

**A.S. Faust Intermediate School
100 Uhland Street
East Rutherford, N.J. 07073**



**Student Handbook
2021/2022 School Year**

Table of Contents

EQUAL EDUCATIONAL OPPORTUNITY (Ref. Policy 5750)	5
ADMINISTRATION, FACULTY, AND SUPPORT STAFF	6
FAUST STAFF EMAIL ADDRESSES	7
SCHOOL HOURS	9
BELL SCHEDULES 2021/2022	9
SINGLE-SESSION DAYS	10
SCHOOL CLOSINGS	10
DELAYED OPENINGS	10
STUDENT ATTENDANCE	11
LATENESS/EARLY DISMISSAL/TARDINESS (REF. POLICY 5230 & 5240)	11
BUS TRANSPORTATION	12
EMERGENCY DRILLS	14
LOCK AND LOCKER	14
LOST AND FOUND	14
TRANSFER CARDS	15
HONOR ROLL STANDARDS (Ref. Policy 5440)	15
GRADING SCALE (Ref. Policy 5440)	15
INTERIM PROGRESS AND REPORT CARD (Ref. Policy 5420)	15
PROMOTION AND RETENTION (Ref. policy 5410 & 5412)	16
HOMEWORK	16
TEXTBOOKS AT LOCAL LIBRARY (T.A.L.L.)	17
SUMMER MATH AND READING PROGRAMS	17
N.J. DEPARTMENT OF EDUCATION STATE ASSESSMENT	17
DRESS CODE (Ref. Policy 5511)	17
STUDENT SUPPORT SERVICES	19
INTERVENTION STUDENT & TEACHER MENTOR PROGRAM (INT)	20
SPECIALIZED EDUCATIONAL PROGRAMS	21
HEALTH EDUCATION & FAMILY LIFE CURRICULUM (Ref. Policy 5250)	21
POLICY AND CLASS REQUIREMENTS FOR PHYSICAL EDUCATION	22
SPORTSMANSHIP (Ref. Policy 5570)	23
HEALTH RECORDS / SCREENINGS / IMMUNIZATIONS	24
PHYSICAL EXAMINATION	24
SUMMARY OF VACCINE REQUIREMENTS (Ref. Policy 5320)	25
HEAD LICE (PEDICULOSIS)	25

A.S. Faust School	3
ADMINISTRATION OF MEDICATION (Ref. Policy 5330)	25
ILLNESS	26
MANAGEMENT OF LIFE-THREATENING ALLERGIES IN SCHOOL (Ref. Policy 5331)	27
HOME INSTRUCTION	28
INSURANCE	28
SCHOOL NUTRITION POLICY (Ref. Policy 8505)	28
LUNCH PROGRAM	28
BREAKFAST & LUNCH PROCEDURES	29
RECESS	29
ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS	29
PLAGIARISM (Ref. Policy 5701)	30
SOCIAL NETWORKS & THE INTERNET (Ref. Policy 5501)	30
CYBERBULLYING (Ref. Policy 5512/02)	31
USE OF ELECTRONIC COMMUNICATION & RECORDING DEVICES (ECD) (Ref. Policy 5516)	37
EXPECTATIONS FOR STUDENT CONDUCT (Ref. Policy 5500)	39
STUDENT DISCIPLINE/CODE OF CONDUCT (Ref. Policy 5600)	40
SUSPENSION OF EXTRACURRICULAR ACTIVITIES AND SCHOOL-RELATED EVENTS	40
HARASSMENT, INTIMIDATION, AND BULLYING (Ref. Policy 5512)	41
SUBSTANCE ABUSE (Ref. Policy 5530)	43
SMOKING (Ref. Policy 5533 & 7434)	43
WEAPONS/DANGEROUS OBJECTS AND FIREARM OFFENSES (Ref. Policy 5611)	43
STUDENT RIGHT OF PRIVACY (Ref. Policy 5770)	44
SUSPENSION (Ref. Policy 5610)	44
IN-SCHOOL SUSPENSION	45
PRINCIPAL'S AFTER SCHOOL ONE HOUR DETENTION	45
LUNCH DETENTION	45
TWO-THREE HOUR PRINCIPAL DETENTION	46
LUNCH STUDY	46
FAUST SCHOOL STUDENT ACHIEVEMENT PROGRAM	46
FAUST SCHOOL BLOCK SCHEDULE CALENDAR	50
A.S. Faust School Code of Conduct	51
Chart of Infractions & Consequences	51

Dear Parents/Guardians:

Welcome to a new school year and the exciting opportunity that each year provides for our students. It is with great pleasure that I am able to serve as the Principal of A.S. Faust Intermediate School.

This handbook has been prepared as a guide for you to become acquainted with the policies and procedures that will be followed during the 2021-2022 school year. **It is important that you read this handbook carefully and our COVID procedures and regulations. Kindly click on the following link for further details: [“The Road Forward”](#)**

Besides teaching our students essential instructional skills, we strive to instill in them a lifelong love of learning and inquiry, positive self-esteem, and responsible citizenship. At Faust School, we never lose focus of our primary goal: educating our children in a safe, nurturing, and respectful environment. Our teachers and staff members are devoted to student achievement and are persistent in working to ensure that our school stands ready to meet the needs and challenges of every student.

As with any guide, this handbook serves as a framework. A complete copy of the East Rutherford By-Laws, Policies, and Regulations is available in each school building and on our website.

Throughout any given school year, this handbook may be adjusted and updated to reflect policy changes as the need arises. If you have any questions about the school program, activities, rules, or procedures, please don't hesitate to contact me.

As we work collaboratively to continually build upon our strengths and improve areas in need, it is vital to remember that our school district truly exists for our students and their families.

I look forward to a successful and enjoyable school year and our partnership in support of your child's education.

Sincerely,

Regina Barrale

Regina Barrale

Principal

EQUAL EDUCATIONAL OPPORTUNITY (Ref. Policy 5750)

A.S. Faust School directs that all students enrolled in the schools of this district shall be afforded equal educational opportunities in strict accordance with the law. No student shall be denied access to or benefit from any educational program or activity or from a co-curricular or athletic activity on the basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, pregnancy (ref. Policy 5752), affectation or sexual orientation or sex, social or economic status, or disability. A.S. Faust School shall assure that all students are free from harassment, sexual or otherwise.

It is the policy of A.S. Faust School to ensure equal and bias-free access to all school facilities, courses, programs, activities, and services, regardless of race, color, creed, religion, national origin, ancestry, age, marital status, affectation or sexual orientation or sex, social or economic status, or disability. (Ref. Policy 5755)

A.S. Faust School directs the assignment of students to the schools, programs, and classes of this district consistent with the best interests of students and the best uses of the resources of this district. (Ref. Policy 5120)

A.S. Faust School believes that the educational goals of this district are best implemented by a student's exposure to the entire educational program and that every student enrolled in this district should be encouraged to complete the program of instruction appropriate to his/her needs. No student below the age of sixteen will be permitted to withdraw from school. (Ref. Policy 5130)

Anyone who feels that his or her rights have been violated may file a grievance or complaint with the East Rutherford School District through the Affirmative Action/Title IX Officer pursuant to board policies and Administrative Regulations, copies of which are available in the school offices and library/media centers.

*Affirmative Action/Title IX Officer: East Rutherford School District Affirmative Action/Title IX Officer:
Regina Barrale, Faust Intermediate School, 100 Uhland Street, East Rutherford, NJ 07073*

Phone: 201-804-3100

E-Mail Address: rbarrale@erboe.net

NOTE: The term "parent" is used throughout the Handbook to signify any legal guardian of the student. All Board Policies can be accessed online.

ADMINISTRATION, FACULTY, AND SUPPORT STAFF

SUPERINTENDENT OF SCHOOLS: Giovanni Giancaspro

PRINCIPAL: Regina Barrale

DIRECTOR OF CURRICULUM & STUDENT SERVICES: Sharon King-Dobson

SUPERVISOR OF INSTRUCTION & TECHNOLOGY: Peter Vilardi

OFFICES/SECRETARIES AND PHONE NUMBERS		
Superintendent's Office	Karen Dolinsky	201-804-3100 Ext.1001
Board Office	Louise Barone	201-804-3100 Ext. 2001
Principal's Office	Pat Monks	201-804-3100 Ext. 3002
Lobby Office	Donna Wolfe	201-804-3100 Ext. 3001
School Counselor's Office	Shanelle Muse	201-804-3100 Ext. 3004
Nurse's Office	Kristin Pacelli	201-804-3100 Ext. 3005
CHILD STUDY TEAM		
School Psychologist	Jamie Lee	201-804-3100 Ext. 5004
School Social Worker	Renee Romaglia	201-804-3100 Ext. 5005
Learning Disabilities Consultant	Danielle Esposito	201-804-3100 Ext. 5003
Student Support Services Office	Sandi Esposito	201-804-3100 Ext. 5001

FAUST STAFF EMAIL ADDRESSES

Please visit www.erboe.net to access our teacher webpages

Alberta, Amanda	aalberta@erboe.net
Barnett, Tracy	tbarnett@erboe.net
Barone, Kelly	kbarone@erboe.net
Bayeux, Christine	cbayeux@erboe.net
Bender, Ellen	ebender@erboe.net
Benevento, Jaclyn	jbenevento@erboe.net
Bibb, Candance	cbibb@erboe.net
Cerny, Lisa	lcerny@erboe.net
Cevetillo, Lauren	lcevetillo@erboe.net
Clemens, Tori	tclemens@erboe.net
Cocozzo, Philip	pcocozzo@erboe.net
Colavito, Paul	pcolavito@erboe.net
Cuello, Synthia	scuello@erboe.net
Dizdarevic, Hana	hdizdarevic@erboe.net
Dunn, Sharon	sdunn@erboe.net
Fidurska, Margo	mfidurska@erboe.net
Fox, Mercedes	mfox@erboe.net
Gentry, Jamie	jgentry@erboe.net
Gerity, Jessica	jgerity@erboe.net
Koch, Loren	lkoch@erboe.net
Lahullier, Karen	klahullier@erboe.net
Lee, Jamie	jlee@erboe.net
Majsiak, Zach	zmajsiak@erboe.net
Muse, Shanelle	smuse@erboe.net

O'Connor, Tonia	toconnor@erboe.net
Pacelli, Kristin	kpacelli@erboe.net
Pappas, Gina	gpappas@erboe.net
Park, Erin	epark@erboe.net
Petratis, Marilyn	mpetratis@erboe.net
Ravettine, Amy	aravettine@erboe.net
Reed, Caitlyn	creed@weboe.net
Rizi, Sepehr	srizi@erboe.net
Romaglia, Renee	rromaglia@erboe.net
Schweikardt, Diann	dschweikardt@erboe.net
Schweikardt, Jeffery	jschweikardt@erboe.net
Setlock, Yvonne	ysetlock@erboe.net
Waldman, Bracha	bwaldman@erboe.net
Velasquez, Nancy	nvelasquez@erboe.net
Yang, Di	dyang@erboe.net

SCHOOL HOURS

Faust Students will be allowed in the building at 7:54 AM, with classes beginning promptly at 8:03 AM. Classes will be dismissed at 2:40 PM.

Those students walking to school **should not** arrive prior to 7:45 AM. If it is necessary to enter the building before 7:54 AM, please report directly to the Main Lobby. In case of inclement weather, the gym will be opened at exactly 7:30 AM for bus students.

There is no loitering inside or outside of the building once the dismissal bell has rung. If a student does not have an afterschool appointment with a staff member, he/she is to go directly home.

BELL SCHEDULES 2021/2022

Time	A Monday	B Tuesday	C Wednesday	D Thursday	E Friday
Homeroom 7:54-8:03	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom 7:54-8:05
Class 1 8:05-9:01	Period 1	Period 4	Period 3	Period 2	Period 1 8:07-8:48
Class 2 9:03-9:59	Period 2	Period 1	Period 4	Period 3	Period 2 8:50-9:31
Class 3 10:01-10:57	Period 3	Period 2	Period 1	Period 4	Period 3 9:33-10:14
					Period 4 10:16-10:57
Lunch 11:00-11:45	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH 11:00-11:47
Class 4 11:48-12:44	Period 5	Period 8	Period 7	Period 6	Period 5 11:50-12:31
Class 5 12:46-1:42	Period 6	Period 5	Period 8	Period 7	Period 6 12:33-1:14
Class 6 1:44-2:40	Period 7	Period 6	Period 5	Period 8	Period 7 1:16-1:57
					Period 8 1:59-2:40
2:40-2:54	Extra Help	Extra Help	Extra Help	Extra Help	

	Delayed Opening	One Session Day
HR	10:30-10:35	7:54-8:01
Class 1	10:37-11:15	8:03-8:39
Class 2	11:17-11:55	8:41-9:17
Class 3	11:57-12:35	9:19-9:55
LUNCH	LOCKERS	LOCKERS
Class 4	12:39-1:18	9:59-10:36
Class 5	1:20-1:59	10:38-11:15
Class 6	2:01-2:40	11:17-11:54
Extra Help Monday through Thursday	2:40-2:54	No afterschool

SINGLE-SESSION DAYS

All classes will meet with a shortened schedule. Faust School: School will begin at 7:54 AM, with dismissal at 11:54 AM. There will be no lunch period. Students are welcome to bring a snack.

SCHOOL CLOSINGS

The primary system for emergency notification will be through an automated telephone emergency call system and posted on our website, www.erboe.net. Please make sure all necessary forms are completed and submitted to the office in order to notify you properly.

DELAYED OPENINGS

At times, the inclement weather is not severe enough to close school for the entire day. However, safety dictates extra caution in the process of getting to school. In the event of a delayed opening, you will be notified through the Emergency Computer Telephone Alert System.

The school day will be as follows on days of delayed opening:

Faust School 10:30 AM – 2:40 PM

Note: Lunch will not be served on delayed opening days and all students are advised to bring a snack to school on such days.

Note: Bussing will be delayed by 2.5 hours on days of a delayed opening.

- 1st bus-Grades 5 & 6 - 9:55 a.m.
- 2nd bus-Grades 7 & 8 - 10:10 a.m.

All Emergency School closings and delayed openings will be posted on the school website:

www.erboe.net

PLEASE DO NOT CALL THE SCHOOL OR POLICE HEADQUARTERS. THE TELEPHONE LINES MUST REMAIN OPEN TO HANDLE OFFICIAL BUSINESS.

STUDENT ATTENDANCE

All students are expected to maintain regular school attendance. There is a proven relationship between good attendance and excellent achievement. The following rules are intended to improve accountability. We rely on parent support to reinforce consistent student attendance. (Ref. Policy 5200)

Absences

- The parent is to contact the school daily at 201-804-3110 to report a student's absence. If a parent does not contact the school, the school will attempt to contact the parent by the conclusion of the day.
- Parents may call the office at 201-804-3110 no later than 9:00 a.m. to request the homework that their child will miss during their absence. – The work may be picked up from the front lobby between 2:00 p.m. and 3:00 p.m., or it can be sent home with another student. (All completed assignments will be due within 3 days after the absence.)
- The student is to present a written explanation for absence signed by the parent to the homeroom teacher.
- If a student has five consecutive absences, the attendance officer will be notified.
- If a student is on a family trip, the parent must provide written notification to the appropriate administrator at least one week prior to the absence and contact his/her teachers to obtain assignments. The administrators will inform all appropriate staff of the student's name and the duration of the absence.

LATENESS/EARLY DISMISSAL/TARDINESS (REF. POLICY 5230 & 5240)

Students are expected to arrive at school and all classes on time. If a student is late to school, he/she must enter the building and report to the office. The office MUST receive either a note or a phone call from the tardy student's parent/guardian by 10:00 a.m. explaining the reason for the student's lateness. All other incidents of tardiness will be considered unexcused. Lunch detention will be issued for unexcused lateness.

Every 4 days tardy= 1 unexcused absence

Parents requesting their child be excused from school before the school day is ended must send written verification in advance stating the reason, time, and who will pick up the student. Under no circumstances will any student be permitted to leave the school unless accompanied by an adult with proper identification. Students will only be released with written notification by a parent and approval of the school Principal.

BUS TRANSPORTATION

The 2021-2022 School Year will begin on Thursday, September 13, 2021, at 7:54 AM. Indicated below is the bus schedule for transported students. Students should utilize the most direct and safest route to and from their bus stops. Students that qualify for busing must fill out a transportation form before services can begin. If you are unsure if your child is eligible for courtesy busing, please call the Faust School Main Office at (201)-804-3100 Ext. 3001

The Bus Stops are as follows:

STOP # 4 – Central Ave and Oak Street

STOP # 5 – Herrick and Hillside Terrace

STOP # 6 – McKenzie School (Front of building Carlton Ave)

STOP # 7 – Locust Lane and Carlton Ave

STOP # 8 – Monarch-Schindler Court

All stops are clearly marked with signs. Students **MUST** wait for the bus at the stop nearest their residence. Children's arrival at their bus stops should NOT be more than five (5) minutes prior to the time indicated below. It is imperative that all students be punctual, stay on the sidewalk until the bus comes to a complete stop, behave properly, and always follow the directions of the crossing guard. There will be two (2) pick-ups in the AM.

Students **MUST** take the bus that is scheduled for them, according to their grade level, listed below:

- All 5th & 6th Graders will take the 7:20 AM Bus
- All 7th & 8th Graders will take the 7:40 AM Bus
- The Monarch pickup for Faust Students will be 7:30 AM

*** Reminder: Bus pick-ups and drop-offs are approximate times, depending on traffic and weather.**

At the end of the school day, the buses will make two trips to transport students back to the bus stops. The first bus will leave the school at approximately 2:40 p.m. The second will leave at approximately 2:55 p.m. The bus to the Monarch (Stop #8) departs when all students are accounted for. Beginning September 20th, a third bus will be provided and will leave at approximately 3:40 p.m., Monday through Thursday, and make all five stops. Students that take the 2:55 PM or 3:40 PM bus must remain at their assigned location inside the Faust School building. No students are permitted to leave the school in between bus runs to go to the park, Cake & Cone, a friend's house, or to buy food, etc. All students must be accounted for and remain in the building.

Students are not to ask the bus driver to make unscheduled stops. All bus students must take the bus unless a note from a parent states otherwise. ONLY BUS STUDENTS ARE PERMITTED TO RIDE ON THE BUS. Students are not permitted to use the bus as a means of transportation to a classmate's house after school. During single-session days, students needing transportation after school for child care reasons must present a parent note or fill out a bus release form found on our website at www.erboe.net.

Only the Principal may give permission of extenuating circumstances in order for a student to ride on a specific school bus.

*** Riding the school bus is a privilege, not a right. Proper behavior and actions will guarantee this privilege. While riding the school buses, students are governed by the New Jersey State Law, which in part states: “A student may be excluded from bus transportation for disciplinary reasons by the principal and his/her parents shall provide transportation, to and from school during the period of such exclusion”.**

SCHOOL BUS SAFETY RULES

The following rules have been implemented and must be observed by all students being transported to ensure the safety of both our students and staff. At Faust School, our staff is concerned about the safe passage of your child and will continue to do whatever is necessary to provide a safe trip to and from school.

Please review and discuss the following procedures with your child:

NOTE: Masks must be worn at all times when riding the school bus

- Wait orderly and calmly for the bus to arrive.
- Make certain the bus has stopped before approaching it.
- No pushing or shoving to enter or exit the bus; one at a time getting into and off the bus.
- **Everyone is to be seated and "buckled in" (it's the law) - once they get on the bus. No saving seats.**
- Move to the first available seat closest to the window.
- There will be absolutely no standing on the bus or sitting on the backrest of the seats.
- There is to be no yelling in the bus or out of the window.
- No part of the body is to be out of the window.
- Windows are to be opened ½ way ONLY, for students' protection.
- No one is to be out of their seat for any reason once the bus is moving.
- Everyone is to make certain that the bus has come to a complete stop before unbuckling to exit.
- Everyone is to be respectful to the bus driver and bus aide and must follow his/her directions.
- All students **must** take the bus, **unless a note from a parent states otherwise**. If a note is not received, your child will be sent home on the school bus
- All students are expected to behave responsibly or will be excluded from riding the bus for misbehavior.
- Only bus students are permitted to ride the school bus. **Students are not permitted to use the bus as a means of transportation to a classmate's house after school.**

Students that violate these rules may be subject to the following:

- The bus driver is to report any offense to the principal's office immediately.
- Parents will be called, and the offense will be reported to them; however, if parents cannot be reached by telephone, an email or letter will be sent to them.
- Students may be excluded from riding the school bus for misbehavior, and parents must assume the responsibility of transporting them to and from school.
- Parents will be responsible for any damages done by their child
- To verify that the safety rules have been read, both student and parent will be requested to sign a form outlining the above safety procedures.

EMERGENCY DRILLS

State law requires that there be one fire drill and one emergency drill per month. Exit directions are posted in all classrooms. For extra safety precautions, the principal will also call for a code blue drill or stay put situation drill for unexpected medical emergencies.

LOCK AND LOCKER

Students in grades 5-8 have a locker in which to keep personal belongings while they are in school. School policy does not permit locks other than those issued by the school. Students who violate this policy will have their personal lock cut off and removed from their locker. Students will retain possession of their locks for their entire time at Alfred S. Faust Intermediate School. Because of the large investment in locks and the increase in prices, we are requiring a deposit of \$10.00. "Recycled" or "previously owned" locks are also available with a deposit of \$5.00. This deposit will be returned to the student when they graduate or move out of the school district. At no time should the locker be unlocked. Report any locker or lock not operating properly to the homeroom teacher immediately. Students are not permitted to decorate their classmate's lockers at any time. Lockers will be inspected throughout the year. Please do not bring anything to school but your required materials. Normally, a student's privacy will be respected, but in an emergency situation, it may become necessary for the school to gain access to a locker.

LOST AND FOUND

Many valuable articles of clothing, sneakers, books, etc. are turned in to the school lobby. If the student's full name is on them, they can be returned quickly without inconvenience. The Lost and Found is located in the New Gym and the boys & girls locker rooms. Students are encouraged to check these areas often for items. Cell phones, jewelry, watches, eyeglasses, and valuable items are kept in the main office. Any items not claimed will be donated to local charities throughout the school year.

TRANSFER CARDS

Every student transferring to another school must obtain a transfer card from the main office. The student's medical record is also attached to this card. Please contact the administrative assistant as soon as possible if you are going to move out of the district. All of the student's records will be forwarded to the new school after we receive notification of enrollment and a request for the records.

HONOR ROLL STANDARDS (Ref. Policy 5440)

The Honor Roll is an academic recognition for achievement of the highest caliber. It is hoped that the students strive for excellence in all areas. Grades 5-8 will be listed on the Honor Roll.

The Honor Roll consists of two sections:

Principal's Honor Roll: Grades of A- (90 or above) in all subjects.

Commendable Honor Roll: Grades of B (83 or above) in all subjects.

A grade lower than a B (83) will disqualify a student from being on the Honor Roll.

GRADING SCALE (Ref. Policy 5440)

Grade	Percent Scale
A+	97-100
A	93-96
A-	90-92
B+	87-89
B	83-86
B-	80-82
C+	77-79
C	73-76
C-	70-72
D	66-69
F	0-65

INTERIM PROGRESS AND REPORT CARD (Ref. Policy 5420)

Report cards are issued at the end of each of the four (45 day) marking periods. All report Cards and Interim reports are mailed home and available online in the Genesis Gradebook.

To view your child's grades, please log onto Genesis at <https://parents.genesisedu.com/erboe/parents>

PROMOTION AND RETENTION (Ref. policy 5410 & 5412)

Promotion from Grades Five, Six, Seven, and Eight shall be based upon the recommendation of the teacher and the approval of the Principal under the following conditions:

- ✓ The final average of the subjects combined shall be a passing grade 66; subject to administrative review.
- ✓ In grades five, six, seven, and eight, the general average of the five major subjects: Mathematics, Science, Social Studies, English, and Reading (if applicable) shall be a passing grade of 66.
- ✓ A failing grade below 65, in two or more major subjects, will result in retention and or summer school. Any student who is retained may attend an approved summer school program to make up for the failing grades at parental expense.

Promotion policies and procedures will be provided to parents as appropriate. Parents and students shall be regularly informed during the school year of the student's progress toward meeting promotion standards. A teacher who determines that a student's progress may not be sufficient to meet promotion standards shall notify the parents and the student and offer immediate consultation to the student's parents. Every effort shall be made to remediate a student's deficiencies before retention is recommended. Any student considered to be at-risk of retention shall be referred to the Intervention and Referral Services Team. The parents and, where appropriate, the student shall be notified of the possibility of the student's retention at grade level in advance and, whenever there is a concern, and no later than six (6) weeks prior to the end of the school year.

School attendance shall be a factor in the determination of a student's promotion or retention. Only extenuating circumstances should permit the promotion of a student who has been in attendance fewer than one hundred eighty-three (183) days during the school year.

Classroom teachers shall recommend, to the Building Principal, the promotion or retention of each student. Parents may appeal a promotion or retention decision to the Principal, whose decision shall be final.

HOMEWORK

In order for a student to be able to focus on their academics, they must have a home environment that is conducive to good study habits. The parent needs to provide support and regularly monitor the child's homework activity through a daily review of the homework planner notebook and Genesis Parent Portal. If assignments need clarification, please contact the teacher. Homework is designed to reinforce the skills and concepts taught during the day and serves as a foundation for the next day's lesson. School policy mandates that there be a specific amount of homework each day for each grade level, as follows: 5th – 8th grades-not to exceed 1 to 1 ½ hours. It is not an excessive amount of time, and is necessary, practical, and beneficial to our students. Some assignments are short-term while others are of a long-term nature.

TEXTBOOKS AT LOCAL LIBRARY (T.A.L.L.)

A set of textbooks for grades 5 through 8, is on permanent loan to the East Rutherford Memorial Library located at 143 Boiling Springs Avenue. Should any student find that they are without a needed text or workbook at home, they will then be able to go to the reference section of the Library and use the books there. Since the books must remain in the Library at all times, copies of pages may be made at a minimal cost and then worked on at home.

SUMMER MATH AND READING PROGRAMS

Students entering grades 5-8 will be required to complete a summer reading and math assignment which is counted as a grade for the first marking period. Both assignments are to be handed in and finished at the beginning of the school year in September.

N.J. DEPARTMENT OF EDUCATION STATE ASSESSMENT

Students in grades 5 through 8 will take the N.J. Department of Education State Assessment. This assessment is taken by the students on a school-issued computer.

The assessments are aligned to the New Jersey Student Learning Standards (NJSLS) and were created to measure students' ability to apply their knowledge of concepts rather than memorizing facts. The NJSLS are a benchmarked set of standards for English Language Arts Literacy, Mathematics, and Science that focus on college and career readiness.

In English Language Arts (ELA), students will be required to closely read multiple passages and to write essay responses in literary analysis, research tasks, and narrative tasks. The assessments will also provide teachers information on student progress to inform instruction and provide targeted student support.

Students in 5th & 8th Grade will also be required to take a state-mandated assessment in Science.

DRESS CODE (Ref. Policy 5511)

The following dress code has been developed in accordance with Policy No. 5511 and in consultation with staff members, parents, and students of this district.

General Rules

1. Students are expected to be clean and well-groomed in their appearance
2. Students are expected to avoid dress and grooming that is likely to create a material and substantial disruption to the school environment
3. Dress or grooming that jeopardizes the health or safety of others or is injurious to school property is not permitted to be worn.

The following garments and articles are prohibited in school and at school-sponsored events:

- Extremely low-cut, tight-fitting or transparent clothes, bare midriffs, and suggestive clothing
- Skirts, dresses, and pants that **end higher than mid-thigh or the students' fingertips.** It is strongly suggested that shorts also be worn underneath skirts and dresses.
- Bare feet, flip-flops, slides, cleats, roller-blades, slippers, open back/strapless footwear.
- Patches and decorations that is offensive or obscene
- Undershirts (underwear) worn without an outer shirt
- In the classroom, clothing required for physical education classes
- Clothing that is overly soiled, torn, worn, or defaced
- Nonprescription sunglasses, glazed, and tinted glasses, except as prescribed by the student's doctor
- Clothing, apparel, and/or accessories that indicate affiliation with any gang associated with criminal activity or have references to alcohol, controlled dangerous substances, or tobacco
- Clothing containing profanity or sexual references, or innuendoes
- Clothing that includes racial or ethnic violence
- Hats, hoods, visors, headbands, bandanas, and other headgear
- Any clothing that is likely to create a material and substantial disruption to the school environment
- Tank tops are permitted but straps **must** be at least 1 ½" width. Camisole style tops **must** be worn with a shirt that has sleeves or covers the shoulders
- Pajama/lounge pants are not permitted unless designated "spirit day" allowing such attire.

Students should follow the dress code in school and at all school-sponsored events. Any student in violation of the school dress code will be sent home to change or have their parent/guardian bring appropriate clothing to change into.

- Teaching staff members will report perceived violations of the dress code to the Building Principal or designee, who will interpret and apply the code.
- Students who publicly represent the school or a school organization at an activity away from the school district are required to dress in full accordance with the reasonable expectations of the staff in charge of the activity. Students unwilling to comply with this requirement will disqualify themselves from participation.
- Students will not be permitted to attend a school-related function, such as a field trip or after-school activity, unless they are attired and groomed in accordance with this dress code and the reasonable expectations of the staff member in.
- The Principal may waive the dress code for special school activity/spirit days.
- A student whose dress or grooming has been found by the Principal or designee to violate this regulation may appeal the determination to the Superintendent.

***Disciplinary action may be taken if the above rules are not adhered to.**

STUDENT SUPPORT SERVICES

(Please refer to the Program of Studies for additional information on the student support of services)

CHILD STUDY TEAM

The East Rutherford Child Study Team (CST) consists of a Director of Student Services, School Psychologist, Learning Consultant, and School Social Worker. The Speech/Language Specialist, Occupational Therapist, Physical Therapist, School Nurse, and the School Counselor also work in conjunction with the Child Study Team. The team has a number of responsibilities including consultation, identification, classification, and formulation of recommendations for remediation of learning and behavior problems. Team members also serve as Case Managers for students receiving special education and related services and work closely with both special education and regular education teachers to develop students' Individual Education Programs (I.E.P.). The East Rutherford Child Study Team provides services for students with disabilities from ages three to grade eight.

A referral to the CST can be made by the Intervention and Referral Services Committee, parents, and/or any school staff who recognizes a child's academic difficulties. Once the referred student is identified with a potential learning disability at an identification meeting, a complete CST evaluation will be initiated.

Child Study Team evaluations may include assessments by the School Psychologist, Learning Consultant, School Social Worker, Speech/Language Specialist, and other professionals. Specifically, the School Psychologist assesses a child's intellectual abilities, level of adaptive behavior and helps to explain behavioral development. The Learning Consultant evaluates a child's strengths and weaknesses related to his / her academic levels and learning characteristics. The School Social Worker interviews the parent(s)/legal guardian to determine how the child's home environment relates to the school situation and acts as a liaison between the home, school, and community agencies. A Speech/Language Specialist assesses the child's speech and language development. The findings of the team members, including copies of reports, are shared with the parent/guardian and appropriate school personnel at a conference.

If the CST recommends classification and the parent/guardian agrees, there are several types of special education services available within the district. There are Resource Centers, which provide special education services for classified students through pull-out and in-class support instruction. Remediation of specific learning problems in reading, language, spelling, mathematics, and behavior is the primary objective. Special Education services are outlined in a student's IEP and are provided within the least restrictive environment. In addition, various self-contained classes receive concentrated, individualized, and small group instruction in academic areas. Mainstreaming into regular classes is recommended as appropriate and outlined in the student's IEP. If the student's needs cannot be met within one of these programs, then a more specialized educational placement is sought in another public school district or in a private school outside of East Rutherford.

SCHOOL COUNSELOR

At Faust School, the counseling program is geared towards shaping each student's academic, social-emotional, career, and life skills development, which is in alignment with the National Standards for School Counseling. The School Counselor promotes and enhances the learning process by working closely with students and their parents to achieve students' overall academic and social success by creating a safe and trusting environment. In working with students, the School Counselor seeks to assist each student in making the most of his or her capabilities and in making realistic and constructive decisions. The School Counselor works cooperatively with general academic teachers, special subject teachers, the Child Study Team, the administration, and with parents to better serve the students of Faust School.

INTERVENTION & REFERRAL SERVICES

The Intervention and Referral Services Team reviews the academic, behavior, and health issues of a student and then develops an Action Plan designed to systematically address any identified concerns. The interventions included in a student's Action Plan may include both in-school and out-of-school interventions.

CRISIS INTERVENTION

The Director of Student Services, School Counselor, School Nurse, Social Worker, School Psychologist, and Principal work as a Crisis Management Team to provide students and families with a multilevel assessment of trauma and components of psychological assistance. Although crises faced in schools vary greatly, they may range from those that are more personal, such as the death of a loved one, or to those that affect the broader community, such as school-based violence. Students, staff, and parents should seek assistance from the Crisis Management Team whenever there is an instance of a potential threat of harm to a student becomes evident.

INTERVENTION STUDENT & TEACHER MENTOR PROGRAM (INT)

INT is an intervention program developed to improve academic performance and behaviors that impede learning. Faust School teachers are assigned as INT mentors to work with students who appear to be struggling in their classes. The mentors provide strategies for staying organized and focused and encourage students in the program to do their best.

The INT program is designed to not only assist the individual student but also teachers and parents/guardians as well. Teachers work closely with their students, who are monitored closely through weekly progress reports and regular communication. This program also allows the mentor to help students cope with minor issues they may be experiencing with other students or teachers. The benefits gained from this program can be valuable to students, teachers, and parents/guardians. Students are provided with support and reinforcement of their class requirements while their mentor keeps an open line of communication with their teachers, parents, or guardian. The goal of the INT program is to help keep the student on a path to success and excel in school.

SPECIALIZED EDUCATIONAL PROGRAMS

(Please refer to the Program of Studies for additional information on Special Educational Programs)

ESL: ENGLISH AS A SECOND LANGUAGE

The needs of students with limited English proficiency are supported by the English Language Learners Program. Students participating in the ELL Program will receive instruction in comprehension, speaking, reading, and writing in English. The ELL program is based on World-Class Instructional Design Assessment (WIDA) Standards. Their performance is assessed annually using the ACCESS assessment designed for English Language Learners.

HEALTH EDUCATION & FAMILY LIFE CURRICULUM (Ref. Policy 5250)

The Faust School Health Education and Family Life curriculum are designed to help students develop knowledge, attitudes, and skills needed to maintain a healthy lifestyle. Our primary focus is for our students to think critically, solve complex problems, and communicate effectively. Students also learn how to improve their health, say “No” to drugs, prevent disease and avoid or modify health risk behaviors.

The New Jersey State Department of Education requires that your child be given instruction in Family Life Education. This part of the health curriculum addresses physical development, abstinence, interpersonal relationships, gender roles, and awareness of sexually transmitted diseases.

Parents may call the school to make an appointment to view the curriculum guide in its entirety. Should you have an objection to any part(s) of the curriculum, you have the right to request in writing that your child be excluded from the portion. Should you elect not to formalize a request for exclusion, your assent to the entire program will be assumed.

***Please refer to the Program of Studies and the East Rutherford Board of Education website, www.erboe.net, for additional information in Physical Education and Health.**

POLICY AND CLASS REQUIREMENTS FOR PHYSICAL EDUCATION

The safety of our students is a top priority at Faust School. In an attempt to ensure the safety and well-being of every student, the following requirements are expected to be followed unless COVID regulations state otherwise:

Footwear - A sneaker with arch support that can be laced or velcro strapped is required to participate in physical education class. Sneakers with an open back or weak support are not permitted. Students must also wear socks.

Dress Attire -Both boys' and girls' locker rooms are available for students to change into their physical education dress attire. Students must change into their physical education clothes daily and may not wear the same clothes that they come to school in. The students will be allowed to wear athletic shorts or sweatpants. They are also permitted to wear long and/or short sleeve shirts. It is at the discretion of the physical education teachers whether or not the clothing is appropriate to wear. Absolutely no inappropriate designs or writing is to be displayed or visible on the students' clothing (Ref. Policy 5511).

Jewelry - Jewelry can present a danger to your child. Students should not wear jewelry of any type—earrings, watches, bracelets, or rings during physical education class.

Medical Excuses - If your child is unable to participate in physical education class due to injury, illness, or any other medical reason, it is important that you send a parental note to school to give to your child's physical education teacher and/or school nurse. The physical education teacher can only accept a parental note for a total of 5 days. Once 5 days have passed, a written physician statement is required and must be given to the school nurse.

Non-Participant Assignments - Students who are unable to participate in physical education class due to a medical excuse or any other reason will be given a task (scorekeeper, group leader, etc.) that will enable them to stay on track with the rest of the class. If there are no tasks that the student can perform safely without changing, a written assignment will be given to complete during class time. The assignment will be related to a physical education or health education topic. This will help students to stay occupied and receive current educational information as a non-participant. Even if a student is excused from class, he/she is still accountable for the information being presented in class.

Locker Rooms - All students in grades 5 through 8 are required to change into their physical education dress attire on a daily basis. Both boys' and girls' locker rooms are available for students to change in. The boys may either bring their physical education dress attire to school every day or keep their clothing in their regular assigned school locker. The girls' locker room is equipped with lockers for the girls to keep their clothes in and valuables. The school cannot be responsible for any lost or stolen items, and it is strongly recommended that the girls purchase a lock to keep their valuables and

clothing in. The cost of the lock is refundable at the end of the school year, provided the lock is in good working condition.

Unprepared/Make-up Policy - If a student does not have a change of clothes and/or appropriate sneakers, he/she is unprepared for class. An unprepared is -10 points of the student's Dress Attire grade in Genesis. The student has **5 SCHOOL DAYS** from the date of that unprepared to verbally schedule a make-up day with the Health & Physical Education Teachers. The make-up can be anything from a writing assignment to extra exercises after school. If the make-up is successfully scheduled and completed, the student will receive all 10 points back. A second unprepared makeup is for 5 of the 10 points back, and a third or more is for zero points. Three or more unprepared will result in zero points back, however, the student will still be required to make up each class that he/she was unprepared for. Any students with outstanding unprepared make-ups will be required to serve lunch detention every day until the make-up is completed.

SPORTSMANSHIP (Ref. Policy 5570)

A.S. Faust School requires that all individuals involved in or attending school-related sports activities exhibit good sportsmanship when representing the school at any athletic event.

At Faust School, good sportsmanship is defined as abiding by the rules of the contest or accepted by the participating teams and the gracious acceptance of victory or defeat. Our students, faculty, staff, and fans have an understanding that good sportsmanship is always demonstrated in the following ways:

- Sportsmanship is a sign of generosity and genuine concern for others. It is a concrete measure of the understanding and commitment to fair play, ethical behavior and integrity.
- Sportsmanship is a blending of cheers for "your team" and applause for the "opponents," observing the letter and spirit of the rules, and showing consideration for others.
- Sportsmanship is the "golden rule" of athletics, "treating others as you wish to be treated."
- Sportsmanship is respect for others and one's self.

SPORTS PARTICIPATION, ELIGIBILITY REQUIREMENTS

In order to be eligible to participate in any athletic activity, the athlete:

- Must meet all eligibility requirements prior to the first tryout/practice date.
- Must complete the A.S. Faust Middle School Athletic Participation Form and turn it in by the deadline provided by the coaches.
- Must have up-to-date physicals/physical forms filled out and signed.
- Must maintain passing grades (70% or better) throughout the Marking Period: if grades fall below a 70% at any time during the marking period and season, students may not be permitted to participate until the grade is brought up (Principal discretion for any grade below 70%). Students will be given a probationary period in the first 2 weeks of a new marking period to maintain a passing grade.

- Must not have more than 7 total absences (85% attendance requirement) in the marking period prior to athletic participation.
- If a student is late for school on the day of an athletic game/practice, the student must have a written note from their parent. Permission to participate is at the Principal's discretion.
- Must receive a medical release form from a licensed physician before practicing or playing if you miss five (5) or more days of practice due to illness or injury.
- Will NOT practice OR play if ineligible. (i.e.: If you did not participate in Physical Education class that day) the student **may** ATTEND practice or game, but not participate, **at the discretion of the Principal.**
- Must be present at least 50% of the school day on the day of an athletic contest in order to participate in the event. Exceptions need Principal approval.
- Will not participate (practice or play) in any athletic event if assigned to In-school Tutoring Intervention or Out of School Suspension during that assigned time.
- Must adhere to all school rules and behavioral expectations (see Faust School Student Handbook). If rules are broken, players are subject to suspension from practice and/or game.
- Away games-Players must continue to follow the rules, show respect, and have good sportsmanship.
- Must qualify for the Student Achievement C.A.T.S. program, exceptions may be given at the discretion of the Principal.
- All Sports participants are subject to suspension from games/practices which the Principal will determine.
- Must have good effort and cooperate in all classes.

HEALTH RECORDS / SCREENINGS / IMMUNIZATIONS

Since the promotion and maintenance of the health of our students is one of our primary concerns and one that can greatly affect their academic work, the school nurse would appreciate any new medical information in order that we may keep this information current on the students' school records. The school nurse will notify you if any possible abnormalities are detected during our vision, scoliosis, and hearing screenings.

The following screenings are conducted by the School Nurse according to the guidelines set forth by the NJ State Health Department:

Vision
Hearing
Blood Pressure
Height & Weight
Scoliosis

*Any abnormalities found will be referred for medical evaluation.

PHYSICAL EXAMINATION

In accordance with the medical program set by the Board of Education as per the New Jersey State Health Department, a physical examination is required upon entry of the school and for all newly classified students and students participating in school-related sports programs. Thereafter, a physical

is recommended at each developmental level (approximately grades 4 & 7). Forms are available from the School Nurse. Referrals will be provided if your child does not have a medical home.

SUMMARY OF VACCINE REQUIREMENTS (Ref. Policy 5320)

DISEASE

DPT	Age 1-6 years-5 doses; 1 dose must be given on/after the 4 th birthday
Tdap	1 dose upon entry into Grade 6
POLIO	Age 1-6 years-4 doses; 1 dose must be given on/after the 4 th birthday
MEASLES/ MUMPS/ RUBELLA (MMR)	Age 1-6 years-2 doses of a Measles containing vaccine given on or after 12 months of age
HEPATITIS B HIB	(HBV) 3 doses of Hepatitis B Vaccine Required for all students under 5 years of age
MANTOUX	Required for all students registering into our system from countries with a (TB test) high incidence of TB (list updated yearly by the State of NJ)
VARICELLA	2 doses; the first being on/after 12 months of age
MENACTRA	1 dose upon entry into Grade 6 (11 years of age)

HEAD LICE (PEDICULOSIS)

Head lice are highly communicable and difficult to prevent, but if every parent takes the responsibility to check the entire family's hair and scalp often, these parasites can be controlled. Persistent head-scratching and white specks on the hair shaft, that will not move, are the sign of infestation. For more information on head lice, please refer to the School Nurse's website. Notify the school nurse for treatment information and to have all the school contacts examined. The most important fact about pediculosis is the problem should be quickly treated.

ADMINISTRATION OF MEDICATION (Ref. Policy 5330)

Medication will only be administered to students in school by the school physician, a certified or non-certified school nurse, a substitute school nurse employed by the district, the student's parent, and a student who is approved to self-administer in accordance with N.J.S.A. 18A:40-12.3 and 12.4, and

school employees who have been trained and designated by the certified school nurse to administer epinephrine and/or glucagon in an emergency pursuant to N.J.S.A. 18A:40-12.5 and 12.6.

Self-administration of medication by a student for asthma or other potentially life-threatening illness or a life-threatening allergic reaction is permitted in accordance with the provisions of N.J.S.A. 18A:40-12.3.

Medication no longer required must be promptly removed by the parent.

The school nurse shall have the primary responsibility for the administration of epinephrine and/or glucagon. However, the certified school nurse may designate, in consultation with the Board or the Superintendent, additional employees of the district who volunteer to be trained in the administration of epinephrine via a pre-filled auto-injector mechanism and/or glucagon a vial to syringe mixture using standardized training protocols established by the Department of Education in consultation with the Department of Health and Senior Services when the school nurse is not physically present at the scene.

All appropriate medical and school personnel (including, but not limited to, the School Nurse or Designee) employed by or acting on behalf of the school system may administer Epinephrine via an undesignated Epinephrine auto-injector to an individual using professional judgment if an individual is experiencing a potentially life-threatening allergic reaction, such as anaphylaxis.

The school nurse or designee shall be promptly available on-site at the school and at school-sponsored functions in the event of an allergic reaction and/or hypoglycemia. In addition, the parent must be informed that the school district, its employees, and agents shall have no liability as a result of any injury arising from the administration of epinephrine and/or glucagon to the student.

ILLNESS

**Please click on the following link for the for COVID symptoms and restrictions:
[“The Road Forward”](#)**

In the best interest of all children, and in order to prevent the spread of communicable illness, your child should not come to school if he/she feels ill with any of the following symptoms:

- Temperature over 100 degrees
- Vomiting and/or diarrhea
- Chronic coughing
- Skin eruptions(rash)
- Inflamed and/or discharge from the eyes
- Earache
- Head Lice and/or Nits

MANAGEMENT OF LIFE-THREATENING ALLERGIES IN SCHOOL (Ref. Policy 5331)

A.S. Faust's policy recognizes students may have allergies to certain foods and other substances and may be at risk for anaphylaxis. An Individualized Healthcare Plan (IHP) and an Individualized Emergency Healthcare Plan (IEHP) will be developed for each student at risk for a life-threatening allergic reaction.

***At this time, with COVID regulations in place, celebrations with food or drink as stated below are not permitted in school:**

There will be occasions where food and/or beverages will be served as part of a classroom experience, field trip, and/or celebration. A.S. Faust School does not want to limit these experiences but feels that it is necessary to put into place, some precautionary measures to address the students' health needs. When a classroom experience is planned that will include food and/or beverages supplied by staff or a parent, the following general procedures will be followed:

1. The teacher will provide advance notice to families of any event or occasion where food or beverages are to be served. This will give parents the opportunity to communicate with the teacher regarding any health concerns. It will also allow for planned alternatives.
2. Parents or staff members who wish to supply food/beverages for any event or occasion must contact the classroom teacher to determine if any child in the classroom is allergic to any particular food item.
3. The teacher will make every effort to ensure that any child with an allergy is provided with an alternative and is protected from any exposure (airborne exposure included).
4. Parents or staff members must bring to school only food/snack items or beverages that have been prepared or manufactured by a commercial establishment and packaged or boxed in a sealed container provided by the same commercial establishment where the items were purchased. **No home-baked or homemade items will be permitted.**
5. The teacher will ensure that food items provided are accompanied by a listing of ingredients in the foods the children are eating and that the items meet the federal and state nutritional guidelines regarding fat and sugar content.

It is the position of A. S. Faust School that children, parents, staff, and administration have a right to know the ingredients in the foods children are eating and that we have an absolute responsibility to do everything we can do to ensure the health and safety of our students.

HOME INSTRUCTION

Any child who is unable to attend school due to extended illness may have home instruction. Upon receipt of a signed slip from a doctor, a parent must receive approval from the Superintendent and the East Rutherford Board of Education. If this service is required, please contact the school.

INSURANCE

Accidents are unfortunate occurrences, but they do happen. Any kind of medical care today is costly; therefore, it is a good idea to have insurance in case of an accident. If assistance is needed to apply for medical insurance, the School Nurse is certified through the State of New Jersey in doing so. It is the policy of the East Rutherford Board of Education to provide insurance for all students in grades Pre-K through 8 while school is in session.

SCHOOL NUTRITION POLICY (Ref. Policy 8505)

A.S. Faust School recognizes child and adolescent obesity has reached epidemic levels in the United States and that poor diet, combined with the lack of physical activity, negatively impacts the students' health and their ability and motivation to learn. A.S. Faust School is committed to providing students with healthy and nutritious foods; encouraging the consumption of fresh fruits and vegetables, low-fat milk, and whole grains; supporting healthy eating through nutrition education; encouraging students to select and consume all components of the school meal, and providing students with the opportunity to engage in daily physical activity.

LUNCH PROGRAM

There will be a **CLOSED LUNCH** for Grades 5 through 8. This means that students may not leave the school grounds during the lunch period for any reason. However, those students who wish to go home only for lunch may do so if their **parent or designated guardian** enters the building and signs them in & out for lunch on a daily basis. Again, for security & safety purposes, students will not be allowed to leave the building without being accompanied by **their parent or designated guardian**. The parent will also have **to provide a written note** to the homeroom teacher alerting the school that they will be signing their child in and out for lunch.

Faust School Lunch Program is from 11:00-11:45 a.m.

Everyone is expected to conduct him or herself in an appropriate manner which will bring about a pleasant atmosphere during this time. Students are encouraged to do their part to keep the lunchroom clean: use the receptacles and clean their area. Lunchroom supervisors may assign students seats in order to maintain a safe and comfortable environment. Lunches brought to school from home are placed in the student's locker or backpack. No eating lunch or drinking of any beverages in the Media Center, or near technology devices. Water is permitted in the classroom as long as it is in a water bottle with a secure top that does not leak.

Faust School provides the State of New Jersey's Free and Reduced Price Lunches/Breakfast for all students who qualify and elect to take advantage of this program.

All lunch applications are available through www.erboe.net on the Genesis Parent Portal. All parents/guardians are responsible for logging on and filling out the application - **there will be no paper applications distributed**. Prior to the program beginning, a notice will be sent home explaining the procedure.

**As submitted, the online meal application for East Rutherford #003-01230 is APPROVED for School Year 2019-2020. USDA guidelines require that a hard copy/paper application be available upon request, and that there is a clear directive on where and how the paper application can be obtained for any parent/guardian wishing to use that application format.*

BREAKFAST & LUNCH PROCEDURES



Due to the USDA Pandemic response, Maschio's Food Service will be providing FREE LUNCH for ALL students this year. However, it is still VERY IMPORTANT that qualifying families complete the free and reduced lunch forms within the [Genesis Parent Portal](#). Free and reduced lunch "status" also affords students **other** benefits throughout the school year, and determines other Federal funding the district receives. Additional information regarding the program can be found [HERE](#).

RECESS

Due to the Referendum and construction on the school grounds, recess will be indoors. Students must abide by the following:

- All procedures and rules are to be followed according to this handbook and school policies and regulations.
- Disciplinary action will be taken to correct those who cannot conduct themselves properly.
- All students should exhibit good sportsmanship, show respect and follow ALL school rules.
- Students should not litter and must dispose of their garbage in the receptacles.

During recess, no student is to leave it for any reason, without first receiving permission from a supervising adult. Once receiving permission, students may go to their requested designation and come back as quickly as possible. Upon their return, they must report to the supervising adult signifying that they are back.

ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS AND ON SCHOOL GROUNDS

The Board of Education authorizes the use of electronic surveillance monitoring devices in school buildings and on school grounds. Therefore, all school buildings and school grounds within this school district may be monitored using such devices in accordance with Board Policy. (**Ref. Board Policy 7441**)

In addition to posting, the district shall notify school staff members, parent(s) or legal guardian(s), and students that electronic surveillance may be used in school buildings and on school grounds through publication in student and staff handbooks, school calendars, notice sent home with students, or any other effective means to publish the district's use of electronic surveillance equipment in school buildings and on school grounds.

PLAGIARISM (Ref. Policy 5701)

Students are expected to be honest in all of their academic work. This means that they will not engage in any of the following acts:

1. Cheating on examinations
2. Plagiarism
3. Falsifications, such as forging signatures, altering answers, etc.

A student found guilty of academic dishonesty may be subjected to a full range of penalties which may include; detention, parent conference, loss of credit for all of the work that is plagiarized and any other consequence issued by the teacher and/or principal.

SOCIAL NETWORKS & THE INTERNET (Ref. Policy 5501)

A.S. Faust specifically bans access to a social network, blog, micro-blog or similar online technology at any time during the school day. This ban derives from the School's concern about privacy, the anonymity of the respondents and the developmental impact of encouraging highly-condensed forms of communication, such as that used in text messaging, which could have a negative impact on student literacy. Additionally, the School has concerns about student use of these social network technologies to participate in appropriate behaviors both inside and outside of school that materially and substantially interfere with the ability of the school to provide an education for all students in a safe and secure environment.

A.S. Faust School has a zero tolerance policy for any form of social-networking or similar technology-based communication that results in students being exposed to any of the following:

1. Requests or displays of personal information, photos, or videos.
2. Requests or displays of obscene material.
3. Invitations to join or otherwise participate in a social network for the purpose of hazing, harassment, intimidation, and/or bullying.
4. Use of misleading URLs on the Internet that points students to sites containing harmful or unlawful materials or information that have the potential to cause harm of any kind to person or property.
5. Offers to send or receive photos or videos containing obscene content (e.g. lewd or lurid images).

6. Online enticement for offline interaction, and specifically sexual or drug related activities.

Violations of this policy may result in suspension, permanent removal from the school context or criminal prosecution (manufacturing, possession and distributing of child pornography is illegal).

CYBERBULLYING (Ref. Policy 5512/02)

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

A.S. Faust School prohibits acts of cyber-bullying by school district students. "Cyber-bullying" is the use of electronic information and communication devices, to include but not be limited to; email messages, instant messaging, text messaging, cellular telephone communications, internet blogs, internet chat rooms, internet postings, and defamatory websites, that:

- Deliberately threatens, harasses, or intimidates an individual or group of individuals.
- Places an individual in reasonable fear of harm to the individual or damage to the individual's property.
- Has the effect of substantially disrupting the orderly operation of the school.

STUDENT-PARENT 1:1 DISTRICT-PROVIDED DEVICE AGREEMENT

1:1 DISTRICT-PROVIDED DEVICE INITIATIVE

The 1:1 district-provided device Initiative will give students the opportunity to be involved in the learning process in new and engaging ways. As a tool with such a prominent role in the daily educational process, it is imperative to establish procedures and guidelines for the appropriate use of District-provided devices. These devices may include Chromebooks, iPads, and other age- and educationally-appropriate, connected technology devices (herein referred to as "Device(s)"). Students will be issued their device(s), which is/are the property of the East Rutherford School District (also referenced throughout this document as "the District"). The purpose of this document is to outline appropriate procedures and expectations as they relate to the East Rutherford School District.

Students will receive a Device and a charger when they are registered into the District. At all times, the legal title of the Device is in the possession of the East Rutherford School District. A student's right of possession and use is limited to and conditioned upon their full and complete compliance with this Agreement and the District's Acceptable Use of Computer Networks and Resources [policy](#) and [regulation](#) (#2361). Students have no rights of confidentiality when using the Device. Contents of email, information regarding internet usage, and network communications may be reviewed at the sole discretion of the District. By signing this Agreement, students further acknowledge that the East Rutherford School District is required by law to comply with the New Jersey Public Information Act. As such, students agree to comply fully and in a timely manner with any and all directives issued by the District in its efforts to comply with the Public Information Act. Students further recognize that this may result in the release of email content, Internet use history, network communications, and other similar information to third parties, if so required by law.

As a recipient of a district-issued Device, the student receiving the device and their parents/guardians

acknowledging this form agree to the following:

- **Device use:** It is the expectation of the District that all students will use their District-provided device during the course of the school day. Personal device use is not permitted in schools, and District staff will not provide technical support for non-school-issued devices. Students should use the assigned device for educational purposes only. Students are expected to bring their assigned device to all classes each day with a full battery charge. Students shall comply at all times with the East Rutherford School District Student Handbook and Code of Conduct, including the Acceptable Use of Computer Networks and Resources [policy](#) and [regulation](#) (#2361). The use of each device assigned to a student is subject to the acceptable use guidelines described in the District Provided Technology Device [policy](#) (#7523). Failure to comply may result in the immediate termination of the student's rights of possession and the District may repossess the Device.
- **Student's right to use and possess the device:** Student's rights terminate upon withdrawal/graduation from the East Rutherford School District, unless otherwise terminated earlier. A student's failure to return the property in a timely manner will be considered unlawful appropriation of East Rutherford School District property. Students continued use of the Device for non-school purposes without district consent may also be considered unlawful appropriation of district property and may result in disciplinary and/or legal action. In the event, the district provides email accounts, all messages sent and received on school district devices must have an educational purpose and are subject to review.
- **The device is required each day of class:** Students are required to bring their fully charged Device to class every day. Students are expected to take their Device home every night for assignments and recharging. All rules and regulations that are in effect during the school day extend to home use of the Device. If students leave their Device at home, they are responsible for getting the coursework completed as if they had their Device present, and the classroom teacher may deduct points as deemed appropriate. If a student repeatedly leaves their Device at home, they may be subject to disciplinary consequences.
- **Inappropriate content:** Inappropriate content will not be allowed on Device devices. The presence of inappropriate material, including but not limited to pornographic material; inappropriate language; weapon-related content; alcohol, drug, and/or gang-related symbols or pictures, will result in disciplinary action and possible loss of Device privileges.
- **Loaning or borrowing devices:** Students shall NOT loan their Devices to other students or borrow a Device from another student. Students shall not share their passwords or usernames with others.
- **Manufacturing defects and technical problems:** Any manufacturing defects of the assigned device should be brought to the immediate attention of the student's teacher, the building Principal, or the District Technology Department. A technical support ticket will be created to help identify the problem, and the student/parent/guardian will be contacted with instructions on how to proceed. Where appropriate, students will be provided with a replacement device until repairs or the replacement of the original device can occur.
- **Modification of the Device:** Students shall not modify the Device in a way that will permanently alter it, either physically and/or electronically, other than as instructed by an administrator or other school personnel. Students are not permitted to apply marks, stickers, or other decorations to any district-provided devices or accessories. Any alteration or destruction of a Device or accessory will result in the student being responsible for its replacement. Each student Device will be labeled by East Rutherford School District to identify and track each device. Devices will be identified by a serial number and a CER label. Students are prohibited from altering these identifying marks.

- **Damage to Device:** All students are responsible for maintaining the proper working condition of their Device. In the event of any damage to the device that renders the device inoperable/unusable, students or their parents/guardians must report this immediately to their teacher, the building Principal, or the District Technology Department. Students are NOT to place stickers or any adhesive decoration onto their Device. All devices, regardless of condition, will be returned to the Technology Department as requested for routine maintenance throughout the life of the device.
- **Lost or Stolen Device:** All students are responsible for the security of their Device. Devices should be kept with the students at all times, or secured in a student's hallway locker. The student's responsibility and obligation for the Device is the same as any district-issued textbook. In the event that a student's device is lost or stolen, it must be reported to the building Principal immediately. In the case of a possible theft, families are to contact local authorities to report the details of the incident and provide a copy of any report to the District.
- **Software and Applications:** The Technology Department reserves the right to audit and remove any software in the student assigned device at any time. The Technology Department may require the installation of software that will have access to personal information stored in the student-assigned device.
- **Electronic Recording Capabilities:** Any electronic recordings obtained with the device must be for instructional, educational purposes only. Students must obtain prior approval from a staff member in order to use the audio, image, or video recording capabilities of the device. Students should ask all individuals being recorded for their permission before starting to record. No recording should start without the permission of all individuals being recorded. In addition, electronic recordings obtained with the device may not be shared, published, or re-broadcasted for any reason by the student without obtaining the permission of the district and all individuals present in the recording.
- **Privacy:** As per the guidelines of the NJ Anti-Big Brother Act (N.J.S.A.) 18A:36-39 (P.L. 2013, c. 44), the Board of Education reserves the right to examine, restrict, or remove electronic data from devices assigned to students. Students and their parents/guardians understand the assigned device may record or collect information on the student's activity or the student's use of the device. Students and parents/guardians further understand that all communication sent or received while connected to the East Rutherford School District network infrastructure and services can potentially be recorded and archived. The District reserves the right to share any of such archived records with law enforcement authorities if deemed appropriate by the District. In addition, the District reserves the right to use the geolocation features of the device to track its location in case it is lost or stolen. The District shall not use any of the recording or geo-location capabilities of the device in a manner that would violate the privacy rights of the student or any individual residing with the students.
- **Recording Feature and Camera:** The Device comes equipped with a microphone, front-facing camera, and video capabilities. The East Rutherford School District reserves the rights concerning the recording and/or publishing of any student or staff member's work or image. Students must obtain permission from the principal or designee before recording an individual or group or publishing a photograph or video of any school-related activity. Unauthorized recordings are subject to disciplinary action in accordance with the District's Acceptable Use of Computer Networks and Resources [policy](#) and [regulation](#) (#2361).
- **Access to Internet Material:** In accordance with the "[Children's Internet Protection Act](#)" (CIPA), the East Rutherford School District will use appropriate filtering measures to limit the exposure of students to indecent or objectionable material on the internet while the device is connected to the school network. Furthermore, District staff will monitor student use of the device while on campus and provide guidance in the appropriate use of the device and the access to the global Internet. Parents/guardians understand that

district Internet filters are not in place for the Device when used at home, agree to monitor the student use of the device while off campus, and are encouraged to establish rules of usage with the student.

- **Data Security/Intellectual Property/Academic Integrity:** Students are responsible for the security of the data stored on their district-assigned device. No passwords or login information should be shared with any classmate. Students recognize that all content created on a district device and using a district Google account is not subject to intellectual property claims. Students further recognize that all activity should follow the expectations for Plagiarism as described in the East Rutherford School District Student Handbook and [policy](#).

DEVICE DAMAGE AGREEMENT FORM

CHROMEBOOK FEE SCALE

In addition to the acknowledged 1:1 District-Provided Device Initiative, all parents/guardians and students are required to review information regarding the repair and replacement of Chromebooks provided by the East Rutherford School District. Any hardware/software repairs not due to misuse, accidental, or intentional damage (such as typical warranty issues) will be covered by the East Rutherford School District. However, any misuse, accidental, or intentional damage to the Chromebook may be subject to a fine. Fines must be received prior to a report card being released to a student, and additional consequences may be imposed at the discretion of the District.

All student Chromebooks are protected with a District-provided insurance policy that covers one accidental damage incident per school year. In order for a claim to be processed, the parent/guardian and/or student must notify their teacher, who will communicate with the District IT staff to begin the process of repairing/replacing the device.

Any additional damage(s) beyond one incident/claim will be subject to the following fines (including, but not limited to the list below, as well as other incidental fees that may need to be imposed based on the circumstances at the discretion of the District):

Chromebook	Lost/fully damaged Chromebook; Unable to produce unit at time of collection (Chromebooks reported stolen MUST be reported to the police by the parent/guardian)	\$275
Charger	Lost/Damaged/Missing charger; Inoperable charger	\$40
Screen	Cracked screen/glass; Visible sign of accidental or intentional damage	\$90
Stickers/ Customization/ Excessive Cleaning	Unauthorized stickers/decorations that violate the District acceptable use policy. Excessive dirt, grime, residue, makeup, etc. that require extensive cleaning of the device	up to \$20
Keyboard/Trackpad	Visible signs that keys have been removed and/or the rubber caps damaged; Trackpad does not function due to accidental damage, spills, etc.	up to \$50

Case/Chassis	Visible damage caused by accidental damage, including the protective bezel	up to \$30
--------------	--	------------

Asset/Serial Number Tag Missing/Defaced	District asset tag or serial number identification defaced or removed	\$5
---	---	-----

iPAD FEE SCALE

In addition to the acknowledged 1:1 District-Provided Device Initiative, all parents/guardians and students are required to review information regarding the repair and replacement of iPad provided by the East Rutherford School District. Any hardware/software repairs not due to misuse, accidental, or intentional damage (such as typical warranty issues) will be covered by the East Rutherford School District. However, any misuse, accidental, or intentional damage to the iPad may be subject to a fine. Fines must be received prior to a report card being released to a student, and additional consequences may be imposed at the discretion of the District.

Any damage(s) may be subject to the following fines (including, but not limited to the list below, as well as other incidental fees that may need to be imposed based on the circumstances at the discretion of the District):

Apple iPad	Lost/fully damaged iPad; Unable to produce unit at time of collection (iPads reported stolen MUST be reported to the police by the parent/guardian)	\$300
30w Power Adapter, Charger	Lost/Damaged/Missing charger; Inoperable charger	\$70
Screen	Cracked screen/glass; Visible sign of accidental or intentional damage	\$49-249
Stickers/ Customization/ Excessive Cleaning	Unauthorized stickers/decoration that violate the District acceptable use policy. Excessive dirt, grime, residue, makeup, etc. that require extensive cleaning of the device	up to \$20
Case/Chassis	Visible damage caused by accidental damage, including the protective bezel	\$30
Asset/Serial Number Tag Missing/Defaced	District asset tag or serial number identification defaced or removed	\$5

LEARNING & ON-LINE VIDEO CONFERENCING STUDENT RULES & ETIQUETTE

As the East Rutherford School District continues to move into live remote learning and video conferencing, students **may** be invited to participate in online virtual settings for educational purposes through the use of video/audio conferencing. While the student is also required to adhere and sign our district Acceptable Use Policy, which details the appropriate use/behavior while working with technology, it is important to share information about our new virtual learning experience. During online virtual settings, students may be visible/audible to other participants (students, teachers, and professional staff members) in the conference session using available technology. If you do not want your child visible, please contact the building principal. Expectations during virtual learning environments for students can be found below regarding Basic Etiquette for Online Video Learning.

Additionally, we expect that the content/videos that will be used in these remote learning experiences will not be copied, altered, or redistributed by anyone. It is our hope that all students and participants will follow the expectations below for virtual etiquette in order to ensure a successful and productive learning experience. Students can/will be removed from a session if deemed necessary, and appropriate disciplinary action may be taken.

- All students are required to use a school-issued Chromebook. Personal devices of any kind are not permitted
- All students are required to show up at their scheduled time in school and when learning from home
- If learning from home, find a quiet place with the least distractions (siblings, pets, parents, television)
- Be respectful when speaking and writing
- Dress appropriately - remember your classmates and teachers can see you
- Stay on mute until you would like to contribute, need to speak, or ask a question
- Refrain from chewing gum, eating, or drinking in front of the camera
- The video must be on in order to be considered present for attendance
- Maintain eye-contact
- Limit movement to avoid causing a distraction to others
- Do not share screenshots of Zoom meetings or other virtual platforms where student or teacher images are displayed
- Chat should only be used to discuss or ask questions pertaining to the lesson.
- Do not copy, alter, or redistribute conferencing videos.

CELLULAR PHONES, WATCHES, & ACCESSORIES

Please note that students will not be allowed to use their cell phones in the classroom for educational or recreational purposes, including listening to music. There are no exceptions.

Each student has their own school-issued Chromebook and can use their personal headphones for educational purposes only. They are not permitted to walk around with earbuds or headphones throughout the school day and use their Smartwatches.

Please see the cellphone rules below that all students need to follow:

1. Cellphones, earbuds, headphones, Smartwatches, etc., are only allowed to be used from 7:30 a.m. to 8:00 a.m. Once the students get into the homeroom, they are to put them away in their backpacks. Students will not be allowed to travel to their first class unless their phones and accessories are put away
2. Cellphones can be used during the students' lunch from 10:58 [a.m. to](#) 11:48 a.m. Once the bell rings for lunch, students can travel with their cellphones and accessories. Again, once they get to their first class in the afternoon, they are to put them away.
3. Students can use their own headphones for the Chromebooks but must put them away before they travel to their next class.
4. Once the bell rings for dismissal at the end of the school day; students can travel with their cell phones and accessories.
5. Use of cellular phones or other personal electronic devices for voice or text communication is not permitted in the classroom during instructional time. All electronic devices and their accessories must be stored away in the student's backpack. No student is permitted to have their cell phone on them or in their pockets.
6. Use of cellular phones or other personal electronic devices is strictly prohibited in locker rooms, restrooms, and hallways. Any student that temporarily leaves the classroom must hand in their electronic device to the teacher/staff member or show that it is remaining in the classroom.
7. Use of cellular phones or other personal electronic devices to record, transmit, or post photographic images or video of a student during school activities and/or hours is not permitted unless under the direction and supervision of school personnel and used for instructional purposes. Any time a student uses a cell phone or personal electronic device by violating the policy, a Faust Incident Report will be submitted to the building principal, even if it is the student's first infraction.

USE OF ELECTRONIC COMMUNICATION & RECORDING DEVICES (ECDR)

(Ref. Policy 5516)

- A student is not permitted to have turned on or use an ECDR on school grounds during the school day or when the student is participating in a curricular or school-sponsored co-curricular activity. A student's personal ECDR may only be used on school grounds in an emergency situation or before and after the school day or with the permission of a school staff member

supervising the student in a curricular, or school-sponsored co-curricular activity, or during lunch and recess.

- Any audio and/or video recording by a student using their personal ECRD while participating in a curricular or school-sponsored activity where other students or staff members are present shall require the permission for such recording from the Principal.
- Policy 5516 is not intended to prohibit appropriate use of electronic devices for authorized or approved official curricular or school-sponsored co-curricular activities such as yearbook photographs, staff member/teacher-directed and approved activities, classroom presentations, athletic events, and drama production filming. A student authorized or approved to use an ECRD may not use an ECRD to access internet sites or view information or internet-based material that is inappropriate or would be blocked from student access by the school district's acceptable use of computers and networks regulations.

CELL PHONE/ ELECTRONIC DEVICE INFRACTIONS & CONSEQUENCES

First Infraction: Any student in violation of Policy 2363 and/or Policy 5516 will receive a WARNING and may be told to turn off the device and hand it over to the teacher or staff member. Depending on the severity of the infraction, the teacher or staff member will determine if the student's personal electronic device and/or accessories will be returned to them at the end of class or turned into the main office to be picked up at the end of the day. Documentation will be noted through a Faust Incident Report as well as a notification sent to the parent or guardian. The student may also serve lunch detention or other consequences according to the Faust School Code of Conduct and/or the Principal's discretion.

Second Infraction: The personal electronic device and/or accessories will be confiscated by the teacher or staff member and handed over to the Principal. Documentation will be noted through a Faust Incident Report as well as a notification sent to the parent or guardian. The student may also serve lunch detention according to the Faust School Code of Conduct and/or the Principal's discretion.

Repeated or Severe Infractions: The personal electronic device and/or accessories will be confiscated and a parent or guardian may be required to pick it up at the school and have a meeting with the Principal. Documentation will be noted through a Faust Incident Report as well as notification sent to the parent or guardian. Students with severe or repeated infractions will not be permitted to hold on to their cell phone/electronic device while school is in session. The student will need to hand their cell phone into the main office upon entering school in the morning and will need to pick it up after school. The student will be required to turn in their cell phone/electronic device until the Principal feels the student can use the device appropriately. The student may also serve lunch detention and/or have other consequences according to the Faust School Code of Conduct and/or the Principal's discretion.

- Any student that is seen by a teacher or staff member walking the hallways with a personal electronic device, cell phone, or using any accessories will have them immediately taken away. The teacher or staff member will bring it to the principal's office, and the student will be required to pick it up after school. The student will receive consequences at the Principal's discretion based upon the severity and/or repeated cell phone violations.

EXPECTATIONS FOR STUDENT CONDUCT (Ref. Policy 5500)

A.S. Faust School believes that students should commit themselves to learning and to the development of their unique potential. Students should know that their attitudes and acts affect both their own and their classmates' learning. They should accept responsibility for helping to create a positive school environment. With the support and assistance of school staff members and parents, all students can contribute to the effectiveness of the school and the value of their education.

A.S. Faust expects all students in this school district, commensurate with their age and ability, to:

- Prepare themselves mentally and physically for the process of learning,
- Respect the person, property, and the intellectual and creative product of others.
- Take responsibility for his/her behavior.
- Use time and other resources responsibly.
- Share responsibilities when working with others.
- Meet the requirements of each course of study.
- Monitor his/her progress toward school objectives.
- Communicate with parents and appropriate school staff members.

DISRUPTIVE STUDENTS (Ref. Policy 5560)

A.S. Faust believes that the students of this district are entitled to an education free from disruption. Students who willfully disrupt the educational program shall be subject to the discipline procedures of this district. Every reasonable effort shall be made to determine and remediate the cause or causes of a chronically disruptive student's unacceptable conduct.

For the purposes of this policy, "disruptive student" means the student who has difficulty establishing good relationships with peers and adult authority figures and who exhibits a pattern of conduct which is in defiance of school rules or regulations and which hinders academic success for other students as well as for him or herself.

Disruptive students may be disciplined in accordance with Policy No. 5600. A disruptive student who does not appear to be disabled may be referred to the Intervention and Referral Services Team in accordance with Policy No. 2417. A disruptive student who may have disabilities shall be referred to the Child Study Team for evaluation in accordance with Policy and Regulations No. 2460 et seq.

DISORDER AND DEMONSTRATION (Ref. 5520)

A.S. Faust School will not permit the conduct on the school premises of any willful activity engaged in by an individual acting alone or by a group of individuals that interferes with the orderly operation of

the educational program or offends the rights of others. A.S. Faust School specifically prohibits any assembly or expression that materially disrupts instruction; is obscene, slanderous, or grossly prejudicial; advocates the use of dangerous or harmful materials; advocates the use of force or the violation of law or school rules; or advertises goods or services for unauthorized commercial gain. Disorderly students will be disciplined appropriately by an administrator.

STUDENT DISCIPLINE/CODE OF CONDUCT (Ref. Policy 5600)

A.S. Faust School adopts this Student Discipline/Code of Conduct Policy to establish standards and procedures for positive student development and behavioral expectations on school grounds, including on a school bus or at school-sponsored functions, and as appropriate, for conduct away from school grounds.

Every student enrolled in this district shall observe promulgated rules and regulations and submit to the discipline imposed for infractions of those rules. Regulation 5600 shall include a description of school responses and consequences to violations of the behavioral expectations established by the Board that, at a minimum, are graded according to the severity of the offenses, considering the developmental ages of the student offenders and students' histories of inappropriate behaviors pursuant to N.J.A.C. 6A:16-7.1 (c) 5.

School authorities also have the right to impose a consequence on a student for conduct away from school grounds, including on a school bus or at a school-sponsored function pursuant to N.J.A.C. 6A:16-7.6.

The school district recognizes that inherent in the implementation of the student disciplinary policy; the school administration may resolve a problem beyond the limitations of the policy. Professional courtesy suggests that clear communication prevails between the parties involved in such matters. Discipline is at the discretion of the Building Principal.

SUSPENSION OF EXTRACURRICULAR ACTIVITIES AND SCHOOL-RELATED EVENTS

A.S. Faust realizes the importance of extracurricular activities, team sports, PTA functions, school-sponsored events, and class trips as an integral part of the total education of youth, but it is only a part of the whole. If a student is not putting forth effort in their academics or acting appropriately, it will be at the Principal's discretion, whether or not a student is able to participate in extracurricular activities and school related events.

SOCIAL EVENTS AND CLASS TRIPS (Ref. Policy 5850)

Social events or class trips are not part of the thorough and efficient system of education provided by the Board. Participation in them is therefore not a right and may be denied to any student without the due process of notice and an opportunity to be heard. A student who demonstrates disregard for school rules may summarily be denied participation in social events and class trips.

Students who participate in approved social events and class trips are subject to district rules for student conduct and must submit to the authority of assigned chaperones. Infractions of the rules will

be subject to discipline in the same manner as are infractions of rules during the regular school program.

Class trip procedure shall comply with the procedures for field trips. **Overnight trips will not be approved by the East Rutherford Board of Education.**

HARASSMENT, INTIMIDATION, AND BULLYING (Ref. Policy 5512)

Harassment, intimidation, or bullying (HIB) means any gesture, written, verbal, or physical act, or any electronic communication that takes place on school property, at any school-sponsored function or on a school bus and that:

1. Is motivated 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
2. By any other distinguishing characteristic;
3. A reasonable person should know, under the circumstances, that the act(s) will have the effect of harming a student or damaging the student's property, or placing a student in reasonable fear of harm to his/her person or damage to his/her property; or
4. Has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

“Electronic communication” means communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or pager.

Acts of harassment, intimidation, or bullying, may also be a student exercising power and control over another student, either in isolated incidents (e.g., intimidation, harassment) or patterns of harassing or intimidating behavior (e.g. bullying).

CONSEQUENCES

Consequences of documented HIB behavior should be appropriate to the age/grade level of the students involved and the severity and/or repetition of the behavior. The range of possible responses includes but is not limited to:

1. Conflict mediation
2. Parental notification
3. Apology
4. Individual counseling
5. Loss of privileges
6. Detention
7. In-School Tutoring & Intervention
8. Out of School Suspension

9. Police involvement

10. Expulsion

Specific consequences, discipline, and remedial action, will vary based on the age/grade level of the students involved, the severity of the incident, and any previous record of similar incidents. The administration reserves the right to make decisions based on the merits of the case.

SEXUAL HARASSMENT (Ref. Policy 5751)

A.S. Faust School will not tolerate sexual harassment of students by school employees, other students, or third parties. Sexual harassment of students is a form of prohibited sex discrimination. School district staff will investigate and resolve allegations of sexual harassment of students engaged in by school employees, other students (peers), or third parties. If a violation is found in the sexual harassment policy, an administrator will assign an appropriate disciplinary action.

HAZING (Ref. Policy 5512)

A.S. Faust School believes hazing activities of any type are inconsistent with the educational process and the school prohibits all such hazing behavior at any time on school premises, at any school-sponsored function, or on any school bus.

“Hazing” means the performance of any act or the coercion of another to perform any act of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm.

Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

If the investigation determines hazing behavior was planned or was present, the administration will take reasonable, age-appropriate, and effective corrective action to end the behavior which may include, but is not limited to, counseling, warning, and/or disciplinary action.

SUSPECTED GANG ACTIVITY (Ref. Policy 5615)

Students that initiate, advocate, or promote activities, openly or otherwise, and/or threaten the safety or well-being of others, cause disruption to the school environment, which is harmful to the educational process in this school district. Any physical or verbal harassing, intimidating, or bullying conduct by a student or group of students directed toward any school staff member or any other student or group of students anywhere on school grounds, at any school-related or sponsored activity, on school buses, at school bus stops, and any other place where students are supervised by school district staff, will not be tolerated.

If it is determined that unacceptable conduct was committed by students representing a gang, the Principal or designee, will assign appropriate disciplinary action and will notify the parent(s) of the

victim and the offender. The Principal or designee will also inform the Superintendent of Schools and local law enforcement.

Students are prohibited from wearing on school grounds, at any school related or sponsored activity, on school buses, and any other place where students are supervised by school district staff, any type of clothing or accessory that would indicate a student has membership in, or affiliation with, any gang associated with criminal activities pursuant to N.J.S.A. 18A:11-9.

SUBSTANCE ABUSE (Ref. Policy 5530)

A.S. Faust School prohibits the use, possession, and/or distribution of alcohol or other drugs on school grounds, including on school buses or at school-sponsored functions according to N.J.S.A. 18A:40A-9, 10, and 11. A student who uses, possesses, or distributes a substance on or off school premises, will be subject to discipline. Discipline will be graded to the severity of the offenses, the nature of the problems and the student's needs. Discipline may include suspension, expulsion, or attendance at a treatment center. The Principal will notify the appropriate law enforcement agency pursuant to N.J.A.C. 6A:16-6.3(a).

SMOKING (Ref. Policy 5533 & 7434)

Smoking is prohibited by students at any time on school grounds and events sponsored by the school, away from the school, and on any transportation, vehicle supplied by the school.

REMOVAL OF STUDENTS FROM THE GENERAL EDUCATION PROGRAM FOR POSSESSION OF WEAPONS/DANGEROUS OBJECTS AND FIREARM OFFENSES (Ref. Policy 5611)

A.S. Faust School is committed to providing a safe school environment for all students attending school. To provide this safe environment, A.S. Faust School will implement policies and procedures regarding student offenses involving firearms, as defined in N.J.S.A. 2C:39-1 and 18 U.S.C. B921, according to the requirements of the Zero Tolerance for Guns Act, pursuant to N.J.S.A. 18A:37-7 through N.J.S.A. 37-12.

“Weapons and dangerous objects” shall refer to any object readily capable of lethal use or of inflicting serious bodily injury. The term includes, but is not limited to:

- All firearms, as defined in statute, even if not loaded or lacking a clip or other component to render them immediately operable
- Components that can be readily assembled into a weapon
- Air rifles, pellet guns, paintball guns, b.b. guns or other objects that emit a projectile of any kind
- Gravity knives, switchblade knives, daggers, stilettos, box cutters or other dangerous knives
- Billie clubs, blackjacks, bludgeons, metal knuckles, sand clubs, slingshots, leather bands with pointed studs
- Any device which projects, releases or emits tear gas or any other substance intended to produce temporary physical discomfort or permanent injury

- Destructive devices, explosives and fireworks as described by N.J.S.A. 2C:39-1
- Toys or replicas of any and all items encompassed by this definition, possessed without the written permission of the Superintendent, which would cause a reasonable person, under the circumstances in which the toys and/or replicas are possessed, handled, or used, to believe that they are any of the actual items encompassed by this definition

STUDENT RIGHT OF PRIVACY (Ref. Policy 5770)

A.S. Faust acknowledges the need for the in-school storage of students' possessions and shall provide storage places, including desks and lockers, for that purpose. Where locks are provided for such storage places, students may lock them against incursion by other students. In no storage place provided by the school shall students have such an expectation of privacy as to prevent examination by a school official.

SUSPENSION (Ref. Policy 5610)

A.S. Faust School recognizes that even the temporary exclusion of a student from the educational program of this district is a severe sanction and one that cannot be imposed without due process.

Any student who is guilty of continued and willful disobedience, or of open defiance of the authority of any teacher or person having authority over him/her, or of the habitual use of profanity or 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. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, the conduct as defined in N.J.S.A. 18A:37-2 and the school district's Student Discipline/Code of Conduct Policy and Regulation in accordance with N.J.A.C. 6A:16-7.1. et seq.

"Suspension" means the temporary removal of a student from the regular instructional program. The severity of an incident dictates the type of disciplinary action taken, and in some cases, it may be necessary to suspend a student from school. In all cases of out-of-school suspension, the parents will be notified by phone of the decision, a letter indicating the offense requiring parent's signature will be mailed home and a conference will be held with the student, parents, and principal before the student may re-enter school. The purpose of the conference with the parents is to keep them informed, to gain home cooperation, and to work with the parents for a solution to the problem.

The following offenses are among those considered for out-of-school suspension:

- Unauthorized drugs, medication, or alcohol in school or on school grounds
- Smoking or possession of cigarettes in school, on school property, school bus or school bus stops
- Defiance of authority or disrespect towards any member of the East Rutherford School staff
- Fighting in school, on school grounds, on the school bus or at school bus stop
- Cutting class, school, or walking out of the school building without permission
- Possession of fireworks or anything construed as a weapon (zero-tolerance will be exercised)

- Damage to school or personal property. This may require full restitution for damages
- Stealing, cheating on tests, and/or using profanity on school grounds
- Any situation where the administrator feels that it is necessary to remove the student from school

Except when special considerations warrant, every student will be given a written warning in the form of a disciplinary notice that subsequent violation of school regulations may result in his/her exclusion or suspension. Serious violations that create a dangerous or unsafe condition for other students will cause a student to be suspended upon the first offense (zero-tolerance will be exercised). Furthermore, privileges may also be suspended at the discretion of the Principal.

Students on out-of-school suspension will be counted absent (excused) unless the duration of the suspension requires home instruction. Students who are under suspension will be required to make up all assignments missed during the period of their suspension.

IN-SCHOOL SUSPENSION

In order to maintain greater control and provide more guidance for students whose disruptive behavior forces their temporary removal from the regular classroom, in-school suspension will occur. Any student removed from the class for an infraction will be given individualized instruction with a certified teacher separately from their peers. They will also receive counseling from the school counselor to prevent the infraction from re-occurring. Any referral to the office should be from a culmination of disturbing and distracting behavior, which can no longer be resolved in the classroom. In-School Suspension may be assigned in combination with loss of school-related activities and privileges. Only the Principal can assign In-School Suspension and inform staff members of the decision. The Principal may assign a member from the Student Support Services or Faculty to discuss intervention solving techniques. Credit will be given for all assigned work completed and must be turned in the first day the student returns to regular class. The student must also make up any assignments, tests, or quizzes given that he or she may miss during regular class time. Documentation will also be noted in Genesis, and the parent or guardian will be notified. Students may not be permitted to participate in any assemblies, school-sponsored events, or after school activities until he or she receives permission from the Principal.

PRINCIPAL'S AFTER SCHOOL ONE HOUR DETENTION

Students may be assigned after-school detention as a consequence for an infraction by a teacher or the Principal. The teachers must first get Principal approval and coordinate a day and time with the Principal, prior to the student serving a one-hour after school detention. Students in Grade 5 through 8 will report to the office for after-school detention from 2:40 p.m. to 3:40 p.m. Bus students will take the 3:40 p.m. bus home. Documentation will also be noted through a Faust Incident Report, and the parent or guardian will be notified in advance. Anyone arriving late for after school detention or does not show up without good reason, will receive additional days at the discretion of the Principal.

LUNCH DETENTION

Students may be assigned detention at lunchtime for an infraction at the discretion of the Principal or a referral from a teacher. Lunch detention will be held in a classroom with a teacher present. Students will eat lunch in this room with a teacher and remain there for the entire period. Students who typically go

home for lunch may also be assigned detention at lunchtime. In such cases, the teacher will notify the parent by telephone, and the student will remain in the building for a specified number of days. Documentation will also be noted through a Faust Incident Report, and the parent or guardian will be notified by the teacher. Disruption of Lunch Detention will result in additional consequences. Any student that was told that he/she has Lunch Detention and fails to show up will automatically receive additional days of Lunch Detention. The student will be notified in homeroom the following day as well as the teacher that assigned it to the student.

TWO-THREE HOUR PRINCIPAL DETENTION

Students can serve up to three hours of detention on any day at the discretion of the Principal. Parents/Guardians will be notified in advance. It will be the parent's responsibility to pick their child up from school.

LUNCH STUDY

Students who may need extended time or are missing homework or classwork assignments may be asked to report to "Lunch Study" to finish their work. Parents will be notified if their child didn't do his/her homework from the night before. It is also an opportunity for the student to make up academic assignments, tests, quizzes, etc., at the teacher's discretion. Lunch Study is not necessarily a consequence, however, if a student chooses not to show up to Lunch Study after being told by the teacher, he or she will receive an automatic Lunch Detention the following day. The teacher may excuse the student from Lunch Detention at their discretion if the student hands in their work the following day.

FAUST SCHOOL STUDENT ACHIEVEMENT PROGRAM

The Faust School Achievement Program is designed to encourage and promote positive behaviors among the student body, while supporting strong academic growth. Students will be required to reach the following goals for each marking period in order to participate in the End of Marking Period Reward Day. Fourth Marking Period end of year grades will be calculated based on the end of the year date that student grades are to be posted (tentative date: June 12, 2020).

Each student will start with 100 points:

- Students must have **85 points** by the end of each marking period in order to be able to participate in the Marking Period Reward Day.
- Student progress will be monitored and recorded on a spreadsheet throughout the year by selected Grade Level Achievement Advisors.
- Students will receive monthly updates on their point status to ensure that students, teachers and parents are aware of where the student stands.
- Point deductions for students are outlined on the Infraction List. Teachers need to write a Faust Incident Report detailing the nature of the offense and Principal will forward email and point deductions to Faust Achievement Team.
- Teachers wishing to give students points need to fill out an Achievement Certificate and give it directly to the student.

Ways to earn back points:

- Any grade jump of two (2) letter grades = +10 points
 - Examples: F to C, D to B, C to A
- Community Service projects throughout the school (grounds and building).
 - Limit (2) per marking period
 - CS Projects and length of time are to be determined by the Principal
 - 1st hour = +5 points
 - +1 point for each additional hour of service on the same day
- Serving a 3-hour detention = +5 points
 - Limit (1) per marking period
 - Date and time determined by the Principal
- Extra credit project/presentations = +2 points
 - Limit (2) per marking period
 - The student is responsible to ask the teacher for an extra credit project idea
 - EC Projects do not get calculated into students' grade point average

Achievement Bonus Points & Certificates- For students going above and beyond what is expected of them, teachers will give students Achievement Certificates. Students are responsible to show Achievement Chairs their certificates in order to receive the points.

- **Students will not receive their points until they are given a certificate**
- **Email faustachievement@erboe.net to add points or to deduct homework points only**
- **Please put the student's first and last name, grade level, and reason for points**

Examples of ways to earn certificates:**Contributing to the community/school outreach programs = +2**

- Examples: Soup'erbowl Food Drive, clothing drives, Toys for Tots, Box Tops, Red Ribbon Day, Week of Respect, etc.

Acts of Kindness/Good Deeds = +2 points

- Examples: holding the door for someone, cleaning/organizing classrooms, helping a teacher, helping another student, returning money/lost items, volunteering/promoting school and community events

Points that cannot be earned back – students may lose points for the following infractions that cannot be earned back through any of the above mentioned methods. Certain behaviors and actions are not tolerable for any student.

- Rude/Disrespectful Behavior/Attitude to a teacher/staff member:
- Cursing at student/staff member
- Leaving class without permission
- Defiant behavior (outright refusal to do work)
- Fighting or hitting another student
- Leaving the school grounds
- Confirmed case under HIB

Student points will be calculated on an ongoing, cumulative basis

- Students will start the year with 100 points but do not start each marking period over with 100 points. Points will continuously be added to/deducted from and the total at the end of the marking period will be used to determine eligibility for Reward Day.

- Students will receive 5 points at the end of every marking period to go towards point totals for the following marking period.
- Students can only earn back points from the previous marking period. For example, students who lose points in marking period 1 can only earn back those points in marking period 2.

Marking Period Reward Days

- Students must have 85 or more points 3 days prior to the date of activity to attend
- Students may lose privileges other than Reward Days (such as attending plays or concerts)
- Within 10 days after grades are due in Genesis, Reward Days will be scheduled

All 8th grade students must have 85 points or more 3 days prior to the date of each activity to attend.

- Teen Arts Festival - 8th Grade Trip - End of Year Recess

*** Marking Period Reward Days subject to change/adjustment as needed**

Students cannot be excluded from curriculum based educational requirements such as Field Day and Band Competitions because of point totals. However, students may be suspended from such events at the discretion of the Principal.

All students and staff members will be able to check in on individual student progress throughout the school year through the shared drive. Students will also receive a slip in homeroom with the amount of points they have every month.

Infraction List with Point Deductions

- Failing a class (below 65) **-10 points**
- Physical violence/altercations **-10 points**
- Leaving the school building without permission **-10 points**
- In-School Suspension or Out of School Suspension **-10 points**
- Class grade of 66-69 **-5 points**
- 3 or more unexcused lates a month **-5 points**
- Leaving the classroom without permission **-5 points**
- Disrespectful/inappropriate behavior towards others **-5 points**
- Disruptive behavior **-5 points**
- Unsafe behaviors/actions (jeopardizing the safety of others) **-5 points**
- Cheating/forgery **-5 points**
- Defiance **-5 points**
- Refusal to cooperate **-5 points**
- Dishonesty/lying **-5 points**
- Failure to report to the teacher/principal detention **-5 points**
- Misuse of cell phones/electronic devices (without permission, using social media, sending pictures/videos/text messages) **-5 points**
- Misuse of internet (such as searching for inappropriate websites/images) **-5 points**
- Inappropriate language (such as cursing/derogatory remarks directed towards others) **-5 points**
- Bus disturbance **-5 points**
- Defacing/misuse of school property or **-5 points**
- Violation of Dress Code **-5**
- Being in an unauthorized area (ex. – bathrooms, classrooms, gymnasiums, etc... without permission or notification to/from staff member) **-5 points**
- Inappropriate language (such as cursing/derogatory remarks not directed towards others) **-2 points**
- Missing tutoring/homework helper (unexcused) **-2 points**

- Missing homework/assignments **-2 points**
- Bothering others **-2 points**
- Excessively late to class **-2 points**
- Late to school (unexcused) **-2 points**
- Littering **-2 points**
- Loitering in or on school groups after dismissal **-2 points**
- Poor sportsmanship (at sporting events or in classes) **-2 points**
- Excessive talking **-2 points**
- Lunch Detention served **-2 points**

A.S. Faust School Code of Conduct Chart of Infractions & Consequences

In order to maintain the safety and wellbeing of students and school personnel, the Principal and/or Administrator in charge may find it necessary to adjust the consequences when it is in the best interest of the student and the school community. The list below contains examples of offenses; however, school officials reserve the right to sanction pupil behaviors in accordance with the provisions of 18A:37-1, 18A37-2, and all district policies and regulations.

Consequences

LD: Lunch Detention, **ISS:** In School Suspension, **OSS:** Out of School Suspension, **EX:** Expulsion,
Principal Detention: 1, 2, or 3 Hour(s) After School

INFRACTION	1 st OFFENSE	2 nd OFFENSE	3 rd OFFENSE
Excessive talking	Teacher/ staff member warning -2 Achievement Points	Teacher/ staff member warning Faust Incident Report 1-2 Lunch Detention(s) Parent notification -2 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with the School Counselor -5 Achievement Points
Bothering/distracting others	Teacher/ staff member warning -5 Achievement Points	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 2-4 Lunch Detentions Parent notification Meet with the School Counselor -5 Achievement Points
Tantalizing, baiting, Horseplay, Play fighting	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Meet with School Counselor -5 Achievement Points
Excessively late to class (unexcused)	Teacher/ staff member warning -5 Achievement Points	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-4 Lunch Detentions Parent notification Loss of Privileges determined by the Principal Meet with School Counselor

			-5 Achievement Points
Disrespectful and/or inappropriate behaviors/actions towards others and person in authority	Faust Incident Report 1-2 Teacher issued Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 1-3 Hour Principal Detention After School 2-3 Lunch Detentions Parent notification Meet with School Counselor -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points
Pushing/shoving/initiating physical contact /aggressive behavior	Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points	Faust Incident Report 1-2 day(s) of ISS Parent conference Counseling sessions Loss of Privileges determined by the Principal -15 Achievement Points
Disruptive behavior in the classroom, lunchroom, hallways, and on school grounds (yelling, banging furniture, singing loudly, etc.)	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 2-3 Lunch Detentions Loss of Privileges determined by the Principal Parent notification and/or conference Counseling sessions -10 Achievement Points
Inappropriate language (cursing/ derogatory remarks not directed towards others)	Teacher Documentation 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 2-3 Lunch Detentions Parent notification and/or conference Meet with School Counselor -10 Achievement Points

<p>Inappropriate language (cursing/ derogatory remarks directed towards others)</p>	<p>Faust Incident Report 2-3 Lunch Detentions Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 3-4 Lunch Detentions Parent notification Meet with School Counselor Loss of Privileges determined by the Principal -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Counseling sessions Loss of Privileges determined by the Principal -10 Achievement Points</p>
<p>Unsafe behaviors/actions (jeopardizing the safety of others)</p> <p>Inappropriate/unsafe hallway and stairwell behaviors/actions (running, nudging, tripping, yelling, etc.)</p>	<p>Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 2-3 Lunch Detentions Meet with the School Counselor Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points</p>
<p>Throwing objects at others/school property</p>	<p>Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 2-3 Lunch Detentions Meet with School Counselor Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points</p>
<p>Obscenity: Oral, Written, Physical/Gestures</p>	<p>Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points</p>

Missing or late homework/ assignments/ projects	Teacher Documentation (lunch study/ points off) Teacher warning (Teachers can email faustachievement@erboe.net directly if not assigning Lunch Detention) -2 Achievement Points	Teacher Documentation (lunch study/ points off) Teacher after school detention-optional from 2:40pm-2:54pm *Notify Parent via email or phone call faustachievement@erboe.net -2 Achievement Points	Faust Incident Report (Lunch Study until work is made up & points off) *Notify Parent via email or phone call Counselor meet with student, teacher & contact parent and/or conference faustachievement@erboe.net -2 Achievement Points
Dishonesty/Lying	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Meet with School Counselor Parent notification -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points
Cheating on a test/quiz/assignment /project Copying another student's homework	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points
Plagiarism	Faust Incident Report 2-3 Lunch Detentions Zero on assignment Do assignment over correctly Write report on Plagiarism Parent notification Teacher notify School Counselor -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Loss of Privileges determined by the Principal Zero on assignment Do assignment over correctly Meet with School Counselor -10 Achievement Points	Faust Incident Report 1-2 days ISS Parent notification and/or conference Zero on assignment Do assignment over correctly Loss of Privileges determined by the Principal Counseling sessions -15 Achievement Points

False Pretense/Forgery/ Intercepting mail	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Loss of Privileges determined by the Principal Meet with School Counselor -10 Achievement Points
Defacing/misuse of school property	Faust Incident Report 1-2 Lunch Detention(s) Parent notification Restitution for damage -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Meet with School Counselor Parent notification Restitution for damage -5 Achievement Points	Faust Incident Report Principal 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Counseling sessions Loss of Privileges determined by the Principal Restitution for damage -10 Achievement Points
Defiance-Hostile, disobedient behavior(s) directed at adults or other authority figures Complete refusal/open disregard to follow through with a school rule/faculty request (hand over a cell phone/electronic device, object, etc.	Faust Incident Report 1-2 Lunch Detention(s) Parent notification Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points	Faust Incident Report 1-2 days ISS Parent notification and/or conference Loss of Privileges determined by the Principal Counseling sessions -15 Achievement Points
Threatening harm to another student	Faust Incident Report 1- 3 Hour Principal After School Detention 2-3 Lunch Detentions Meet with the School Counselor Parent notification & loss of privileges determined by the Principal -10 Achievement Points	Faust Incident Report 1-2 days ISS 3-4 Lunch Detentions Parent notification and/or conference Counseling sessions Loss of Privileges determined by the Principal -15 Achievement Points	Faust Incident Report 1-3 days OSS Parent conference Loss of Privileges determined by the Principal & Counseling sessions upon return & re-entrance meeting with parent for OSS -20 Achievement Points

<p>Fighting or attacking another student//aggressive behavior to cause harm</p>	<p>Faust Incident Report Parent notification 1-2 days of ISS Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points</p>	<p>Faust Incident Report Parent notification and/or conference 1-2 days OSS Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS -15 Achievement Points</p>	<p>Faust Incident Report Parent meeting 3-4 days OSS Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS -20 Achievement Points</p>
<p>Being in an unauthorized area (bathrooms, classrooms, gymnasiums, etc.) without permission or notifying a staff member</p>	<p>Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 2-3 Lunch Detentions Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points</p>
<p>Selling/exchanging merchandise/objects without administrator/teacher permission on school grounds</p>	<p>Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 2-3 Lunch Detentions Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Meet with School Counselor Prohibited to sell school sponsored merchandise or any merchandise on school grounds -10 Achievement Points</p>
<p>Misuse of cell phone/smart watch/earbuds or electronic devices in the classroom, lunchroom, recess, bathrooms, locker rooms, etc.and anywhere on school grounds. All cell phones/electronic devices and accessories need</p>	<p>Faust Incident Report Teacher warning -5 Achievement Points</p>	<p>Faust Incident Report Parent Notification Teacher confiscate phone and bring it to the main office Student meets with Principal and given a final warning 1-2 Lunch Detentions Meet with School Counselor -5 Achievement Points</p>	<p>Faust Incident Report Teacher confiscate phone and bring it to the main office Parent conference and must pick up student's phone Student hands in phone before homeroom to the main office and picks it</p>

<p><i>(Misuse of cell phone/smart watch/earbuds, etc., cont.)</i> to be in the student’s backpack or carrying bag. No student is permitted to have their cell phone/electronic device, or accessories on them or in their pocket. (Exception- going from their locker to lunch and in the gymnasiums or outside for recess between 11:00 a.m. & 11:45 a.m.)</p>			<p><i>(Misuse of cell phone / smart watch/earbuds, etc., cont.)</i> everyday until Principal decides to allow the student to have their privileges back. If it is confiscated after the 3rd time, the student will hand in phone before homeroom to the main office and pick it everyday indefinitely 3-5 Lunch Detentions Meet with School Counselor -10 Achievement Points</p>
<p>Misuse of cell phone/smart watch/earbuds or electronic devices anywhere on school grounds (using social media, using without permission in or outside of class, recording, sending or taking pictures, inappropriate text messages, etc.)</p> <p>All cell phones/electronic devices and accessories need to be in the student’s backpack or carrying bag. No student is permitted to have their cell phone/electronic device, or accessories on them or in their pocket. (Exception- going from their locker to lunch and in the gymnasiums or outside for recess between 11:00 a.m. & 11:45 a.m.)</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 2-3 Lunch Detentions Teacher confiscate phone and bring it to the main office Parent conference and/or notification Pictures, videos, recordings and any type of social media must be erased from the phone Student hands in phone before homeroom to the main office and picks it everyday until Principal decides to allow the student to have their privileges back. Meet with School Counselor Possible Notification to ERPD -5 Achievement Points</p>	<p>Faust Incident Report Teacher confiscate phone and bring it to the main office ISS 3-5 Lunch Detentions Parent conference and given student’s phone Student hands in phone before homeroom to the main office and picks it up at the end of the school day Loss of Privileges determined by the Principal Counseling sessions Possible Notification to ERPD -10 Achievement Points</p>	<p>Faust Incident Report Teacher confiscate phone and bring it to the main office 1 - 3 days of OSS Parent conference and given student’s phone Student hands in phone before homeroom to the main office and picks it at the end of the school day indefinitely Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS Possible Notification to ERPD -15 Achievement Points</p>

<p>Misuse of internet/computer networks (searching for inappropriate websites, images, etc) Editing without permission another student's or staff members Google account (Gmail, Doc, Slide, etc). An assessment of the level of seriousness misuse/abuse of technology will be made and appropriate consequences may vary and determined by the administrator</p>	<p>Faust Incident Report 1-2 Lunch Detention(s) Meet with School Counselor Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 2-3 Lunch Detentions Parent notification Monitoring of student by teacher and/or restricted or loss of computer privileges determined by the Principal Counseling sessions -5 Achievement Points</p>	<p>Faust Incident Report 1-3 days of ISS Parent notification and/or conference Restricted or loss of computer privileges determined by the Principal Counseling sessions -10 Achievement Points</p>
<p>Leaving classroom or designated area without permission. Not reporting to an assigned class without permission from a teacher/staff member</p>	<p>Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or meeting Counseling sessions -10 Achievement Points</p>
<p>Late to school Unexcused After 5, 10, 15, 20 days of the student being late to school (excused or unexcused), the Attendance Committee sends parent a letter to the residence</p>	<p>Faust Incident Report (2 days tardy/late) 1 Lunch Detention for every day late Parent notification -5 Achievement Points</p>	<p>Faust Incident Report (4 days tardy/late) 1 Lunch Detention for every day late Parent notification Meet with School Counselor -5 Achievement Points</p>	<p>Faust Incident Report (5days tardy/ late or more) 1 Lunch Detention for every day late Attendance Committee sends parent a letter to the residence for excused and unexcused tardy/late Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points</p>
<p>Failure to report to detention assigned by a staff member or administrator</p>	<p>Faust Incident Report 1-2 extra days of Lunch Detention(s) Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention Extra days of Lunch Detention(s) determined by the Principal</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention Extra days of Lunch Detention(s) determined by the Principal</p>

		<p><i>(Failure to report to detention, etc., cont.)</i> Parent notification Meet with School Counselor -5 Achievement Points</p>	<p><i>(Failure to report to detention, etc., cont.)</i> Counseling sessions Parent notification and/or conference Loss of Privileges determined by the Principal -10 Achievement Points</p>
<p>Inappropriate behavior in detention such as laughing, excessive talking, inappropriate gestures/faces Late to detention</p>	<p>Faust Incident Report 1 extra day of Lunch Detention(s) Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 2-3 extra Lunch Detentions Parent notification -5 Achievement Points</p>	<p>Faust Incident Report 1- 3 Hour Principal After School Detention Student eats lunch in the main office or in a separate classroom with a faculty member Parent notification and/or meeting Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points</p>
<p>Dress Code Violation</p>	<p>Faust Incident Report Student sent to the main office Student needs to call home for appropriate clothing/shoes If parent can't bring clothing, the student will remain in the main office for the day -5 Achievement Points</p>	<p>Faust Incident Report 1-2 Lunch Detention(s) Student sent to the main office Student needs to call home for appropriate clothing/shoes Parent notification If parent can't bring clothing, the student will remain in the main office for the day -5 Achievement Points</p>	<p>Faust Incident Report 2-5 Lunch Detentions Student sent to the main office Student needs to call home for appropriate clothing/shoes Parent notification If parent can't bring clothing, the student will remain in the main office for the day Loss of Privileges determined by the Principal Meet with School Counselor -10 Achievement Points</p>

Missing tutoring or after school extra help for a teacher (unexcused)	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Student called down to the main office 2 minutes before the 2:40 bell and escorted to classroom Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points
Bus disturbance	Bus Incident Report from bus driver Student is given a firm warning by Principal -5 Achievement Points	Bus Incident Report from bus driver 2-3 Lunch Detentions Assigned seat Possible suspension of bus privileges and/or taking 2nd or 3rd bus determined by the Principal Parent notification Counseling sessions -5 Achievement Points	Bus Incident Report from bus driver 1-2 days ISS Assigned seat Possible suspension of bus privileges and/or taking 2nd or 3rd bus indefinitely which will be determined by the Principal Parent notification Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points
Not reporting to the bus after school without permission	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification Student held in the main office until bus arrives until Principal decided to give back privileges -5 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification Student held in the main office until bus arrives indefinitely Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points

Leaving the school building without permission when school is in session	Faust Incident Report ISS- 1- 2 days Notify parent Notify ERPD Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points	Faust Incident Report ISS- 2- 3 days Parent Conference Notify ERPD Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points	Faust Incident Report OSS- 1-3 days Parent Conference Notify ERPD Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS -15 Achievement Points
Loitering in or on school grounds before or after dismissal	Faust Incident Report 1-2 Lunch Detention(s) Parent notification -5 Achievement Points	Faust Incident Report 2-3 Lunch Detentions Parent notification -5 Achievement Points	Faust Incident Report 1-3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Meet with School Counselor -10 Achievement Points
Excessive display of affection/Inappropriate touching	Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor -10 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions Parent notification and/or conference Counseling sessions Loss of Privileges determined by the Principal -10 Achievement Points	Faust Incident Report 1- 3 Hour Principal After School Detention 4-5 Lunch Detentions Parent conference Counseling sessions Loss of Privileges determined by the Principal -15 Achievement Points
Removed from class for disruptive/inappropriate behavior	Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points	Faust Incident Report Principal 1-3 Hour After School Detention 3-4 days Lunch Detentions Parent notification and/or conference Counseling sessions Loss of Privileges determined by the Principal -10 Achievement Points	Faust Incident Report 1-2 days ISS Parent conference Counseling sessions Loss of Privileges determined by the Principal -15 Achievement Points
Poor Sportsmanship (at school sponsored events, recess, and in class/	Faust Incident Report 2-3 Lunch Detentions Parent notification	Faust Incident Report 1- 3 Hour Principal After School Detention 3-4 Lunch Detentions	Faust Incident Report 1-3 days ISS Parent conference Counseling sessions

Inappropriate behavior at school program, dance or trip	Loss of Privileges determined by the Principal -10 Achievement Points	Meet with School Counselor Parent notification and/or conference Loss of Privileges determined by the Principal -10 Achievement Points	Loss of Privileges determined by the Principal -15 Achievement Points
Inappropriate behavior during a drill	Faust Incident Report 3-5 Lunch Detentions Parent notification Loss of Privileges determined by the Principal Meet with School Counselor -10 Achievement Points	Faust Incident Report 1-3 days ISS Parent notification and/or conference Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points	Faust Incident Report 1-3 days OSS Parent conference Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS -15 Achievement Points
Theft of Personal/School Property	Faust Incident Report 1- 3 Hour Principal After School Detention 3-5 days of Lunch Detentions Student must return/replace the item(s) Notify parent Possible notification to ERPD Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points	Faust Incident Report 1-3 days ISS Student must return/replace the item(s) Parent conference Notify ERPD Counseling sessions Loss of Privileges determined by the Principal -10 Achievement Points	Faust Incident Report 1-3 days OSS Student must return/replace the item(s) Parent conference Notify ERPD Counseling sessions upon return & re-entrance meeting with parent for OSS Loss of Privileges determined by the Principal -15 Achievement Points
Possession and intentional/unintentional use that may cause harm to others by spraying aerosol, pepper spray, perfume, cologne, etc.	Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points	Faust Incident Report 1-3 Hour Principal After School Detention 3-4 Lunch Detentions Not permitted to carry any type of backpack or bag. Parent notification Counseling sessions & loss of Privileges determined by the Principal -10 Achievement Points	Faust Incident Report 1-2 days ISS Not permitted to carry or have backpack or bag on any type Parent notification and/or meeting Counseling sessions Loss of Privileges determined by the Principal -15 Achievement Points

<p>Confirmed (Harassment, Intimidation, Bullying (HIB) Violation Includes sexual and all other forms of harassment in person, gossip, rumors, social media</p>	<p>Faust Incident Report 1-2 days ISS (Adjustments may be made on the amount of days & consequences) Parent notification and/or conference Counseling sessions Loss of Privileges determined by the Principal *Depending on the circumstances, the student may have additional changes to their schedule, lunch period, hallway routes, etc. -10 Achievement Points</p>	<p>Faust Incident Report 2-3 days ISS (Adjustments may be made on the amount of days & consequences) Parent notification and conference Counseling sessions Loss of Privileges determined by the Principal *Depending on the circumstances, the student may have additional changes to their schedule, lunch period, hallway routes, etc. -10 Achievement Points</p>	<p>Faust Incident Report 1-2 days OSS (Adjustments may be made on the amount of days & consequences) Parent notification and/conference Counseling sessions upon return & re-entrance meeting with parent for OSS Loss of Privileges determined by the Principal *Depending on the circumstances, the student may have additional changes to their schedule, lunch period, hallway routes, etc. -15 Achievement Points</p>
<p>Gambling-Wagering on any game/activity/event/situation</p>	<p>Faust Incident Report 2-3 Lunch Detentions Parent notification Meet with School Counselor Loss of Privileges determined by the Principal -10 Achievement Points</p>	<p>Faust Incident Report 3-4 Lunch Detentions Parent notification and/or conference Counseling sessions Loss of Privileges determined by the Principal -10 Achievement Points</p>	<p>Faust Incident Report 1-2 days ISS Parent conference Counseling sessions Loss of Privileges determined by the Principal -15 Achievement Points</p>
<p>Possession of flammables or any items, devices, or materials that can cause a fire (firecrackers, snaps, poppers, matches, lighters, etc.)</p>	<p>Faust Incident Report ISS- Up to 3 days Notify parent and/or conference Notify ERPD Loss of Privileges determined by the Principal Counseling sessions -10 Achievement Points</p>	<p>Faust Incident Report OSS-Up to 10 days Parent conference Notify ERPD Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance conference with parent -15 Achievement Points</p>	<p>Faust Incident Report OSS/EX-Placement/ Days are to TBD by Superintendent & ERBOE Loss of Privileges determined by the Principal Counseling sessions if returning & re-entrance meeting with parent for OSS -20 Achievement Points</p>

<p>Vandalism</p> <p>Wrongful Entry-Breaking into the school when no personnel is in the building</p> <p>In every case -25 Points</p>	<p>Faust Incident Report</p> <p>Depending on the severity the Principal will determine the amount of days and ISS or OSS</p> <p>Parent conference</p> <p>Counseling sessions upon return & re-entrance meeting with parent for OSS</p> <p>Notify ERPD and/or file police report</p> <p>Restitution for damage</p> <p>Loss of Privileges determined by the Principal</p>	<p>Faust Incident Report</p> <p>Depending on the severity the Principal will determine the amount of days and ISS or OSS</p> <p>Parent conference</p> <p>Counseling sessions upon return & re-entrance meeting with parent for OSS</p> <p>Restitution for damage</p> <p>Notify ERPD and/or file police report</p> <p>Loss of Privileges determined by the Principal</p>	<p>Faust Incident Report</p> <p>Depending on the severity the Principal will determine the amount of days and ISS or OSS</p> <p>Parent conference</p> <p>Counseling sessions upon return & re-entrance meeting with parent for OSS</p> <p>Restitution for damage</p> <p>Notify ERPD and/or file police report</p> <p>Loss of Privileges determined by the Principal</p>
<p>Inappropriate language (cursing/derogatory remarks towards a staff member/school personnel)</p> <p>In every case -25 Points</p>	<p>Faust Incident Report</p> <p>1-2 days ISS</p> <p>Parent notification</p> <p>Loss of Privileges determined by the Principal</p> <p>Counseling sessions</p>	<p>Faust Incident Report</p> <p>2-3 days ISS</p> <p>Parent notification and/or conference</p> <p>Loss of Privileges determined by the Principal</p> <p>Counseling sessions</p>	<p>Faust Incident Report</p> <p>1-3 days OSS</p> <p>Parent conference</p> <p>Counseling sessions upon return & re-entrance meeting with parent for OSS</p> <p>Loss of Privileges determined by the Principal</p> <p>Counseling sessions</p>
<p>Threatening to harm a staff member/school personnel</p> <p>In every case -25 Points</p>	<p>Faust Incident Report</p> <p>1-2 days ISS</p> <p>Parent conference</p> <p>Counseling sessions</p> <p>Notify ERPD & file report</p> <p>Psychiatric Evaluation by Physician (Policy 3161- Examination for cause)</p> <p>Loss of Privileges determined by the Principal</p> <p>Counseling sessions</p>	<p>Faust Incident Report</p> <p>OSS-2-3 days</p> <p>Parent conference</p> <p>Counseling sessions upon return & re-entrance meeting with parent for OSS</p> <p>Notify ERPD & file report</p> <p>Psychiatric Evaluation by Physician (Policy 3161- Examination for cause)</p> <p>Loss of Privileges determined by the Principal</p>	<p>Faust Incident Report</p> <p>OSS/EX-Placement/</p> <p>Days are to TBD by Superintendent & ERBOE</p> <p>Parent conference</p> <p>Counseling sessions if returning return & re-entrance meeting with parent</p> <p>Notify ERPD & file report</p> <p>Psychiatric Evaluation by Physician (Policy 3161- Examination for cause)</p>

			<p><i>(Threatening to harm staff, etc., cont.)</i> Loss of Privileges determined by the Principal</p>
<p>Extortion-Attempt to secure money, homework, objects or property through threats or physical harm</p> <p>-25 Achievement Points</p>	<p>Faust Incident 1-3 days ISS Parent conference Notify ERPD & file report Loss of Privileges determined by the Principal Counseling sessions</p>	<p>Faust Incident Report OSS-2-3 days OSS Parent meeting Counseling sessions upon return & re-entrance meeting with parent for OSS Notify ERPD & file report Loss of Privileges determined by the Principal</p>	<p>Faust Incident Report OSS/EX-Placement/ Days are to TBD by Superintendent & ERBOE Parent conference Counseling sessions if returning & re-entrance meeting with parent for OSS Notify ERPD & file report Loss of Privileges determined by the Principal Counseling sessions</p>
<p>Gang related clothing or accessory on school grounds, school bus, or any school related or sponsored activity, that would indicate a pupil has affiliation with a gang</p> <p>-25 Achievement Points</p> <p>Policy 5615</p>	<p>Faust Incident Report Parent notification/conference Loss of Privileges determined by the Principal Notify ERPD if suspected of being affiliated with a gang</p> <p>OSS - Days TBD by Superintendent & ERBOE if determined of being affiliated with a gang Counseling sessions upon return & re-entrance meeting with parent for OSS</p>	<p>Faust Incident Report Parent conference Loss of Privileges determined by the Principal Notify ERPD if suspected of being affiliated with a gang OSS - Days TBD by Superintendent & ERBOE if determined of being affiliated with a gang Counseling sessions upon return & re-entrance meeting with parent for OSS</p>	<p>Faust Incident Report Parent meeting Loss of Privileges determined by the Principal Notify ERPD if suspected of being affiliated with a gang OSS - Days TBD by Superintendent & ERBOE if determined of being affiliated with a gang</p> <p><i>(Gang clothing, affiliation, etc., cont.)</i> Counseling sessions upon return & re-entrance meeting with parent for OSS</p>

<p>Possession of and/or Smoking cigarettes, vaping devices, e-cigarettes or related paraphernalia in the school building or on school grounds</p> <p>Policy and Regulation 5530 – Substance Abuse</p> <p>-25 Achievement Points</p>	<p>Faust Incident Report OSS-2 3 days</p> <p>An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent(s) or legal guardian(s) of the pupil, the Building Principal, and the Superintendent in accordance with N.J.A.C. 6A:16-4.3</p> <p>Notify parent Notify ERPD Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS</p>	<p>Faust Incident Report OSS-3-4 days</p> <p>An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent(s) or legal guardian(s) of the pupil, the Building Principal, and the Superintendent in accordance with N.J.A.C. 6A:16-4.3</p> <p>Parent conference Notify ERPD Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS</p>	<p>Faust Incident Report OSS/EX-Placement/ Days are to TBD by Superintendent & ERBOE</p> <p>An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent(s) or legal guardian(s) of the pupil, the Building Principal, and the Superintendent in accordance with N.J.A.C. 6A:16-4.3</p> <p>Parent conference Notify ERPD Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS</p>
<p>Possession, distribution and/or use of alcoholic beverages or of a controlled dangerous/illegal substance or other substance set forth in N.J. A.S.A. 18A:40A-9</p> <p>Policy and Regulation 5530 – Substance Abuse</p> <p>-25 Achievement Points</p>	<p>Faust Incident Report OSS-2-3 days</p> <p>An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent(s) or legal guardian(s) of the pupil, the Building Principal, and the</p>	<p>Faust Incident Report OSS-3-4 days</p> <p>An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent(s) or legal guardian(s) of the pupil, the Building Principal, and the Superintendent in accordance with N.J.A.C.</p>	<p>OSS/EX-Placement/ Days are to TBD by Superintendent & ERBOE</p> <p>An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent(s) or legal guardian(s) of the pupil, the Building Principal, and the</p>

	<p><i>(Possession, distribute, or use of alcohol, etc., cont.)</i></p> <p>Superintendent in accordance with N.J.A.C. 6A:16-4.3(a)2 - 4.3(a)</p> <p>Parent meeting Notify ERPD Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS</p>	<p><i>(Possession, distribute, or use of alcohol, etc., cont.)</i></p> <p>6A:16-4.3(a)2 - 4.3(a)8</p> <p>Parent meeting Notify ERPD Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS</p>	<p><i>(Possession, distribute, or use of alcohol, etc., cont.)</i></p> <p>Superintendent in accordance with N.J.A.C. 6A:16-4.3</p> <p>Parent meeting Notify ERPD Loss of Privileges determined by the Principal Counseling sessions upon return & re-entrance meeting with parent for OSS</p>
<p>Falsifying Alarm -25 Achievement Points</p>	<p>In every case of falsifying alarm: OSS-Up to 4 days Parent conference Notify ERPD & file report Loss of Privileges determined by the Principal Possible request for Psychiatric Evaluation by Physician (Policy 3161- Examination for cause) Counseling sessions upon return & re-entrance meeting with parent for OSS</p>		
<p>Arson/Setting fire OSS / EX Policy 2415.06</p>	<p>In every case of arson: OSS/EX- Placement/Days are to TBD by Superintendent & ERBOE Psychiatric Evaluation by Physician (Policy 3161- Examination for cause) Parent conference</p>		

	<p><i>(Arson, setting fire, etc., cont.)</i> Notify ERPD & file report Counseling sessions if returning & re-entrance meeting with parent for OSS</p>		
<p>Assault on staff member/school personnel/person in authority OSS / EX Policy and Regulation 5612</p>	<p>OSS/EX-Placement/Days are to TBD by Superintendent & ERBOE Psychiatric Evaluation by Physician (Policy 3161- Examination for cause) Parent conference Notify ERPD & file report Staff member must file a police report as required pursuant to N.J.S.A. 18A:37-2.1 and N.J.A.C. 6A:16-5.7 : Counseling sessions if returning & re-entrance meeting with parent for OSS</p>		
<p>Possession and/or use of a weapon /firearm OSS / EX Policy 8467 Policy 5613</p>	<p>In every case of weapons/firearms: OSS/EX-Placement/Days are to TBD by Superintendent & ERBOE Notify ERPD & file report Psychiatric Evaluation by Physician (Policy 3161- Examination for cause) Parent conference Counseling sessions if returning & re-entrance meeting with parent for OSS</p>		

EAST RUTHERFORD PUBLIC SCHOOLS

Office of the Principal

100 Uhland Street

East Rutherford, NJ 07073

Phone: (201) 804-3100 ♦ Fax: (201) 804-7669

rbarrale@erboe.net

Students must see the Principal to earn back Achievement Points

Examples of ways to accumulate points: Contributing to the community/school outreach programs, Acts of Kindness/Good Deeds, Community Service projects throughout the school (grounds and building), Projects/Presentations/Reports, Etc.

- *Appropriate incident reports will be completed for all Code of Conduct infractions and submitted to Administration for documentation purposes on the same day of the incident before 2:40 p.m.*
- *Administrative Detention is subject to be implemented during Lunch Period or After School after parent notification by faculty or administration*
- *This Code of Conduct was developed in accordance with ERBOE Policy/Regulation on Discipline 5600.*
- *The range is used by the administration to determine consequence based on frequency and/or severity of the infraction. Classroom rules developed by students and teachers still apply.*

Note: There may be mental health clearance required for certain student behavior/infractions for the safety of students and staff.