Treasurer  
DHRUV KAPADIA

Liaison  
ALYSSA LIU

Historians  
JEANNE TURPAULT AND REHAN YADAV

Faculty Advisors  
Ms. Allen and Ms. Heller

**JUNIOR CLASS OFFICERS - CLASS OF 2021**

President  
PAUL MYERS

Vice President  
SACHI SIYAL

Secretary  
ALEX SCOTT

Treasurer  
JOHN MACLEAN

Liaison  
TRISTAN LEE

Historian  
OLIVIA LEVIN

Faculty Advisors  
Ms. Sharp and Ms. Wheeler

**SOPHOMORE CLASS OFFICERS – CLASS OF 2022**

President  
BETH HOOKS
STUDENT CLUBS AND ACTIVITIES

You are invited to become involved in the school clubs and activities program. The extent of the club offerings will depend upon student interest and teacher sponsorship. Any student who wishes to form a new club should consult with the CHS administration. A complete list of activities, including sign-up procedures, will be provided during the first weeks of school. Some of the clubs and activities offered are:

- All State Chorus
  - Mr. White

- American Sign Language Club
  - Ms. Valentino

- Auto Club
  - Mr. Carnation

- Badminton
  - Mr. Johnson

- Board/Tabletop Games
  - Mr. Atkinson

- BotBall
  - Mr. Wilson

- Bulldog News (School Newspaper)
  - Ms. Claps

- Charity for a Cause
  - Ms. Sherwin

- Certamen (Junior Classical League)
  - Ms. LaPorte

- Charity for a Cause
  - Ms. Sherwin

- Chess Club
  - Mr. Paull

- Colin’s Kids
  - Ms. Lee

- Color Guard
  - Ms. Maloney

- Culture Club
  - Ms. Lucci
<table>
<thead>
<tr>
<th>Club</th>
<th>Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Culture Connections Club</td>
<td>Ms. Lee</td>
</tr>
<tr>
<td>Debate Club</td>
<td>Ms. Henderson</td>
</tr>
<tr>
<td>DECA</td>
<td>Mr. Oldfield</td>
</tr>
<tr>
<td>Diversity Council</td>
<td>Ms. Pinelli</td>
</tr>
<tr>
<td>ESL Buddies</td>
<td>Ms. Baldwin</td>
</tr>
<tr>
<td>Fall Play/Spring Play</td>
<td>Ms. Rochon</td>
</tr>
<tr>
<td>Fellowship of Christian Athletes</td>
<td>Mrs. Hart</td>
</tr>
<tr>
<td>Feminism Club</td>
<td>Ms. Silverman</td>
</tr>
<tr>
<td>Four Diamonds Club</td>
<td>Mr. Atkinson, Ms. Deirocini</td>
</tr>
<tr>
<td>Firefighters/First Aid Squad Club</td>
<td>Mr. Brower</td>
</tr>
<tr>
<td>French Club</td>
<td>Ms. Soper, Ms. Arias, Ms. Gamelin</td>
</tr>
<tr>
<td>Future Business Leaders of America (FBLA)</td>
<td>Ms. Brown</td>
</tr>
<tr>
<td>German Club</td>
<td>Mr. Grimaldi</td>
</tr>
<tr>
<td>Girl Up</td>
<td>Ms. Cardinale</td>
</tr>
<tr>
<td>Global Connections Club</td>
<td>Dr. Angwenyi</td>
</tr>
<tr>
<td>Guidance Ambassadors</td>
<td>Ms. Buono</td>
</tr>
<tr>
<td>Hiking Club</td>
<td>Mr. Manning</td>
</tr>
<tr>
<td>HOSA (Future Health Professionals)</td>
<td>Dr. Angwenyi</td>
</tr>
<tr>
<td>Jazz Ensemble</td>
<td>Mr. Schwartz</td>
</tr>
<tr>
<td>Key Club</td>
<td>Mr. Tobin</td>
</tr>
<tr>
<td>Latin Club</td>
<td>Ms. LaPorte</td>
</tr>
<tr>
<td>Local Park Initiative</td>
<td>Mr. Zalot</td>
</tr>
<tr>
<td>Leadership Corps</td>
<td>Ms. Ashman, Mr. Machin, and Mr. NuCera</td>
</tr>
<tr>
<td>Marching Band</td>
<td>Mr. Schwartz</td>
</tr>
<tr>
<td>Math League</td>
<td>Mr. Steinberg</td>
</tr>
<tr>
<td>Model Congress</td>
<td>Mr. Tkacs</td>
</tr>
<tr>
<td>Model United Nations Club</td>
<td>Ms. Heller</td>
</tr>
<tr>
<td>Model W.H.O.(World Health Organization)</td>
<td>Dr. Angwenyi</td>
</tr>
<tr>
<td>National Honor Society</td>
<td>Ms. Carrigan and Ms. Deirocini</td>
</tr>
<tr>
<td>One Simple Wish</td>
<td>Ms. Deirocini</td>
</tr>
<tr>
<td>Operation Smile</td>
<td>Ms. Dolbec</td>
</tr>
<tr>
<td>PANDA</td>
<td>Dr. Velderman</td>
</tr>
<tr>
<td>Photography Club</td>
<td>Ms. McGrath</td>
</tr>
<tr>
<td>Ping Pong</td>
<td>Mr. Parkinson</td>
</tr>
<tr>
<td>Poetry Out Loud</td>
<td>Ms. Henderson</td>
</tr>
</tbody>
</table>
**Physics Club**  
Ms. Barzilai, Mr. Wilson

**Reduce/Reuse/Recycle Club**  
Ms. McGrath

**Region Band**  
Mr. Schwitzer

**Region Chorus**  
Mr. White

**Region Orchestra**  
Ms. Morse

**Robotics**  
Mr. Sullivan

**Science League**  
Ms. Verbaro

**Shakesperience**  
Ms. Solomon

**Ski and Snowboard Club**  
Mr. Zalot

**South Asian Society**  
Ms. Kincaid

**Spanish Club**  
Ms. Kincaid

**Spectrum**  
Ms. McGrath

**Student Movement Against Cancer (S.M.A.C.)**  
Ms. Heller

**TAPS Club**  
Ms. Caruso-Gilbert

**Teen Pep**  
Mr. Machin and Ms. Mikujanic

**Thespian Honor Society**  
Ms. Rochon

**UNICEF**  
Ms. Dolbec

**Unified Club**  
Ms. McGowan

**Vegetarian and Vegan Club**  
Mr. Roebuck

**Winter Musical**  
Ms. Cook, Ms. Rochon, Mr. White

**Writer’s Workshop**  
Ms. Solomon

**Yearbook**  
Ms. Siris

**Youth Environmental Society**  
Ms. Sherwin

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**Student Conduct and Extracurricular Activities**

Students are required to abide by all board policies and rules of behavior and are subject to the school district’s jurisdiction. Compliance with building based rules of conduct becomes especially important during extracurricular activities, when normal school day organizational structures and supports may not be present, where higher risk physical activities may be undertaken, or where a more relaxed environment is deliberately established to enhance the student’s experience during the activity.

In addition to behavioral codes that are enforced by disciplinary actions, all extracurricular activities may include safety, health, and personal commitment related standards of eligibility for continued participation. A student breaching such standards may be excluded from participation in the extracurricular activity in a non-disciplinary action until the condition giving rise to the exclusion is ameliorated. Accordingly, breaches of behavioral standards and breaches of prohibitions on the use of tobacco, alcohol, and controlled substances, and all verbal or physical threats, harassment, abuse and fighting or scuffling will be examined in each instance for non-disciplinary exclusion in a manner consistent with the eligibility standards and procedures set forth in the particular activity code.
For extracurricular activities, the building principal shall cause a specific code of conduct and a form of participant contract to be promulgated. The code shall clearly set forth the eligibility standards for participation, expectations for each participant’s behavior, specific training, and non-training rules as may be required, and a schedule of consequences for breach of such rules, as well as an internal appeal process.

Conduct Related Exclusion From Extracurricular Events

Any person attending a youth sports event or other event that is part of a regular curricular activity or extracurricular activity who (1) engages in verbal or physical threats or abuse aimed at any student, coach, official, parent, or other person in attendance, or (2) initiates a fight or scuffle with any student, coach, official, parent or other person, may be barred from further attendance at that or any subsequent similar event.

Student Extracurricular Activities and Related Organizations

All student extracurricular activities of the school district shall be identified as such in all descriptive and promotional literature. Each extracurricular activity above grade level 5 shall be classified and likewise identified by the building principal in one of the following categories:

1. Team or Individual Competitive – interscholastic;
2. Team or Individual Competitive – intramural;
3. Team based non-competitive-club;
4. Non-team based club or social organization.

Participation and continued eligibility for participation in activities classified under categories 1 or 2 shall be in accordance with written eligibility standards and rules established pursuant to state law or pursuant to district policy, and may include reasonable eligibility standards relating to academic standing, possession and/or demonstration of the requisite skills, personal commitment, and health necessary for safe participation, given the nature of the team activity and the risks associated with the activity. Participation and continued eligibility for participation in activities classified under category 3 may be conditioned upon reasonable eligibility standards relating to academic standing, possession, and/or demonstration of the personal commitment, and health necessary for safe participation. Participation and continued eligibility for participation in activities classified under category 4 may be conditioned upon reasonable eligibility standards relating to possession of the health necessary for safe participation.

All extracurricular activities are subject to the provisions of board policies relating to student discipline. All eligibility and continued participation standards shall include simple provisions for due process of non-disciplinary eligibility disputes by the supervisor or director of the activity or in such other manner as shall be approved by the building principal. All eligibility standards and rules governing continued participation shall be provided in writing to each participant on or before the start of the activity in each school year.

The formation of any and all organizations within a school must have the approval of the principal and the superintendent. Organizational by-laws shall require that students shall conduct themselves in keeping with the policies of the board of education and the school building conduct codes during all extracurricular organizational activities. Social events conducted under the auspices of school
ORGANIZATIONS MUST BE APPROVED BY THE BUILDING PRINCIPAL.

**Student Activities Literature Distribution**

During school hours, the distribution of literature relating to activities available to students shall be limited to literature provided in conjunction with regular curricular course content, or relating to those activities that have been designated by the Board as extracurricular activities of the school district. Those community based non-profit organizations sponsoring activities that supplement and augment the educational program or that provide recreational programs for the school age children (of the community) as school approved extracurricular activities or otherwise in joint partnership with the school district may be granted permission to distribute flyers or other printed materials announcing pertinent information about the activities, or information explaining or promoting the activities to students. The grant of such permission shall be subject to the approval of the superintendent of schools or his/her designee.

**Athletics**

**Hopewell Valley Central High School** is proud of its athletic program and looks forward to the continued growth of its athletic traditions. At the present time, the following sports are offered:

<table>
<thead>
<tr>
<th>Fall 2019</th>
<th>Winter 2019/20</th>
<th>Spring 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Varsity/JV/Frosh Football</td>
<td>Varsity/JV/Frosh Boys Basketball</td>
<td>Varsity/JV/Frosh Baseball</td>
</tr>
<tr>
<td>Varsity/JV/Frosh Boys Soccer</td>
<td>Varsity/JV/Frosh Girls Basketball</td>
<td>Varsity/JV Softball</td>
</tr>
<tr>
<td>Varsity/JV/Frosh Girls Soccer</td>
<td>Varsity/JV Ice Hockey</td>
<td>Girls Track</td>
</tr>
<tr>
<td>Varsity/JV/Frosh Field Hockey</td>
<td>Varsity/JV Wrestling</td>
<td>Boys Track</td>
</tr>
<tr>
<td>Varsity/JV Girls Tennis</td>
<td>Boys Swimming</td>
<td>Varsity/JV Boys Tennis</td>
</tr>
<tr>
<td>Boys Cross Country</td>
<td>Girls Swimming</td>
<td>Varsity/JV Golf</td>
</tr>
<tr>
<td>Girls Cross Country</td>
<td>Winter Track – Boys</td>
<td>V/JV/Frosh Boys Lacrosse</td>
</tr>
<tr>
<td>Varsity/JV Cheerleading</td>
<td>Winter Track – Girls</td>
<td>V/JV Girls Lacrosse</td>
</tr>
<tr>
<td>Varsity/JV/Frosh Girls Volleyball</td>
<td>Varsity Cheerleading</td>
<td>Varsity/JV Boys Volleyball</td>
</tr>
</tbody>
</table>

For information regarding the athletic department, refer to [www.hvrsd.org](http://www.hvrsd.org). Announcements will be made when each of these team sports begins practice. Athletic events are an important part of high school life and you are encouraged to participate both as an athlete and as a Bulldog fan. You can help ensure everyone’s enjoyment of the game by showing courtesy to all around you. All school rules are in effect for those attending athletic events and all other activities.

**Hopewell Valley Central High School** is a charter member of the **Colonial Valley Conference**.

Intramural sports offerings will be announced during the year.

**Athletic Code**

**Student Responsibilities**

**Athletic Eligibility**

Eligible if a student has not reached the age of 19 prior to September 1

- Eligible during the first semester (September 1 to January 31) if a student has passed 25% of the credits required by the State of New Jersey for graduation during the immediately preceding
ACADEMIC YEAR (30 CREDITS).

- **Eligible for second semester (February 1 - June 30)** if a student has passed the equivalent of 12 1/2% of the credits required by the State of New Jersey for graduation at the close of the preceding semester (January 31) (15 credits).

- **Students who meet the NJSIAA credit requirement and the GPA requirement but are failing one or more courses will be considered ineligible to participate in athletics until their course average is 60% or better.**

- **To determine credits passed during the immediately preceding semester full year courses shall be equal to one half of the total credits to be gained for the full year.**

- **Eligible immediately if transferred because of change of residence to another public secondary school district by parents or as approved by the Executive Committee.**

- **Eligible if no influence was used to retain or recruit the student.**

- **Eligible to represent his/her present school, if a student’s parents move to another public school district maintaining a secondary school of equal grade or higher, provided student remains properly enrolled; any subsequent transfer will be subject to the transfer provisions.**

- **Not eligible after the completion of eight (8) semesters following a student’s entrance into the ninth grade.**

- **Not eligible after the class in which a student originally enrolled graduated, regardless of transfer from any school during the 3 or 4 year period.**

**Team-Associated Students’ Code of Conduct**

All team-associated students are subject to the athletic code only during the season (fall, winter, spring) in which they participate in athletics. However, all students, whether or not Team-Associated, are subject at all times to the full range of rules, regulations, and sanctions set forth in the Hopewell Valley Regional School District Board Policy Book, Central High School Student Handbook, and Timberlane Student Handbook. “This Team-Associated Student’s Code of Conduct” is issued as a part of the high school and middle school’s student behavior code. Team-Associated students and parents must recognize that this Code of Conduct is as binding on these students as the student handbook is binding on all students.

A “Team-Associated Student” is defined as one involved in the secondary athletic program as an athlete, manager, statistician, and/or student trainer, or such other position as may be designated from time to time by the Athletic Director.

An “athletic season” extends from the first day of practice to the final interscholastic event, including playoffs.

**Expectations of Team-Associated Students**

Each team-associated student shall:

- **Recognize his or her obligation to abide by all rules of student conduct as outlined in the Central High School Student Handbook, the Hopewell Valley Regional School District Board Policy Book and the Athletic Code.**

- **Recognize and understand the privilege of being a Team-Associated student and assume the**
Responsibilities that go with it.

- Take the buses provided by the school district to and from each athletic contest unless the athletic office or coach has received a written note from a parent/guardian allowing the athlete to return home with them. The written note must be supplied before each contest. Parents may only take their own children home.

- Abide by correct health and training routines.

- Be a team player and avoid actions that are detrimental to the unity of the team.

- Represent the school in a positive manner in appearance, conduct, and performance.

- Be financially responsible for all equipment that is not returned. Students will not be permitted to try out for the following athletic season until all equipment has been returned or financial obligations have been met.

- Respect the role of spectators, coaches and officials in his or her specific sport.

- Respect his or her teammates and not participate in hazing of any kind. Anyone guilty of hazing will receive sanctions as listed in the Central High School Student Handbook and/or the Hopewell Valley Athletic Code.

- Understand that academics come first. Athletics, as important as they may be, are but a part of the education process.

- Be permitted, at the discretion of the coach, to compete in outside competition, remembering that high school athletics come first. Students who compete on outside teams should have the director of the league or team contact the high school coach or athletic department to clarify training regulations or other issues prior to the beginning of each season.

### Conditions for Athletic Participation by Team-AssOCIated Students

- If a team-associated student is late to practice because of academic reasons, the student must bring a note from the teacher stating the time of dismissal.

- If a team-associated student has detention, extended weekday detention, or extended Saturday detention, after serving the required time the student will then report to the coach for proper assignment and must bring a note from that teacher. Past due disciplinary sanctions will result in loss of practice and playing time until the team-associated student is in good standing.

- If a team-associated student is tardy to school and does not report by 10:45 A.M., the student cannot practice or play that day or evening. Exceptions can be exercised at the discretion of the attendance officer or with prior approval of the administration.

- If a team-associated student fails to participate in a scheduled wellness class for medical reasons, the student may not participate in practices, scrimmages, or games that day or evening.

- If a team-associated student is suspended from school, the student will not be permitted to practice or play during that period of suspension.

### Sanctions for Violations of the Athletic Code - Non-Training NJSIAA sanctioned event

- A student-athlete, who has earned the role of captain and is in violation of the code of conduct, may forfeit the honor of being named a captain.

- Ejection for misconduct (2 game suspension as per NJSIAA rules)
• PROFANITY (2 GAME SUSPENSION AS PER NJSIAA RULES)
• CONDUCT UNBECOMING AN ATHLETE
  • FIRST OFFENSE - 2 GAME SUSPENSION AS PER NJSIAA RULES
  • SECOND OFFENSE - 4 GAME SUSPENSION AS PER NJSIAA RULES

TRAINING RULES AND SANCTIONS

DURING AN ATHLETIC SEASON, NO TEAM-ASSOCIATED STUDENT SHALL USE, POSSESS, OR DISTRIBUTE TOBACCO, ALCOHOL AND OTHER DRUGS INCLUDING ANY CHEMICAL WHICH RELEASES VAPOR OR FUMES, PRESCRIPTION DRUGS EXCEPT THOSE FOR WHICH USE IN SCHOOL HAS BEEN PROPERLY AUTHORIZED (SEE SCHOOL NURSE OR STUDENT HANDBOOK), AND ANABOLIC STEROIDS. THE SCHOOL DISTRICT CONSIDERS PROHIBITED SUBSTANCE USE TO POSE SINGULAR MEDICAL AND FUNCTIONAL RISKS TO STUDENT ATHLETES AND ASSOCIATED TEAM PERSONNEL. STUDENT ATHLETES WHO VIOLATE THE DISTRICT DRUG AND ALCOHOL POLICY MAY BE SUBJECT TO ADDITIONAL ATHLETIC SANCTIONS AT THE DISCRETION OF THE COACH AND ATHLETIC DIRECTOR.

EVERY TEAM-ASSOCIATED STUDENT FOUND TO HAVE VIOLATED THE ALCOHOL OR DRUG PROVISIONS OF THESE TRAINING RULES SHALL BE REFERRED TO THE DISTRICT’S SUBSTANCE ABUSE COUNSELOR. THE COUNSELOR SHALL DESIGNATE APPROPRIATE TREATMENT AND MAY RECOMMEND PARTICIPATION IN THE DESIGNATED TREATMENT.

UPON THE REQUEST OF A TEAM-ASSOCIATED STUDENT SANCTIONED FOR A TRAINING RULE VIOLATION, OR UPON THE REQUEST OF A PARENT/GUARDIAN OF SUCH STUDENT, THE DIRECTOR OF ATHLETICS SHALL INFORM THE STUDENT OR PARENT/GUARDIAN OF THE POTENTIAL SANCTIONS FOR SUBSEQUENT OFFENSES. SUCH POTENTIAL SANCTIONS SHALL BE CONSISTENT WITH THE ABOVE GUIDELINES.

SANCTIONS FOR PRACTICE ATTENDANCE VIOLATIONS

PRE-SEASON, IN-SEASON, AND WEEKENDS
• 1ST OFFENSE - COACH’S DISCRETION
• 2ND OFFENSE - ONE GAME SUSPENSION AT THE COACH’S DISCRETION
• 3RD OFFENSE - ONE WEEK SUSPENSION AT THE COACH’S DISCRETION
• 4TH OFFENSE - MEETING WITH ATHLETIC DIRECTOR AND PARENTS FOR DISMISSAL

SCHOOL VACATIONS

GAMES AND PRACTICES MAY CONTINUE DURING A SCHOOL BREAK PROVIDED THAT A THREE OR FOUR DAY (CONSECUTIVE) VACATION IS PROVIDED DURING EACH SEASON. DUE TO THE CVC/NJSIAA SCHEDULING OBLIGATIONS, THE ATHLETIC DIRECTOR WILL DETERMINE THE DATES TO BE USED FOR ALL BREAKS SO THAT ALL ATHLETIC PROGRAMS ARE CONSISTENT. STUDENTS ARE EXPECTED TO BE IN ATTENDANCE BEFORE AND AFTER EACH BREAK AND COMMUNICATE TO THEIR COACHES REGARDING VACATION TIMES.

ATHLETIC PHYSICALS

THE NEW JERSEY STATE DEPARTMENT OF EDUCATION REQUIRES ATHLETIC PHYSICALS AS A PREREQUISITE FOR PARTICIPATION IN ATHLETICS, WHETHER IN PRACTICE OR COMPETITION.

A SUMMARY OF THE REGULATIONS IS PRESENTED BELOW:

1. EACH CANDIDATE FOR A PLACE ON A SCHOOL ATHLETIC TEAM SHALL UNDERGO ONE PHYSICAL EXAMINATION EACH YEAR, WITH A MANDATORY MEDICAL REVIEW BEFORE EACH SPORTS SEASON.

2. STUDENTS WILL BE NOTIFIED OF THE DATES FOR PHYSICAL EXAMINATIONS DURING THE SCHOOL YEAR. (PARENTS
3. The physical examination shall be conducted by the “medical home of the student.” State code defines “medical home” as meaning the office of a health care provider such as “family doctor, pediatrician, or clinic” where a student receives well and sick care. If your child does not have a “medical home,” contact the School Nurse who will assist you in making arrangements.

4. A physical examination used to determine the fitness of a student shall include a Medical History Questionnaire to be completed by the parent of legal guardian of the student. The second part of this form is the medical evaluation form, which is to be completed by the licensed physician. The physician will not be able to administer the medical evaluation without a completed Medical History Questionnaire.

5. Any examination which shall be used to determine the fitness of a student to participate in athletics shall be administered no more than 365 days prior to the first practice.

6. A Health History Update is required to be completed by parent or legal guardian of candidate if the physical examination took place more than 90 days prior to the first practice session of each sports season. A Medical Review Form will be given to candidates for their parent/legal guardian to complete, sign and return to the School Nurse prior to the start of the season. The school medical inspector must review this form before participation is allowed.

7. Any candidate for athletics who sustains any illness or physical injury subsequent to the initial physical examination shall be required to receive clearance from the school medical inspector as fit to continue in current or future athletic sessions or events.

8. Parent Reminder!!: Please submit all forms by the required dates. Physicals obtained from a private licensed physician must be cleared by school medical inspector in order for the student to begin participation. Please be advised that it is impossible to obtain medical clearance unless these forms are submitted by the deadlines imposed for each sports season. For further information regarding athletic information, refer to the website.

**Activity Guidelines**

When a school activity is being held at Hopewell Valley Central High School or at a designated alternate location, the following rules will be in effect:

1. Students who arrive at school after 10:45 a.m. on the day of the event or are absent on the day of the event will not be permitted to attend. See Board Policy 5200R for more information.

2. Students will not be permitted entry after the first hour of the student activity and may not leave until one hour prior to the end of the event.

3. Any student who knows that he/she will not be able to arrive within the first hour of the activity must obtain permission for a late entry from a vice principal or principal in advance.

4. Students who leave the building will not be permitted to return.

5. Disorderly persons may be escorted from the building, no refunds will be given, and parents will be contacted.

6. For overnight activities and field trips, bags will be checked by school administrator or designee.
Please see Board Policy 5850 for further information.

7. Students may be breathalyzed at school sponsored activities, as per Board Policy 5535.

8. Smoking, alcoholic beverages, and drugs are not permitted on school premises or on the premises of the designated alternate location. Disciplinary action according to board of education policy will be taken.

9. If students or guests appear to be under the influence of drugs or alcohol, or have the odor of alcohol on their breath, they will be subject to disciplinary action as defined by the substance abuse policy.

10. CHS activities are open only to CHS students in grades 9 through 12. Guests are not permitted to “student only” events. The only exceptions are the Junior Prom and Senior Prom, for which all guests’ names must be submitted to the vice principal upon purchase of tickets, or 24 hours in advance of the event and appropriate guest forms completed. At the Junior Prom, Senior Prom, and “community events,” students are responsible for the behavior of their guests. Guests must be at least in ninth grade and must be under the age of 21.

11. CHS issued student identification cards are required in order to gain admittance to “student only” events.

12. Students must be up-to-date with serving disciplinary sanctions and paying fines in order to be admitted to school activities.

IV. GENERAL RULES AND STUDENT RESPONSIBILITIES

SCHOOL REGULATIONS

Students are expected to respect the rights of other persons, whether they are faculty members or fellow students. The correctness of one’s conduct is determined in the final analysis by whether or not that conduct interferes with the rights and privileges of others. Students are expected to obey the reasonable classroom regulations established by a teacher and are subject to the direction of the teacher in matters of discipline and the enforcement of school regulations.

Violations of school regulations will subject a student to disciplinary action. This may include classroom or office assigned detention, class or school-wide suspension, or in extreme cases, recommendation to the Board of Education for expulsion from school.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, and for the consequences of their misbehavior. Staff members who interact with students shall use preventive disciplinary action and place emphasis on the students’ abilities to grow in self-discipline.

STUDENT CODE OF CONDUCT

The Hopewell Valley Board of Education believes that among the first priorities of the school district are the attainment of quality education and the safety of its students. The board also believes that an important part of a student’s education is the development of self-discipline. By accepting and fulfilling appropriate responsibilities, students will acquire the self-discipline which is necessary to function effectively in society.
Therefore, the school district will provide an environment which encourages each student to:

1. Be accountable for one’s actions and realize that with privileges there are responsibilities;
2. Acquire the values and attitudes necessary for responsible citizenship;
3. Develop a positive attitude toward learning and the school environment;
4. Know and abide by the rules and decisions of those in authority until such time as those rules and decisions are changed;
5. Develop an appreciation for the rights of others including a respect for the rights of persons who belong to various cultural, social, religious, and ethnic groups;
6. Develop a sense of responsibility to groups in which one participates.

Given an environment that encourages the student to acquire self-discipline, each student has the responsibility to:

1. Understand and work within the framework of the rules of the school;
2. Pursue the prescribed course of study to the best of one’s ability;
3. Respect and respond to the authority of the teacher and other school personnel;
4. Attend school regularly and punctually;
5. Be courteous to fellow students and teachers;
6. Respect the rights of others;
7. Respect the property of the school and of others;
8. Behave in a manner that is conducive to a positive educational environment;
9. Attend school in the best possible state of health and cleanliness;
10. Dress in a manner that provides for personal safety and does not disrupt others.

Recitation

The recitation period occurs between the second and third sessions of each day. This period will not rotate; all of the other periods will continue to rotate and drop around this period. Each student will be assigned to a teacher, and daily attendance will be taken. All students, grades 9-12, are expected to attend, just as they do every other class.

This recitation period will allow for:

- Direct support
- Additional time for assistance
- Daily homework
- 9th grade transition strategies
- Counselor groups
- Mindfulness
- Grade-level meetings

Hall passes

It is necessary that students be accounted for at all times. Students are required to sign in and out of class. If you are in the halls during class time, you are required to have an official school pass from your classroom teacher. A pass from the VP office is also required to go to the parking lot.
STUDENTS ARE REQUIRED TO WEAR THEIR SCHOOL ID BADGE AT ALL TIMES WHILE IN THE SCHOOL BUILDING.

SCHOOL DRESS CODE

ALTHOUGH WE RECOGNIZE THAT THE WAY STUDENTS DRESS IS A REFLECTION OF PERSONAL CHOICE, THERE IS CERTAIN ATTIRE THAT IS NOT APPROPRIATE FOR SCHOOL. CENTRAL HIGH SCHOOL REQUIRES STUDENTS TO DRESS IN A MANNER APPROPRIATE FOR AN EDUCATIONAL ENVIRONMENT. STUDENTS SHOULD BE MINDFUL, ESPECIALLY WHEN REPRESENTING THE SCHOOL ON FIELD TRIPS, VISITS AND COMPETITIONS, THAT THEY ARE A REPRESENTATION OF CHS, AND SHOULD DRESS Appropriately. CLOTHING SHOULD BE CLEAN AND NEAT, AND EMBRACE THE FOLLOWING TENETS:

• Hats and hoods are not permitted.
• Any attire that displays any reference to drugs, alcohol, tobacco profanity, and/or weapons is prohibited.
• The area from the armpits through the torso must be covered.
• Point of reference in determining appropriateness of clothing item: If you lift your arms or bend over, nothing in this area should be showing. All shorts and skirts must have a straight hemline.
• Clothing that is too revealing, such as sagging pants, tube tops, and swimwear, is not permitted.
• Footwear must be worn at all times and in all places. Slippers, cleats, and steel-toed boots are not permitted.

WHEN THE DRESS CODE IS VIOLATED, THE FOLLOWING STEPS WILL BE TAKEN:

• First Offense: Changing clothes/hat is taken, contact home
• Second Offense: Changing clothes/hat is taken, contact home, Office Detention
• Third Offense: Changing clothes/hat is taken, contact home, Extended Weekday Detention

STUDENTS ARE REMINDED THAT FOOTWEAR MUST BE WORN AT ALL TIMES AND IN ALL PLACES. APPROPRIATE PROTECTIVE GEAR MUST BE WORN IN SCIENCE CLASS.

WELLNESS DRESS CODE

STUDENTS MUST CHANGE CLOTHES FOR PHYSICAL EDUCATION CLASSES ACCORDING TO THE FOLLOWING GUIDELINES.

• Wear proper footwear such as tennis shoes or sneakers.
• When required students will wear protective eye gear.
• T-shirts, sweat shirts or tennis shirts are acceptable. Swimwear is not acceptable.
• Wear elastic band shorts of appropriate length.

ELECTRONIC DEVICES

THE HOPEWELL VALLEY REGIONAL SCHOOL DISTRICT (HVRSD) IS COMMITTED TO MOVING STUDENTS AND STAFF FORWARD IN A 21ST CENTURY LEARNING ENVIRONMENT. AS PART OF THIS VISION, THE SCHOOL DISTRICT IS NOW PILOTING A PLAN THAT WILL ALLOW CENTRAL HIGH SCHOOL STUDENTS TO USE A DISTRICT-PROVIDED CHROMEBOOK BOTH DURING THE SCHOOL DAY AND AT HOME. THE DISTRICT ISSUED CHROMEBOOK AND ANY PERSONAL MOBILE COMPUTING DEVICES THAT ARE CAPABLE OF MERGING ONTO HVRSD WIRELESS NETWORKS WILL BE GOVERNED BY THE HVRSD GUIDELINES FOR RESPONSIBLE COMPUTING. FOR ADDITIONAL INFORMATION AND PROCEDURES, CONSULT THE HVRSD GUIDELINES FOR RESPONSIBLE COMPUTING WHICH IS FOUND ON THE SCHOOL DISTRICT AND CHS WEB PAGES.

PLEASE NOTE THAT ELECTRONIC DEVICES SHOULD BE RESTRICTED FOR INSTRUCTIONAL PURPOSES AND DURING THE UNIT LUNCH PERIOD AND STUDY HALL. IF A STUDENT IS OBSERVED USING ANY ELECTRONIC DEVICE (INCLUDING THE DISTRICT
ISSUED CHROMEBOOK) FOR NON-INSTRUCTIONAL PURPOSES DURING SCHOOL HOURS (OTHER THAN LUNCH AND STUDY HALL), THE ITEM MAY BE CONFISCATED BY A STAFF MEMBER AND HELD IN THE VP OFFICE UNTIL THE END OF THE SCHOOL DAY. AT THE FIRST OFFENSE, A STUDENT MAY SIGN FOR HIS/HER PHONE/ DEVICE AT THE END OF THE DAY. REPEATED INFRINGEMENTS WILL RESULT IN PARENTS/GUARDIANS BEING REQUIRED TO COME IN AND SIGN FOR THE ELECTRONIC DEVICE AND MAY ALSO RESULT IN PARENT/GUARDIAN CONFERENCES AND POSSIBLE DISCIPLINARY ACTION.

TIPS ON HOW TO RESOLVE CONFLICT WITH A FACULTY MEMBER

1. If a student and a teacher should have a strong disagreement during a class, the student should follow the teacher’s direction. In such cases, the student is encouraged to arrange to speak with the teacher after class or during a mutually agreed upon time.

2. If a student is experiencing difficulty in a particular class or situation, he/she should speak privately with the teacher and voice concerns.

3. If the conversation with the teacher does not resolve the issue, the student may go to the counseling office or vice principal office for advice on how to proceed for help by mediating with the teacher.

4. If a student feels uncomfortable in pursuing an issue, the student should ask his/her parent/guardian to intervene by contacting the teacher directly.

TIPS ON AVOIDING DISCIPLINE REFERRAL IN THE HALLWAYS AND CAFETERIA

1. When directed by a faculty/staff member, the student should comply immediately and respectfully.

2. If there is misunderstanding or disagreement, the student should comply first, then speak with the faculty/staff member at a more appropriate time.

DISCIPLINARY POLICIES

WHENEVER A STUDENT RECEIVES A DETENTION, THE STUDENT WILL BE TOLD THE DATE/TIME TO SERVE AND REASON FOR THE DETENTION. THE TEACHER SHOULD ATTEMPT TO CONTACT THE PARENTS/GUARDIANS VIA PHONE OR EMAIL. IT IS THE STUDENT’S RESPONSIBILITY TO MAKE SURE THIS INFORMATION IS SHARED WITH HIS/HER PARENTS. EWD, ESD, AND SUSPENSION LETTERS WILL BE MAILED DIRECTLY TO PARENTS/GUARDIANS.

A. CLASSROOM/TEACHER DETENTION:

1. The date of the teacher-assigned detention is at the discretion of the staff member.

2. If a student believes that the detention was assigned unfairly, or if the date presents a conflict, he/she should appeal the detention or request to reschedule it at the mutual convenience of the teacher and student. Under no circumstances should a detention be cut.

3. Students who cut a teacher’s detention will be given one office detention.

B. OFFICE DETENTION:

1. Whenever a student receives an office detention, the student will be informed of the date/time to serve and reason for the detention. It is the student’s responsibility to share this information with his/her parent/guardian.

2. All students assigned office detentions should report to their assigned room and be seated before the 2:55 P.M. bell or be seated by 7:00 A.M. if they are serving a morning detention. The office detention schedule will be determined and communicated at the beginning of the school year. Detention will not be held on early dismissal days.
(3) Students are expected to bring individual work to do during the detention.
(4) Use of electronic devices and card playing are prohibited during detention.
(5) Students who fail to attend office detention will be subject to the following sanctions:
   a) First offense – one extended weekday detention (EWD).
   b) Second offense – one extended Saturday detention (ESD).
   c) Third offense – out-of-school suspension (OSS) pending parent conference.
   d) Fourth offense - three days OSS.
   e) Fourth offense or more – five days OSS.

C. Extended Weekday Detention (EWD) and Extended Saturday Detention (ESD):
   (1) Whenever a student receives an EWD or ESD, the student will be given a written notice, and a
       letter will be sent to the home.
   (2) All students assigned EWD or ESD should report to their assigned room and be seated prior
       to the start of the sanction. EWD will be offered a minimum of two days per week from 2:55 –
       5:55 p.m. ESD will be held on Saturday mornings from 7:45 – 11:45 a.m.
   (3) During their EWD or ESD, students will be required to complete work in order to receive
       credit for attending.
   (4) Use of electronic devices and card playing are prohibited during EWD and or ESD.

(6) Students who fail to attend EWD or ESD may be subject to the following sanctions:
   a) First Offense – OSS pending parent conference.
   b) Second Offense – three days OSS.
   c) Third Offense or more – five days OSS.

D. Out-of-School Suspension (OSS):
   (1) Whenever a student receives an OSS, the student will be given a written notice, and a letter
       will be sent home. The student’s parent/guardian will be contacted by phone.
   (2) During the term of an OSS, the student serving the sanction may not be present on school
       property without prior approval of the administration. Any violation of this policy may result in
       trespassing charges and/or additional suspension.

E. Extracurricular Activities (ECA):
   Multiple disciplinary infractions may cause students to be excluded from participating in
   extracurricular activities or events. Students serving out-of-school suspension will not be eligible
   to participate or attend any school activity until their first day back in school following the
   suspension.

STUDENT BEHAVIOR/SANCTIONS

Consequences for student misbehavior always have the purpose of empowering students to
UNDERSTAND, CORRECT, AND TAKE CONTROL OF THEIR OWN BEHAVIOR. THE FOLLOWING IS A LIST OF INFRACTIONS WITH THEIR MINIMAL SUBSEQUENT SANCTIONS. STUDENTS WHO BECOME INVOLVED IN REPEATED OFFENSES WILL RECEIVE ADDITIONAL SANCTIONS. OUR HOPE WITH ANY DISCIPLINARY CONSEQUENCE, IS THAT PARENTS, TEACHERS AND ADMINISTRATORS WILL WORK TOGETHER TO HELP STUDENTS TO IMPROVE THEIR OWN BEHAVIOR.

<table>
<thead>
<tr>
<th>INFRACTION</th>
<th>1ST OFFENSE</th>
<th>2ND OFFENSE</th>
<th>3RD OFFENSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Academic Dishonesty</td>
<td>1 ESD/Conference with parent/guardian and a zero for the assignment</td>
<td>Possible OSS, grade of zero for assignment, conference with parent or guardian, and possible removal from the class without credit</td>
<td>OSS, grade of zero, parent/guardian conference, possible removal from class w/o credit</td>
</tr>
<tr>
<td>2. Insubordination</td>
<td>1 office detention</td>
<td>2 office detentions</td>
<td>EWD/ESD</td>
</tr>
<tr>
<td>3. Open Defiance</td>
<td>EWD</td>
<td>ESD</td>
<td>OSS</td>
</tr>
<tr>
<td>4. Electronic Devices</td>
<td>Confiscation. Return of item at end of school day.</td>
<td>Parent/guardian must pick up device</td>
<td>Parent/guardian must pick up device with possible disciplinary action</td>
</tr>
<tr>
<td>5. Wandering</td>
<td>1 office detention</td>
<td>2 office detentions</td>
<td>1 EWD</td>
</tr>
<tr>
<td>6. Cutting class</td>
<td>1 EWD</td>
<td>1 ESD</td>
<td>2 days ESD</td>
</tr>
<tr>
<td>7. Leaving class without permission</td>
<td>1 office Detention</td>
<td>2 office detentions</td>
<td>1 EWD</td>
</tr>
<tr>
<td>8. Leaving building without permission</td>
<td>1 office Detention</td>
<td>1 EWD</td>
<td>1 ESD</td>
</tr>
<tr>
<td>9. Leaving school grounds without permission</td>
<td>EWD</td>
<td>ESD</td>
<td>3 days OSS</td>
</tr>
<tr>
<td>10. Truancy</td>
<td>1 ESD; Students will receive a “cut” from each class missed</td>
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</tbody>
</table>

18A:37-1. Submission of pupils to authority. PUPILS IN THE PUBLIC SCHOOLS SHALL COMPLY WITH THE RULES ESTABLISHED IN PURSUANCE OF LAW FOR THE GOVERNMENT OF SUCH SCHOOLS, PURSUE THE PRESCRIBED COURSE OF STUDY AND SUBMIT TO THE AUTHORITY OF THE TEACHERS AND OTHERS IN AUTHORITY OVER THEM

| 11. Theft, vandalism, destroying, or damaging school | OSS/possible referral to the police for appropriate action/ the liability for damages will be incurred by parents/guardians. adult students will be assessed any liabilities directly. Office sanctions may include detention, |


<table>
<thead>
<tr>
<th>PROPERTY</th>
<th>EWD, ESD, AND OSS.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INFRACTION</strong></td>
<td></td>
</tr>
<tr>
<td><strong>12. COMPUTER CODE VIOLATION</strong></td>
<td>Violations of the district computer codes will face disciplinary actions associated with the degree of the offense. Sanctions may include office detention, EWD, ESD, and OSS, along with possible suspension of computer privileges.</td>
</tr>
<tr>
<td><strong>18A:37-3 LIABILITY OF PARENTS OF PUPILS FOR DAMAGE TO PROPERTY.</strong> The parents or guardian of any minor who shall injure any public or non-public school property shall be liable for damages for the amount of the injury to be collected by the Board of Education of the District or the owner of the premises in any court of competent jurisdiction, together with costs of suit. Amended: L. 198.c.302.1 Effective Aug. 11, 1983.</td>
<td></td>
</tr>
<tr>
<td><strong>13. HABITUAL USE OF PROFANITY OR OBSCENE LANGUAGE OR GESTURES</strong></td>
<td><strong>1ST OFFENSE</strong></td>
</tr>
<tr>
<td></td>
<td>Office Detention</td>
</tr>
<tr>
<td><strong>18A:37-2. CAUSES FOR SUSPENSION OR EXPULSION OF PUPILS.</strong> Any pupil who is guilty of continued and willful disobedience or open defiance of the authority of any teacher or person having authority over him, or of the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure any school property shall be liable to punishment and to suspension or expulsion from school.</td>
<td></td>
</tr>
<tr>
<td><strong>14. DRESS CODE</strong></td>
<td>Multiple offenses of the dress code may include office detentions, EWD, ESD, or OSS as deemed necessary by the administration.</td>
</tr>
<tr>
<td><strong>15. CONSENSUAL BUT INAPPROPRIATE BEHAVIOR</strong></td>
<td>Sanctions may include office detention, EWD, ESD, or OSS depending on the circumstance.</td>
</tr>
<tr>
<td><strong>16. HARASSMENT, SEXUAL HARASSMENT, AND BULLYING</strong></td>
<td>After a thorough investigation, those who have participated in harassment will face any of the sanctions listed in this handbook, may be referred to the building Affirmative Action Committee, and/or may potentially face police intervention.</td>
</tr>
<tr>
<td><strong>17. ENDANGERING THE SAFETY OF OTHERS</strong></td>
<td><strong>1ST OFFENSE</strong></td>
</tr>
<tr>
<td></td>
<td>Office Detention</td>
</tr>
<tr>
<td><strong>18. FIGHTING</strong></td>
<td>Any student who physically assaults another student or otherwise provokes a fight may be suspended out-of-school.</td>
</tr>
</tbody>
</table>
### 18A:37-2.1 Assault by a pupil upon teacher, etc.; suspension; expulsion proceedings.

Any pupil who commits an assault, as defined pursuant to N.J.S. 2C:12-1, upon a teacher, administrator, board member or other employee of the board of education acting in the performance of his duties and in a situation where his authority to so act is apparent, or as a result of the victim’s relationship to an institution of public education of this State, shall be immediately suspended from school consistent with procedural due process pending expulsion proceedings before the local board of education. Said proceedings will take place no later than 21 calendar days following the day on which the pupil is suspended. Adopted L. 1979.c189.2.

### 20. Profanity to Staff

Profanity directed toward a staff member will result in OSS beginning with 3 to 10 days and escalating with each infraction.

<table>
<thead>
<tr>
<th>INFRACTION</th>
<th>1st OFFENSE</th>
<th>2nd OFFENSE</th>
<th>3rd OFFENSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>21. Threats to Staff</td>
<td>Any student directing a threat to a staff member will be given an OSS for 3 to 10 days. Subsequent threats will result in a recommendation for expulsion.</td>
<td>4 days OSS</td>
<td>5-10 days OSS, and a referral to municipal court</td>
</tr>
<tr>
<td>22. Smoking in School (includes e-cigarettes)</td>
<td>1-5 days OSS</td>
<td>5 days OSS, and a referral to municipal court</td>
<td></td>
</tr>
<tr>
<td>23. Smoking on school property (See Board Policy #5533), on the way to and from school, or within 1,000 feet of a school</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>24. Possession, use (under the influence) or distribution of drugs or alcohol (See School Board Policies #5530 and #R5530)</td>
<td>First violations of the district policy on alcohol and drugs will result in a 1 in school suspension for a maximum of ten (10) school days. Out of school suspension may be assigned if deemed necessary. Students may be prohibited from attending after-school and weekend school events for 30 calendar days following the incident date. Students will be required to participate in community service.</td>
<td></td>
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</tr>
<tr>
<td>25. Possession, custody, or use of a weapon (See Board Policy #5611)</td>
<td>Students found possessing weapons (firearms, knives, clubs, brass knuckles, or similar articles) in or on school property will be suspended a minimum of ten days out of school pending action of the superintendent of schools. With the approval of the School Board a student may be expelled</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
PLEASE NOTE – STUDENTS WHO ACCUMULATE MAJOR DISCIPLINARY VIOLATIONS MAY BE SUBJECT TO LOSS OF SENIOR PRIVILEGE AND LOSS OF PARKING PRIVILEGE. OTHER SANCTIONS MAY BE USED AT THE DISCRETION OF THE SCHOOL ADMINISTRATION.

GLOSSARY OF INFRACTIONS

ACADEMIC DISHONESTY, CHEATING, PLAGIARISM, FORGERY OR UNAUTHORIZED USE OR POSSESSION OF SCHOOL FORMS - ANY STUDENT FOUND CHEATING WILL BE SUBJECT TO THE FOLLOWING SANCTIONS:

a) FIRST OFFENSE: 1 ESD, A CONFERENCE WITH THE PARENT/GUARDIAN AND A ZERO FOR THE ASSIGNMENT.

b) SECOND OFFENSE: GRADE OF ZERO, POSSIBLE OSS, A CONFERENCE WITH THE PARENT/GUARDIAN, AND POSSIBLE REMOVAL FROM THE CLASS WITHOUT CREDIT.

c) THIRD OFFENSE: GRADE OF ZERO, OSS, PARENT/GUARDIAN CONFERENCE, POSSIBLE REMOVAL FROM CLASS WITHOUT CREDIT.

FOR THE PURPOSES OF THIS SANCTION, ACADEMIC DISHONESTY INCLUDES BUT IS NOT LIMITED TO:

1) CHEATING IN ALL FORMS, INCLUDING THE GIVING OR RECEIVING OF ANSWERS IN ANY TEST OR QUIZ;

2) PLAGIARISM IN ALL FORMS, INCLUDING THE SUBMISSION OF NON-ORIGINAL TERM PAPERS, REPORTS, PROJECTS, OR ORAL PRESENTATIONS; AND

3) UNAUTHORIZED COLLABORATION WITH ANOTHER STUDENT IN THE PREPARATION OF ASSIGNED WORK.

NOTE: ACADEMIC DISHONESTY IS A CUMULATIVE INFRACTION. RECORDS ARE MAINTAINED FOR ALL FOUR YEARS.

CONSSENSUAL BUT INAPPROPRIATE BEHAVIOR - DISPLAYS OF AFECTION ARE BEST LEFT TO PRIVATE TIMES AND PLACES. STUDENTS ARE EXPECTED TO DISPLAY PROPER DECORUM, AND WILL BE DIRECTED TO DO SO WHEN INAPPROPRIATE BEHAVIOR OCCURS.

CUTTING CLASS – FOR THE FIRST CUT IN A CLASS, ONE EWD; FOR THE SECOND CUT IN A CLASS, ONE ESD; FOR THE THIRD CUT OF A CLASS, TWO ESDS. AT THE THIRD CUT IN THE CLASS, THE PRINCIPAL SHALL DETERMINE WHETHER THE STUDENT’S CONDUCT IS SO WILLFULLY DISOBEDIENT AND INSUBORDINATE AS TO COMPEL A LOSS OF CREDIT AND PLACEMENT IN A STUDY HALL, OR ALTERNATIVELY, WHETHER OTHER INTERVENTIONS ARE NECESSARY.

COMPUTER CODE VIOLATION – STUDENTS FOUND TO BE IN VIOLATION OF THE DISTRICT COMPUTER CODES WILL FACE DISCIPLINARY ACTIONS ASSOCIATED WITH THE DEGREE OF THE OFFENSE. SANCTIONS MAY INCLUDE DETENTION, EWD, ESD, AND/OR OSS, ALONG WITH SUSPENSION OF COMPUTER PRIVILEGES. THE GUIDELINES FOR RESPONSIBLE COMPUTING MAY BE REVIEWED AT: WWW.HVRSD.ORG/SPPS/PAGES/TECHNOLOGYPOLICIES

DRESS CODE VIOLATION – STUDENTS DRESSING IN A MANNER THAT IS NOT SAFE OR THAT IS DISTRACTING TO THE EDUCATION OF OTHERS WILL BE ASKED TO CORRECT THE INAPPROPRIATE DRESS. MULTIPLE OFFENSES OF THE DRESS CODE WILL RESULT IN OFFICE DETENTIONS AND/OR ESD AS DEEMED NECESSARY BY THE ADMINISTRATION.

DRUGS AND ALCOHOL - STUDENTS FOUND TO BE UNDER THE INFLUENCE OF, OR IN POSSESSION OF, ALCOHOL OR OTHER DRUGS WILL BE SUBJECT TO ALL POLICIES AND REGULATIONS OF THE DISTRICT’S “POLICY AND REGULATIONS ON ALCOHOL AND OTHER DRUGS.”
ENDANGERING THE SAFETY OF OTHERS - The school is entrusted with the safety of all students. Potentially dangerous behavior such as pushing; throwing snowballs, water balloons or other objects; use or possession of water pistols or toy guns; climbing on the roof or flicking lighters; etc. will result in appropriate disciplinary action which may include OSS and/or referral to the police.

FIGHTING - Any student who physically assaults another student or otherwise provokes a fight may be suspended out-of-school. Students who continue to disrupt the school environment and endanger the safety of others by fighting will not only face repeated OSS, but will be referred to the police.

HARASSMENT/HAZING - Harassment, which includes any pattern of conduct which discomforts or humiliates, is defined as a pattern of unprovoked aggressive behavior of a physical and/or psychological nature carried out by an individual or a group against an individual or group with the effect of causing harm or hurt will not be tolerated. After a thorough investigation, those who have participated in harassment will face any of the sanctions listed in this handbook, may be referred to the building Affirmative Action Committee and may potentially face police intervention.

HABITUAL PROFANITY - Students using profanity will be directed to the appropriate vice principal for a first referral conference and will receive one office detention. A repeated referral will result in two office detentions. A third offense will result in a EWD. Additional referrals will result in sanctions of increasing length and severity including OSS.

INSUBORDINATION – A student is insubordinate when he/she knowingly defies policies and rules of the school. The first offense is one office detention, with subsequent disregard to policies and rules resulting in further sanctions.

LEAVING CLASS WITHOUT PERMISSION – Any student leaving class without an official pass or permission of a staff member is subject to the same sanctions as addressed by the wandering code.

LEAVING SCHOOL WITHOUT PERMISSION - Students who choose to leave the school building without permission will receive one office detention for the first infraction, one EWD for the second, and one ESD for the third. Students who choose to leave school property without permission will be given one day EWD for the first offense, one ESD for the second, and three days OSS for the third. Any additional offenses will result in OSS of increasing length.

OPEN DEFiance - Any student blatantly defying the authority of a staff member will receive one EWD for the first offense, one Saturday ESD for the second, and two days OSS for the third offense.

POSSESSION OF FIRECRACKERS OR EXPLOSIVE DEVICES - Any student found to be in possession of or detonating firecrackers or other explosive devices at any time on school property or at school-sponsored activities will be given an OSS. Such students will be prosecuted to the fullest extent of the law.

PROFANITY TO A STAFF MEMBER - Profanity directed toward a staff member will result in OSS beginning with three days and escalating with each infraction.

SMOKING - There is no smoking on school grounds at any time. There is no smoking at any school function including all extracurricular events and field trips. Any student found smoking in the building will be given an OSS for four days. Any student found smoking outside of the building but within the tobacco-free zone will be given an OSS for up to five days. Any student in possession of a tobacco product (cigarettes, electronic cigarettes, cigars, pipe tobacco, chewing tobacco, etc.) will be given one ESD. Products may be subject to screening for controlled substances.
THEFT, VANDALISM, TAMPERING WITH SCHOOL EQUIPMENT - Any student involved in a theft, including possession of stolen goods, or who vandalizes or tampers with school property will be subject to the following:

A) Suspension out-of-school
B) Possible referral to the police for appropriate action
C) The liability for damages and losses caused by a minor will be incurred by parents/guardians. Adult students will be assessed any liabilities.

THREATS TO SCHOOL PERSONNEL/ OTHER STUDENTS - Any student directing a threat to a staff member will be given an OSS for 3 - 10 days. Subsequent threats may result in a recommendation for expulsion. Any student making a threat to another student will be referred to the appropriate vice principal for a conference. Appropriate action will be determined as a result of this conference with a possible consequence of EWD, ESD, OSS.

TRUANCY - Students truant from school will serve one ESD. Students will receive a “cut” from each class missed. Parents will be notified. Repeated truants receive loss of credit as a result of our cut and class attendance policies.

WANDERING – Any student found roaming the school building without a hall pass or supervision of a staff member will be given one office detention. Repeated offenses will result in further sanctions outlined in the handbook.

WEAPONS - Students found possessing weapons (firearms, knives, clubs, brass knuckles, or similar articles) on school property will be given an OSS for an indefinite period not to exceed ten days pending action by the superintendent of schools. With the approval of the School Board a student may be expelled from Hopewell Valley Central High School. This policy includes facsimile weapons and incendiary devices.

WILLFUL DISOBEDIENCE - Any student who disobeys the rules and regulations of a staff member or the school (other than those covered elsewhere in the list of sanctions) will be punished at the first offense with office detentions. Additional offenses and/or severity of situation will lead to sanctions of increasing length including EWD, ESD, and OSS.

ALCOHOL AND DRUG POLICY

The Board of Education believes that the possession, use or distribution of alcohol and drugs in the school environment is a substantial danger to students and all other individuals in the school community. Therefore, such actions will not be tolerated. Copies of Board Policies (#5530 and #5530R) on the use of alcohol and other drugs are available on the District website. The following information may help you understand the policies more clearly.

WHAT ARE THE CONSEQUENCES OF A FIRST OFFENSE ON SCHOOL GROUNDS OR OFFSITE SCHOOL-SUPPORTED ACTIVITIES OR SCHOOL BUS?

- In-school suspension for a maximum of ten (10) school days. Out of school suspension may be assigned if deemed necessary.
- Students may be prohibited from attending after-school and weekend school events for 30 calendar days following the incident date.
- Members of athletic, co-curricular, and extra-curricular activities may be excluded from competitions
OR PERFORMANCES FOR A MAXIMUM OF THIRTY (30) CALENDAR DAYS; HOWEVER, THE STUDENT MAY PARTICIPATE IN PRACTICES WITH COACH/ADVISOR APPROVAL AFTER THE SUSPENSION PERIOD.

• TARGETED COUNSELING BY THE STUDENT ASSISTANCE COORDINATOR WITH PARENTAL PARTICIPATION — NUMBER OF MEETINGS WILL BE DETERMINED BY THE SAC.

• MANDATED COMMUNITY SERVICE AS DETERMINED AND OVERSEEN BY ADMINISTRATION.

• REFERRED FOR A SUBSTANCE ABUSE EVALUATION WITH AN APPROPRIATELY LICENSED PROVIDER AT PARENT EXPENSE; AND/OR

• DRUG AND ALCOHOL SCREENS AT RANDOM INTERVALS, AS DETERMINED BY ADMINISTRATION UPON YOUR RETURN TO SCHOOL, AND

• REQUIRED TO ATTEND A RE-ENTRY CONFERENCE WITH THE PRINCIPAL AND YOUR PARENT(s)/GUARDIAN(s), PRIOR TO YOUR RETURN TO SCHOOL.

WHAT ARE THE CONSEQUENCES OF A FIRST OFFENSE OFF SCHOOL GROUNDS?

Pursuant to N.J.A.C. 6A:16-7.6, school officials have the authority to impose discipline for violating the alcohol and drug policy when the student is away from school grounds. The building principal will use his/her discretion in imposing discipline based on the severity of the offense and the student’s prior disciplinary history, if any. Penalties may include, but are not limited to, those penalties listed above, and in particular:

• IN-SCHOOL SUSPENSION FROM SCHOOL FOR A MAXIMUM OF TEN (10) SCHOOL DAYS. OUT OF SCHOOL SUSPENSION MAY BE ASSIGNED IF DEEMED NECESSARY;

• MEMBERS OF ATHLETIC, CO-CURRICULAR, AND EXTRA-CURRICULAR ACTIVITIES MAY BE EXCLUDED FROM COMPETITIONS OR PERFORMANCES FOR A MAXIMUM OF THIRTY (30) CALENDAR DAYS; HOWEVER, THE STUDENT MAY PARTICIPATE IN PRACTICES WITH COACH/ADVISOR APPROVAL AFTER THE SUSPENSION PERIOD.

• COUNSELING BY THE STUDENT ASSISTANCE COORDINATOR.

• REQUIRED RE-ENTRY CONFERENCE WITH THE PRINCIPAL AND YOUR PARENT(s)/GUARDIAN(s), PRIOR TO YOUR RETURN TO SCHOOL.


WHAT ARE THE CONSEQUENCES OF A SECOND OFFENSE?

UPON A STUDENT’S SECOND VIOLATION OF THE SUBSTANCE ABUSE POLICY, THE STUDENT SHALL BE:

• IMMEDIATELY SUSPENDED FOR TEN (10) SCHOOL DAYS. THE SUPERINTENDENT, IN CONSULTATION WITH THE BUILDING PRINCIPAL, MAY EXTEND THE SUSPENSION FOR MAXIMUM TIME PERIOD AS ALLOWED BY N.J.S.A. 18A:37-1, ET SEQ. ADDITIONAL CONSEQUENCES ABOVE THOSE ESTABLISHED FOR A FIRST TIME VIOLATION MAY BE ISSUED, INCLUDING EXTENDING THE TIME NOT PERMITTED TO PARTICIPATE IN GAMES OR PRACTICES OR REMOVAL FROM THE ACTIVITY ENTIRELY.

When you are expelled, you lose the right to free public education in this school district. The Superintendent will notify your parent(s)/guardian(s) in writing of the time, date, and location where the recommendation for expulsion will take place.

All violations are cumulative. If you violated the policy for the first time while you were in Timberlane, for example, any violation at the high school will be considered a second offense and you will be disciplined accordingly.

What does “possession, use, or distribution” mean?

Being under the influence of alcohol or any controlled dangerous substance in school or at a school-sponsored event is considered a prohibited use, regardless of the time or place the substance was ingested.

Possessing alcohol or a controlled dangerous substance in school or at a school-sponsored event is prohibited.

Giving, providing, or making available to another student an alcoholic beverage or controlled dangerous substance is considered a prohibited distribution, regardless of:

- whether an actual transfer of the substance was completed;
- whether anything of value was asked for or received in return;
- the time or location of the distribution, and
- whether or not the substance is determined to be an analogue or counterfeit substance.

Where does this policy apply?

The policy applies on school premises, within the drug-free school zone, on school buses or other authorized transportation, and at any event away from school that is authorized or sponsored by the district. Even if you ingest the substance prior to your arrival at school or at a school-sponsored event, you will be considered to be in violation of the policy.

What happens if I am suspected of being under the influence?

- If there is reasonable suspicion that you may be under the influence, you will be reported to the principal, vice principal or his/her designee.
- You will be removed to a protective environment for observation and care until you can be examined.
- Your parent(s)/guardian(s) and the Superintendent will be notified immediately.
- The principal will arrange for an immediate medical examination (within two hours) by the district contracted physician, or by a physician selected and paid for by your parent(s)/guardian(s).
- If neither your physician nor the district contracted physician is available, you will be transported by the emergency squad or the police to the emergency room of the nearest hospital. You will be accompanied by a member of the school staff and, if available, your parent(s)/guardian(s).
- Your parent(s)/guardian(s) and the school should get a report from the examining physician
within 24 hours. If the report is not received within 24 hours, you may be allowed to return to school until it is received, assuming that you are no longer under, or suspected of being under the influence of any banned substances.

• The Principal or his/her designee may institute a search if there are reasonable grounds to suspect that there will be evidence that you have violated the policy. Confiscated substances will be turned over to police and/or to medical personnel for analysis.

• Police assistance may be requested. Any legal consequences will be in addition to the penalties set forth for a violation of the policy.
  • If you are determined to have been under the influence, you will be suspended, as described above.
  • You will be referred to the Student Assistance Coordinator to develop an action plan that addresses your specific needs.
  • If the written report of the medical examination verifies that alcohol or other drugs do not interfere with your physical or mental ability to perform in school, you will be immediately returned to school.

What if I am suspected of being in possession of or distributing alcohol or other drugs (including analogue or counterfeit substances)?

• If any staff member has reason to believe that you are in possession of, selling, or distributing alcohol or other drugs, you will be placed under the supervision of the principal or his/her designee.

• Your parent(s)/guardian(s) and the superintendent will be notified immediately.

• The principal will arrange for an immediate medical examination (within two hours) by the district contracted physician, or by a physician selected and paid for by your parent(s)/guardian(s).

• If neither your physician nor the district contracted physician is available, you will be transported by the emergency squad or the police to the emergency room of the nearest hospital. You will be accompanied by a member of the school staff and, if available, your parent(s)/guardian(s).

• Your parent(s)/guardian(s) and the school should get a report from the examining physician within 24 hours. If the report is not received within 24 hours, you may be allowed to return to school until it is received, assuming that you are no longer under, or suspected of being under the influence of any banned substances.

• The Principal or his/her designee may institute a search if there are reasonable grounds to suspect that there will be evidence that you have violated the policy. Confiscated substances will be turned over to police and/or to medical personnel for analysis.

• The police will be contacted and a report filed for further investigation and prosecution. Any legal consequences will be in addition to the penalties set forth for a violation of the policy.
  • If it is determined that you have violated the policy, a conference will be held with you, your parent(s)/guardian(s), and the principal.
  • You will be suspended as described above.
  • You will be referred to the Student Assistance Coordinator to develop an action plan that
WHAT IF I THINK I HAVE A DRUG OR ALCOHOL PROBLEM BUT HAVE NOT VIOLATED THE POLICY?

- IF YOU CONFEDE IN A STAFF MEMBER ABOUT YOUR INVOLVEMENT WITH SUBSTANCES WITH THE EXPECTATION OF CONFIDENTIALITY, THE STAFF MEMBER MAY RESPECT THAT CONFIDENCE AT HIS/HER DISCRETION. THE DISCUSSION SHOULD FOCUS ON OBSERVED SIGNS OR SYMPTOMS. THE STAFF MEMBER SHOULD ENCOURAGE YOU TO SEEK SUPPORT FROM A PROFESSIONAL TRAINED IN COUNSELING AND TO CONFIDE IN YOUR PARENT(S)/GUARDIAN(S).
- YOU MAY BE REFERRED TO THE STUDENT ASSISTANCE COORDINATOR FOR CONFIDENTIAL SUPPORTIVE COUNSELING IN ACCORDANCE WITH 42 CFR PART 2.
- THE STUDENT ASSISTANCE COORDINATOR WILL DEVELOP AN ACTION PLAN THAT ADDRESSES YOUR SPECIFIC NEEDS.
- IF YOU ENTER INPATIENT OR RESIDENTIAL TREATMENT, YOUR CLINICIAN MUST PROVIDE A DISCHARGE PLAN UPON COMPLETION OF TREATMENT THAT STATES THAT YOU ARE RECOMMENDED TO RETURN TO SCHOOL.
- YOU CANNOT SEEK REFUGE UNDER THIS POLICY IF YOU ARE FOUND TO BE UNDER THE INFLUENCE, IN POSSESSION OF, OR DISTRIBUTING ALCOHOL OR DRUGS IN VIOLATION OF THE POLICY.

PASSIVE BREATH ALCOHOL SENSOR DEVICE

THE BOARD OF EDUCATION AUTHORIZES THE USE OF A PASSIVE BREATH ALCOHOL SENSOR DEVICE (PBASD) IN CERTAIN CIRCUMSTANCES. A PBASD ENABLES SCHOOL DISTRICT STAFF TO CHECK AN APPROXIMATE ALCOHOL LEVEL QUICKLY AND EFFICIENTLY WITHOUT REQUIRING THE PUPIL’S ACTIVE PARTICIPATION. A PBASD MAY BE USED IN CERTAIN CIRCUMSTANCES AS DEFINED IN THIS POLICY AND AS DETERMINED BY THE BUILDING PRINCIPAL OR DESIGNEE OR THE STAFF MEMBER(S) IN CHARGE OF A SCHOOL RELATED OR SCHOOL SPONSORED EVENT OR ACTIVITY. THE PURPOSE FOR USING A PBASD IS TO PROTECT PUPILS WHO MAY BE UNDER THE INFLUENCE OF ALCOHOL, OTHER PUPILS, STAFF, AND COMMUNITY MEMBERS ATTENDING SUCH EVENTS AND TO DETER THE USE OF ALCOHOL BY PUPILS. FOR FURTHER INFORMATION PLEASE REFER TO BOARD POLICY 5535.

FOR PARENTS

PARENTS NEED TO TAKE A FIRM STAND AGAINST ALCOHOL/DRUG USE BY THEIR CHILDREN. THEY SHOULD BE KNOWLEDGEABLE ABOUT ALCOHOL AND DRUGS AS WELL AS THE SIGNS OF USE. IT IS DIFFICULT FOR A PARENT WHO SUSPECTS HIS/HER CHILDREN OF USING, YET THE EARLIER A PROBLEM IS IDENTIFIED, THE BETTER CHANCE THERE IS TO ARREST IT.

PARENTS SHOULD REMEMBER THAT THERE ARE PEOPLE WITHIN THE SCHOOL SETTING TO SUPPORT BOTH THEM AND THEIR CHILDREN. SCHOOL COUNSELORS AND THE SUBSTANCE ASSISTANCE COUNSELOR ARE AVAILABLE TO HELP AND ANSWER ANY QUESTIONS PARENTS MAY HAVE.

POSSIBLE SIGNS OF DRUG USE

- DECLINE IN QUALITY OF WORK/GRADE EARNED
- INCREASED ABSENTEEISM OR TARDINESS
- LACK OF MOTIVATION/EFFORT
- CHANGE IN FRIENDS
• DRUG RELATED LITERATURE/CLOTHING
• CHANGES IN APPEARANCE
• UNEXPLAINED SOURCE OF INCOME
• MISSING VALUABLES OR CASH

Support Groups

New Jersey Suicide Prevention Hopeline (855) 654-6735
WWW.NJHOPELINE.COM

Additional resources for dealing with an issue/problem you are facing:

2ND Floor (Hotline for Youth ages 10-24 years old): (888)222-2228 or
WWW.2NDFLOOR.ORG
Crisis Text Line: 741-741 or HTTPS://WWW.CRISISTEXTLINE.ORG/
HVRSD Confidential Tip Line: 609-737-4000 x 8477 (TIPS) or
TIPS@HVRSD.ORG

Harassment and Bullying

1. Basic Policy. The Board of Education prohibits acts of harassment, intimidation, or bullying of a pupil. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a pupil’s ability to learn and a school’s ability to educate its pupils in a safe and disciplined environment. Since pupils learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

Hopewell Valley Regional School District strongly believes that student safety is a fundamental right. Students must be given the opportunity to learn in an environment of trust and support. The district does not condone, and will not tolerate, any form of harassment, intimidation or bullying. To that end, we fully embrace the newly-enacted Anti-Bullying Bill of Rights and related board policies.

2. Prohibited Behavior. Under this policy, harassment, intimidation or bullying means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by 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 by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that:

   1. A reasonable person should know, under the circumstances, that the act(s) will have the
EFFECT of physically or emotionally harming a student or damaging the student’s property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property;

2. HAS THE EFFECT OF INSULTING OR DEMEANING ANY STUDENT OR GROUP OF STUDENTS; OR

3. CREATES A HOSTILE EDUCATIONAL ENVIRONMENT FOR THE STUDENT;

4. BY INTERFERING WITH A STUDENT’S EDUCATION OR BY SEVERELY OR PERVERSIVELY CAUSING PHYSICAL OR EMOTIONAL HARM TO THE STUDENT.

3. **EXPECTED BEHAVIOR.** STUDENTS ARE EXPECTED TO BEHAVE IN A WAY THAT CREATES A SUPPORTIVE LEARNING ENVIRONMENT. THE BOARD BELIEVES THE BEST DISCIPLINE IS SELF-IMPOSED, AND IT IS THE RESPONSIBILITY OF STAFF TO USE INSTANCES OF VIOLATIONS OF THE CODE OF PUPIL CONDUCT AS OPPORTUNITIES TO HELP PUPILS LEARN TO ASSUME AND ACCEPT RESPONSIBILITY FOR THEIR BEHAVIOR AND THE CONSEQUENCES OF THEIR BEHAVIOR. THE BOARD EXPECTS THAT STUDENTS WILL ACT IN ACCORDANCE WITH THE STUDENT BEHAVIORAL EXPECTATIONS AND STANDARDS REGARDING HARASSMENT, INTIMIDATION, AND BULLYING, INCLUDING:

1. PUPIL RESPONSIBILITIES (E.G., REQUIREMENTS FOR PUPILS TO CONFORM TO REASONABLE STANDARDS OF SOCIALLY ACCEPTED BEHAVIOR; RESPECT THE PERSON, PROPERTY AND RIGHTS OF OTHERS; OBEY CONSTITUTED AUTHORITY; AND RESPOND TO THOSE WHO HOLD THAT AUTHORITY);

2. APPROPRIATE RECOGNITION FOR POSITIVE REINFORCEMENT FOR GOOD CONDUCT, SELF-DISCIPLINE, AND GOOD CITIZENSHIP;

3. PUPIL RIGHTS; AND

4. SANCTIONS AND DUE PROCESS FOR VIOLATIONS OF THE CODE OF PUPIL CONDUCT.

5. THESE GUIDELINES FOR PUPIL CONDUCT WILL TAKE INTO CONSIDERATION THE DEVELOPMENTAL AGES OF PUPILS, THE SEVERITY OF THE OFFENSES AND PUPILS’ HISTORIES OF INAPPROPRIATE BEHAVIORS, AND THE MISSION AND PHYSICAL FACILITIES OF THE INDIVIDUAL SCHOOL(S) IN THE DISTRICT. THIS POLICY REQUIRES ALL PUPILS IN THE DISTRICT TO ADHERE TO THE RULES ESTABLISHED BY THE SCHOOL DISTRICT AND TO SUBMIT TO THE REMEDIAL AND CONSEQUENTIAL MEASURES THAT ARE APPROPRIATELY ASSIGNED FOR INFRACTIONS OF THESE RULES.

6. THE DISTRICT PROHIBITS ACTIVE OR PASSIVE SUPPORT FOR ACTS OF HARASSMENT, INTIMIDATION, OR BULLYING. PUPILS ARE ENCOURAGED TO SUPPORT OTHER PUPILS WHO:

7. WALK AWAY FROM ACTS OF HARASSMENT, INTIMIDATION, AND BULLYING WHEN THEY SEE THEM;

8. CONSTRUCTIVELY ATTEMPT TO STOP ACTS OF HARASSMENT, INTIMIDATION, OR BULLYING;

9. PROVIDE SUPPORT TO PUPILS WHO HAVE BEEN SUBJECTED TO HARASSMENT, INTIMIDATION, OR BULLYING; AND

10. REPORT ACTS OF HARASSMENT, INTIMIDATION, AND BULLYING TO THE DESIGNATED SCHOOL STAFF MEMBER.

4. **SANCTIONS.** AFTER A THOROUGH INVESTIGATION, THOSE WHO HAVE PARTICIPATED IN HARASSMENT WILL FACE ANY OF THE SANCTIONS LISTED IN THIS HANDBOOK, MAY BE REFERRED TO THE BUILDING AFFIRMATIVE ACTION COMMITTEE, AND/OR MAY POTENTIALLY FACE POLICE INTERVENTION.

5. **REPORTING AND INVESTIGATION.** ANY STUDENT WHO BELIEVES THAT HE OR SHE IS BEING HARASSED, INTIMIDATED OR BULLIED, OR ANY SCHOOL EMPLOYEE, STUDENT OR VOLUNTEER WHO HAS WITNESSED, OR HAS RELIABLE
INFORMATION THAT A STUDENT HAS BEEN SUBJECT TO, HARASSMENT, INTIMIDATION OR BULLYING, SHALL REPORT THE INCIDENT(S) TO HIS OR HER TEACHER OR ANY OTHER ADULT AS SOON AS POSSIBLE SO THAT STEPS MAY BE TAKEN TO PROTECT THE STUDENT FROM FURTHER INCIDENTS AND APPROPRIATE INVESTIGATION AND REMEDIATION MEASURES MAY BE INITIATED.

VERBAL REPORTS MADE TO AN ADULT MUST BE MADE TO PRINCIPAL ON THE SAME DAY INCIDENT OCCURS.

A FOLLOW-UP WRITTEN REPORT MUST BE COMPLETED WITHIN TWO (2) SCHOOL DAYS OF VERBAL REPORT; WRITTEN BY WHOEVER REPORTS THE INCIDENT.

- THE PRINCIPAL MUST INITIATE INVESTIGATION WITHIN ONE (1) SCHOOL DAY OF RECEIVING (VERBAL) REPORT.
- THE PRINCIPAL MUST CONTACT PARENTS/GUARDIANS AND INFORM THEM ABOUT INCIDENT WITHIN ONE (1) SCHOOL DAY OF RECEIVING (VERBAL) REPORT.
- THE INVESTIGATION MUST BE CONDUCTED BY ANTI-BULLYING SPECIALIST. THE PRINCIPAL MAY APPOINT OTHERS TO ASSIST.
- THE INVESTIGATION MUST BE COMPLETED AS SOON AS POSSIBLE; NO LATER THAN TEN (10) SCHOOL DAYS FROM DATE OF THE WRITTEN REPORT.
- THE PRINCIPAL MUST GIVE THE REPORT TO THE SUPERINTENDENT WITHIN TWO (2) SCHOOL DAYS OF COMPLETING THE INVESTIGATION.
- THE SUPERINTENDENT IN COLLABORATION WITH PRINCIPAL MUST DECIDE ACTIONS TO BE TAKEN:
  - INTERVENTION SERVICES
  - TRAINING PROGRAMS
  - IMPOSE DISCIPLINE
  - ORDER COUNSELING
- SUPERINTENDENT REPORTS THE RESULTS OF THE INVESTIGATION TO THE BOARD AT THE FIRST BOARD MEETING FOLLOWING COMPLETION OF THE INVESTIGATION.

6. RESPONSES. SOME ACTS OF HARASSMENT, INTIMIDATION OR BULLYING MAY BE ISOLATED INCIDENTS REQUIRING THAT THE SCHOOL RESPOND APPROPRIATELY TO THE INDIVIDUALS COMMITTING THE ACTS. OTHER ACTS MAY BE SO SERIOUS OR PARTS OF A LARGER PATTERN OF HARASSMENT, INTIMIDATION OR BULLYING THAT THEY REQUIRE A RESPONSE EITHER AT THE CLASSROOM, SCHOOL BUILDING OR SCHOOL DISTRICT LEVELS OR BY LAW ENFORCEMENT OFFICIALS.

IN CONSIDERING WHETHER A RESPONSE BEYOND THE INDIVIDUAL LEVEL IS APPROPRIATE, THE ADMINISTRATOR SHOULD CONSIDER THE NATURE AND CIRCUMSTANCES OF THE ACT, THE LEVEL OF HARM, THE NATURE OF THE BEHAVIOR, PAST INCIDENTS OR PAST OR CONTINUING PATTERNS OF BEHAVIOR, AND THE CONTEXT IN WHICH THE ALLEGED INCIDENT(S) OCCURRED. INSTITUTIONAL (I.E., CLASSROOM, SCHOOL BUILDING, SCHOOL DISTRICT) RESPONSES CAN RANGE FROM SCHOOL AND COMMUNITY SURVEYS, TO MAILINGS, TO FOCUS GROUPS, TO ADOPTION OF RESEARCH-BASED BULLYING PREVENTION PROGRAM MODELS, TO TRAINING FOR CERTIFICATED AND NON-CERTIFICATED STAFF, TO PARTICIPATION OF PARENTS AND OTHER COMMUNITY MEMBERS AND ORGANIZATIONS, TO SMALL OR LARGE GROUP PRESENTATIONS FOR FULLY ADDRESSING THE ACTIONS AND THE SCHOOL’S RESPONSE TO THE ACTIONS, IN THE CONTEXT OF THE ACCEPTABLE STUDENT BEHAVIOR AND THE CONSEQUENCES OF SUCH ACTIONS AND TO INVOLVEMENT OF LAW ENFORCEMENT OFFICERS, INCLUDING SCHOOL RESOURCE OFFICERS.

7. FALSE ACCUSATIONS. IF ANY INDIVIDUAL IS FOUND TO HAVE FALSELY ACCUSED ANOTHER AS A MEANS OF
RETRALIATION OR AS A MEANS OF HARASSMENT, INTIMIDATION OR BULLYING, THE PRINCIPAL (OR PRINCIPAL’S
dESIGNEE) MAY INSTITUTE APPROPRIATE DISCIPLINARY MEASURES PURSUANT TO THE BUILDING CODE AGAINST THAT
INDIVIDUAL.

8. **REPRISALS OR RETALIATION.** THERE SHALL BE NO RETALIATION OR REPRISALS AGAINST ANY STUDENT, SCHOOL
EMPLOYEE OR VOLUNTEER FOR FILING A COMPLAINT OR ASSISTING, TESTIFYING, OR PARTICIPATING IN THE
INVESTIGATION OF SUCH COMPLAINT. ANY ACT OF REPRISAL SHALL BE CONSIDERED AN INFRACTION OF THE CODE OF
CONDUCT.

9. **DISSEMINATION AND TRAINING.** EACH SCHOOL PRINCIPAL SHALL INFORM ALL STUDENTS THAT HARASSMENT,
INTIMIDATION AND BULLYING ARE PROHIBITED UNDER THE TERMS OF THIS POLICY. THE CONTENTS OF THIS POLICY
SHALL BE CIRCULATED ANNUALLY TO ALL SCHOOLS AND DEPARTMENTS OF THE HOPEWELL VALLEY REGIONAL
SCHOOLS BY INCORPORATION IN ALL TEACHER AND STUDENT HANDBOOKS, AND BY SENDING A STATEMENT TO ALL
PARENTS/GUARDIANS. THE SUPERINTENDENT SHALL INSURE THAT STAFF AND STUDENTS HAVE THE OPPORTUNITY TO
PARTICIPATE IN EDUCATIONAL PROGRAMS RELATING TO THIS POLICY.

10. **ESTABLISHMENT OF BULLYING PREVENTION PROGRAM.** PURSUANT TO N.J.S.A.: 18A:37-17(5)(c),
INFORMATION REGARDING THE DISTRICT’S POLICY AGAINST HARASSMENT, INTIMIDATION AND BULLYING SHALL BE
INTEGRATED INTO A SCHOOL EMPLOYEE TRAINING PROGRAM.

**STUDENT ATTENDANCE**

A GOAL OF THE HOPEWELL VALLEY BOARD OF EDUCATION IS TO PROVIDE AN APPROPRIATE EDUCATIONAL PROGRAM FOR
EVERY STUDENT ENROLLED IN THE SCHOOLS OF THE DISTRICT. PUPIL PARTICIPATION IN ALL REGULARLY SCHEDULED
CLASSROOM ACTIVITIES IS ESSENTIAL IF THE BOARD IS TO ACCOMPLISH THIS GOAL. IN ADDITION, FREQUENT ABSENCES
FROM REGULARLY SCHEDULED CLASSES DISRUPT THE LEARNING PROCESS AND WILL NOT ALLOW A STUDENT TO RECEIVE
THE MAXIMUM BENEFITS OF THE DISTRICT’S EDUCATIONAL PROGRAM. THEREFORE, TO ACQUIRE A THOROUGH AND
EFFECTIVE EDUCATION, EACH ENROLLED STUDENT SHALL ATTEND THE ENTIRETY OF EACH CLASS, EACH DAY WHEN SCHOOL
IS IN SESSION OR SHALL BE ENGAGED IN OTHER APPROVED SCHOOL ACTIVITIES, UNLESS LEGALLY ABSENT.

STUDENTS WHO ARE ABSENT ARE TO HAVE A PARENT OR GUARDIAN CALL THE HIGH SCHOOL ATTENDANCE OFFICE AT
737-4000 x3506 PRIOR TO 7:45 A.M. ON THE FIRST DAY OF AN ABSENCE.

**ABSENCE FROM SCHOOL**

IF YOU HAVE AN ILLNESS, WHICH CAUSES YOU TO BE ABSENT MORE THAN TWO DAYS, YOU SHOULD NOTIFY THE HIGH
SCHOOL HEALTH OFFICE AND REQUEST THAT YOUR HOMEWORK ASSIGNMENTS BE COLLECTED FOR YOU.

A PHYSICIAN’S NOTE IS REQUIRED FOR YOU TO BE READMITTED TO SCHOOL IN THE FOLLOWING CASES:

1. **SURGERY;**
2. **LONG ILLNESS (MORE THAN 5 SCHOOL DAYS);**
3. **INJURY THAT LIMITS SCHOOL ACTIVITY;**
4. **COMMUNICABLE DISEASE.**

THE NOTE SHOULD STATE ANY PHYSICAL RESTRICTIONS TO BE FOLLOWED AND THE LENGTH OF TIME THESE RESTRICTIONS
SHALL BE IN EFFECT. THIS NOTE WILL BE REFERRED TO THE NURSE FOR APPROPRIATE ACTION. THE DOCTOR’S NOTES
SHOULD BE IN THE HANDS OF THE SCHOOL NURSE NO LATER THAN FIVE DAYS AFTER YOUR RETURN TO SCHOOL. THE
SCHOOL MAY, AT ANY TIME, REQUIRE A DOCTOR’S NOTE FOR AN ABSENCE, WHEN IT APPEARS THAT IT IS NECESSARY,
V. ADMINISTRATIVE REGULATIONS AND PROCEDURES FOR SCHOOL ATTENDANCE

ATTENDANCE REQUIREMENTS

A. General Principles. The law in New Jersey provides that every parent, guardian, or other person having custody and control of a child between the ages of 6 and 16 years shall cause such child regularly to attend the public schools of the district or any day school in which there is given instruction equivalent to that provided in the public schools for children of similar grades and attainments, or to receive equivalent instruction elsewhere than at school.

The curriculum for pupils enrolled in the Hopewell Valley Regional School District is designed to achieve certain educational goals within the limited number of school days provided by our resources. Maximum attendance is a prescribed condition upon which all courses of study are predicated. Absence from school jeopardizes the ability of the student to meet minimum attendance requirements for each course and/or school day and may violate New Jersey State law requiring pupils to regularly attend school. The frequent absence of a student from classroom learning experiences disrupts the continuity of the instructional process and limits the ability of the student to complete the prescribed curriculum requirements successfully.

Pupils are expected to attend school daily when schools are in session. The board of education cannot condone nor permit absences from school for any reason not specified in the law. The board will deny course credit and/or grade level promotion if the pupil attendance requirement is not met.

B. Parental Responsibility. Parents and/or guardians bear a legal and ethical responsibility for a minor child’s education, even though the state education law does not mandate attendance after age sixteen. Thus, whenever a student under age eighteen is enrolled in the district’s schools, parents are responsible to secure the student’s compliance with attendance requirements. Excessive absences by students under age sixteen can result in truancy charges. Excessive absences for any student jeopardize academic performance and attainment.

Since young children are particularly impressionable, it is appropriate to help them understand and appreciate the importance of regular and punctual attendance. This is especially so, since our society values these attributes. Additionally, regular attendance improves the opportunity for optimal student learning. In accord with these assumptions, parents can serve as models by encourage prompt and regular attendance, and by scheduling family vacations, medical and dental appointments, and similar necessities so that they do not conflict with school attendance.

C. Minimum Attendance Requirements. The school year consists of those school days scheduled on the district’s annual school calendar. For purposes of this policy, a “school day” shall consist of not less than four hours of actual school attendance, except that in an approved kindergarten one continuous session of two and one-half hours shall be constitute a “school day.”

Failure to meet the standard for attendance specified in this policy shall be considered grounds for loss of academic credit or grade completion. The failure to obtain course credits due to non-attendance will adversely effect a student’s grade advancement and/or eligibility for graduation under state law and board policies governing these areas.
Attendance need not always be within the school facilities. A student will be considered to be in attendance if he/she is present at any place where school classes or curricular activities are conducted by authority of the board. The board shall consider each pupil assigned to a program of independent study, with parent/guardian permission, to be in regular attendance for that program, provided that he/she is under the guidance of a staff member so assigned, reports daily or weekly, as prescribed, to such staff member, and regularly demonstrates progress toward the objectives of his/her course of study.

D. Documentation of Non-Attendance. This policy shall not be interpreted as a permissive policy “licensing” a certain number of days, which may be missed without good cause. Rather, it assumes that certain absences will normally occur for such causes as a student’s disabling personal illness or medical quarantine, required court appearances, death in the family, religious holidays recognized by law, and medical or college placement appointments which cannot be scheduled in non-school times. In such circumstances, when the principal finds that the cause of an absence has been reasonably documented and in fact exists, the absence may be recorded in the student’s records as in the official attendance register as not adversely affecting academic credit by the school principal. However, written documentation does not automatically ensure that academic credit will not be affected.

In order to avoid an inference that an absence is the result of truancy, each absence must be documented within three days of the student’s return to school by a written note from the student’s parent or guardian, or a doctor’s note or similar documentary proofs. Documentation of the nature and causes of all absences shall be the responsibility of the student and parent/guardian.

Parents/guardians are responsible for notifying the school early in the day when a child will be absent and for informing the school of the reason for the absence.

E. Required Notice and Warnings. The building principal shall be responsible to provide written notice to the parents/guardians of a minor student, and a warning to any student, whose non-attendance has reached a level that reflects a disregard of the legal attendance requirements or otherwise jeopardizes the student’s academic standing. Such notice and warning shall be mandatory for any student for any student accumulating nine (9) or more days of such absences and shall include a copy of this policy and shall provide an opportunity for an in-school conference to review the student’s status. Any student accumulating twelve (12) or more such absences shall be subject to the institution of court proceedings for truancy, and written notices to that effect shall be issued forthwith. Any student accumulating twelve (12) or more such absences shall be subject to mandatory review by an attendance review committee as set forth in this policy.

The building principal shall be responsible to provide an “end of credit” written notice to the parents/guardians of a minor student, and a warning to any student, whose non-attendance at any time has reached a level requiring consideration of the denial of course credit, promotional advancement or graduation. Such notice and warning shall include a copy of this policy, shall identify opportunities for make-up, if any, and shall provide an opportunity for an in-school conference to review the student’s status.

F. Make-up Opportunities. Unless, in the judgment of the building principal the composition of a student’s absences precludes it, a student may overcome a loss of grade advancement or course
CREDIT RESULTING FROM ABSENCES BY DOING ONE OF THE FOLLOWING:

- **Complete an appropriate instructional program, approved by the building principal, with a certified tutor at the student’s expense.**
- **Repeat the course the next semester in which it is available.**
- **Repeat the course at a state approved summer school at the student’s expense.**
- **Repeat the needed course during a subsequent semester or school year.**
- **Complete a school sanctioned remediation program.**

G. **Attendance Review Committee.** The board of education is cognizant of possible unforeseen factors, which may create hardships relating to the operation of this attendance policy.

In keeping with the dictates of fairness and procedural due process, a school attendance review committee will be established in each building to hear applications made by written request from the parents or guardians of affected students, or from adult students, or upon referral by the building principal.

The committee will be composed of people serving the following capacities:

- **Principal or his/her designee**
- **School Counselor**
- **School Nurse**
- **One of Student’s Teachers**
- **Child Study Team Caseworker, if applicable**

With the exception of the pupil’s teacher, the principal/vice principal, school counselor, school nurse, and child study team caseworker (if applicable) will serve as permanent members of the committee. The pupil’s teacher on the secondary level will be designated by the pupil.

A written request must be presented to the principal of the school by the parent and/or guardian, or adult student no later than five (5) school days after the receipt of notification of non-credit and/or grade promotion status.

The Attendance Review Committee shall conduct a conference with the parent(s)/guardian(s) or adult student within seven (7) school days of receipt of the written request for a hearing.

The Attendance Review Committee shall communicate its findings and recommendation to the parent(s) or adult pupil, in writing, no later than three (3) school days after the conference. In determining whether, and in what manner the pupil may be permitted to regain or restore his/her academic position, the review committee shall consider the nature and causes of all absences, and the student’s overall school performance. A hardship waiver of attendance requirements may be granted, upon recommendation of a review committee in light of its evaluation of these factors, by the school principal.

H. **Truancy.** Truancy is defined under N.J.S.A. 18A:38-27 as any child between the ages of six and sixteen years who is repeatedly absent from school, and any child found away from school during school hours whose parent, guardian or other person having charge and control of the child is unable to cause him/her to attend school.

The chief school administrator will report to appropriate authorities infractions of the law
regarding the attendance of pupils below the age of 16. Repeated infractions by enrolled pupils over the age of 16 may result in the suspension or expulsion of the pupil. Each student who is habitually and repeatedly absent from his/her assigned program may be referred for evaluation by child study team, and his/her academic program may be appropriately adjusted.

I. Late Arrival and Early Dismissal. The board recognizes that from time to time compelling circumstances will require that a pupil be late to school or dismissed before the end of the school day.

Parent(s)/guardian(s) shall notify the student’s school administration in advance of such absences by written request that the pupil be released, which shall state the reason for the tardiness or early dismissal. Justifiable reasons may include:

1. Medical or dental appointments which cannot be scheduled after school hours;
2. Medical disability;
3. Motor vehicle driver’s test;
4. Interview for college entrance or employment;
5. Family emergency;
6. Court appearance;
7. Such good cause as may be acceptable to the building principal.

All absences, regardless of cause, which result in a student being in actual attendance for less than four hours, are counted against the attendance requirements in Section C of this policy. In addition, tardiness not resulting from the causes listed above may be the basis for disciplinary action.

J. Cutting Class. Willfully cutting a class (whether during the school day or by unexcused late arrival to school) will be viewed as a dereliction of the student’s duty of attendance and insubordinate of the classroom teacher’s direction that the class meet for academic purposes.

Sanctions will be uniformly imposed at the secondary level as follows:

- For the first cut in a class, one EWD;
- For the second cut in a class, an ESD;
- For the third cut of a class, two ESDs. At the third cut of a class, the building principal shall determine whether the student’s conduct is so willfully disobedient and insubordinate as to compel a loss of credit and placement in study hall, or alternatively, whether other interventions are called for.

Willfully cutting class on days when tests or quizzes are scheduled or assignments are due will be viewed as particularly disruptive of the educational environment, since the remediation and make up examinations otherwise contemplated by the district’s attendance policies are impossible to administer without disrupting the progress of other, fully compliant students or diverting resources from them. It shall therefore be the uniformly imposed sanction at the secondary level that tests, quizzes and assignments missed as a result of the cut will receive “zero” or no credit.

In circumstances where the building principal determines that a missed examination may unfairly result in a gross misrepresentation of the student’s academic achievement, the principal may arrange
FOR A MAKE-UP EXAMINATION TO BE ADMINISTERED OR FOR AN ALTERNATIVE DEMONSTRATION OF ACADEMIC SKILL. A MAKE-UP FEE IN THE APPROXIMATE AMOUNT OF THE EXPENSE OF DEVELOPING A NEW EXAMINATION MAY BE ASSESSED AND, AND IF ASSESSED, MUST BE PAID PRIOR TO THE ADMINISTRATION OF THE MAKE-UP EXAMINATION.

K. ADMINISTRATIVE GOALS. THE BUILDING ADMINISTRATOR SHALL DEVELOP AND MAINTAIN PROCEDURES FOR THE ATTENDANCE OF PUPILS WHICH:

1. ENSURE A SCHOOL SESSION, WHICH IS IN CONFORMITY WITH REQUIREMENTS OF THE RULES OF THE STATE BOARD;
2. IDENTIFY POTENTIALLY MISSING AND/OR ABUSED PUPILS;
3. GOVERN THE KEEPING OF ATTENDANCE RECORDS IN ACCORDANCE WITH RULES OF THE STATE BOARD, INCLUDING PUPILS SERVING OUT-OF-SCHOOL SUSPENSIONS OR EXCLUDED FOR HEALTH REASONS;
4. IMPOSE ON TRUANT PUPILS SUCH DISCIPLINARY MEASURES AS MAY BE APPROPRIATE FOR INFRACTIONS OF SCHOOL REGULATIONS, BUT NO SUCH PENALTY MAY HAVE AN IRREDEEMABLE NEGATIVE EFFECT ON THE PUPIL’S RECORD OF ACHIEVEMENT BEYOND THAT WHICH NATURALLY FOLLOWS HIS/HER ABSENCE FROM SCHOOL ACTIVITIES;
5. IDENTIFY THE HABITUAL TRUANT, INVESTIGATE THE CAUSES OF HIS/HER BEHAVIOR, AND CONSIDER MODIFICATION OF HIS/HER EDUCATIONAL PROGRAM TO MEET HIS/HER PARTICULAR NEEDS AND INTERESTS;
6. ADDRESS TARDINESS AND CLASS CUTTING IN TERMS THAT ENHANCE THE INTENT AND EFFECTIVENESS OF THIS POLICY;
7. ENSURE THAT PUPILS ABSENT FOR GOOD CAUSE HAVE AN OPPORTUNITY TO MAKE UP WORK THEY MISSED;
8. RECOGNIZE EXEMPLARY ATTENDANCE.

MAKE-UP OPPORTUNITIES AFTER AN ABSENCE

AN INCOMPLETE GRADE (I) IS ASSIGNED ONLY WHEN WORK HAS NOT BEEN COMPLETED DURING A MARKING PERIOD DUE TO EXTENSIVE ILLNESS OR A REASON BEYOND THE STUDENT’S CONTROL. THE STUDENT MUST COMPLETE THE COURSE WORK TO REMOVE THE INCOMPLETE GRADE DURING THE FOLLOWING MARKING PERIOD. IF THE COURSE WORK IS NOT COMPLETED WITHIN THE ALLOTTED TIME, TEACHERS ARE TO DETERMINE GRADES BY CONSIDERING BOTH THE WORK COMPLETED AND THE WORK NOT FINISHED.

WHEN YOU REQUEST TO BE EXCUSED FROM SCHOOL

IF YOU WISH TO BE EXCUSED FROM SCHOOL BEFORE 2:45 P.M., A WRITTEN REQUEST WHICH INCLUDES THE STUDENT’S FIRST AND LAST NAME AND HOMEROOM NUMBER MUST BE RECEIVED BY THE MAIN OFFICE NO LATER THAN 7:45 A.M. ON THE DAY OF THE ABSENCE. THIS REQUEST MUST BE SIGNED BY YOUR PARENT/GUARDIAN, OR ADULT STUDENT, STATE THE REASON, AND CONTAIN A PHONE NUMBER WHERE THE PARENT MAY BE REACHED FOR VERIFICATION. NO NOTE TO BE EXCUSED EARLY IS VALID UNLESS APPROVED BY THE HIGH SCHOOL ADMINISTRATION. IF APPROVED, YOUR NAME WILL BE PLACED ON THE DAILY ATTENDANCE SHEET WITH THE TIME OF DISMISSAL. BEFORE ANY STUDENT WHO IS EXCUSED EARLY LEAVES THE BUILDING, HE/SHE MUST SIGN OUT IN THE MAIN OFFICE.

ONCE YOU ARRIVE AT SCHOOL, YOU MUST REMAIN IN SCHOOL UNLESS EXCUSED BY THE ADMINISTRATION. YOUR ATTENDANCE IN SCHOOL ON A REGULAR BASIS IS ESSENTIAL IF YOU ARE GOING TO TAKE ADVANTAGE OF EVERY EDUCATIONAL OPPORTUNITY. THEREFORE, EXCUSES TO LEAVE EARLY WILL BE RESTRICTED. IF YOU RETURN BEFORE THE END OF THE SCHOOL DAY, YOU MUST SIGN IN AT THE MAIN OFFICE UPON RE-ENTERING THE BUILDING. LEAVING THE BUILDING OR SCHOOL GROUNDS WITHOUT PERMISSION WILL RESULT IN DISCIPLINARY ACTION. PERMISSION TO LEAVE SCHOOL BECAUSE OF ILLNESS MAY ONLY BE GRANTED BY THE SCHOOL NURSE OR BY THE
ADMINISTRATION IF CONTACT CAN BE MADE WITH A PARENT OR GUARDIAN.

IN THE EVENT YOU PLAN TO BE ABSENT FOR AN EXTENDED TIME YOU MUST NOTIFY THE MAIN OFFICE AT LEAST ONE WEEK PRIOR TO LEAVING. PRESENT A NOTE INDICATING LENGTH OF ABSENCE AND REASON. REMINDER: IF YOU ARE ABSENT, YOU ARE REQUIRED TO MAKE UP ALL WORK MISSED. IF YOU ARE AWARE THAT YOU ARE GOING TO BE ABSENT, MEET WITH YOUR TEACHERS SO THAT INSTRUCTIONAL PROBLEMS CAN BE MINIMIZED. HOWEVER, TEACHING STAFF MEMBERS SHALL NOT PROVIDE OUTLINES, HOMEWORK ASSIGNMENTS, OR RELATED STUDY MATERIALS IN ADVANCE IN ANTICIPATION OF A STUDENT ABSENCE DUE TO A FAMILY VACATION OR TRIP.

TARDINESS TO SCHOOL

STUDENTS ARE Tardy IF THEY ARRIVE AT SCHOOL AFTER 7:45 A.M. THEIR 1- SESSION CLASS BEGINS AT 7:45 AM. UNDERSTANDABLE REASONS FOR TARDINESS ARE DOCTOR’S APPOINTMENT (MUST HAVE DOCTOR’S NOTE) OR LATENESS OF SCHOOL BUS. IF STUDENTS ARE Tardy FOR ANY OF THESE REASONS, THEIR PARENT/GUARDIAN SHOULD NOTIFY THE SCHOOL BY TELEPHONE OR IN WRITING, SPECIFYING THE REASON FOR TARDINESS. THESE STUDENTS WILL RECEIVE AN EXCUSED TARDINESS CODE IN OUR COMPUTERIZED REGISTER AND MAY RECEIVE AN EXCUSED CLASS ABSENCE IF THE REASON FOR THEIR TARDINESS IS NOTED IN THE CLASS ABSENCE POLICY.

STUDENTS WHO ARRIVE Tardy TO SCHOOL WITHOUT A PARENT NOTE OR FOR REASONS NOT COVERED ABOVE WILL RECEIVE AN UNEXCUSED LATENESS/TARDY CODE OR A CUT CLASS CODE, DEPENDING ON THEIR TIME OF ARRIVAL.

TARDINESS TO SCHOOL MAY CAUSE STUDENTS TO LOSE ATTENDANCE CREDIT FOR ONE OR MORE CLASSES. CLASS CUTS/TRUANCY ISSUES MAY ALSO CAUSE A STUDENT TO LOSE CREDIT IN THEIR CLASSES OR BE REMOVED FROM THEIR ASSIGNED PROGRAM OF STUDY.

ABSENCE - STUDENT PARTICIPATION

STUDENTS MUST BE IN ATTENDANCE IN SCHOOL FOR A MINIMUM OF FOUR HOURS TO PARTICIPATE IN AFTER SCHOOL OR EVENING ACTIVITIES (ATHLETICS, DRAMA PRODUCTIONS, DANCES, ETC.).

TARDY TO CLASS

STUDENTS ARE TARDY TO CLASS IF THEY ARRIVE AFTER THE BELL TO BEGIN CLASS HAS RUNG. IF YOU STAY LATE IN ANY CLASS, PLEASE ASK YOUR TEACHER FOR A LATE PASS TO GIVE TO YOUR NEXT PERIOD TEACHER. TEACHERS SHOULD RECORD UNEXCUSED TARDINESS IN THEIR ATTENDANCE RECORD ALONG WITH CLASS ABSENCE. EACH MARKING PERIOD, BEGINNING WITH THE FOURTH UNEXCUSED TARDY TO CLASS YOU CAN EXPECT THE FOLLOWING:‘

- 4TH -- ASSIGNED TEACHER DETENTION.
- 5+ -- REFERRAL TO THE OFFICE VIA A DISCIPLINE SLIP FOR EACH ADDITIONAL UNEXCUSED TARDY.
- CHRONIC PATTERNS OF UNEXCUSED TARDINESS TO CLASS WILL BE CONSIDERED WILLFUL DISOBEDIENCE. PARENT CONFERENCE MAY BE REQUIRED. IN ADDITION, SENIORS MAY LOSE SENIOR OPTION AND/OR PARKING PRIVILEGES.
- UNEXCUSED TARDINESS TO CLASS OF MORE THAN HALF THE CLASS PERIOD WILL BE CONSIDERED A CUT.

LUNCH PERIOD

STUDENTS EAT LUNCH IN THE CAFETERIA AND IN THE OLD GYM. AN OUTSIDE AREA IS ALSO PROVIDED FOR STUDENT ENJOYMENT. ELECTRONIC DEVICES MAY BE USED IN THE CAFETERIA, OLD GYM, AND HALLWAYS DURING THE UNIT LUNCH PERIOD. PLEASE CLEAN UP YOUR AREA BEFORE LEAVING.

SENIOR LUNCH PRIVILEGE / SENIOR OPTION PRIVILEGE

SENIORS WHO DEMONSTRATE GOOD SCHOOL CITIZENSHIP, RESPONSIBLE BEHAVIOR AND SELF-CONTROL ARE ELIGIBLE FOR
Senior privilege status. Upon submission of completed permission forms, seniors are eligible to leave school during their study hall and/or lunch period. Seniors electing to receive these privileges are reminded of the following:

- Completed permission forms MUST be on file BEFORE leaving the school building.
- Punctuality to classes adjacent to your privilege period is required.
- Seniors who elect to stay in school during their privilege period are required to report to their originally assigned study hall or lunch period AND are expected to conform to all school rules and regulations.

Seniors may forfeit their senior privilege status as a result of any of the following:

- Patterns of tardiness to school or class;
- Cutting of classes;
- Truancy;
- Violation of our drug/alcohol abuse policy;
- Chronic discipline violations;
- Driving underclassmen off campus during the school day.

VI. ADDITIONAL POLICIES AND PROCEDURES

MEDIA CENTER/LIBRARY

The goal of the high school media center is to provide students with academic and vocational materials, including on-line research databases, in an atmosphere conducive to study. You may use the media center for research, reading and selecting or returning materials.

As stated in the District Guidelines for Responsible Computing signed by students and posted on the homepage, student use of on-line resources such as the Internet, will be by teacher/administrative approval. Staff supervision will accompany any on-line usage by students. You are expected to maintain the academic atmosphere of the library and observe library rules and regulations as posted in the media center.

All media center materials may be checked out except reference books. Books circulate for three weeks and may be renewed unless someone else has requested them. For term paper purposes, a limit may be placed on the number of books taken out on the same subject by the same student.

Printing and photocopying are available in the media center. Documents printed or copied should be reasonable in length and for academic purposes only.

You are encouraged to recommend books and magazines for possible purchase. The media center staff is trained to assist students and staff in academic pursuits and welcomes any opportunity to help. Hours will be posted at the beginning of the school year.

HEALTH SERVICES (WHEN YOU NEED TO GO TO THE HEALTH OFFICE)

If you become ill or injured while at school, nursing services and emergency services are available for you. In such cases, you must ask your teacher for a pass and report directly to the health office staff.
For help. Under no circumstances should you leave an assigned area without a pass or leave the building without permission from the nurse on duty. If it becomes necessary to send you home or elsewhere for medical attention, your parents will be contacted and should be prepared to provide transportation.

Prescription medications taken during school must be accompanied by a “Request for Administration of Medication in School” form filled out by the doctor. It identifies the type, dosage and purpose for which the medication is prescribed. Over-the-counter medications can also be given by the nurse if the parent brings in the medication in the original container with a hand written note giving permission for the nurse on duty to administer it on an as-needed basis throughout the school year. Both prescription and over-the-counter medications must be brought to school in the original containers and delivered to the nurse on duty in the health office by a parent or legal guardian only. Students are not permitted to deliver or carry their own medications. All prescription and over-the-counter medications will be stored in the health office. Keep in mind that the nurse on duty can give either generic acetaminophen or ibuprofen with permission which must be updated yearly by submitting the “Authorization for Administration of Acetaminophen/Ibuprofen” form found on the district website to the health office.

When it is necessary for the health office staff to see you for a sports physical examination, a yearly screening exam or some other reason, every effort will be made to deliver a pass to you during first session. Try to put the slip where it will be partially visible to you throughout the day so that you will be reminded of the designated time.

If you have an excuse from Wellness, report to your teacher first, show him/her the note and then come to the health office.

Guidelines for Responsible Computing

The technology resources in the Hopewell Valley Regional School District (HVRSD) support the instructional, research, and administrative activities of the school district. Examples of these computing resources include, but are not limited to, the administrative and instructional computing facilities and operations, local, wide and wireless networks, electronic mail, and access to the Internet. Users of these services and facilities have access to a vast amount of resources.

Consequently, it is appropriate for all users to behave in a responsible, ethical and legal manner. In general, appropriate use means respecting the rights of other computer users, the integrity of the physical facilities and all pertinent license and contractual agreements.

Individual departments may have additional guidelines regarding computing equipment held in those departments and schools. HVRSD vests the responsibility for ensuring the integrity and performance of its computing systems in various system administrators. While respecting the rights of all users, when the integrity of the system is threatened, systems administrators are authorized to take those actions necessary to maintain the responsible, ethical and legal use of the district technology systems.

The guidelines apply to all users of computing resources owned or managed by the HVRSD, including, but not limited to, faculty, staff, students, guests of the administration, and approved external individuals or organizations. All students and their parents are required to sign-off on the guidelines prior to activating accounts and using HVRSD technology resources. Students should review the Guidelines for Responsible Computing to ensure that proper procedures are being followed so that they can maximize the technology resources available. The Guidelines for Responsible Computing
covers the following: Account Security, Passwords and Integrity, Privacy, Encountering Controversial Material, Changes in the Computing Environment, Student Instruction Relative to the Guidelines for Responsible Computing, Personal Information, Appropriate Computer Behavior, Bring Your Own Device (BYOD), and Violations of the Guidelines for Responsible Computing. All questions and comments regarding the HVRSD and Central High School Guidelines for Responsible Computing should be directed to Mr. Douglas Brower, K-12 Supervisor of Educational Technology.

PARKING

All parking permits are contingent upon availability of space and administrative approval. Parking privileges will only be extended to seniors. You must submit a completed parking permission form and received a legitimate parking tag to be eligible to park on campus. Parking privileges are extended as a convenience and a privilege, and the administration reserves the right to inspect your car at any time it is parked on school property, including requiring you to unlock or otherwise provide access to the vehicle’s interior to school officials at their request. By accepting and using your parking permit, you acknowledge the absence of any expectation of personal privacy of your vehicle or its contents while it is parked on school property. Students who refuse to provide access to their vehicle’s interior or otherwise fail to cooperate with the inspection of their vehicle who park illegally on school property will be subject to disciplinary action for willful disobedience and shall forfeit their parking privileges. Underclass students who drive an unregistered car on campus may forfeit their senior parking privilege and may be subject to towing.

Students are reminded of the following rules regarding parking:

- Maintain a 5 mile per hour speed limit at all times.
- Use the proper entrance and exit.
- Do not park in assigned faculty spots.
- Student parking spots may not be shared or transferred without administrative approval.
- Display your parking tag in the vehicle you are driving.
- Report all accidents to the office.
- Be courteous to our staff and your fellow parkers.

Students may forfeit their parking privilege as a result of any of the following:

- Refusal to provide access for inspection of contents;
- Unsafe driving;
- Transporting underclass students away from school during school hours;
- Patterns of tardiness to school or class;
- Chronic class cutting;
- Truancy;
- Violation of our drug/alcohol abuse policy;
- Chronic discipline violations.

Senior parking privilege is yours to use or lose based on your deportment here at CHS.

Students who park without permission will be given an office detention for the first offense, an extended weekday detention for the second offense, and a Saturday detention for the third offense.
Parking without permission may result in the inability to obtain a parking permit in the future.

Bicycles should be parked in the racks provided at the front of the school and should be locked!

Visitor Policy

If you wish to bring a guest to Hope Valley Central High School, you should seek permission one week prior to the visitation date. All requests are reviewed by a vice principal.

It is our policy not to accept student guests when their school is in session. No visitors are permitted on altered schedule days, exam days, or days before a holiday or vacation. Guests are only allowed to visit for one day.

Textbooks

When you receive a textbook, enter the teacher’s name, your name and the date of receipt in ink on the blank in front of the book. Your teacher will enter the condition of the book and keep a record of the book number and condition.

Once the book is issued to you, you are responsible for it and will be expected to pay for any damage caused by negligence or willful abuse.

If you lose a text, you will be fined according to its condition when issued.

All books should be covered at all times. Write your name on the cover, thus doubly identifying the book.

Fines and Fees

You are responsible for all materials, equipment, and facilities assigned to you or provided for your use, including Chromebooks. Fines will be assessed for damage, abuse or loss of these items. In addition to the regular school fees, you may be charged special use fees in individual classes. Fines or fees should be paid by the end of the semester before any records or reports can be forwarded.

Student Lockers

You have been assigned a regular locker. This locker is for your convenience, but it is school property. As a condition of accepting and utilizing a locker, you acknowledge the absence of any expectation of personal privacy of the locker or its contents and the administration has the right to inspect the contents of your locker at any time. At least twice a year, announced locker clean-out times will be held to ensure cleanliness. Please keep your lockers locked at all times. The school cannot be held responsible for items lost or taken from your locker. Please do not bring valuables or large sums of money to school. You will be held responsible for any locker damage and students are to use only the locker assigned. Please do not give your locker combination to another student. These regulations also apply to your gym locker.

Lost and Found

Report the loss or finding of any article to the high school office. A lost -and-found box for glasses, school materials, jewelry, etc., will be maintained in the main office. All clothing, athletic gear, etc. will be placed in a box in the cafeteria. You should mark all personal items such as gym clothes, sneakers, clothing, especially winter coats and jackets, etc., with your name. The school is not responsible for any loss or theft of personal items.

Emergencies

Weather conditions, the loss of utilities or other emergencies may cause school to be closed, opened
late, or dismissed early. Emergency schedule changes and related information will be sent to parents and guardians via the Blackboard Connect communication system using the contact information listed in Infinite Campus. In addition, information will be placed on the district website (www.hvrbsd.org), on cable television HV-TV Channels 19 (Comcast) and 32 (Verizon), and on the district’s emergency telephone system, 609-737-8449. The school district will also communicate emergency schedule changes through Facebook and Twitter.

**FIRE DRILLS**

Fire drills are required by law in the State of New Jersey. Instructions for leaving the building are posted in each room. When the fire bell rings, stop work immediately; walk quickly and quietly in single file to the designated exit. Remain outside until the bell rings for your return to class.

Fire drills are for everyone in the building without exception. If you are not in your room when the fire bell rings, join the nearest group.

**MANAGEMENT OF FUNDS**

Student clubs and other activities often raise money to finance their operation. The security and wise use of these funds is very important to both the students and to the school and is governed by Board Policy.

Students are reminded that all monies raised for school activities should be given directly to Mrs. Crognale in the Vice Principal’s office the day that it is collected. You will receive a receipt for all deposits made. Monies should not be kept in lockers or turned in to teachers.

**PUPIL SUBMISSION TO AUTHORITY**

18A:37-1-2. “Pupils in the public school shall comply with the regulations established in pursuance of law for the government of such schools, pursue the prescribed course of study, and submit to the authority of the teacher. Continued and willful disobedience, open defiance of the authority of the teacher, or the habitual use of profanity or obscene language shall be good cause for suspension or expulsion of any pupil from school.”

**STAFF**

Ms. Tana Smith
Ms. Aida Valcarcel
Ms. Jennifer Hastings
Mr. Scott Brettell
Ms. Patricia Pinelli
Ms. Joanne Crognale
Ms. Laddie Franz
Mr. Bill Bennett
Mr. Michael Vanover
Ms. Susan Coyer
Ms. Nicole Dolan

Principal
Secretary
Secretary
Vice Principal
Vice Principal
Secretary
Secretary
Campus Safety Officer
Campus Safety Officer
Child Study Team/Speech
Child Study Team/Learning Consultant
<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Ms. Suzanne Giller</td>
<td>Child Study Team/O.T.</td>
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<td>Ms. Holly Kaufman</td>
<td>Child Study Team/Social Worker</td>
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<tr>
<td>Ms. Leigh Raskin</td>
<td>Child Study Team/School Psychologist</td>
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<tr>
<td>Mr. Jeffrey Cobb</td>
<td>Child Study Team/School Psychologist</td>
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<tr>
<td>Ms. Brooke Garcia Andrews</td>
<td>Speech Therapist</td>
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<tr>
<td>Mr. David Sherwin</td>
<td>Supervisor Language Arts</td>
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<tr>
<td>Ms. Johanna Claps</td>
<td>English</td>
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<td>Ms. Grace Deirocini</td>
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<tr>
<td>Ms. Elizabeth Dykty</td>
<td>English</td>
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<td>Ms. Kathryn Henderson</td>
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<td>Mr. William O'Brien</td>
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<td>Mr. Andrew Paull</td>
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<td>Dr. Christopher Roebuck</td>
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<td>Ms. Lisa Sandstrand</td>
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<td>Ms. Santa Shields</td>
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<td>Ms. Kim Siris</td>
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<td>Ms. Tery Solomon</td>
<td>English</td>
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<td>Ms. Rebecca Valentino</td>
<td>English</td>
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<tr>
<td>Mr. Joshua Holland</td>
<td>A.T.L.A.S.</td>
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<tr>
<td>Ms. Christine Abrahams</td>
<td>Supervisor Counseling</td>
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<tr>
<td>Ms. Mari Buono</td>
<td>School Counselor</td>
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<td>Ms. Rachel Curran</td>
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<td>Ms. Nicole Getman</td>
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<td>Ms. Una Hong</td>
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<td>Ms. Elizabeth Lee</td>
<td>School Counselor</td>
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<td>Ms. Christine D’Avirro</td>
<td>Counseling/Virtual Pathways</td>
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<tr>
<td>Dr. Christopher Velderman</td>
<td>Student Assistance Counselor</td>
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<tr>
<td>Ms. Julia Kuschyk</td>
<td>Counseling Secretary</td>
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<td>Ms. Molly Lytle</td>
<td>Counseling Secretary</td>
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<tr>
<td>Mr. Douglas Brower</td>
<td>Supervisor Educational Technology</td>
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<tr>
<td>Ms. Jill Bacso</td>
<td>Technology Trainer</td>
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<tr>
<td>Ms. Suzanne Brown</td>
<td>Business Education</td>
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<td>Mr. Robert Crognale</td>
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<td>Mr. Jeffrey Losch</td>
<td>Business Education</td>
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<tr>
<td>Ms. Tracy Morgan</td>
<td>Business Education</td>
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MR. AARON OLDFIELD  BUSINESS EDUCATION
MR. LOU CARNATION  PRACTICAL ARTS/L.A.
Ms. MARGARITA TRUJILLO  PRACTICAL ARTS/L.A.
Ms. MELANIE LAPLACA  PRACTICAL ARTS/L.A.
MR. MICHAEL SULLIVAN  PRACTICAL ARTS/L.A.
MR. ERIK TORNEDARD  PRACTICAL ARTS/L.A.
Ms. KRISTI TORNEDARD  PRACTICAL ARTS/C.S.
DR. VICKY PELTSIS  SUPERVISOR MATH/SCIENCE
MR. DENNIS ATKINSON  MATHEMATICS
Ms. KRISTEN BRUNING  MATHEMATICS
Ms. LISA CARDINALE  MATHEMATICS
Ms. LORI CAVANAUGH  MATHEMATICS
Ms. LAUREN CELL  MATHEMATICS
Ms. SAROJNI DOLBEC  MATHEMATICS
Ms. LAUREN KOFSKY  MATHEMATICS
Ms. TERESA MISIAK  MATHEMATICS
Ms. HEATHER RICH  MATHEMATICS
MR. ADAM SHRAGER  MATHEMATICS
MR. JAY STEINBERG  MATHEMATICS
MS. THERESA THORWART  MATHEMATICS
MR. JOHN ZALOT  MATHEMATICS
MR. ERIC GUISE  MEDIA SPECIALIST
MS. ANGELA DRAKE  NURSE
Ms. KELLY HALL  NURSE
Ms. CAITLIN ALLEN  SCIENCE
Dr. DAVID ANGWENYI  SCIENCE
Ms. JESSICA BARZILAI  SCIENCE
Ms. MARIANA CARUSO-GILBERT  SCIENCE
Ms. ROSHINI DESAI  SCIENCE
Ms. CYNTHIA GLOVER  SCIENCE
Ms. LOREEN HOLSTEIN  SCIENCE
MR. NICHOLAS JOHNSON  SCIENCE
Ms. KAREN LUCCI  SCIENCE
MR. MARK MANNING  SCIENCE
Ms. KERRY NAPOLEON  SCIENCE
Mr. George Needham  Science
Ms. Stefanie Rebeca  Science
Ms. Sarah Sherwin  Science
Ms. Courtney Verbaro  Science
Mr. David Wilson  Social Studies
Mr. David Bello  Social Studies
Ms. Dana Heller  Social Studies
Mr. John McGinley  Social Studies
Mr. Jeffrey Neumann  Social Studies
Ms. Janaleigh Olszyk  Social Studies
Mr. Jeff Parkinson  Social Studies
Ms. Coleen Ross  Social Studies
Ms. Leslie Silverman  Social Studies
Mr. Robert Siris  Social Studies
Mr. Paul Tkacs  Social Studies
Ms. Dominique Talbot  Supervisor Special Education
Ms. MaryAnn Babice  Special Education
Mr. Dan Balog  Special Education
Ms. Kristine Burns  Special Education
Ms. Michelle Brennan  Special Education
Mr. David Caldwell  Special Education
Ms. Selena Carrigan  Special Education
Mr. David Geronemo  Special Education
Mr. Sarah Golkov  Special Education
Ms. Laura Gordon  Special Education
Ms. Cynthia Harris  Special Education
Ms. Georgine Johnson  Special Education
Mr. William Lowe  Special Education
Ms. Samantha Maloney  Special Education
Ms. Meaghan McGowan  Special Education
Mr. George Needham  Special Education
Mr. Andrew Romanelli  Special Education
Ms. Allisyn Scarola  Special Education
Ms. Kristy Sharp  Special Education
Ms. Jillian Sluzewski  Special Education
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<tr>
<td>MR. RYAN TOBIN</td>
<td>SPECIAL EDUCATION</td>
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<td>MS. JENNIFER WHEELER</td>
<td>SPECIAL EDUCATION</td>
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<td>MR. RONALD HELLER</td>
<td>SUPervisor Visual and Performing Arts</td>
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<tr>
<td>MS. GABBY COOK</td>
<td>Visual and Performing Arts</td>
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<td>MS. LORA DURR</td>
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<td>MS. CATHERINE MASTERSON-DAMM</td>
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<td>MS. CAROLYN McGRATH</td>
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<td>MS. JUDY MORSE</td>
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<td>MS. KATIE ROCHEL</td>
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<td>MR. DAVID SCHWARTZER</td>
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<td>MR. RANDY WHITE</td>
<td>Visual and Performing Arts</td>
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<td>MS. JAMIE BOYLE</td>
<td>Technical Theatre Specialist</td>
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<tr>
<td>MR. TRIPP BECKER</td>
<td>Athletic Director/Supervisor Wellness</td>
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<td>MS. LAUREN ASHMAN</td>
<td>Wellness</td>
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<td>MS. PAMELA EDWARDS</td>
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<td>MR. KEN HARRISON</td>
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<td>MR. DAVID MACHIN</td>
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<td>MS. CRISTINA MIKULJANIC</td>
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<td>MR. GARY NUCERA</td>
<td>Wellness</td>
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<td>MS. MAGGIE TRONOLONE</td>
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<td>MS. JAMI TARANTO</td>
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<td>MR. CHASE VENA</td>
<td>Wellness</td>
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<tr>
<td>MR. TIMOTHY COYNE</td>
<td>Athletic Trainer</td>
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<tr>
<td>MS. MORGAN COZZE</td>
<td>Athletic Trainer(CHS/TMS)</td>
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<tr>
<td>MS. LOIS BALDWIN</td>
<td>Supervisor World Languages</td>
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<td>MS. TATIANA ARIAS-REGIDOR</td>
<td>World Languages</td>
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<td>MS. JING CONOVER</td>
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<td>MS. MARIE-CLAIRE GABELIN</td>
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<td>MR. JOHN GRIMALDI</td>
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<td>MS. KRISTEN KINCAID</td>
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<td>MS. MOLLY LAPORTE</td>
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<td>MS. REBECCA MORA</td>
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<td>MS. CHRISTINE SOPER</td>
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<td>MS. JULIE STANLEY</td>
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THE HOPEWELL VALLEY REGIONAL SCHOOL DISTRICT WILL NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, ANCESTRY, AGE, POLITICAL AFFILIATION, SEXUAL ORIENTATION, ARMED FORCES, LIABILITY, PHYSICAL HANDICAP, OR SOCIAL OR ECONOMIC STATUS IN ITS EDUCATIONAL PROGRAMS OR ACTIVITIES AND EMPLOYMENT POLICIES AS REQUIRED BY TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 AND N.J.A.C. 6:4-1.1 ET SEQ.

AFFIRMATIVE ACTION OFFICER

MR. ANTHONY SUOZZO (SCHOOL DISTRICT OFFICER)