



**2011-2012
PARENT/GUARDIAN
STUDENT
HANDBOOK
&
CALENDAR**

BERGENFIELD HIGH SCHOOL

Administration

Dr. Michael Kuchar *Superintendent of Schools*
 Dr. Janice Dime *Assistant Superintendent of Curriculum*
 Mr. Hank Sinatra *Assistant Superintendent of Personnel*
 Mr. Christopher Tully *School Business Administrator/Board Secretary*
 Mr. James M. Fasano *Principal*
 Mr. Robert Ragasa *Assistant Principal*
 Dr. Michael Kuchar *Director of College Counseling*
 Dr. Arthur Freiman *Director of Pupil Personnel*

SCHOOL CALENDAR

Tuesday	September 6	First Day of School
Thursday	September 29	Rosh Hashanah
Wednesday	November 2	Staff Development Day - Half Day Session for Students
Thursday & Friday	November 10 & 11	NJEA Convention
Thursday & Friday	November 24 & 25	Thanksgiving Day Recess - Schools close at end of half day session on Wednesday, November 23, 2011.
Saturday through Monday	December 24 through January 2	Holiday Recess - Schools close at end of half day session on Friday, Dec. 23, 2011 and reopen Monday, Tuesday 3, 2012.
Monday	January 16	Martin Luther King, Jr. Observance/Staff Development Day - School Closed for Students
Monday & Tuesday	February 20 & 21	Winter Recess - School Closed
Friday through Friday	April 6 through April 13	Good Friday/Spring Recess
Monday	May 28	Memorial Day
Tuesday	June 19	Last Day of School/Graduation

2011-2012						
6 Day Calendar						
MONTH	1	2	DAY # 3	4	5	6
SEPTEMBER						T-6 W-7 Th-8 F-9 M-12 T-20 W-28
	T-13 W-21 F-30	W-14 Th-22	Th-15 F-23	F-16 M-26	M-19 T-27	
OCTOBER						F-7 W-12 T-18 W-26
	M-10 W-19 Th-27	M-3 T-11 Th-20 F-28	T-4 Th-13 F-21 M-31	W-5 F-14 M-24	Th-6 M-17 T-25	
NOVEMBER						Th-3 T-15 W-23
	F-4 W-16 M-28	M-7 Th-17 T-29	T-8 F-18 W-30	T-1 W-9 M-21	W-2 M-14 T-22	
DECEMBER						M-5 T-13 W-21
	T-6 W-14 Th-22	W-7 Th-15 F-23	Th-8 F-16	F-9 M-19	M-12 T-20	
JANUARY						F-6 T-17 W-25
	M-9 W-18 Th-26	T-10 Th-19 F-27	T-3 W-11 F-20 M-30	W-4 Th-12 M-23 T-31	Th-5 F-13 T-24	
FEBRUARY						W-1 Th-2 F-10 W-22
	F-3 M-13 Th-23	M-6 T-14 F-24	T-7 W-15 M-27	W-8 Th-16 T-28	W-1 Th-9 F-17 W-29	
MARCH						Th-1 T-6 W-7 Th-8 W-14 Th-22 F-30
	F-2 Th-15 F-23	M-5 F-16 M-26	F-9 M-19 T-27	M-12 T-20 W-28	T-13 W-21 Th-29	
APRIL						T-17 W-25
	M-2 W-18 Th-26	T-3 Th-19 F-27	W-4 F-20 M-30	Th-5 M-23	M-16 T-24	
MAY						Th-3 F-11 M-21 W-30
	F-4 M-14 T-22 Th-31	M-7 T-15 W-23	T-8 W-16 Th-24	T-1 W-9 Th-17 F-25	W-2 Th-10 F-18 T-29	
JUNE						Th-7 F-8 M-11 T-12 W-13 Th-14 F-15 M-18 T-19

TELEPHONE NUMBERS YOU SHOULD KNOW

Directory 201-385-8600

TIME SCHEDULE		
Half Day	Normal Day	Delayed Opening
Late Bell	Late Bell	Late Bell
E 8:00 - 8:41	E 8:00 - 8:41	HR/1 10:05 - 10:15
HR/1 8:47 - 9:29	HR/1 8:47 - 9:29	3 10:19 - 11:01
2 9:33 - 10:15	2 9:33 - 10:15	4 11:06 - 11:48
3 10:19 - 11:01	3 10:19 - 11:01	5 11:53 - 12:35
7 11:06 - 11:48	4 11:06 - 11:48	6 12:40 - 1:22
8 11:53 - 12:35	5 11:53 - 12:35	7 1:27 - 2:09
	6 12:40 - 1:22	8 2:13 - 2:55
	7 1:27 - 2:09	
	8 2:13 - 2:55	

HOT LINE NUMBERS

Vantage Health Systems201-385-4400
 Bergen Regional Medical Center.....201-967-4000

PARENTS/GUARDIANS COMMUNICATING WITH THEIR CHILD AT SCHOOL

It is strongly recommended that parents only call their child at school if it is an **emergency**. This will help the student avoid missing valuable class time and instruction. **Do not call or text your child on their cell phone.** Call his/her guidance counselor to deliver a message. (201)385-8700

SCHOOL CLOSING

It is periodically necessary to close schools due to a storm or other unforeseen circumstance. You can help by observing the following:

- Listen to radio station WINS (1010) at 6:30 AM and 7:00 AM.
- Fire alarms are sounded for one blast at 6:30 AM, 7:00 AM and 7:30 AM.
- A Reverse 911 call will be sent to your home phone number.
- Visit the district website: www.bergenfield.org.

PLEASE DO NOT CALL THE SCHOOLS OR POLICE!

Art Department	Ext. 1251
Athletic Director	Ext. 1401
Attendance	Ext. 1000
Bear Facts	Ext. 1255
Board of Education	Ext. 1510
Business Education Department	Ext. 1271
Cafeteria	Ext. 1370
Computer Graphics Department.....	Ext. 1262
English & Social Studies Department.....	Ext. 2365
Foreign Language Department.....	Ext. 1256
Guidance	Ext. 1361
Health, Physical Ed. & Driver Ed. Department	Ext. 1401
High School Head Custodian	Ext. 1330
Librarian.....	Ext. 1261
Mathematics Department	Ext. 1258
Media Center	Ext. 1267
Music Department	Ext. 1789
Nurse	Ext. 1320
Science Department	Ext. 1269
Ninth Grade Academy	Ext. 1265
Special Education Services	Ext. 1352
Student Ass't. Counselor	Ext. 1366
Superintendent of Schools	Ext. 1500
Weight Room.....	Ext. 1249
Yearbook	Ext. 1254
Mr. Fasano, Principal.....	Ext. 1301
Mr. Ragasa, Assistant Principal	Ext. 1302
Mr. Violante, Dean of Discipline.....	Ext. 1304
Mr. Massey, Dean of Discipline	Ext. 1305
Alternative High School	201-384-1076
Field House	201-385-7170
Maintenance	201-387-3834

10 AM DELAYED OPENING OF SCHOOLS

Should it become necessary and appropriate to delay the opening times of our schools, the following plan will provide guidelines for the operation of a delayed opening day:

DECISION: Will be made by 5:30 AM by the Superintendent.

DELAYED OPENING TIME: 10:00 AM.

NOTIFYING COMMUNITY:

The community will be notified in four (4) ways:

1. by single siren blasts at 6:15 AM, at 6:45 AM, and at 7:15 AM.
2. by announcement on the same radio and TV stations which announce school closings for us (WINS 1010, WCBS 880, WVNJ, News 12NJ, and Fox TV Channel 5).
3. visit the district website: www.bergenfield.org
4. a Reverse 911 call will be sent to your home phone number.

CLASS SCHEDULE:

All students will report to homeroom/period 1 by 10:05 AM and will be informed of the period schedule for the day.

DISMISSAL TIMES:

Unless a heat/health emergency develops in an individual school, dismissal will be at regular times.

BERGENFIELD STUDENTS ATTENDING OUT-OF-DISTRICT SCHOOLS:

Bergenfield students who receive services in other school districts will receive services at the time stipulated by that school district.

CAUTION:

IF THE WEATHER DOES NOT IMPROVE and/or IF, BY 7:15 AM, THE ROADS ARE NOT CLEARED ENOUGH to be able to provide students and staff with a SAFE trip to school, the Superintendent will change the decision from 10 am. DELAY to CLOSED FOR THE DAY.

NOTIFYING PEOPLE IF DELAY CHANGES TO CLOSING:

All of the usual school closing procedures would then be followed. The community would then be notified in four (4) ways:

1. by single siren blasts at 7:30 AM, 8:00 AM, and 8:30 AM, and
2. by AM radio and TV announcements on 1010 WINS, 880 WCBS, and on WVNJ, News 12NJ, and Fox TV Channel 5 and
3. a Reverse 911 call will be sent to your home phone number or
4. visit the district website: www.bergenfield.org

SERVICES AVAILABLE TO STUDENTS

1. The Open Door Policy: A vehicle that provides the opportunity for any student, parent or resident to talk with any administrator, teacher or staff member regarding any issue, concern or problem.

Procedure: Simply go to the appropriate office of the person with whom you wish to speak. If the person is available, an immediate conference can be held. To ensure availability of the person with whom you wish to speak, please make an appointment with the appropriate office. In case of emergency, the Main Office: 201-385-8600 will assist in directing you.

2. Child Study Team: The Board of Education provides the services of a Child Study Team to screen, evaluate and make placement decisions concerning students who may require special education services.
Procedure: Telephone the high school: 201-385-6956 and request to speak with the Child Study Team Consultant.
3. Special Education Services: Special Education classes/programs are available for students who have been deemed eligible based upon specific categories of disability.
4. Guidance Counselors: Each student, grades 9-12, is assigned to a specific Guidance Counselor. Counselors are available to assist the students in decision-making processes, to assist them in knowing and in accepting themselves and to provide them with appropriate information. They also are available to discuss problems with parents, peers, or teachers in adjusting to school in general.
Procedure: Telephone 201-385-8700
5. Student Assistance Counselor: Provides information, evaluation, support, resource referral for assessment, and/or treatment for drug/alcohol problems for both students and staff. The Student Assistance Counselor also provides reentry support for students returning from treatment centers. As part of our Alcohol and Drug Abuse Prevention policy, copies of the policy and procedures will be made available annually to all students, parents, faculty and staff.
Procedure: Telephone 201-385-8600 Ext.1366
6. Assistant Principal: The Assistant Principal functions as a resource for students who wish to discuss any problems - disciplinary, academic, social - that they might be experiencing.
Procedure: Telephone 201-385-8600 Ext.1302
7. Deans of Discipline: The Deans serve as a liaison for students. They handle behavioral referrals reported by faculty/staff. The Deans of Discipline work under the supervision of the Assistant Principal.
Procedure: Telephone 201-385-8600 Ext.1304 & 05
8. Drop-Out Policy: A service provided through the Guidance Department. Exit conferences are held for students who wish to dropout of school and for their parents/guardians. Alternative opportunities for further schooling, G.E.D. Testing, part and full-time employment sources, and job training are discussed.
Procedure: Telephone Guidance Counselor 201-385-8700
9. Working Papers: New Jersey State Employment Office procedures are followed to enable students who live in Bergenfield to be issued the necessary papers to obtain work every afternoon after 3:00 PM.
Procedure: Telephone Main Office 201-385-8600
10. Health Services: A fully certified nurse is on duty from 7:45 AM to 3:00 PM daily to provide for emergency health needs of, and health information to, students, and staff. Annual health appraisal screenings and required physical examinations for school and sports are also scheduled through this office.
Procedure: Telephone the school nurse 201-385-8600 Ext. 1320.
11. Home Instruction: In situations where, because of an illness or accident, a student is unable to attend school for a long period of time, a teacher is sent to the home or hospital to provide instruction for the student.

12. Peer Mediation Program: The voluntary program's goal is to help students resolve conflicts in a confidential impartial manner. However, it does not address issues that pertain to drugs, weapons or physical abuse.
13. Food Subsidy Assistance Program: Reduced cost or fully subsidized lunches are available for families with limited incomes.
Procedure: Telephone Board of Education 201-385-8801

MEDICAL INFORMATION

ACCIDENT INSURANCE

The Board of Education provides each student with a personal excess insurance policy. Under the stipulation of this policy, the family's regular accident insurance assumes the primary cost of any injury and the excess policy provided by the Board covers any cost not covered by the family's policy up to the policy limits. For any family that does not have regular accident insurance coverage, this policy provides comprehensive accidental injury coverage with some minor limitations. Accident Insurance Forms are processed by the School Nurse.

Website:

For more information please visit www.njfamilycare.org

HEALTH OFFICE REGULATIONS

Every student is required to have a pass from the teacher before entering the Health Office. **A student must sign-in stating the time of arrival and sign-out indicating the time of departure** after he/she is finished speaking with the nurse. This log serves as a record of the student's whereabouts. **If a student's name is not on the list, he/she is considered to be cutting.** Lateness to class will **NOT** be excused for students who come to the Health Office **between periods without a pass.** All students should report to the health office for an assessment and to contact parents/guardian. Students should not call or text from a bathroom or classroom.

MEDICATION

Students who need to take medications during school hours, either for anticipated emergencies such as an asthma attack, or anaphylaxis, or for other life threatening illnesses or for short intervals such as antibiotics, are required to abide by the following regulations:

1. Submit a written statement by the student's physician identifying the type, dosage, time, and purpose of medication, both prescribed and OTC (over the counter)
2. Submit a written statement by the parent/guardian requesting the medication be given by the school nurse.
3. **Medication, both prescription and Over The Counter (OTC) must be presented, in its original container, to the school nurse.** The properly labeled prescription bottle will be kept in a locked medicine cabinet in the Health Office. In certain limited instances, a student may be permitted to carry: an inhaler to self-administer asthma medication, or an EpiPen for anaphylaxis, or medication for other life- threatening illnesses, only upon prior written approval by the school district. For such permission, contact the school nurse.
4. No medication, including Over The Counter (OTC) may be carried by the student This includes eye drops, nasal sprays, aspirin, Tylenol, cough preparations, diet aids, or stimulants.
5. The student is expected to report to the Health Office at the appropriate time for medication administration.
6. The school physician will be informed periodically of all medication administered during school hours.

7. Only the school nurse is permitted to administer medication in the school building, and then only in compliance with Bergenfield Board of Education Policy. In certain instances, a parent/guardian may be permitted to administer medication to his/her child in the Health Office when the need arises. No OTC medication, such as aspirin, Tylenol, cough preparations, diet aids or stimulants will be given to a student by the Health Service Department, or other school staff or another student.

ILLNESS AND ACCIDENT

A student becoming ill after arriving at school must report to the nurse even if this occurs before that student's first period. Generally, the nurse, under the auspices of the Principal, administrative designee, or the Medical Inspector, is authorized to send students home due to illness. The student's medical history and chief complaints will be evaluated and investigated. If the student has a fever of 99.8 or greater and/or appears acutely ill, he/she will be given an excused absence for the remainder of the school day. If the student is not acutely ill and/or does not have a fever of 99.8 or greater, he/she, after consultation with the parent or guardian, has the choice of an absence for the remainder of the school day that will count towards the absence limits or to remain in school. **Students may leave the school building only with express consent of an administrator and his/her parent/guardian.** Extenuating circumstances will be addressed by the administration.

It is imperative that the nurse have on record accurate and current home and business telephone numbers for all parents/guardians. A Health History which provides space for this information is issued to each ninth grader and newly enrolled transfer student. This data can be updated at any time during the school year by written notification to the nurse from the parent/guardian.

When severe accidents occur, every effort will be made to contact the parent/guardian immediately and the student will be transported to the hospital by the Bergenfield Ambulance Corps.

ELECTIVE MEDICAL/SURGICAL PROCEDURES

Elective medical/surgical procedures should be scheduled during vacation time. **Days missed will not be excused.** The determination of the difference between elective and emergency procedures must be determined by the school physicians.

PHYSICAL EXAMINATIONS

Physical examinations are required for all tenth grade students, students new to BHS, all Child Study Team referrals, if indicated, and students requesting working papers. All tenth grade students will be scheduled for a physical examination by the school doctor unless their parent/guardian has indicated a preference for a private examination at their own expense. Completed private examination cards are due by November 15th.

Each candidate for a school athletic team shall be examined within 365 days prior to the first practice by either the school physician or physician chosen by the parent or guardian. However, if the medical exam is completed more than 60 days prior to the first practice session, the student shall provide a health history update of medical problems since the last medical examination. This written history shall be signed by the parent or guardian and include the following information: (a) hospitalization/operations, (b) illnesses; (c) injuries; (d) care administered by a physician, advance practice nurse or physician's assistant; and (e) medications.

A special form is issued by the nurse or the coach for each specific sport and must be returned to the school nurse NOT THE COACH. Advance schedules concerning school sport screening and physical examinations are provided to students through the Athletic and School Health Service Departments.

Only emergency illnesses or injuries will be admitted to the Nurse's Office during the hours that physicals are in progress.

Medical/dental appointments are to be scheduled after school hours. A full day for appointments will not be excused.

Please be advised that the New Jersey Chiropractic Statute defines Chiropractic as a system of adjusting the articulations of the spinal column by manipulation. Therefore, based on that statutory reference, Bergenfield school system will accept Chiropractic medical excuses which relate only to that area of expertise.

IMMUNIZATION & REGULATION OF COMMUNICABLE DISEASES

In order to safeguard the school community from the spread of communicable diseases, the Board of Education requires the immunization of pupils against certain diseases in accordance with State statute and law.

No child shall be admitted to school unless he/she has completed required immunizations. The Board shall not require the immunization of any pupil for whom such immunization is medically contra indicated or any pupil for whom administration of immunizing agents conflicts with bona fide religious tenets or practices.

PHYSICAL EDUCATION EXCUSE

All student medical notes requesting an excuse from P.E., either from a physician or parent, must be processed through the nurse's office. Please note that extended absences from physical education warrant medical documentation.

GUIDANCE INFORMATION

The Guidance Department Mission is to assist students in maximizing their potential. Each counselor is specially trained to assist students in their career and educational planning. They are also available to help each counselee with his/her individual social and emotional development. It is the aim of each counselor to help each student make the most of the opportunities at Bergenfield High School, to know him/herself better, and to leave with realistic post-high school plans.

Each student is assigned to a counselor upon entry to the high school. Together they work to solve individual problems, plan course selections, review test scores, discuss the student's plans for the future, and to begin to make post-graduation plans and decisions.

The Guidance Staff has a responsibility to:

1. Help students discover their own potential and use their abilities in realistic long-range planning;
2. Make available appropriate educational and vocational materials;
3. Help students develop decision-making skills;
4. Help students keep abreast of developments in college entrance and career requirements.

Students have responsibilities to:

1. Seek appointments with their counselor;
2. Use available materials;
3. Listen to daily notices in Homeroom;
4. Be aware of school requirements;
5. Attend college and career fairs/nights;
6. Establish good attendance records;
7. Be good school citizens. Each student creates his/her own record.

Parents/Guardians have responsibilities to:

1. Help students meet their responsibilities;
2. Stress the value of regular and prompt attendance;
3. Make known their hopes and aspirations to counselors and teachers early;
4. Advise and guide their sons and daughters, but not to project their own vocational patterns;
5. Participate actively in preparation for post-graduation years.

The Guidance Staff arranges for fairs with representatives of many colleges, technical schools, and prospective employers each year and helps students in the process of selecting schools to which they may apply. College admission is granted to students at the discretion of the college admissions offices based on the student's academic records, test results, school participation, and the recommendations of the counseling staff and faculty.

The counselor and teachers are here to help a student get the most out of the high school experience. Students should talk with these staff members and use their knowledge and experience so as to achieve the greatest potential.

CLASS STATUS

The Board of Education has designated grade level status by cumulative credit. The following are the grade level designations:

<u>Credits</u>	<u>Grade Level</u>
0-4.99	Freshman/Gr. 9
5-10.99	Sophomore/Gr. 10
11-16.99	Junior/Gr. 11
17- or more.....	Senior/Gr. 12

GRADUATION REQUIREMENTS

SUBJECT AREA	CREDITS	MARKING SYSTEM	
English (9-12)	4	A+	97-100
Phys. Ed. & Health/Dr Ed	4	A	93-96
Social Studies	3	A-	90-92
US History I, US History II, Modern World History and Geography		B+	87-89
		B	83-86
		B-	80-82
Mathematics	3	C+	77-79
Science	3	C	73-76
World Language	2	C-	70-72
Visual or Performing Arts	1	D	65-69
Career Education and Consumer, Family, and Life Skills	1	E	64-0
Or			
Vocational —Technical Education	1		
Electives (as needed)			
TOTAL UNITS	22		

The **Class of 2013** and all classes thereafter will require 24 credits for graduation. Personal Finance and Money Management must be included.

REQUIREMENTS FOR ALL CLASSES

1. Physical Education and Health must be passed each year a student is in attendance at the high school.
2. Each student is required to pass the High School Proficiency Exam in each area that is given.
3. **SENIORS MUST SUCCESSFULLY COMPLETE ALL GRADUATION REQUIREMENTS PRIOR TO THE GRADUATION DATE IN ORDER TO PARTICIPATE IN THE GRADUATION CEREMONY.**

WEIGHTED SCALES

Grade Pt. Avg. Scale	Bonus Scale/Honors	Bonus Scale/Adv. Place.
A+ 4.33	A+ .08	A+ .1
A 4.00	A .08	A .1
A- 3.66	A- .08	A- .1
B+ 3.33	B+ .06	B+ .08
B 3.00	B .06	B .08
B- 2.66	B- .06	B- .08
C+ 2.33	C+ .04	C+ .06
C 2.00	C .04	C .06
C- 1.66	C- .04	C- .06
D 1.00	D .02	D .04
E 0	E 0	E 0

Rank-in class is determined by listing all students in a grade from highest to lowest-the highest GPA is ranked #1, the second highest is ranked #2, etc. The Weighted Rank will reflect with additional GPA points given for weighted courses successfully completed. To be included in class rank, a student must be in attendance at Bergenfield High School for a minimum of two full years prior to the first semester of senior year, have passed the HSPA or SRA and have taken all required courses. i.e. a transfer student would need to transfer in by second semester of sophomore year to be considered in class rank. Only courses taken at Bergenfield High School will be calculated in class rank. Class rank will be available at the end of junior year and the final rank at the conclusion of 1st semester of senior year. Class rank is not re-calculated at the end of senior year. A student who has not met the requirements to be given a class rank will be given an estimated class rank upon request. Questions regarding GPA and RIC should be referred to the counselor or the Director of Pupil Services.

AP course credit will be given a greater weight for grade point average calculation purposes than will be Honors course credit. AP credit can be earned by a student who has completed an AP course at BHS, **and** has taken the Official AP Exam for the course, **and** has earned a score of 3 or higher on that exam. Students who take an AP course must take the AP exam. The Board of Education pays the fee for the tests. Students who are absent the day of the test are required to reimburse the Board for the cost of the test. Students who miss the exam, and students who earn a score below 3 on the AP exam will earn honors course credit only. Sign up for this test is in early February and is done by the Guidance Department. Traditionally, our students have done well on the Advanced Placement Examinations and have received advanced college placement based upon their scores.

PASS/FAIL (P OR E) EVALUATION PROCEDURE

If you are concerned about attempting a course which could negatively affect your grade-point average and rank-in-class, you might wish to consider the Pass-Fail option. Students electing the Pass/Fail option for either full or half year courses have until a week following the day that report cards are first issued to exercise this option.

Decisions concerning courses only one marking period length must be made within the first two weeks of the course. Once the decisions have been made, there will be no opportunity to change the type of grading procedure selected.

1. DEFINITION: Pass-Fail evaluation means that a student will receive a "P" or an "E" as an evaluation or work in a course, with a final evaluation of "P" granting the credits for the course. A "P" grade will not be used in computing the student's grade-point average or class-rank. A student who receives a grade of "E" will not be given credit for the course. The "E" will be computed as a failure and will be used in grade point average calculations and class rank. Any student electing a Pass-Fail evaluation must complete all regular work for the course, including homework, tests, reports, etc. in order to receive a "Pass." Teachers will mark Pass-Fail students just as they mark other students. When report cards arrive, however, such students will have marks of A, B, C, or D recorded as "P" on their report cards. A failing mark will be recorded as "E."
2. Each student may elect to take ONE course as Pass/Fail during each of their years at Bergenfield High School. Students wishing to take two or more pass/fail courses must obtain administrative approval. All Pass/Fail selections require parental approval.

Students desiring to elect the Pass/Fail option must present to the appropriate classroom teacher a Pass/Fail Request Form which may be obtained from the Guidance Counselor.

OPTIONS FOR DROPPING COURSES

1. From the time course selections are made until the day school starts a student may change his/her course selections. No changes will be made once school starts unless there is an error in the schedule. Students, however, must maintain a minimum of six units of credit for the year. Seven credits are recommended.
2. If a student drops a class, their transcript will have a "WE" (withdrawn failing) recorded as a final grade.
3. Any student who wishes to drop a course must obtain a drop form from his/her guidance counselor and have it signed by student, parent(s), and counselor.
4. Attention seniors: Please be advised that if a course is dropped after the designated time period, colleges will be notified of this change in your academic program.

SUMMER SCHOOL

Bergenfield offers summer school to its own students. In order to obtain credit for a summer school class students must take and pass the course at Bergenfield or another approved summer school. If the parent wishes to send their child to another school the parent must do the following in order for the course(s) to count: They must receive prior written permission from the Director of Pupil Services or his representatives.

ATTENDANCE

Daily prompt attendance is required by law until graduation and is a desirable trait for the work force. Poor attendance limits accomplishment severely and must be reported on references to colleges or employers.

Examples of excused absences include:

- personal illness; with doctor's note
- death in the immediate family;
- quarantines;
- religious observances on days approved by law. (Advance notice is required in writing at least 5 school days before such an absence).
- suspension.

An excused absence requires that work be made up according to the number of days the student was absent. In case of prolonged absences, this make-up time may be extended. It is the student's responsibility that such work is made up if credit is desired.

A PUPIL REPORTING TO SCHOOL AFTER ANY ABSENCE SHOULD REPORT TO THE ATTENDANCE OFFICE BEFORE 7:45 AM AND PRESENT A NOTE INDICATING A REASON FOR THE ABSENCE FROM SCHOOL. FAILURE TO PRESENT A NOTE RESULTS IN AN UNEXCUSED ABSENCE.

An absence which is not excused, or for which permission for absence is not granted in advance, is an unexcused absence. **A parent/guardian should call 201-385-8700 Ext 1000 when their child will be absent from school. A student who is not called in absent by a parent/guardian may be subject to disciplinary action.** Any student absent from school who is seen riding around in a car, on the street, or on school property during that day, may be considered **truant**. Absent students desiring to come to school for books, etc., should contact the Assistant Principal for permission PRIOR to coming on school property. This would prevent the student from being considered truant, if seen.

Truancy is an unexcused absence, a breach of parental as well as school discipline. It is cause for the severest penalties which includes suspension.

The school will call home to verify each day of absence.

Seniors who become ill while home for lunch, and who cannot return to school, must call the Attendance Office (201-385-8700 Ext. 1000) in order to avoid having cuts recorded for later classes missed. Students who fail to call will be considered as cutting. Seniors missing PM classes will receive an unexcused absence for periods missed. A note from the parent/guardian is due the day the student returns to school.

The attendance policy adopted by the Board of Education set 15 as the absolute maximum number of days that student may be absent in a yearlong course and still receive credit for that course. Other maximum absence limits set are: 11 days for a three-quarter year course, 8 days for a semester course and 5 days for a quarter course. **Doctor's/Dentist's notes, verifying absences for a physical or psychological illness, must be presented to the attendance office within 3 school days from such absence and will be dated and placed in the student's file.** Unless otherwise indicated, dental appointments are excused for a maximum of a half-day. If a student's absences exceed the maximums stated above, an administrative review will be made, which will consider doctor's notes previously presented and filed. **Doctor's notes submitted later than 3 school days from a student's return to school will NOT be considered for administrative review. This will be strictly enforced.** If the

TEST DATES

SAT - Test Dates

Oct. 1, 2011
at BHS sign in
begins at 7:30 a.m.
Nov. 5, 2011
at BHS sign in
begins at 7:30 a.m.
Dec. 3, 2011
Jan. 28, 2012
Mar. 10, 2012
May 5, 2012
at BHS sign in
begins at 7:30 a.m.
Jun. 2, 2012
at BHS sign in
begins at 7:30 a.m.

Regular Registration

Sept. 9, 2011

Oct. 7, 2011

Nov. 8, 2011
Dec. 30, 2011
Feb. 10, 2012
Apr. 6, 2012

May 8, 2012

Late Registration

Sept. 21, 2011

Oct. 21, 2011

Nov. 20, 2011
Jan. 13, 2012
Feb. 24, 2012
April 20, 2012

May 22, 2012

ACT Test Dates

Sept. 10, 2011
Oct. 22, 2011
Dec. 10, 2011
Feb. 11, 2012
Apr. 14, 2012
Jun. 9, 2012

Regular Registration

Aug. 12, 2011
Sept. 16, 2011
Nov. 4, 2011
Jan. 13, 2012
Mar. 9, 2012
May 4, 2012

Late Registration

Aug. 13-26, 2011
Sept. 17-30, 2011
Nov. 5-18, 2011
Jan. 14-20, 2012
Mar. 10-23, 2012
May 5-18, 2012

AP Testing Dates

May 7, 2012 - Chemistry/Environmental Science and Psychology 8:00 a.m. start
May 8, 2012 - Computer Science, Spanish Language & Art History 8:00 a.m. start
May 9, 2012 - Calculus & Chinese Language and Culture 8:00 a.m. start
May 10, 2012 - English Literature and Composition 8:00 a.m. start
May 11, 2012 - United States History 8:00 a.m. start
May 14, 2012 - Biology, Music Theory & Physics 8:00 a.m. start
May 15, 2012 - U.S. Government and Politics 8:00 a.m. start
May 16, 2012 - English Language and Composition 8:00 a.m. start
May 18, 2012 - Spanish Literature 8:00 a.m. start

HSPA Testing Dates

Oct. 4, 2011 - Math
Oct. 5, 6, 2011 - Language Arts
Oct. 11, 12, 13, 2011 - Make-Up

HSPA-Grade 11

March 6, 2012 - Math
March 7, 8, 2012 - Language Arts
March 13, 14, 15, 2012 - Make-Up
May 15, 16, 2012 - Biology
May 17, 18, 2012 - Make-Up

SCHOOL RULES AND REGULATIONS

It is the student's responsibility to obey school regulations and the school authorities who enforce them. This responsibility extends to conduct to and from school as well as in the building itself.

Public information such as state school law, decisions by the Commissioner of Education, rulings by the State Board, and county and district bylaws and directives are available at your local board of education office.

absences are excused, all work has been made up, and a passing grade is indicated by the teacher, credit may be granted. If a student has over 15 unexcused absences, they will not receive credit for the course. A student must continue, however, to attend a full schedule of classes even when excessive absences have denied him/her credit in one or more of his courses if he/she is to remain on the rolls of the school.

Any student who is absent from the final exam will receive a "0" for that exam and an absence, unless the absence has been excused by the administration. Only doctor notes, legal reason, or religious reason and administrative excuse are acceptable. All requests for an excused exam absence must be presented to the Administration upon immediate return from the absence. Administration will notify teachers of the excused absence. Students should not be allowed to take a missed exam unless cleared by the Administration.

TARDINESS TO SCHOOL

Excessive tardiness to school can result in suspension and/or a truancy complaint filed in municipal court.

A student arriving after 8:47 AM (or absent for the day) is not eligible to participate in any practice, game, meet, special program, evening activity or contest scheduled for that day unless he/she was specifically excused by the principal or his designee.

TARDINESS TO CLASS

Tardiness to class is considered to be both a discipline and an attendance problem. Tardiness to class in excess of 10 minutes will be counted as a **full period absence** although the student will be admitted to class upon his/her arrival. **Every third time a student is tardy to class they will have one point deducted from their final average for the marking period in that class.** After ten tardies in a given class a parent/student conference will be required with the Dean of Discipline for disciplinary action. Additional detentions/suspensions may be imposed by the administration when tardiness continues to be excessive.

Students late to an exam must see the Building Principal or Assistant Principal for entrance to the exam.

ACADEMIC INTEGRITY POLICY / PLAGIARISM IMPROPER TEST CONDUCT OR PLAGIARISM

1st offense - The student will receive a zero for the assignment or project. The teacher will inform the guidance counselor and the department chair person. A form letter from the department chair person signifying improper conduct will be sent home. Appropriate discipline will be assigned at the discretion of the Assistant Principal. (A parental conference may be required depending upon the severity of the case.)

2nd offense - A required conference with the student, parent, teacher, guidance counselor, and Assistant Principal will be held. The offense shall result in a failing grade for the marking period. Appropriate discipline will be assigned at the discretion of the Assistant principal.

3rd offense - A conference will be required as in the 2nd offense and the student may be removed from the course with a failure for the year as the grade earned. Appropriate discipline will be assigned at the discretion of the Assistant Principal.

AFFIRMATIVE ACTION

In the spirit of Title 6, Title 9, and Section 504 of the statutes of the state of New Jersey the Bergenfield School System is striving to ensure equal educational and employment opportunity regardless of race, sex, creed, color, religion, handicap, national origin or social or economic status, has instituted open and equal access in employment and school sponsored courses and activities, and has submitted an action plan to the County Office to ensure compliance.

The Bergenfield Public Schools District Title 6, Title 9 and Section 504 Officer is the Assistant Superintendent, 100 S. Prospect Avenue, 201-385-6250.

AFFIRMATIVE ACTION GRIEVANCE PROCEDURE

In accordance with federal/state antidiscrimination legislations Bergenfield School District has formulated the following procedure for Title VI, Title IX and Section 504 infractions.

Purpose: To provide students, employees, and parents with a procedure by which they can seek a remedy for alleged violations related to discrimination on the basis of race, color, creed, religion, sex, ancestry, natural origin, or physical handicap.

Procedure:

1. The grievant must present the written complaint to the person responsible for the alleged discrimination, for his/her consideration/resolution.
2. If not satisfied, the grievant may appeal, in writing, to the Principal whose responsibility it is to investigate and respond to the grievant within a reasonable period of time.
3. If still not satisfied, the grievant may appeal, in writing, to Dr. Janice Dime, District Affirmative Action Officer. The District Affirmative Action Officer will consult with the Superintendent prior to rendering a decision.
4. If the grievant is not satisfied at this level, an appeal may be made to the Bergenfield Board of Education which will hear the complaint. A local Board hearing will be conducted in a manner which accords due process to all parties involved in the complaint such as written notice of the hearing dates, right to counsel, right to present witnesses, right to cross-examine and to present written statements. The decision of the Board shall be by a majority of the members.
5. Upon receipt of the Board's written decision, the grievant may pursue the complaint by filing it with the Office for Civil Rights, Washington, DC.

ASSEMBLE AND PETITION

The right to assemble and to circulate petitions carries with it the equal responsibility to respect the orderly operation of the school. School authorities have a right to restrict the times, place and manner of such activities, and require advance notice to avoid conflicts and to ensure proper protection of the school community.

DISTRIBUTION OF LITERATURE

The preparation, publication and distribution of newspapers, magazines and other literature are an exercise of freedom of expression. The freedom to express one's opinion goes hand in hand with the responsibility for the published statement.

Literature cannot be posted throughout the school building. The administration has to approve any literature posted in the school building. Certain printed materials are not protected by a student's right of free expression because they violate the rights of others. The Board may identify and prohibit the distribution on school premises of printed materials that are discriminatory/harassing/prejudicial to the disabled, an ethnic, national, religious, or racial group, or to either gender, or which libel any person or persons; seek to establish the supremacy of a particular religious denomination/sect; promote gangs, violence, or drugs/alcohol; advocate the use or advertise the availability of any substance or material that constitutes a direct and substantial danger to the health of pupils; contain obscenity or material otherwise deemed to be harmful to impressionable pupils; incite violence, advocate the use of force, or urge the violation of law or school regulations; advertise goods or services for the benefit of profit-making organizations; fail to identify the pupil responsible for distribution and the agent responsible for reproduction; solicit funds for non-school organizations when such solicitations have not been approved by the Board; or promote, favor, or oppose any candidate for election to the Board or the adoption of any bond issue, proposal, or questions submitted at any election.

No printed materials may be distributed on school premises that have not been submitted to the principal/designees for review and approved in advance of distribution.

DRESS CODE

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. However, the Board will impose its judgement in those instances necessary for the Board to achieve desired and valid educational objectives, such as the protection of health and safety and the maintenance of order in the educational process. The Board is committed to providing a school environment free from distractions. Appropriate dress is required at all times.

Possible dress code violations will be assessed by the Administrative Team.

FIELD TRIPS

In addition to the educational aims of a specific course, field trips may be offered to those students desiring an enrichment over and above the curriculum. Special conditions and rules are provided to prevent too much loss of class time from other subjects and to ensure that permission for participation has been received. A history of exemplary behavior of BHS students on such trips brings credit to the school and is one of the strongest educational values of these trips. Field trips are an extension of school and, therefore, students are obliged to adhere to all the rules and regulations imposed by the faculty chaperone(s) throughout the entire field trip. It is the students' responsibility to notify, in advance, their other classroom teachers that they will be attending a field trip. Also, it is the students' responsibility to satisfy all the homework, tests, and assignment requirements at the time they are due, regardless of the field trip.

FIELD TRIP ELIGIBILITY REQUIREMENTS

To be eligible to attend Fall and Winter field trips, a student must pass 6 credits at the conclusion of the second semester. This applies to students grades ten through eleven. A twelfth grade student must pass 5.5 credits. All ninth graders are eligible.

To be eligible for a Spring field trip, after January 21st, a student must have received 3 credits at the conclusion of the first semester. This applies to all students grades nine through eleven. A twelfth grade student must pass 2.75 credits. The Guidance Department will provide all teachers with a list of students who meet the criteria.

IN-SCHOOL "FIELD TRIPS"

Complementing the educational program, in-school field trips are often arranged by various departments. Specific guidelines are distributed by the Assistant Principal. Once again, cooperation and good behavior are necessary ingredients if these programs are to be educationally valuable. The criteria to attend in school field trips is the same for other field trips. (See above requirements for details).

LOCKDOWNS, FIRE DRILLS AND EVACUATIONS

School fire drills are required by state law. Smoke and panic are the chief dangers, so the drills are designed to instill quiet cooperation. Whenever the fire alarm gong sounds, all students and all school personnel should stop what they are doing and file out of the building **as per directions posted in each room.**

The fire alarm gong rings until all students are clear of all exits and have moved to designated areas. ***ALL STUDENTS ON OR NEAR SCHOOL PROPERTY MUST FOLLOW DRILL REGULATIONS EVEN IF THEY ARE OUT OF CLASS OR ON PERSONALLY ASSIGNED TIME. NO STUDENTS ARE ALLOWED TO LEAVE SCHOOL PROPERTY DURING A DRILL.***

GYM LOCKERS

Lockers are available for the use of the students during their physical education class periods. Gym equipment will be carried to the gym, used for class and then returned to the students' hall lockers.

Students should not bring valuables or large sums of money to physical education class. It is advised that students do not keep electronic devices in these lockers as well. The school is not responsible for lost or stolen items. In addition, they are responsible for seeing that their lockers are secured. This will prevent loss of their personal property, as well as the lock itself.

At no time is a student permitted in the team rooms prior to 2:55 PM. Violation of this rule will result in disciplinary action. **No student is to be in the team room without adult supervision.**

ID CARDS

In an effort to provide a secure and safe environment, all students will be issued ID cards. These cards must be carried by the student at all times. Failure to present the ID upon faculty, staff, or administrative request will result in disciplinary action. Forgery, tampering, or falsification of ID's will be considered willful disobedience. Lost ID cards will be replaced at the expense of the student for a fee of \$5.00 each.

LUNCH

Each student has a strictly defined lunch period. Students may not be in halls or stairwells during lunch periods without passes. **Students must arrive at the cafeteria by the late bell.** Students may not have food delivered to the high school. Students may only bring lunch in for their own personal consumption.

The administration reserves the right to close the cafeteria if students don't maintain the cleanliness. The cafeteria will be open from 7:30 A.M.-8:00 A.M. for breakfast and snacks.

STUDENTS, PLEASE FOLLOW THESE PROCEDURES:

1. Leave your table clean.
2. Dispose of trash in the appropriate bins after eating.
3. Cooperate with the lunchroom monitors. They are in charge of the lunch room.
4. This is *your* cafeteria. *Please keep it clean!*
Food and drink are to be consumed in the cafeteria unless the Administration has granted special permission.

Students who violate the above instructions may lose the privilege of eating in one cafeteria or the other, or **may have part of their lunch period removed.**

LOCKERS

Each student is loaned and assigned a school locker and lock. Only school issued locks will be permitted for hallway lockers. Lockers must be kept clean. Students not keeping their lockers clean or who misuse their lockers in any way, may have their locker privileges withdrawn.

Students having defective lockers, or who find loose bolts, improperly working catches, etc., should report such to an Assistant Principal immediately, so that repairs may be made *before* valuables are lost.

Each student must bring his or her own personal padlock for P.E. classes to insure locker security. THE SCHOOL ACCEPTS NO RESPONSIBILITY FOR PROPERTY KEPT IN THESE LOCKERS. School property or materials kept in these lockers, if lost or stolen, must be paid for by the locker user. Students who choose not to use a school locker should immediately inform the Assistant Principal.

Students are *not permitted* to share lockers or to exchange lockers with other students without administrative permission. **A student who uses a locker other than his/her own or who shares a locker will be subject to disciplinary action.**

Lockers may be inspected. School lockers remain the property of the district even when used by pupils. Lockers are subject to administrative search in the interests of school safety, sanitation, discipline, and/or enforcement of school regulations. Searches may also be conducted by administration and law enforcement officials using canine units.

A pupil's possessions may be searched by a school official provided that the official has reasonable grounds to suspect that the search will turn up evidence that the pupil has violated or is violating either the law or the rules of the school.

N.J.S.A. 18A:11-1 General mandatory powers and duties (P.L. 1985, Chapter 198, 6/26/85).

It is the student's responsibility to clean out the locker at the end of the school year.

PARKING/DRIVING

Students are not permitted to drive or park cars on school property until 3:15 PM on school days. Violators will be subject to administrative action, including suspension. Clinton Avenue, adjacent to the school property, is the proper parking area for student cars. **The school, however, assumes no responsibility for this public area.**

Cars should be locked with windows closed. In case of rain, students will *not* be excused to close car windows.

PASSES

Loitering in halls, in the academic areas, stairwells and lavatories is not permitted at any time. Students are not permitted in halls, or stairwells while classes are in session unless they have passes.

PROFANITY OR OBSCENE LANGUAGE

The use of profanity or obscene language by students is prohibited by State Law (Title 18 A:37-2). Any student who uses such language in school or at a school function will be subject to disciplinary action.

RELEASES FOR DRIVER'S LICENSE

Road test for driver's license: Upon written request from home, prior to test day and presentation to the attendance office of an appointment date, a student will be excused to go to the testing center. Every effort should be made by the student to return to school before the end of the school day. A fellow student will not be excused to accompany the applicant.

HARASSMENT, INTIMIDATION AND BULLYING

The Board of Education prohibits acts of harassment, intimidation, or bullying.

"Harassment, intimidation or bullying" means any gesture or written, verbal or physical act that takes place on school property, at any school-sponsored function or on a school bus that is motivated by actual or perceived characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity, and expression, or a mental, physical or sensory disability or by any other distinguishing characteristic.

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 and/or has the effect of insulting or damaging 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. This policy can be found on "Bergenfield Public Schools Online" site.

SEXUAL HARASSMENT

Sexual harassment is not only wrong, it's against the law. It will not be tolerated at Bergenfield High School. Sexual harassment is any unwanted and unwelcome behavior of a sexual nature. It can include gestures, jokes, notes, graffiti, rumors, touching, grabbing, exposing and any unwanted kissing or other sexual contact. Any student who feels she/he is being sexually harassed should inform the offender that the behavior is unwanted and unwelcome and then immediately inform a teacher, counselor, SAC or administrator.

TOBACCO PRODUCTS

By law, no smoking is permitted in a school building. Students are not permitted to use tobacco products on school property. Violators will be subject to suspension within the framework of the Board of Education policy and could be issued a ticket from the Bergenfield Police Department.

VANDALISM

School property must be protected at all times. Marking or destruction of any school property must be paid for in full and the student is subject to disciplinary action. Damage can be held to a minimum if each student assumes personal responsibility for his/her own actions and helps classmates toward accepting their responsibility with regard to care and respect for school property.

VISITORS TO SCHOOL

Visitors must stop by the Main Office and register as guests of the school. Visitors will be met and escorted by their hosts from the Main Office. No visitors will be allowed who does not have a specific purpose and/or appointment to see someone in the school. Students may not bring guests to school during school hours.

Safety and security of students/staff is very important to us. Any unauthorized person in the school will face charges of trespassing.

FINAL EXAM POLICY

All students are required to attend Final Exams. Any student who is absent from the final exam will receive a "0" for that exam and an absence, unless the absence has been excused by the administration. Only doctor notes, legal reason, religious reason or administrative excuses are acceptable. All request for an excused absence must be presented to the Administration upon immediate return from the absence. Administration will notify teachers of the excused absence. Students late to an exam must see the Building Principal or Assistant Principal for entrance to the exam. Students are not allowed to take a missed exam unless cleared by the Administration. Students are not required to attend school during study halls and lunch periods on exam days. Cafeteria will remain open for any student who would like to remain in the building. Students must remain in the cafeteria the entire exam period. No one is permitted to enter /exit the building during exam periods. No student is allowed in the hallways during the exam periods.

FINAL EXEMPTIONS

All students may be exempt from final exams based on the Renaissance final exam criteria. The criteria is posted in all classrooms.

HONOR ROLL

A Student must have:

- 1) GPA of 3.3 or higher and
- 2) have 5 or more classes and
- 3) can not have a grade lower than a B for any of the courses.

DISCIPLINE PHILOSOPHY

The purpose of the discipline policy at Bergenfield High School is to ensure that the health, safety and welfare of every student are protected and that an orderly environment for learning is maintained.

Parents/Guardians are expected to guide and direct their children toward standards of good conduct. **All staff members shall share in this responsibility by supervising the behavior of students and by enforcing and implementing the rules and regulations of Bergenfield High School.**

In general, school disciplinary rules and regulations are meant to prevent physical violence of any type, the violation of the law, the destruction of personal and school property, the disruption of the delivery of education both in and out of the classroom, and the unauthorized absence of any student from his/her classes.

In addition, the Assistant Principal is authorized to prescribe and implement administrative actions or punishments. Administrative punishment may include a warning, detention, class exclusion, out-of-school suspension and/or restitution. School authorities

have a right to restrict the time, place and manner of such activities, and require advanced notice to avoid conflicts and to ensure proper protection of the school community.

Further support for the discipline process is provided by the Guidance Staff, the Child Study Team, and Student Assistance Counselor. This support comes in the form of counseling and guidance and does not deal with the punishment aspect of discipline.

Generally, the disruptive student will initially receive a warning, office detention, or class exclusion pending a parent conference. A student who exhibits subsequent disruptive behavior will be subject to more severe punishment.

SUSPENSION & EXPULSION

Suspension, which is a function of the school administrator, and expulsion, which is a function of the local board of education, are serious disciplinary sanctions which may be imposed against a student when it can be proved that he/she has materially and substantially interfered with the maintenance of good order in the school. Proper procedures conforming with the due process of the law are used. Expulsion is permanent removal from school rolls. Continued and willful disobedience, open defiance of the authority of any teacher or person having authority over the student, the habitual use of profanity or obscene language or injuring of individuals or school property are causes for punishment and suspension from school. A student can be suspended for something done off as well as on school property if school authorities can prove that such action is reasonably necessary for the student's physical or emotional safety and well being, or for the safety of other members of the school community. **Any student on Home Suspension may not compete or perform for BHS during the dates of suspension.** Certain rules governing suspensions are designed for the student's protection.

1. The principal must report the suspension to the superintendent.
2. The superintendent must report it to the school board at its next regularly scheduled meeting.
3. Either the board or the superintendent may reinstate the student before the board's second regular meeting after the suspension.
4. After the board of education meeting, only the board may continue the suspension or expulsion.
5. A student/parent re-admit conference is required for any student given a home suspension of 3 or more days.
6. All re-admit conferences will be held prior to the student's return to school with the Assistant Principal or the Deans of Discipline.
7. Any student returning to school without attending a student/parent re-admit conference will be sent home and charged with an unexcused absence.

In case of either suspension or expulsion a student has the right to the following elements of due process:

1. A written statement of the charges filed against him/her and the grounds justifying the sanction to be imposed.
2. A hearing.
3. A means of effective appeal.

SOCIAL PROBATION

A student is automatically placed on "Social Probation" after five disciplinary referrals (including tardiness) or at the discretion of the Principal, Assistant Principal or Dean of Discipline depending on the severity of the offense.

Social Probation is defined as the denial of a student to participate in all extra-curricular or co-curricular activities including but not limited to: school social functions, prom, class trips, field trips, band practices or performances, library usage during study hall or lunch periods, and the surrender of a "Renaissance" card if the student has one. Attendance and participation in athletic events will also be denied.

The following are rights regarding hearings:

A. Under ordinary circumstances students are entitled to demonstrate to the authorities that there is a case of mistaken identity or some compelling reason why one should not be suspended pending a full hearing: Where school officials believe that a student may be dangerous to him/herself or others, he/she may be suspended for a period of 10 school days. If the suspension is to be extended, he/she is entitled to a full hearing.

B. Court and school law decisions have held that, in any situation where a fundamental right may be denied, students must be afforded all appropriate elements of due process.

1. The hearing must be held within 21 days after the informal hearing.
2. A student may be represented by a lawyer.
3. The hearing may be held by the board of education by a hearing examiner appointed by them.
4. A student is entitled to a translator where necessary.
5. He/she is entitled to the rudiments of an adversary proceeding. Courts have held that these rudiments may include the right to be presented with the names of witnesses against the student and copies of the statements and affidavits of those witnesses, the right to demand that any such witness appear in person to answer questions, and the right to testify and produce witnesses on the student's behalf. The precise nature of the hearing depends upon the circumstances of the particular case, such as the sanctions to be imposed or what level the hearing is held.
6. A record must be kept of the hearing procedures. A student is entitled, at his/her own expense, to a copy of that transcript.
7. The proceeding must be held with reasonable speed. If a student is found innocent, he/she may request that any written entry referring to the incident be expunged from school records.

Suspension Alternative Program

The Suspension Alternative Program is located in Hackensack. It is run by the Bergen County Division of Family Guidance and Bergen County Special Services. Students are offered a comprehensive service that incorporates educational instruction, counseling and mentoring/role modeling. Students attend the program at the discretion of Bergenfield High School Principal and Assistant Principal. Students are placed into SAP and are required to be there for **5 consecutive days**.

BASIC PROGRESSIVE DISCIPLINARY GUIDELINES 2011 - 2012 (May be cumulative from year-to-year)

Infraction	1st Offense	2nd Offense	3rd Offense
Use of a cellular device during school hours	May be confiscated; picked up at the end of the school day. Parent/ Teacher contact	Confiscated and turned in to Dean; D.A.S.H./Sat. det./parent conference. Parent required to pick up device.	
Use of personal music devices	May be confiscated; picked up at the end of the school day. Parent/ Teacher contact	Confiscated and turned in to Dean; D.A.S.H./Sat. det./parent conference. Parent required to pick up device.	
Hats/ doo rags/ headbands	Hats, headbands, and doo rags are prohibited to be worn in the building. These items may be confiscated and held by a disciplinarian at his/her discretion. Disciplinary action will range from D.A.S.H. to Saturday detention.		
Parking (school property)	D.A.S.H.	Saturday detention	Home suspension
Falsification/SchRec. Attempts will be made to correct erroneous records.	3 day H.S.	4 day H.S.	5 day H.S.
Fighting/Assault	5 to 10 day HS/parent conf./police contact/possible Bd. of Ed. review for expulsion hearing		
Leaving building	Sat. detention/D.A.S.H.	2 Saturday detentions	Home suspension
Smoking (in building)	1 day H.S. (ref to SAC)	3 day H.S.	5 day H.S.
Smoking (on grounds)	1 day H.S. (ref to SAC)	3 day H.S.	5 day H.S.
Misuse of hall pass	D.A.S.H.	Saturday detention	Sat. detention + D.A.S.H.
Computer Abuse	detention(s) to HS (Admin. option depending upon frequency and severity)		
Cut satellite bus	D.A.S.H.	Saturday detention	H.S. + removal from satellite program
Inappropriate behavior	detention(s) to HS (Admin. option depending upon frequency and severity)		
Dress Code/ID violation	detention(s) to HS (Admin. option depending upon frequency and severity)		
Reckless Endangerment	detention(s) to HS (Admin. option depending upon frequency and severity)		
Verbal abuse (staff)	detentions to HS (Admin. option: 3 day to 5 day HS for swearing)		
Verbal abuse (peer)	detention(s) to HS (Admin. option depending upon frequency and severity)		
Willful disobedience	detentions to 3 day suspension; Admin. option depending upon frequency & severity		
Arson/Vandalism	parent conference; police contact; HS & payment of damages; possible Board hearing		
Possession/use of Drugs or Alcohol	police contact & 5 to 10 day HS, SAC counseling, possible Board hearing, SAP		
Theft	parent conference, police contact & suspension		
Gambling/Card Playing	D.A.S.H.	Saturday detention	1 Day home suspension
Locker Infractions	detention(s) to 3 day suspension		
Weapons/terror threat	Minimum 10 day HS with Board of Education review for expulsion		
Tardy to class	One point will be deducted from the marking period average every third time a student is tardy		
Cutting (part/full)	D.A.S.H.	Saturday detention	3 day H.S.
Truancy (3+pds/day)	Saturday detention	2 Saturday detentions	SAP
Sexual Harassment	Administrative conference/Home Suspension/possible formal police complaint/subject to BOE policy.		
Harassment/bullying	Administrative conference/H.S./parent conference + SAP/subject to BOE policy.		
Class Exclusion	Teacher/Parent contact/1 to 3 day exclusion/ det./perm removal from class/subject to BOE policy.		
Excessive Tardiness	Saturday detention	2 Saturday detentions	SAP
D.A.S.H. No Show	Saturday detention		
Saturday Detention No Show	2 Saturday detentions	3 day HS or SAP	Parent conference and additional disciplinary action.

Special Notes:

1. *Problems in the classroom are first addressed by the teacher (warnings, detentions, parent contact). If the problem continues, the Dept. Leader should become involved; if all efforts are exhausted, the appropriate Dean of Discipline should be notified.*
2. *Multiple offenses will result in cumulative penalties. The disciplinary policy is progressive.*
3. *D.A.S.H. - Detention After School Hours; Students will receive 1 hour of after school detention. D.A.S.H. can be assigned by administration at their discretion. D.A.S.H. will be held every Monday, Tuesday, Thursday, and Friday.*
4. *Social Probation is automatic after five disciplinary referrals or at the discretion of the administration.*
5. *Use of electronic devices - It is strongly recommended that no electronic devices (cell phones, ipods, etc.) be brought to Bergenfield High School. Neither the school nor the Bergenfield Board of Education will be responsible for any lost or stolen electronic devices.*
6. *Use of personal music devices - Limited to study hall and lunch periods. The devices must not be visible during class hours.*

APPEALS

A student may appeal a decision made by school officials to the superintendent. If this is unsuccessful, he/she has two more appeals within the state system: first, to the Commissioner of Education, and then (within 30 days after the Commissioner has made his decision) to the State Board of Education. He/she may appeal his/her case in court without going through the administrative procedures outlined above, but the court may require him/her to first exhaust those channels within the local and state school systems. A local board of education also has this right of appeal.

STUDENTS' RIGHTS FREE EDUCATION

Students have a right to a free and full education through secondary school, in New Jersey from age 5 through 20, unless graduation occurs before that age. A student that reaches the age of 20 prior to the school year does not have the right to enroll. He/She may petition the Board of Education to be a student on a tuition paying basis. They are required by law to regularly attend an approved educational institution until age 16. He/She may not be asked to leave school merely because he/she has reached 16 years of age if he/she is, in fact, fulfilling responsibilities as a student. Those responsibilities also require the following and completing of the course of study prescribed by the board of education. If it is determined that he/she is not fulfilling the responsibilities as a student, he/she may be subject to punishment (see section on suspension and expulsion). Married students share these responsibilities and rights, including the opportunity to participate in the full range of activities offered by the school. Local school districts may determine policies for providing pregnant students with the elements of an educational program designed to meet their special needs.

FLAG SALUTE & PLEDGE OF ALLEGIANCE

New Jersey law requires students to show respect for the flag of the United States of America. If a student is conscientiously opposed to the pledge or salute, he or she may abstain by sitting quietly through the exercise. The parent/legal guardian of any student who refuses to salute the flag shall be so informed by the building principal and shall be informed that such parent/guardian/adult student shall submit a written statement of the student's conscientious objection to the pledge or salute.

TITLE 6 OF THE NEW JERSEY ADMINISTRATIVE CODE

Under the law, *Request to Review School Records*, of the State of New Jersey parents have the right to inspect school records that pertain to their children. To review these records, an *Access Request Form* must be completed and an appointment made. These forms are available at the administrative office of the school which the child attends. An authorized professional staff member must be present when the records of the child are inspected.

Adult students, 18 years of age or older, also have the right to inspect their own records. The parents of an adult student have the same right where the adult student is dependent upon them for support.

These records are made available in accordance with the provisions of Title 6 of the New Jersey Administrative Code. Copies of these provisions are available for review in all general offices within the school system.

PUPIL RECORDS

Copies of applicable federal and State laws, Board policy, and administrative regulations governing pupil records will be made available to parents/guardians/adult pupils on request. The Board will describe annually at a public meeting the pupil records that professional employees have been authorized to collect and maintain. Access to pupil records will be available only to the pupil's parent/legal guardian, the adult pupil, appropriate school personnel acting in the educational interest of the pupil, and such others as may be permitted access by rules of the State Board of Education. A request for access to the record or reproduction of any of its contents must be in writing. The Board designates as pupil directory information: a pupil's name, address, telephone number, photograph, computer/video image, grade level, date and place of birth, dates of enrollment, major field of study, participation in officially recognized activities and sports, awards received, previous school districts attended, the height and weight of members of district athletic teams, degrees, awards, the most recent educational agency attended, and other similarly non-intrusive specific information. Directory information may be released without specific permission except when such release is prohibited in advance by a parent/guardian/adult pupil. A parent/guardian/adult pupil may challenge the pupil's record and may request the addition of material or comments or the deletion of material from the record. For more information concerning pupil records, contact the Director of Guidance.

A tradition of BHS is that college acceptances and scholarships are announced at the public Board of Education meetings. If a student wishes NOT to be acknowledged at these meetings, he/she must notify the Director of Guidance or High School Principal in writing by September 30th of senior year.

INDEPENDENT STUDY PROGRAMS

Independent Study Programs are available to all students for the purpose of studying new or different subjects not already offered as part of the regular curriculum and for studying courses at levels higher than regularly offered. Individual programs will be developed by the student advisor. Interested students should discuss this option with their guidance counselor.

ASSEMBLIES

Classroom teachers may sign up to take their classes to assemblies. Once again, cooperation and good behavior are necessary ingredients if these programs are to be educationally valuable.

STUDENT CONGRESS

Student Congress is composed of the duly elected representatives of the student body and it acts as an advisory council in student activity matters. The Congress membership consists of elected delegates and the presidents of each of the four classes.

Officers of Congress, elected through direct ballot by the students, are: the President, the Vice President, Recording Secretary, Corresponding Secretary, and the Treasurer. These students, along with the four class presidents, are the Executive Committee and together with a faculty sponsor act as the guiding members of Student Congress.

CODE OF ETHICS

If a community is to live, learn, and work together successfully, each member must be willing to do his/her part. In this community of Bergenfield High School there are standards everyone should follow. The following list should apply to students, faculty, staff and administration.

1. Be informed: It is the student's responsibility to be aware of what's happening at BHS. Listen to daily announcements. These announcements are also displayed in the Commons and Cafeteria.
2. BHS is to be active, whether it is in class or in extracurricular activities.
3. Faculty and fellow students should treat each other with the same respect they would expect to receive.
4. The attendance policy at BHS is designed to make education effective. Students who are absent from school for long periods of time may find it difficult to keep up with their classes.
5. Profanity, whether used by a student or faculty member, is unacceptable.
6. Littering and general lack of respect for someone else's property is unacceptable in any community, especially at BHS.

If anyone disagrees with any of the above, it is the student's responsibility to seek a change by peaceful means. This is the purpose of Student Congress; come to us and we can seek change. Disagreeing with any of these standards is no excuse for disregard or disrespect.

USE OF TECHNOLOGY

All school computer systems and Internet facilities are to be used in a responsible and legal manner by students and staff according to all policies of the Bergenfield School District. Users must acknowledge their understanding of the policies and guidelines as a condition of receiving an account or using the computer network or Internet.

Acceptable uses of the Internet are activities which support learning and teaching. Students and staff are encouraged to develop uses which meet their individual academic needs and which take advantage of the network's functions such as research sources, data bases, electronic mail, conferences, bulletin boards and the World Wide Web. Unauthorized or unacceptable uses of technology include but are not limited to:

1. Violating the requirements of appropriate behavior as noted in handbooks and manuals;
2. Using or posting profanity, obscenity, language or visuals which may be offensive to others;
3. Reporting personal communications without the author's prior consent;
4. Copying commercial software in violation of copyright law;
5. Using the network for financial gain or for any commercial or illegal activity;
6. Deliberate attempts to degrade or disrupt system or network performance. Such attempts will be viewed as criminal activity under applicable state and federal law.
7. Knowingly spreading computer viruses.

LIBRARY AND INFORMATION CENTER

Students will find the high school library to be a resource center during their time at BHS. Students may come from study halls with a pass from the study teacher, and from lunch with a pass obtained at the main desk in the commons. The library may be used for research, studying, reading, or computer work. Our impressive collection includes reference books on all curricular subjects, a circulating library of fiction and non-fiction that accommodates academic and pleasure reading, and current magazines and newspapers. Library computers are available to students who have turned in their *Internet & Electronic Access Agreement*. Computers are to be used for school work only. Please remember the library is not a lounge, and students may **not** bring any food or drink into the room.

The Library's extensive collection of online resources is called the *Virtual Library*, which includes our subscription databases and *ebook* versions of many reference books. The *Virtual Library* is accessible both in the building and from home. The resources contained are extremely useful for every subject, and include general and news databases, as well as sources specific to literature, science, and mathematics, health, and social studies. Students and staff may obtain the passwords for home access from the librarian.

Students are strongly encouraged to obtain a Bergenfield Public Library card in order to check books out of the school library. While a student ID number may be used, many additional features, such as the ability to borrow books from other libraries in the public or high school systems, known as BCCLS and BELS, require a library card. It is hoped that students will utilize the library for their academic needs and personal reading pleasure.

HomeworkNow.com: Teachers will post all assignments and necessary class information on this link. Students and parents may access the information by logging on to www.bergenfield.org, click on "schools", "Bergenfield High School", "Homework Assignments", and select the desired teacher(s). Necessary login and password information will be communicated under separate cover.

Infinite Campus: Parents and students are encouraged to use the Infinite Campus portals to view student performance. 10th-12th grade students and parents can continue to use their given login information. Ninth grade students/parents and any new/transfer student will be given login information at the start of the school year or the start of enrollment per request.

INTERSCHOLASTIC ATHLETICS

Bergenfield High School is a member of the New Jersey State Interscholastic Athletic Association, as well as a member of the Big North Conference.

Every student in BHS is encouraged to participate in the athletic program. The following sports are available in the athletic program for both boys and girls.
Fall: Football, Soccer, Cross Country, Volleyball, Cheerleading, Tennis, Weight Training
Winter: Basketball, Bowling, Wrestling, Dance Team, Indoor Track, Weight Training
Spring: Baseball, Track & Field, Golf, Tennis, Softball, Weight Training
School sport screening and physical examinations are offered at no cost to the student prior to each seasonal sport. The school schedule for the times are posted in the BHS Health Office, the gym areas, and is available from the coaches and school nurse. Any questions about school athletic examinations may be directed to the school nurse and/or the Athletic Director. **After the start of the season acceptance to the team will be at the coaches discretion and the approval of the Director of Athletics.**

N.J.S.I.A.A. ELIGIBILITY REQUIREMENTS

Boy/Girl Competition

The NJSIAA has established the following guidelines concerning boy/girl competition:

1. Boys *may not* participate on girl athletic teams.
2. Based on the directives of the New Jersey Commissioner of Education, girls *can* participate on any boy athletic team if that same sport or event is not offered to girls at that school.
3. Girls *may not* participate on boys athletic teams or events where there are girls' teams offered in that same or similar sport at that school.

Eligibility Rules and Regulations

The NJSIAA Constitution outlines all the details concerning eligibility for participation in athletics. A general outline of those details is provided below; see your school administration if you have need for more information concerning any of these items.

1. **Enrollment** To be eligible to participate in interscholastic athletic program of a member school, you must be formally enrolled in that school.
2. **Age** An athlete becomes *ineligible* for high school athletics if he/she reaches the age of 19 *prior* to *September 1*. Any athlete reaching age 19 on or after September 1 shall be eligible for that school year. An athlete becomes ineligible for Junior High School or 9th grade athletics if he/she attains the age of 16 *prior* to *September 1*.
3. **Credits** An entering 9th grade student is immediately eligible for the 1st semester (up to January 20, 2012). To become eligible for the 1st semester all 10th to 11th grade students must have earned 6 BHS credits from the previous year. To become eligible for the 1st semester all 12th grade students must have earned 5.5 BHS credits from the previous year. To become eligible for the 2nd semester (January 21- June 19), all 9th through 11th grade students must have earned 3 BHS credits at the conclusion of the first semester. To become eligible for the 2nd semester, all 12th grade students must have earned 2.75 BHS credits at the conclusion of the first semester. All handicapped/classified students, as defined by the New Jersey Department of Education, shall comply with the athletic eligibility rules and regulations of the NJSIAA with the exception of the credit requirements.
4. **Post-Graduates** A student who has graduated from high school will not be eligible for high school competition.
5. **Semester of Eligibility** Starting with the 9th grade, a student shall have four consecutive years of eligibility. No student shall be eligible for high school athletics after the end of eight consecutive semesters following his/her entrance into the 9th grade.

6. Transfers

A student, whose transfer from one high school district to another is necessitated by a change of residence by his/her parents or guardians who have moved from one public high school district to another, will be eligible immediately so long as all other eligibility requirements are met.

A student who transfers from one high school district to another *without* such a change of residence by parents or guardians is ineligible to participate in any sport in which they earned a varsity letter in their previous school. The period of ineligibility shall be thirty days from the first day of the school's actual interscholastic contest (other than scrimmages).

7. Physical Exams

A student must have a medical examination and be approved for athletic competition.

8. Amateur Status

Student athletes may not accept cash or merchandise when competing in or out of school.

CODE OF BEHAVIOR FOR ATHLETIC EVENTS

1. Enthusiastically encourage your own team.
2. Refrain from abusive or irritating remarks and booing.
3. Accept the decision of the officials in good grace.
4. Don't endanger the safety and comfort of the players or other spectators, for example, by throwing objects.
5. All trouble-provoking noisemakers, signs, and banners should be avoided.
6. Present your student ID when requesting student privileges.
7. At basketball games, silence is requested while a player is shooting a foul. Any person obviously and intentionally violating the code will be subject to ejection from the event. Spectators are encouraged to cheer and support their school, cheerleaders, players and coaches, in a manner that does not distract from the game or match.

We ask that spectators refrain from directing jeers or comments at officials, opposing schools, cheerleaders, players or coaches. Please adhere to the posted Good Sportsmanship Code.

ADULT CONDUCT CODE

Adults play a vital role in the development of our student athletes. Therefore, we believe that adults should:

- ◆ Be positive role models through actions that ensure that student/athletes have the best athletic experience possible.
- ◆ Be supportive of the team as a whole.
- ◆ Show respect for the opposing players, coaches, spectators, and support groups.
- ◆ Be respectful of all official's decisions.
- ◆ Be careful not to instruct players before or during games because your instructions may conflict with the coach's plans and strategies.
- ◆ Praise student athletes in their attempts to improve themselves as athletes, students and people.
- ◆ Gain an understanding and appreciation of the rules of the contest.
- ◆ Recognize and show appreciation for outstanding play by either team.

- ◆ Help our student/athletes learn that success is measured by the development of skills, not necessarily wins and losses.
- ◆ Take time to talk with coaches in an appropriate manner and the proper time and in the proper place.
- ◆ Reinforce the school's drug and alcohol free policies.
- ◆ Remember that it is a privilege to attend high school athletic contests.

SPORTSMANSHIP

Sportsmanship is the ability to accept graciously, winning and losing. It is the ability to know that life is made up of both successes and failures and to know that we must be able to deal with both.

Sportsmanship is that attitude which projects the opponent as an equal not an enemy. Your rival is worthy of your respect and admiration.

Sportsmanship is the ability to recognize the talents and abilities of others, even when it means accepting the fact that someone else is more proficient than ourselves.

Sportsmanship is the courage it takes to play the game within the rules. It is the ability to accept the decision of the officials and the coach without demonstrating inappropriate behavior.

Sportsmanship allows the individual to be able to offer his/her hand in victory in order to console the opponent and to offer his/her hand in defeat in order to congratulate the opponent.

Take your responsibility to be a good sport in a very serious manner.

UNSPORTSMANLIKE CONDUCT

Unsportsmanlike conduct shall include but not be limited to the following:

- a. Any person (athletic department, staff member, student athlete or a fan or spectator associated with a member school) who strikes or physically abuses an official, opposing coach, player, or spectator.
- b. Any person (athletic department, staff member, student athlete or a fan or spectator associated with a member school) who intentionally incites participants or spectators to violent or abusive action.
- c. Any person (athletic department, staff member, student athlete or a fan or spectator associated with a member school) who uses obscene gestures or profane or unduly provocative language or action towards officials, opponents, or spectators. Unsportsmanlike conduct shall subject the individual to disciplinary action.

THE USE OF STEROIDS, TOBACCO, DRUGS & ALCOHOL ARE PROHIBITED

By now most teens are aware of the use of anabolic steroids in bodybuilding, professional, and amateur sports. Steroid use has grown to epidemic proportion in high schools. Use of anabolic steroids is extremely dangerous.

Any student suspected of using steroids or other weight and strength increasing substances, may be required to be tested. Anyone testing positive or in possession of steroids will be subject to penalties.

The Board prohibits the use and/or possession of drugs and alcohol on or near (within 1000 feet of school property) school premises, at any school activity on or away from school premises that is sponsored by this Board, and on any transportation vehicle provided

directly or indirectly by this Board. The Board also prohibits the sale or distribution of drugs and alcohol on school property, at all school activities, on any transportation vehicle provided directly or indirectly by the Board, and anywhere in Bergenfield where circumstances indicate that a student is dealing drugs. Disciplinary sanctions shall include suspension or expulsion. **New Jersey law requires** that a school district report to the police any pupil who violates the Board's drug and alcohol policy, including being in possession of drug paraphernalia. **New Jersey law also requires** that any pupil suspected of being under the influence of alcohol or other drugs be referred to a physician for an **immediate** medical examination which will include a drug and alcohol screen.

Substances that are prohibited included alcoholic beverages, controlled dangerous substances as defined at N.J.S.A. 24:21-2, anabolic steroids, any chemical or chemical compound that releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined at N.J.S.A. 2A:170-25.9 or any over the counter or prescription medications which are improperly used to cause intoxication, inebriation, excitement, stupefaction, or dulling of the brain or nervous system.

The Board of Education recognizes that a pupil's abuse of harmful substances seriously impedes that pupil's education and threatens the welfare of the entire school community.

NJSIAA'S STEROID TESTING POLICY

In accordance with Executive Order 72, issued by the Governor of the State of New Jersey, Richard J. Codey, on December 20, 2005, the NJSIAA will test a random selection of student athletes, who have qualified, as individuals or as members of a team, for state championship competition.

1. General prohibition against performance enhancing drugs:

A. It shall be considered a violation of the NJSIAA's sportsmanship rule for any student athlete to possess, ingest, or otherwise use any substance on the list of banned substance, without written prescription by a fully licensed physician, as recognized by the American Medical Association, to treat a medical condition.

B. Violations found as a result of NJSIAA's testing shall be penalized in accordance with the policy.

C. Violations found as a result of a member school testing shall be penalized in accordance with the school's policy.

2. List of banned substances:

A list of banned substances shall be prepared annually by the medical advisory committee, and approved by the executive committee. (See List)

3. Consent Form:

Before participating in interscholastic sports, the student athlete and the student athlete's parent guardian shall consent, in writing, to random testing in accordance with this policy. Failure to sign the consent form renders the student athlete ineligible.

4. Selection of athletes to be tested:

A. Tested athletes will be selected randomly from all of those athletes participating in championship competition.

B. Sixty percent of all tests shall be from football, wrestling, track & field, swimming, lacrosse and baseball. The remaining forty percent of all tests shall be from all other NJSIAA sports.

5. Administration of Tests:

Tested athletes will be administered by a certified laboratory, selected by the executive director and approved by the executive committee.

6. Testing methodology:

The methodology for taking and handling samples shall be in accordance with current legal standards.

7. Sufficiency of Results:

No test shall be considered a positive result unless the approved laboratory reports a positive result, and the NJISSA's medical review officer confirms that there was no medical reason for the positive result. A "B" sample shall be available in the event of an appeal.

8. Appeal process:

If the certified laboratory reports that a student athlete's sample has tested positive, and the medical review officer confirms that there is no medical reason for a positive result, a penalty shall be imposed unless the student athlete proves, by a preponderance of the evidence, that he or she bears no fault of negligence for the violation. Appeals shall be heard by a NJSIAA committee shall be to the commissioner of education, for the public school athletes, and to the superior court, for non-public athletes. Hearings shall be held in accordance with NJSIAA by the laws, article XIII, "hearing procedure."

9. Penalties:

Any person who test positively in an NJSIAA administered test, or any person who refuses to provide a testing sample, or any person who reports his or her own violation, shall immediately forfeit his or her eligibility to participate in NJSIAA competition for a period of one year from the date of the test. Any such person shall also forfeit and individual honor earned while in violation. No person who tests positive, refuses to provide a test sample, or who reports of her won violations shall resume eligibility until he or she has undergone counseling and produced a negative test result.

10. Confidentiality:

Results of all shall be considered confidential and shall only be disclosed to the individual, his or her parents, and his or her school.

11. Compilation of Results:

The executive committee shall annually compile and report the results of the testing program.

12. Yearly renewal of the steroid policy:

The executive committee shall annually determine whether this policy shall be renewed or discontinued.

NJSIAA Banned-Drug Classes 2011-2012

The term "related compounds" comprises substances that are included in the class by their pharmacological action and/or chemical structure. No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example.

Many nutritional/dietary supplements contain NJSIAA banned substances. In addition, the U.S. Food and Drug Administration (FDA) does not strictly regulate the supplement industry; therefore purity and safety of nutritional dietary supplements cannot be guaranteed. Impure supplements may lead to a positive NJSIAA drug test. **The use of supplements is at the student-athlete's own risk.** Students-athlete should contact their physician or athletic trainer for further information.

The following is a list of banned-drug classes, with the examples of banned substances under each class:

(a) Stimulants amiphenazole amphetamine bemigrade benzphetamine bromantan caffeine (guorana) chlorphentermine cocaine cropropamide crothetamide diethylpropion dimethylamphetamine doxapram ephedrine (ephedra, ma huang) ethamivan ethylamphetamine fencamfamine meclofenoxate methylenedioxymethamphetamine (MDMA, ecstasy) methylphenidate nikethamide pemoline pentetrazol phenmetrazine phentermine phenylpropanolamine (ppa) picrotoxine pipradol prolintane strychnine synephrine (cirtus aurantium, zhishi, bitter orange) and related compounds	(b) Anabolic Agents anabolic steroids androstenediol androstenedione boldenone clostebol dehydrochloromethyl- testosterone dehydroepiandro- sterone (DHEA) dihydrotestosterone (DHT) dromostanolone epitrenbolone fluoxymesterone gestrinone mesterolone methandienone methenolone methyltestosterone norandrostenediol norandrostenedione norethandrolone norethandrolone oxymesterone phenidimetrazine pregnelone stanozolol testosterone ² tetrahydrogestrinone (THG) trenbolone and related compounds	(c) Diuretics acetazolamide bendroflumethiazide benziazide bumetanide chlorothiazide chlorothialidone ethacrynic acid flumethiazide furosemide hydrochlorothiazide hydroflumethiazide methyclothiazide metolazone polythiazide quinethazone spiro lactone triamterene trichlormethiazide and related compounds (d) Peptide Hormones & Analogues corticotrophin (ACTH) human chorionic gonadotrophin (HCG) growth hormone (HGH, somatotrophin) insulin like growth hormone (IGF-1) All the respective releasing factors of the above-mentioned substances also are banned: erythropoietin (EPO) darbopoetin sermorelin
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(e) Definitions of positive depends on the following:

¹ for caffeine-if the concentration in urine exceeds 15 micrograms/ml

² for testosterone- if administration of testosterone or use of any other manipulation has the result of increasing the ratio of the total concentration of testosterone to that of epitestosterone in the urine of greater than 6:1, unless there is evidence that this ratio is due to a physiological or pathological condition.

**NJSIAA STEROID TESTING POLICY
CONSENT TO RANDOM TESTING**

In Executive Order 72, issued December 20, 2005, Governor Richard Codey directed the New Jersey Department of Education to work in conjunction with the New Jersey State Interscholastic Athletic Association (NJSIAA) to develop and implement of a program of random testing of steroids, of teams and individuals qualifying for a championship games.

Beginning in the Fall, 2006 sports season, any student-athlete who possesses, distributes, ingests or otherwise uses any of the banned substances on the attached page; without written prescription by a fully-licensed physician, as recognized by the American Medical Association, to treat a medical condition, violates the NJSIAA's sportsmanship rule, and is subject to NJSIAA penalties, including ineligibility from competition. The NJSIAA will test certain randomly selected individuals and teams that qualify for a state championship tournament or state championship competition for banned substances. The result of all tests shall be considered confidential and shall only be disclosed to the student, his or her parents, and his or her school. No student may participate in NJSIAA competition unless the student and the other student's parent/guardian consent to random testing.

By signing below, we consent to random testing in accordance with the NJSIAA steroid testing policy. We understand that if the student or the student's team qualifies for a state championship tournament or state championship competition, the student may be subject to testing for banned substances.

Signature of student-athlete

Date

Signature of parent/guardian

Date

EXTRACURRICULAR ACTIVITIES AND CLUBS

Academic Decathlon.....	Ms. Guttilla
Art Honor Society	Ms. Kabis
Bear Facts	Mr. Heede
Big Brothers Big Sisters.....	Ms. DePinto
Class of 2012.....	Mr. Hayden
Class of 2013.....	Mrs. Soporowski
Class of 2014.....	Mrs. Hirstius
Class of 2015.....	TBA
Color Guard.....	Mr. DeLucia
Dance Club.....	Mrs. Conklin
Debate Club.....	Mr. Kozay
DECA.....	Mr. Dawson
Environmental Club	Dr. Soporowski & Mrs. Soporowski
ERASE	Ms. Guttilla
French Club.....	Ms. Miller
French Honor Society.....	Ms. Miller
Graphic Arts Club	Mr. Moliere
Health Office Helpers	Mrs. Borrows
Interact Club	Mrs. Borrows
Italian Honor Society	Mrs. Bejo
Literary Magazine Collage.....	Mr. Steng
Marching Band	Mr. Timmons
Marine Biology.....	Mr. Padilla
Model U.N.....	Ms. Lato & Mr. Tanglao
National Honor Society.....	Ms. Brunet
N.J. Math Team	Ms. Bembridge
Ski & Snowboard Club.....	Mr. Padilla
Spanish National Honor Society.....	Ms. Ruiz & Mr. Meana
Stage Director.....	Mr. Pennell
Student Congress.....	Mr. Biggins
Taiko Drum Club	Ms. Froehlich & Mr. Brown
Tri-M Music Honor Society	Mr. Couden
TV Video Club	Ms. Carr
Weight Lifting Club	Seasonal
Yearbook	Mr. Dapito
Youth Alive Club	Ms. Buendia

INTERNET & ELECTRONIC INFORMATION
ACCESS AGREEMENT
STUDENT AGREEMENT

As a condition of using Bergenfield School District's computers and computer networks to access programs and/or information including, but not limited to, the Internet, Netspace, and the World Wide Web, I have read and agree to abide by the Bergenfield Board of Education Policy 6142.10. I understand that any violation of these guidelines or any inappropriate conduct related to computer usage may result in administrative action, including, but not limited to, revocation of my computer use and access, detention, suspension, expulsion, or legal prosecution. I understand and am fully responsible for my actions.

Student's Name _____ (**Please Print**)
Student's Number _____ Homeroom _____
Student's Signature _____ Date _____

PARENT/GUARDIAN CONSENT AND AGREEMENT

I have read and discussed with _____ (Student's Name) the above agreement and the Board of Education Policy 6142.10 (Acceptable Use Policy). I understand that access to the Internet and the World Wide Web as well as to computer programs on school computers are for educational use only.

Parents/Guardian's Name _____ (**Please Print**)
Parent/Guardian's Signature _____ Date _____

BERGENFIELD BOARD OF EDUCATION
POLICY MANUAL

FILE CODE: 6142.10

ACCEPTABLE USE POLICY (AUP)

All school computer systems and Internet facilities are to be used in a responsible and legal manner by student and staff according to all policies of the Bergenfield School District. Users must acknowledge their understanding of the policies and guidelines as a condition of receiving an account or using the computer network or Internet

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Students and teachers have access to limited information and materials. With access to computers and people all over the world also comes the availability of materials that may not be considered to be of educational value in the context of the school setting. The Bergenfield School District takes precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure materials that are not consistent with the educational goals of the District.

The purpose of the Internet is to facilitate communications in support of research and education, by providing access to unique resources and an opportunity for collaborative work.

The purpose of the Internet is to facilitate communications in support of research and education, by providing access to unique resources and an opportunity for collaborative work. To remain eligible as a user, the use of an account must be in support of and consistent with the educational objectives of the Bergenfield Public School District. Violation of the AUP may result in immediate termination of access to the network and other disciplinary action in accordance with district policies.

The district has the right to place reasonable restrictions on the materials accessed or posted through the network.

ACCEPTABLE/UNACCEPTABLE

1. All use of the Internet must be in support of education and research and consistent with the purposes of Bergenfield School District. The network should not be used for any non-instructional purpose such as e-mail, chat rooms, or other direct mail communications. Any use of the network for commercial or for-profit purposes is prohibited. Use of the network for personal and private business is prohibited, such as online shopping. Any use of the network for product advertisement or political lobbying is prohibited
2. Network accounts are to be used only by authorized owner of the account for the authorized purpose; never are accounts to be used for unauthorized disclosure, or use and dissemination of personal information regarding minors.
3. Users shall not intentionally seek information on, obtain copies of, or modify files, other data or passwords belonging to other users, or misrepresent other users on the network. This includes misuse of academic information for the purpose of plagiarism or any other copyright infringement.
4. All communications and information accessible via the network should not be assumed to be private property. Electronic messages and stored files should be regarded as property of the school district.

ACCORDING TO BILL A592:

It is illegal for any personal information about students to be posted on the Internet, including school Web sites, without written consent from a legal guardian. This would include an online student newspaper. In addition, this bill would prohibit school districts from posting any identifying information about students -from names to photos- on a school-sponsored website.

Status: Bill passed Assembly and Senate unanimously.

Ramifications: Law prevents newspapers hosted on a school district's Web site from including names and photographs of students. This also encompasses by-lines of articles or upcoming event calendar dates and locations of these events despite the fact that such material routinely appears in the print version of student publications available in public libraries and other places. Some school districts have made it mandatory to obtain written permission from a legal guardian before a minor's picture may be published in any format, including yearbooks and student newspapers. (This includes group shots of sporting events where opposing players are photographed.)

S e p t e m b e r

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Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

				1 First Day for Teachers	2 Staff Development Day	3																																																	
4	5 Labor Day School Closed	6 First Day for Students	7	8 Pep Rally 3:30 PM	9 Regular Reg. Deadline for Oct. SAT & Subject Tests	10 ACT Testing																																																	
11	12	13	14 Open House 7:00 - 9:00 P.M.	15	16 Regular Reg. Deadline for for October ACT Senior College Fair 9:30 - 10:15 A.M.	17																																																	
18	19	20	21 Last Day to Reg. for October SAT & Subject Tests	22	23	24																																																	
25	26 BOE Meeting 8:00 P.M.	27	28	29 Rosh Hashanah School Closed	30 Last Day to Reg. for Oct ACT	<p>October 2011</p> <table border="1"> <tr> <td>S</td> <td>M</td> <td>T</td> <td>W</td> <td>T</td> <td>F</td> <td>S</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> </tr> <tr> <td>9</td> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> </tr> <tr> <td>16</td> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> </tr> <tr> <td>23</td> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> </tr> <tr> <td>30</td> <td>31</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
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		1	2 Staff Development Day Half Day Session for Students	3	4 End of Marking Period 1 Regular Reg. Deadline for Dec ACT	5 SAT Testing At BHS Sign In starts at 7:30 a.m.																																																																																											
6	7	8 Regular Reg. Deadline for Dec. SAT & Subject Tests	9	10 NJEA Convention School Closed	11 NJEA Convention School Closed	12																																																																																											
13	14	15	16	17	18 Last Day to Reg. for Dec ACT	19																																																																																											
20 Last Day to Reg. for Dec. SAT & Subject Tests	21	22	23 Half Day Session	24 Thanksgiving Day School Closed	25 Thanksgiving Recess School Closed	26																																																																																											
27	28 BOE Meeting 8:00 P.M.	29	30	<p>October 2011</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<p>December 2011</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1 2 3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table>	S	M	T	W	T	F	S							1 2 3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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1	2 Holiday Recess School Closed	3	4	5 Parent Conferences 7:00-9:00 PM	6	7																																																																																																		
8	9	10	11	12	13 Regular Reg. Deadline for February ACT Last Day to Reg. for Jan. SAT & Subject Tests	14																																																																																																		
15	16 Martin Luther King, Jr./ Staff Development Day No School for Students	17	18	19	20 End of Marking Period 2 Last day to Reg. for Feb. ACT	21																																																																																																		
22	23	24	25	26	27	28 SAT Testing																																																																																																		
29	30 BOE Meeting 8:00 P.M.	31			<table border="0"> <tr> <th colspan="7">December 2011</th> <th colspan="7">February 2012</th> </tr> <tr> <td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td> <td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td> </tr> <tr> <td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td> <td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td> </tr> <tr> <td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td> <td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td> </tr> <tr> <td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> <td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td> </tr> <tr> <td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td> <td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td> </tr> <tr> <td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td> <td>26</td><td>27</td><td>28</td><td>29</td><td></td><td></td><td></td> </tr> </table>		December 2011							February 2012							S	M	T	W	T	F	S	S	M	T	W	T	F	S					1	2	3				1	2	3	4	4	5	6	7	8	9	10	5	6	7	8	9	10	11	11	12	13	14	15	16	17	12	13	14	15	16	17	18	18	19	20	21	22	23	24	19	20	21	22	23	24	25	25	26	27	28	29	30	31	26	27	28	29			
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5	6	7	8	9	10 Regular Reg. Deadline for March SAT	11 ACT Testing																																																																																					
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19	20 Winter Recess School Closed	21 Winter Recess School Closed	22	23	24 Last Day to Reg. for March SAT	25																																																																																					
26	27 BOE Meeting 8:00 P.M.	28	29	<p>January 2012</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>		S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<p>March 2012</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table>	S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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March

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26	27	28	29				29	30								
4	5	6	7	8	9	10	HSPA Testing Grade 11 Math	HSPA Testing Grade 11 Language Arts	HSPA Testing Grade 11 Language Arts	Regular Reg. Deadline for April ACT	SAT Testing					
11	12	13	14	15	16	17	HSPA Testing Grade 11 Make-Up	HSPA Testing Grade 11 Make-Up Staff Development Day Half Day Session	HSPA Testing Grade 11 Make-Up							
18	19	20	21	22	23	24				Last Day to Reg. for April ACT						
25	26	27	28	29	30	31	BOE Meeting 8:00 P.M.	End of Marking Period 3								

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1	2	3	4	5	6 Good Friday School Closed Regular Reg. Deadline for May SAT & Subject Tests	7																																																																																				
8	9 Spring Recess School Closed	10 Spring Recess School Closed	11 Spring Recess School Closed	12 Spring Recess School Closed	13 Spring Recess School Closed	14 ACT Testing																																																																																				
15	16	17 BOE Meeting 8:00 P.M.	18	19	20 Last Day to Reg. for May SAT & Subject Tests	21																																																																																				
22	23	24	25	26 Junior College Fair 9:30 - 10:15 A.M.	27	28																																																																																				
29	30				<p>March 2012</p> <table border="1"> <tr> <td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td> </tr> <tr> <td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td> </tr> <tr> <td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td> </tr> <tr> <td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> </tr> <tr> <td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td> </tr> <tr> <td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td> </tr> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	<p>May 2012</p> <table border="1"> <tr> <td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td> </tr> <tr> <td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td> </tr> <tr> <td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td> </tr> <tr> <td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> </tr> <tr> <td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td> </tr> <tr> <td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td> </tr> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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May

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		1	2	3	4 Regular Reg. Deadline for June ACT	5 SAT Testing @ BHS Sign in Starts at 7:30 a.m.																																																																																																		
6	7 AP Testing Chemistry Environmental Science Psychology	8 AP Testing Comp. Science Spanish Lang. Art History Regular Reg. Deadline for June SAT	9 AP Testing Calculus Chinese Language & Culture	10 AP Testing English Literature and Composition	11 AP Testing U.S. History	12																																																																																																		
13	14 AP Testing Biology Music Theory Physics	15 AP Testing US Gov. & Politics EOC Biology Testing	16 AP Testing English Language and Composition EOC Biology Testing	17 EOC Biology Make-Up	18 AP Testing Spanish Literature Last Day to Reg. for June ACT EOC Biology Make-Up	19																																																																																																		
20	21 BOE Meeting 8:00 P.M.	22 Last Day to Reg. Deadline for June SAT	23	24	25	26																																																																																																		
27	28 Memorial Day School Closed	29	30	31 Senior Prom	<table border="1"> <thead> <tr> <th colspan="7">April 2012</th> <th colspan="7">June 2012</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td> <td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td> </tr> <tr> <td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td> <td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td> </tr> <tr> <td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td> <td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td> </tr> <tr> <td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td> <td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td> </tr> <tr> <td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td> <td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td> </tr> </tbody> </table>		April 2012							June 2012							S	M	T	W	T	F	S	S	M	T	W	T	F	S	1	2	3	4	5	6	7						1	2	8	9	10	11	12	13	14	3	4	5	6	7	8	9	15	16	17	18	19	20	21	10	11	12	13	14	15	16	22	23	24	25	26	27	28	17	18	19	20	21	22	23	29	30						24	25	26	27	28	29	30
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June

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May 2012							1	2
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6	7	8	9	10	11	12		SAT Testing At BHS Sign In starts at 7:30 a.m.
13	14	15	16	17	18	19		
20	21	22	23	24	25	26		
27	28	29	30	31				
	3	4	5	6	7	8	9	ACT Testing At BHS Sign In starts at 7:30 a.m.
10	11	12	13	14	15	16		
	Final Exams Periods 1 & 8	Final Exams Periods 2 & 7	Final Exams Periods 3 & 6	Final Exams Periods 4 & 5	Final Exams Periods E & Make-Ups			
17	18	19	20	21	22	23		
	BOE Meeting 8:00 P.M Half Day Session	Half Day Session Last Day of School for Students Graduation						
24	25	26	27	28	29	30		

