2019-2020
Central Regional
School District
509 Forest Hills Parkway
Bayville, N.J. 08721
(732) 269-1100

Student Name ___________________________________________
Home Address ___________________________________________
Phone Number (h)_________________ (c)___________________
Email __________________________________________________
Grade ______  Homeroom ______  Locker Number ______

Administration
Triantafillos Parlapanides, Ed. D., Superintendent
Kevin O’Shea, School Business Administrator
Joseph Firetto, Principal
Kevin Buscio, Assistant Principal for 7th grade class
Thomas J. Gallahue, Jr. Ed.D, Assistant Principal for 8th grade class
Felicya Morreale, Curriculum Supervisor
Timothy Murphy, Director of Student Personnel Services
John Scran, Athletic Director
Colleen McCauley, Supervisor of Special Services
Barbara Sargeant, Transportation Coordinator
Sam Pepe, Supervisor of Buildings & Grounds

Board of Education Members
Louis Tuminaro, President.........Berkeley
Denise Pavone-Wilson, Vice President.........Berkeley
Susan Cowdrick...........Island Heights
George Dohn.........Berkeley
Ralph Frulio...........Berkeley
Michael Graichen........Seaside Heights
Robert Livingston.........Ocean Gate
Tracy Mianulli.........Seaside Park
Al Aires ...........Berkeley
Dear Student & Parents,

On behalf of the staff, welcome to Central Regional Middle School! We are very excited about you joining our learning community either as a newcomer or returning student. I’m certain you will enjoy your experiences and journey through middle school provided you take advantage of every opportunity for learning and fun.

This handbook and agenda will serve as a valuable tool in making you organized and successful as a learner. It contains valuable and critical information that will assist you throughout the school year. We hope you will make regular use of this helpful resource.

CRMS is a great school where students receive quality instruction in a safe and respectful culture of learning. We want the best for our students and look forward to working with our parents in a partnership of academic success. Parents, we encourage you to talk often to your children about their school day and the amazing things they are doing in the classroom or at extracurricular activities. Please take the time to read, review and take note of the contents of the agenda. Should you have any questions or concerns, please feel free to contact me at 732-269-1100 ext. 5313 or simply refer to our district website.

Have a great school year-I look forward to working with each of you!

Joseph F. Faretto
Principal

The Administration recommends that you familiarize yourself with this handbook. Students are held responsible for all district rules, policies, and regulations. Any updated policy from the Board of Education or rule adaptation by the administration during the course of the school year will supersede the contents of this handbook. Please check the school website, www.centralregional.net, to review all policies/regulations and for current happenings for the middle school.
Mission Statement
To raise the achievement level of all students who enter the doors of the Central Regional School District and to ensure they master the skills necessary to lead a productive life.

Philosophy
Central Regional School District believes that the prime responsibility of the school district is to provide the best possible educational program for the students. The students of the schools, representing the five communities, form a pluralistic group in the truest sense. The purpose of education in the Central Regional School District is to facilitate the development of a child to his/her greatest potential.

Affirmative Action Classroom Practices
The Board of Education shall provide equal and bias-free access for all pupils to all school facilities, courses, programs, activities, and services, regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status.

Equal Educational Opportunities
The Board of Education directs that all pupils enrolled in the schools of this district shall be afforded equal educational opportunities in strict accordance with law. No pupil 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 pupil’s race, color, creed, religion, national origin, ancestry, age, marital status, affectionation or sexual orientation or sex, social or economic status, or disability. The Board shall assure that all pupils are free from harassment, sexual or otherwise.

Expectations for Pupil Conduct
The Board of Education believes that pupils should commit themselves to learning and to the development of their unique potential. Pupils should know that their attitudes and behavior affect both their own and their classmates’ learning and should accept responsibility for helping to create a positive school environment. With the support and assistance of school staff members and parent(s) or legal guardian(s), all pupils can contribute to the effectiveness of the schools and the value of their education.

The Board expects all pupils 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 intellectual and creative products of others;
- Take responsibility for their own behavior;
- Use time and other resources responsibly;
- Share responsibilities when working with others;
- Meet the requirements of each course of study;
- Monitor their own progress toward school objectives; and
- Communicate with parent(s) or legal guardian(s) and appropriate school staff members.

(Policy 2110, 2260, 5500, 5750, 5755)
School Visitors
All visitors are required to sign in at the front desk and then report to the Main Office before proceeding to any part of the building. No student may have visitors in school.

(Policy 9150)

Honor Code
It is the responsibility of all members of an academic community to ensure that high standards of academic integrity are promoted and maintained.

- All forms of cheating and plagiarism are unacceptable.
- All work submitted is expected to be the independent and original work of the student who submitted it (unless stated).
- Allowing another to use your work for dishonest purposes is unacceptable.

(Policy 5701)

Assembly Programs
Periodic assembly programs are arranged for the student body. All students must sit with their assigned classes during an assembly. All students are required to conduct themselves in a proper manner in an assembly. Courtesy toward guests and visitors is a basic requirement of all students.

Emergency School Closing & Delayed Openings
These delays and scheduled half days will alter the bell schedule above.

An automated phone call will go out to all homes. Please be sure that the number you wish to be called is correct. The number that is listed as your “home” number is the one called, so if you prefer to have a cell number called make sure that guidance has that number listed as your home number. Note: The home number is the first number that is always called when trying to get in touch with a parent.

Announcements will also be broadcast over radio station WOBM 92.7-F. M

Media Center
The media center will be opened each day from 8:50 a.m. to 3:00 p.m. unless otherwise notified. The media center is to be used for reference work and reading. The media specialist will honor a limited number of passes during lunch times and from classroom teachers.

Internet Access
Students in September of their seventh grade year will read over the school district's Internet Access Policy with their parents. Each seventh grade parent can complete this form on their parent portal giving permission for the use of the media center computer lab as well as classroom computers. Without this form, students will not be permitted access to the Internet. Inappropriate use of the Internet may result in suspension of all Internet access.

(Policy 2361)
Special Services Department
The Department of Special Services is comprised of a director, a speech therapist, an occupational therapist, special education teachers, instructional aides, one (1) learning disabilities teacher-consultant, one (1) social worker, and one (1) school psychologist. The child study team staff has the responsibility of examining, classifying, and recommending special education programs for a pupil considered to be educationally handicapped and needing special help. It also provides preventive and supportive services to non-handicapped youth by suggesting programs, techniques, and materials to the regular staff.

Students who fail to make an adequate school adjustment emotionally, socially, or academically or who experience special physical or communication difficulties may be referred to the team with parental written permission by themselves, their parents, teachers, principal, assistant principal, guidance counselor, school nurse, or other medical consultant or social agencies entrusted with their welfare.

ATTENDANCE
In accordance with the provisions of N.J.S.A. 18A:38-25, every parent, guardian, or other person having control and custody of a child between the ages of six and sixteen shall cause the child to regularly attend school. The Board of Education requires students enrolled in the school district attend school regularly in accordance with the laws of the State.

In accordance with the provisions of N.J.A.C. 6A:16-7.6 and for the purposes of this Policy and Regulation 5200, a student's absence from school will be excused or unexcused that counts toward truancy.

(Policy 5200)

Early Arrival
Any student who arrives to school prior to 8:40 a.m. must report to the cafeteria. Students are prohibited from going to their locker or to see staff prior to the start of the day.

Tardiness
Tardiness to school or class that is caused by a pupil's illness, an emergency in the pupil's family, the observance of a religious holiday, a death in the pupil's family, or by the pupil's compliance with a request or directive of an administrator will be considered justified and is excused. Documentation will be necessary for any excusal. All other incidents of tardiness will be considered unexcused.

(Policy 5240)

Late Arrival & Early Dismissal
Late arrival and early dismissal of a pupil on the prior written request of the pupil's parent(s) or legal guardian(s) may be excused. Good cause may include, but need not be limited to, medical and dental appointments that cannot be scheduled outside the school day, medical disability, and court appearances.

(Policy 5230)

Definitions/Procedures
ABSENCE FROM SCHOOL is not attending assigned classes and activities for the entire day or part of the school day. An absence from school will be regarded as excused, explained, or unexplained and will be dealt with accordingly. For the purpose of this regulation, however, all
absences explained and unexplained will be counted as part of the eighteen-day regulation with the exception of approved religious holidays and take your child to work day, (notes for these absences are required within 48 hours).

**SCHOOL-SPONSORED ACTIVITY** will not be considered an absence and includes all sanctioned activities such as field trips, athletic events, and all other approved *school-sponsored* activities.

**CLASS CUT** is the unexcused or unexplained absence from one or more classes or activities. Discipline will be administered on a progressive basis by the administration. Excessive cuts will result in suspension and parent notification. Additional discipline may include, but is not limited to: failure of class or participation in extra-curricular activities/events.

**TARDINESS** If a student is late to school after 8:45 am, he/she must report to the Main Office to obtain an admittance slip. Students who attend less than four (4) hours of instructional time will be marked absent from school for the entire day. Discipline will be administered for students who arrive late to school.

**MAKE-UP WORK**
All students who are absent are expected to make up missed assignments. It shall be the student’s responsibility to contact his/her teachers about making up assignments missed because of absence.

**EXCESSIVE ABSENCES**
If a student has accumulated a total of eighteen (18) unexcused absences, the principal or his designee, after reviewing the circumstances in question, may sign a complaint against the parent or guardian in Municipal Court.

**EARLY DISMISSAL**
Students will only be released for any early dismissal to a parent, guardian, or person who appears on their emergency card. Valid identification is required.

Students who are absent from school for the entire day or part of the day (tardy or early dismissal) are not eligible to participate in a practice, game, or activity scheduled for that day without the written approval of the Principal or Assistant Principal.
GUIDANCE

It is the function of the guidance department to assist each student in deriving the greatest possible benefits from his/her middle school career. The counselors provide assistance in many areas such as: academic planning; assessment of student progress; interpretation of test results; career/employment counseling; personal and social counseling; and high school preparation. Members of the counseling staff are as follows:

Mr. Timothy Murphy, Director of Student Support Services
Mrs. Kristine Golda (A – J) ext. 5318
Ms. Kathleen Kropke (K – Z) ext. 5317
Mrs. Christine Selby (SAC) ext. 5319

All students are invited to come to the guidance office to discuss any problems with the counselors. The members of the department are interested in each student individually and are willing to help in any way possible.

Fax: 732-269-4873

Student Assistance Program
The Student Assistance Program offers you a variety of prevention and intervention services to assist you with any issues that may be affecting your academic success. We encourage you to take advantage of the educational/support groups. These groups are specifically geared towards drug and alcohol prevention/use, anger management, self-esteem, coping skills and grief. Groups meet at certain intervals during the school year on a weekly basis. Confidentiality will be emphasized.

Crisis counseling is also available to students who experience situations that cause great stress and require intervention. Referral and resource services will be available to both students and their families. Individual counseling will take place as needed. Any questions should be directed to Mrs. Selby.

(Policy 5350, 5530)

Intervention and Referral Service
Central Regional Middle School has an Intervention and Referral Service (I&RS) committee. The purpose of I&RS is to identify students experiencing difficulty either academically, behaviorally or socially and to develop strategies to assist the students.

(Policy 2417)

Harassment, Intimidation and Bullying
The board of education prohibits acts of harassment, intimidation, and bullying. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying like other disruptive or violent behaviors, is conduct that disrupts both a pupil’s ability to learn and a school’s ability to educate its pupils in a safe and disciplined environment.

(Policy 5512)
Realtime Parent & Student Portals
The district provides students and parents with access updated information concerning student progress and upcoming assignments from home. This new service will replace many older forms of communication between the school and our families; therefore, it is strongly recommended that students and parents familiarize themselves with the portals.
(Policy 5420)

Change of Address, Phone Number, or Contact Information
In case of moving or change in any contact information, the Guidance Department should be notified immediately. Please make sure your information on the portal is accurate and up to date in order for us to contact you (especially in an emergency).

Marking Periods Dates
1st *September 4, 2019 – November 1, 2019
2nd *November 11, 2019 – January 24, 2020
3rd *January 27, 2020 – March 27, 2020
4th *March 30, 2020- June 18, 2020
Promotion *June 17, 2020  6:00 pm
*Marking period dates & promotion subject to change due to unscheduled school closures.

Mid-Term and Final Exams
Exams in each subject will be administered at the conclusion of the first semester/2nd marking period and at the end of the school year. The mid-term and final exam will appear as a separate grade on the report card. They will each count as 1/10th of the final grade. There will be no exemptions.

Mid-term Exams January 23, 24, 27 and 28   Final Exams June 15, 16, 17 and 18

Promotion Requirements
In order for a student to earn promotion into either Grade 8 or to the high school, the student must pass at least four (4) out of their five (5) required courses. Of the four (4) courses passed, at least three (3) of them must be in the areas of language arts, social studies, mathematics, and science. Required courses include: language arts, social studies, mathematics, science and physical education.

Grading
A = 90-100   B = 80-89   C = 75-79   D = 70-74   F = 0-69.
Numerical grades will be used to report all marking periods, final exams, and final year-end averages.

MX is designated only for medical excuse and only with a doctor’s written certification and approval of the health office. Any student medically excused will be assigned a study hall during that time period.

INC is the designation when a student fails to complete the course work for a marking period due to unforeseen circumstances and is given a specific time frame to make up the course work.
(Policy 2624, 5200)
Report Cards and Interim Progress Reports
Printed copies of report cards and interim progress reports will no longer be handed out or mailed home to students. Parents and students may access report cards and interim progress reports through the portals. Parents will be notified through our all-call system that they are available to view on Realtime.

(Policy 5420)

Homework
Homework is a traditional part of the school experience, expected by parents, by the Board of Education and by most students. As educators, we know that doing regular homework assignments improves student achievement and instills responsible work habits. Where the homework policy applies, it should not count for more than 20% of the final grade.

If a student is absent three (3) or more days, the counselor or guidance secretary should be contacted to request class and homework assignments. Normally this material may be picked up in the guidance office two (2) days after the request. If absent for fewer than three (3) days, the student should contact the teachers upon his/her return for assignments. The student may use the teacher’s district email address for homework requests.

(Policy 2330)

Textbooks
The classroom teacher distributes textbooks and the teacher records the teacher’s initials, book number, and book condition. Students are required to keep all books covered. If a book is lost it should be reported to your subject teacher immediately. The textbook must be paid for before the student can be issued another text. If a book is found, the money will be refunded. Teachers will examine textbooks at the end of the school year and assess fines according to any damage as prescribed by Board of Education Policy.

Academic Recognition
HONOR ROLL
The student must have an average between 85 and 93 and no grade lower than an 85.

HIGH HONOR ROLL
The student must have a 93 to 100 average and no grade lower than an 85.

Transfer of Students
Parents will need to make an appointment with guidance. Students leaving Central Regional Middle School are required to obtain a withdrawal form and have all teachers’ signatures. All books and school property must be returned in good condition before a teacher releases a student from class. Students will receive a transfer card to be presented at the school in which the student intends to enroll.

(Policy 8330)

Working Papers
All students, 14-15 years of age who propose to accept a job, either part-time or full-time are subject to the New Jersey Child Labor Laws and must obtain working papers to comply with these laws. Working papers may be secured from the guidance office. (N.J.S.A. 34:2-21.1 et seq. and N.J.A.C. 12:58 et seq.)
Office Hours: Extra Help & Make-Up

- Monday & Wednesday Language Arts & Science
- Tuesday & Thursday Math & Social Studies
- The Arts & Foreign Language (see teachers)
- Members of the PE, Counselors from guidance and the child study team follow a schedule established with the administration

All students who remain after dismissal must be in direct supervision of a staff member. Students who cannot follow the procedures will be disciplined and may lose the privilege of staying after school. Club Advisors will not hold meetings on the same day of their scheduled Office Hours. Athletic practices will not begin until after office hours unless stated otherwise by the administration. Athletes are to report to the cafeteria for study hall. Teachers are not responsible for making up Office Hours missed due to required school events, cancellations, or other purpose permissible by the administration.

Make-up/Extra Assignments

Students are responsible for handing in classroom assignments on expected due dates. Handing in work late results in point deduction and has an impact on the final grade. If a student is absent, he/she is responsible for making-up missed work and will be given sufficient time to do so. Extra-credit assignments are at the discretion of subject area instructors.

(Policy 5200, 2624)

Standardized Testing Information

NJSLA Test Window Dates: April 2020 - May 2020

Science- Test Window Dates: May 2020 – June 2020

HEALTH SERVICES

The Board of Education shall develop and adopt the written policies, procedures, and mechanisms in accordance with N.J.A.C. 6A:16-2.1(a) for the provision of health, safety, and medical emergency services, and shall ensure staff are informed as appropriate.

(Policy 5306, 5310, 5320, 5330, 5331, 5332, 5335, 5338, 8441)

Health Office Information Fax: 732-237-7171

Parents can assure their child’s effectiveness in school by providing good nutrition, adequate rest, cleanliness as well as regular medical and dental care. Although a physician’s examination for each student is not required before entering school each year, it is desirable. It is mandatory, however, that your child’s immunization be kept up to date. Documentation must be provided to the nurse. New Jersey Department of Health regulations will be followed for new incoming students and those enrolling from out of state.

In order to be admitted to the nurse’s office, a student must have a pass from his/her classroom teacher except in cases of emergency. Students are not to use the nurse’s office between periods and rather report to class and get a pass from their teacher.
The following medical programs will be conducted during the school year:

**Nurse’s Screenings:** Vision screening on 8th graders and hearing on all 7th graders and on any student upon request. *Scoliosis Screening will be done on all 7th graders:* Those having questionable results will be seen by the school physician. Scoliosis is a condition of the spine. The spine may curve to the right or to the left and can progress if untreated.

*Sports Physicals* are mandatory for those students participating on fall, winter, or spring teams (more details under Student Participation in Extra-Curricular Activities).

**Dispensing of Medication**
Any student needing to take medication during school hours must bring only the amount necessary for this period to the nurse’s office. The prescription must be brought in the original container bearing the name of the doctor and the date prescribed. A written request from the parent or guardian must include the time the drug is to be given in school.

All medication, including over-the-counter medications, must be accompanied by a physician’s written order. Forms are available in the nurse’s office. The treating physician must renew permission each year. Self-medication with Epipen and inhalers for asthma or life-threatening anaphylactic reaction is permitted only under the guidelines of N. J. S. A. 18A: 12.3-12.4.

**Emergency procedure forms**
All parents must fill out an emergency procedure form, which includes the names of those persons who can transport your child home from school in case of an emergency. The information on this form is essential in case of an accident or injury. Students will not be released to anyone not listed on the form. Forms should be updated if any information changes during the school year.

**Accidents and Illness**
Students becoming ill or injured during the school day, are to report to the nurse. If there is a necessity to go home, the school will inform the parent of this, and will release the pupil from school to an adult designated on the emergency form. Less serious problems will be discussed with the student who is to relate this information to his/her parent. After the initial treatment, it is the parent’s responsibility to obtain medical care. Students must not contact parents without being evaluated by the school nurse.

**Physical Education Excuses**
Students are not excused from dressing for physical education classes (minor exceptions at the discretion of the instructor). Three (3) types of excuses are acceptable.

1. Permanent Excuse - A letter from a physician requesting an excuse for the full year. The reason for this excuse must be so indicated and signed by a physician. This excuse is due by the second week of school in September.
2. Periodic Excuse - An excuse for an injury or illness for a week or more must be submitted with a note from a physician indicating the reason and the length of time the excuse is to remain in effect. A student with a periodic excuse will be assigned to a study hall until he/she has recovered. The physician must indicate recovery, in writing.
3. Daily Excuse - A single day excuse must be written by the parent indicating the reason for the excuse. The student will present this note to the gym teacher when attending class. This
will excuse the student from the participation part of the program. The excuse is good for only one (1) day.

**Automated External Defibrillators (AED)**
AEDs are located in key locations throughout the building. Designated staff members have been trained in CPR. Emergency Action Plans have been established and implemented.

(Policy 5300)

**Homebound Instruction**
Parents are requested to contact the school nurse in order to request home instruction. Requests should be made as soon as a doctor has determined that the student will be unable to attend school for at least two (2) weeks. A doctor’s note for individual instruction shall certify the nature of the illness, state the probable duration of the confinement and need for homebound. The doctor’s note must be renewed monthly. After review, final approval for all homebound instruction is granted by the “School Physician”.

In the event a student is approved for homebound instruction by the school physician, the teachers will be notified by guidance. The teacher of record will coordinate assignments, projects, and assessments with the homebound teacher and submit progress reports.

(Policy 2412, 2418)

**CODE OF CONDUCT**
The Board of Education adopts this Student Discipline/Code of Conduct Policy to establish standards, policies, and procedures for positive student development and student behavioral expectations on school grounds and, as appropriate, for conduct away from school grounds. Every student enrolled in this district shall observe promulgated rules and regulations and the discipline imposed for infraction of those rules.

(Policy 5600)

**Discipline Guidelines**
The policies outlined below provide a clear understanding of the criteria for students. Proper conduct is expected. Parents are encouraged to support the school in this endeavor and participate, as needed, in the remediation of their child’s conduct. Failure to adhere to school policy will result in disciplinary action.

**Expected Behavior**
- Students will adhere to all district/school/classroom policies
- Students will not disrupt the orderly operations of the school
- Students will not interfere with the educational process of their peers
- Students will arrive to class on time, prepared and ready to learn
- Students will respect all adults as well as classmates
- Students will comply with staff directives

**Discipline Actions**
Administrative judgment may result in altered consequences and/or suspensions depending upon the seriousness of an offense or the frequency of offenses of a given student.
- Warning
- Student Conference
- Parent Conference
• Loss of Privileges to Events or Trips
• Loss of Extracurricular Activities including Athletics
• Teacher Detention
• Lunch Detention
• Central Detention 1Hour
• Referral to guidance counselors, case managers or Intervention and Referral Services Committee
• In School Suspension
• Out of School Suspension (MANDATORY Parent Conference)
• Bus Suspension (1st infraction- 1 day, 2nd infraction- 3 days, 3rd infraction- 10days)
• Law Enforcement Involvement
• Superintendent Hearing
• Board of Education Hearing
• Expulsion

(Policy 5610, 5620, 9200, 9230)

During the time of any suspension, students cannot attend or participate in any extra-curricular activities or athletic practice/games on or off school grounds.

(Policy 2430, 2431, 5850)

_Students with excessive discipline referrals may be withheld from trips, events and end of the year activities including promotion._

**Detention**

Students who have violated school and/or classroom polices or whose conduct is detrimental to the learning process can be assigned one of the following types of detention.

**Teacher Detention:** The day the student will serve needs to be worked out with the parent. Teachers should establish a clear procedure that parents/students are aware of in the beginning of the school year. Student’s assigned detention can be sent to the main office to notify parents. If a student fails to report for the teacher detention, the student will be referred to the assistant principal's office.

**Lunch Detention:** Assigned by either a teacher or Administration and will be served at a designated location during the students lunch period. Students will report to the cafeteria if they need to purchase their lunch, then to detention.

**Central Detention—One (1) Hour:** Assigned by the administration. Students who fail to report to Central Detention will be issued In-School Suspension for the following day. One-hour detention is held Monday through Thursday. Any student who is assigned any type of detention will be permitted to ride the late bus home.

**In School Suspension (ISS)**

Student can be assigned ISS for more severe violations of district or school regulations. This consequence may also be imposed for repetitive violations of minor infractions. Students must abide by all rules established in ISS. Failure to do so may result in in Out-of-School suspension and the student may be sent home immediately. Teachers will provide academic work for students assigned to ISS. Students are expected to complete all assignments provided.

(Policy 5610)

**Drug Policy**

Central Regional Middle School will strictly enforce the New Jersey Code and Board of Education policies as they pertain to drugs and alcohol. A student found to be either under the
influence, in possession, selling, and/or distributing drugs or alcohol will be dealt with accordingly.  

(Policy 5530)

**Smoking/Tobacco Use**

All students are advised that the "no smoking" rule applies from the time they arrive at the bus stop each morning until the time they are dropped off at the bus stop each afternoon. Smoking is also not permitted on the school buses, including times when students may be on school field trips. Any use of tobacco, or tobacco products on school property is not permitted (including E-cigarettes). Any student who repeatedly violates the “No Smoking” rule may be referred to the civil authorities and will be subject to fine starting at $250 for the first offense. In addition, students will be subject to disciplinary action.  

(Policy 5533, 7434)

**Weapons**

A weapon is defined as any item capable of causing harm or bodily injury and for which there is no educational or instructional purpose. Any student utilizing or in possession of an implement, which the administration deems serves as a weapon will be subject to disciplinary action.  

(Policy 8467)

**Demonstrations**

Any student or group of students engaging in any form of demonstration, which interferes with the normal operation of the school, will be verbally notified to cease and disband immediately. Where necessary, such disturbances may be disbanded with the assistance of the police department. Participants in demonstrations are subject to disciplinary action.  

(Policy 5520)

**Disruption**

Disruptions to the orderly operations of the school will not be tolerated. Students who disrupt the educational process of their peers will receive consequences. Devices designed to disrupt environment, (i.e. water pistol, stink or smoke bomb, laser pointers, etc), will be confiscated, discarded and possible disciplinary action may be taken by the administration. Any item discarded will be at the student’s expense for the loss.  

(Policy 5560)

**Leaving School Property**

Students are not permitted to leave the middle school building or grounds unless accompanied by a parent/guardian, teacher, or administrator. Failure to comply will result in disciplinary action at the discretion of the administration.

**Electronic Devices**

(This includes but is not limited to: phones, tablets, mp3s, laptops, gaming devices, speakers, fit bits) The school district shall assume no responsibility for the security of or damage to any privately-owned technology brought to school by a pupil. Devices that are used may be confiscated by teacher or administration and additional discipline actions could be imposed. Cell phones or privately owned technology will be returned to parent or legal guardian. Speakers are not permitted in school. All forms of audio and/or video recording is strictly prohibited without consent of any party. Failure to comply with guidelines will warrant disciplinary action. (Policy #5516)

**Hall Conduct**

Students will keep to the right when walking in the halls and going up and down the stairs. Under no circumstances is running permitted in the hallways. There is ample time during the change of
classes.

**Dress Code**
The Board of Education recognizes each pupil’s mode of dress and grooming is a manifestation of the pupil’s personal style and individual preferences. However, manifestations will not create disorder/interfere with normal operations of school, disrupt the education process or endanger the health and safety of any student.

Inappropriate attire includes, but is not limited to:
- Bandanas, caps, hats, hoods, scarves, sweatbands, visors, wave caps or any other head covering - religious exemptions permitted
- Clothing and/or jewelry which is bias, indecent, obscene, unsafe, or promotes profanity, use of illegal substances, or violence. No chains, metal spiked belts, cleats, wallet chains or spiked jewelry.
- All shirts must have a sleeve, no single-strapped, strapless, low-cut, bare midriff, tube or halter tops, transparent, torn-off, half-shirts, tank tops, or muscle shirts
- All skirts, dresses, or shorts must be two inches above knee
- Pants cannot be ripped, tattered or have holes, no pajamas
- Leggings must be structured, have the proper length shirt and acceptable undergarments
- Undergarments should not be visible on any student, there should be no openings in backs of shirts, pants will be worn at the waist
- Shoes without backs are not permitted, (i.e. flip flops or slippers) (Policy 5511)

Students out of compliance will contact their parents to bring in the appropriate clothing for school.

**Cafeteria Rules**
- You may sit at any table you wish on your assigned side
- Enter and exit the cafeteria by the designated doorways
- No coats, book bags, etc. in the cafeteria for any reason
- No cutting in line or saving places-wait your turn.
- Please be sure your table is clean when you leave. If your table was dirty when you arrived, please report this to one of the supervising teachers.
- No food out of the cafeteria.
- No glass containers are allowed in school
- No opened containers or bottles are to be brought into the cafeteria.
- Remain seated at all times. You will be dismissed from the cafeteria when the supervising teacher(s) determine it is appropriate.
- Normal rules of etiquette, proper and acceptable behavior shall prevail.
- Familiarize yourself with the fire exits and procedure in case of emergency.
- Be sure you arrive to the cafeteria on time.
- Not reporting to the cafeteria during your assigned lunch period will result in the assignment of a detention.

**Coat/Book bag/Backpack Guidelines**
All coats, jackets, etc. and book bags/backpacks will be kept in student lockers at school. The school building will be maintained at an adequate temperature throughout the year, so any type of
outerwear should not be necessary while in the school building. Book bags/backpacks may be used to transport books and belongings to and from school, but are not to be used during the day to transport books from one class to another. Only drawstring bags and totes can be used from class to class.

**Lockers**
- All students will be assigned a locker and a lock for which they are responsible.
- Students will be issued a combination for their locker which is the property of the school. No outside locks are permitted and will be removed if placed on your locker.
- Lockers must be secured at all times and should never be left unlocked.
- The school is not responsible for the contents of your locker unless there are visible signs of forced entry.
- Students will be charged $5.00 for lost locks.
- Your combination lock will be returned to your homeroom teacher at the end of the year.
- Random locker searches can be conducted at any time.
- Students will not share lockers with other students or give anyone their combination.
- Coats/jackets and book bags/backpacks must be placed and remain in your locker during the school day.
- Sealed drinks and your lunch must remain in your locker until your assigned lunch period.
- Students are encouraged to go to their lockers in the beginning of their school day, before and after lunch and at the end of the day.

Any problems or issues with your locker or lock need to be reported to the Main Office immediately.

**Physical Education Lockers**
Every student must bring a lock for use in the gym locker rooms. Students are expected to secure their belongings. Locks must be removed at the conclusion of each class. Locks not removed will be cut off. Electronic devices are not permitted in the gym locker room.

(Policy 5770)

**Transportation**

**BUSES:** Bus drivers, under state law, are in full charge of the vehicle they operate. All students must follow the bus regulations as indicated by the driver. Students are financially responsible for all property damages they commit while riding the bus. Students must conduct themselves, while being transported, the same way they would in a classroom. Continuing violations of bus regulations may result in long-term bus suspension and parents will be responsible for transportation.

**Transfer of Buses:** No departures from the regular school bus routes are permitted. Each student has one assigned regular bus stop and one late bus stop. Students may not change buses or stops as a matter of convenience.

**Courtesy Bus Times**
The Central Regional School District provides courtesy busing for activities, athletic, extra work, and detention buses for all students. Bus times are as follows:

- 3:50 P.M.: Bus pass mandatory
Safety & Security
The Board of Education recognizes its responsibility to provide for the safety and security in each school building in the district. The district will develop and implement written plans and procedures to provide for the protection of health, safety, security, and welfare of the school population.

Drills
For the safety and protection of all students periodic drills are conducted. Instructions are posted in each room outlining directions in case of fire. Each student is obligated to know his assignment for evacuating the school. Once the student knows his class schedule, he will be informed of the exits or areas to be used while in a given room by the teacher. It is most important that you follow your teacher's directions and that you move quickly in absolute silence.

Any student found tampering with the fire alarm system will be subject to suspension and court action under the criminal justice code 2C:33-3 "False Public Alarms". Individuals calling in false bomb threats/alarms will be subject to prosecution and possible board expulsion. ALL persons must exit the building during a fire drill.

Lost Items
Items that are lost or stolen should immediately be reported to the Assistant Principal’s office. The student will then be asked to complete an alleged theft report form. All found items can be redeemed through the Main Office.

EXTRA CURRICULAR ACTIVITIES
A student must be in school on the day of the event or the last day of school for a Saturday event in order to participate in a scheduled athletic event, extracurricular activity, social event, or trip. A student must be present in school a minimum of 4 hours of instructional time to be given credit for a day’s attendance. Students who are absent from school for the entire day, tardy with less than four hours left of the day or have chronic attendance issues are not eligible to participate in any after-school activities scheduled for that day without approval from school administration.

Sports Examinations:
Physicals must be updated annually, and free sports exams are usually given during the summer only. Dates of these physicals will be announced. Parents may take the students to their own doctor (M.D. or D.O. only) at their own expense and on the school form. Students must have a current physical form on record with the Nurse and Athletic Department (AD) each season (Fall, Winter, Spring). The forms are available in the Nurse or AD offices.

Eligibility
To meet the conditions of the above policy and to affect an orderly process of administering said policy, the following procedures are required:
1. At the close of each marking period, the Guidance Department will compose a list of all those students who have received one (1) or more subject failures or incompletes for a given marking period.

2. This information will be forwarded to the Principal's/Athletic Director’s office, who will, in turn, provide each coach and activity advisor with the names of those students.

(Policy 2431)

Waiver & Academic Probation Procedures
Students with two (2) or more failures at the end of marking periods 1, 2, or 3 will be ineligible to participate in any competition in sports or activity within a club for the following marking period. No waivers accepted.

Two or more failures in final course grades, NOT 4th marking period grades or final exam grades, will result in ineligibility for the first marking period of the following school year.

Students with (1) failure at the end of a marking period will need to complete a waiver form to participate in any competition in sports or activity within a club.
- Waiver requests can be picked-up in the Guidance Office
- Upon review, students will be placed on an “academic probation period”.

Academic probation time extends from the end of a given marking period until the mid-point of the following marking period.
- At the ½ way point of the marking period, students on academic probation who are passing all subject areas will be removed from probation status.
- At the ½ way point of the marking period, students on academic probation who are failing (overall GPA of 69 or below) in any subject area, not just the course previously failed during the prior marking period, will be ineligible for the remainder of the marking period and removed immediately from the sports team or co-curricular activity.
- Waivers can only be requested at the end of a marking period. Students on academic probation cannot apply for waivers if they are failing at the mid-way point.

This policy does not apply to students entering the ninth grade in the first marking period.

(Policy 2430)

Sportsmanship
Sportsmanship is one of our country’s and our school’s proudest traditions. Courtesy, fairness, and accepting losses gracefully are the marks of sportsmanship. Practice these qualities at all times. Violations of any amenities will involve loss of the privilege of attending events.

1. Recognize that you represent your school and that any reflection on your conduct is a reflection on your school.
2. Observe the rules, train faithfully, and follow your coach’s instructions.
3. Be respectful to officials; accept adverse decisions graciously.
4. Play fair, play the best game of which you are capable, and then if you can’t win, lose with good grace.

(Policy 5570)
Athletic Awards
The Board of Education believes that interscholastic sports are an important part of the school program and will recognize the achievements of pupils who give many hours of their time in the district athletic program.

The Superintendent shall develop procedures for the recognition of student-athletes that ensure the equitable selection of award recipients, the designation of appropriate awards, and the arrangement of suitable presentation ceremonies.

(Policy 5450)

Prevention of Concussion
Every school district that participates in interscholastic athletics or cheerleading programs is required to adopt a policy concerning the prevention and treatment of sports-related concussions and other head injuries among student-athletes and cheerleaders in accordance with the provisions of N.J.S.A. 18A:40-41.1 et seq.

(Policy 2431.4)

AVAILABLE EXTRA-CURRICULAR ACTIVITIES

Athletics
Fall: Cross Country, Soccer, Field Hockey, Volleyball
Winter: Basketball, Wrestling, Cheerleading
Spring: Baseball, Softball, Track and Field, Volleyball

Clubs
Art Band Chess Chorus Class Advisory
Drama Drumline Homework Honor Society Newspaper
Multi-Cultural Peer Leaders Poetry Reading Robotics
Science Student Council Technology Yearbook

Social Events & Class Trips
Pupils who participate in approved school events and class trips are subject to district rules for pupil 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.

Social events or class trips are not a right and may be denied to any pupil without the due process of notice and an opportunity to be heard. A pupil who demonstrates disregard for school rules may summarily be denied participation in social events and class trips.

Dances
Dances sponsored by various classes or clubs are for Central Regional Middle School students only. Announcements are made in advance about purchasing tickets. They are on a first-come basis. Losing a ticket or forgetting it at home will not admit a student to the dance.

No student may leave the school building upon arrival. The earliest time of departure is the conclusion of the dance unless pre-written permission was granted by the parent and approved by
the administration. Any student absent from school, for any reason other than school-sponsored activities on the day of the dance will be denied admittance to the dance. All school rules apply to dances. Student dress must be appropriate for the occasion.

Pick up time is always 8:45 pm. Students can only go home with their parents unless permission was granted by the parent and approved by administration. Documentation of approval must be in writing.

**Staying after school for Extra-Curricular Events**
Students must have purpose, permission, and supervision if they stay after 3:02 P.M.

Students are not allowed to stay after school for athletic events unless they comply with the following procedure:

A note, signed by a parent, must be brought to the main office before homeroom on the day of the event. The note must state that the parent/guardian is granting permission for the student to stay after school, a telephone number where the parent/guardian can be reached to verify the note, and a statement as to how the student will be transported home.

Parents may only transport their own children unless specific permission is given in a separate note by the other child's parent to that effect.

**Fundraisers**
Various school groups, clubs and athletic teams conduct board-approved fundraisers. The sale of any item in school, especially candy, is prohibited unless part of a school-approved sale. Students who violate this rule will be charged with misconduct and given disciplinary consequences.

**Student Council**
The primary objective of the student council is to promote good citizenship, to develop leadership, to encourage high scholastic standards, and to promote the general welfare of school. The Middle School student council is organized to provide an opportunity for this age group to practice the principles of student government. A homeroom representative is elected by homeroom classes to represent the student body at all council meetings.

**Student Activities/Criteria for Running for an Office**
In order to regulate the students who lead their classes and activities through the middle school years, the school has established the following criteria.

No student may run for or hold a class office if:
1. He/she has one (1) failure from the previous marking period (extra-curricular policy).
2. He/she has a record of chronic misbehavior either from the previous year or current year.

**Junior National Honor Society Selection Process**
The National Junior Honor Society was founded in 1929. The hope was to create an organization that would recognize and encourage academic achievement while developing other characteristics essential to citizens in a democracy. These ideals of scholarship, character, service, leadership, and citizenship remain as relevant today as they were in 1929. The "Robert Frame" Chapter of the National Junior Honor Society was founded in 1975 at Central Regional.
Article IX: Selection of Members
Section 1. To be eligible for membership, the candidate must be a member of those classes (seventh and eighth) designated as eligible in the chapter by-laws. Candidates must have been in attendance at the school the equivalent of one (1) semester. Some candidates may be ineligible for induction because of the semester ruling. Many students, including students of military parents, are required to move with parents or guardians that have been transferred in their work. The present school principal should seek a recommendation from the previous school principal pursuant to the candidate's selection. Based on the recommendation of the previous principal, the faculty council may waive the semester regulation.
Section 2. Candidates must have a cumulative scholastic average of 93. Candidates shall then be evaluated on the basis of service, leadership, character, and citizenship.
Note: Interested parents and students may, upon request, obtain a copy of the complete National Honor Society criteria through the advisor.

Conclusion
Ongoing communication and cooperation between the home and school are essential in promoting the best interest of the child. Parents are encouraged to visit the school and to attend scheduled meetings of parents and teachers. Mutual benefits accrue when there is a meaningful exchange of information between home and school. Should you have a question or concern about anything you or your child has read in this handbook, please call the Middle School office for clarification. Have a great year! We are CR!!!
February (19 days)
17 - President’s Weekend (Closed)

March (22 days)
20 – ½ day for students..1/2 day staff in-service

April (16 days)
10-17 - Spring Break

May (20 days)
22 - 1/2 Day for Students & Staff
25 - Memorial Day (Closed)

June (14 days)
15 - 18 - 1/2 Day for Students
18 - Last Day of School

TOTAL STUDENT DAYS - 180  TOTAL STAFF DAYS - 183

This calendar has 2 days built in for emergency closings. *If the district has to close due to an emergency or inclement weather, days will be taken off Spring Break. If days are not used they will be added to Memorial Day Weekend.*