LENAPE REGIONAL HIGH SCHOOL DISTRICT

2026-2027

Administration/Board of Education Offices
93 Willow Grove Road
Shamong, NJ 08088
http://www.lrhsd.org
phone: (609) 268-2000 • fax: (609) 268-6642

Lenape High School
235 Hartford Road
Medford, NJ 08055-9503
(609) 654-5111

Shawnee High School
600 Tabernacle Road
Medford, NJ 08055-9712
(609) 654-7544

Cherokee High School
120 Tomlinson Mill Road
Marlton, NJ 08053
(856) 983-5140

Seneca High School
110 Carranza Road
Tabernacle, NJ 08088
(609) 268-4600

Sequoia Alternative Program
120 Tomlinson Mill Road
Marlton, NJ 08053
(609) 268-3700
TAP: (609) 268-4600

WELCOME!

Dear Students,

We are pleased to welcome you as we begin the 2026-2027 school year. Now is the time to set for yourselves the standards and expectations that will guide you to the rewards of a successful school year. In your pursuit of educational excellence, set your goals high and take advantage of every opportunity that your high school career has to offer. As you do this, always remember that respect for yourselves, respect for your classmates, and respect for the adults in your school and for school property are of the utmost importance.

This year, you will see district and high school administrators and staff members engaged in an energetic effort to help you develop good study and attendance habits. Involvement with drugs, alcohol or other illegal substances of abuse will impede your performance and jeopardize your chances for achieving success in school. **The Lenape District has adopted a zero tolerance policy when it comes to substance abuse. Strict behavioral guidelines have been adopted and will be enforced to deal with offenders. If you have a problem, please come to us.** Help is available in school through the counseling centers.

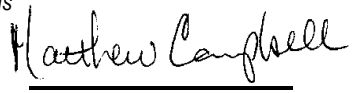
Knowing what you want to achieve while practicing good time management will go a long way toward helping you achieve the goals that you set.

The professional and support staff at the district level and at all of our high schools join us in wishing you a rewarding and meaningful school year.

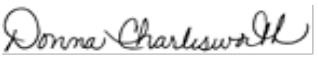
Sincerely yours,

Matthew D. Webb
Superintendent of Schools

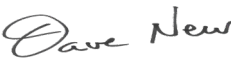
Anthony Cattani
Lenape HS Principal



Matthew Campbell
Shawnee HS Principal



Donna Charlesworth
Cherokee HS Principal



David L. New
Seneca HS Principal

Ben Lamberson
Sequoia Alternative Program

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2026-2027 DISTRICT CALENDAR

LENAPE • SHAWNEE • CHEROKEE • SENECA • SEQUOIA

LENAPE REGIONAL HIGH SCHOOL DISTRICT 2026 - 2027

August 2026

S	M	T	W	T	F	S
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					

September 2026

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			

October 2026

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

November 2026

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					

December 2026

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		

January 2027

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						

Aug 24-25 New Teacher Orientation
Aug 25 **Freshman & New Student Orientations**
Time TBD for All Schools
Aug 26 **All Staff In-Service**
@ Home School 8 AM-3:30 PM
Aug 27 **All Staff In-Service**
@ Lenape 8 AM-1 PM
Aug 28 School Closed Students & Staff
Aug 31 First Day of Classes – All Students
Sept 4 School Closed Students & Staff
Sept 7 Labor Day
Sept 21 School Closed Students & Staff
Oct 12 Staff In-Service
Oct 30 Single Session Day – Students
Nov 5-6 NJEA Convention
Nov 25 Single Session Students & Staff
Nov 26-27 Thanksgiving Break
Dec 9 Staff In-Service
Dec 23 Single Session Students & Staff
Dec 24 Winter Break Begins
Jan 4 Winter Break Ends – Classes Begin
Jan 18 Martin Luther King Day
Jan 22 Single Session Day – Students
Jan 25 Single Session Day – Students
Feb 12 Staff In-Service
Feb 15 Presidents' Day
Mar 10 Staff In-Service
Mar 26 Spring Break Begins
April 5 Spring Break Ends – Classes Begin
May 31 Memorial Day
June 9-15 **Single Session Day – Students***
June 15 **Last Day for Students & Staff***
6:00 PM Graduation*
June 18 Juneteenth

SCHOOLS CLOSED (STUDENTS & STAFF)
SCHOOLS CLOSED (STUDENTS ONLY)
SINGLE SESSION

Emergency/Weather Make-Up Days

1. February 12*
2. June 16
3. June 17
4. March 10*
5. June 21
6. June 22

Subject to change pending need for additional emergency/weather closings

Total Student Days in Session = 180
(# days in session per month)

Aug 1				
Sept 19	Nov 17	Jan 19	Mar 18	May 20
Oct 21	Dec 16	Feb 18	Apr 20	June 11

February 2027

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						

March 2027

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			

April 2027

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	

May 2027

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					

June 2027

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			

July 2027

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	

BOARD APPROVED November 19, 2025

Total Days in Session -180

School must be in session a minimum of 180 days by New Jersey State Law.

*PLEASE NOTE: The last five days of school are single session days for students.

In the event of an emergency school closing,
please consult the district website for updated District and Report Card Calendar.

www.lrhsd.org

REPORT CARD CALENDAR

2026-2027

Nov. 4	First Marking Period Ends
Nov. 9	Second Marking Period Begins
Nov. 13	Report Cards Posted
Jan. 22	Second Marking Period Ends
Jan. 29	Report Cards Posted
Jan. 25	Third Marking Period Begins
April 9	Third Marking Period Ends
April 16	Report Cards Posted
April 12	Fourth Marking Period Begins
June 15	Fourth Marking Period Ends

BACK TO SCHOOL NIGHTS

SENECA	**Oct. 5**	**6 p.m.**
SHAWNEE	**Oct. 6**	**6 p.m.**
LENAPE	**Oct. 7**	**6 p.m.**
CHEROKEE	**Oct. 8**	**6 p.m.**
SEQUOIA	**Oct. 15**	**6 p.m.**

LENAPE REGIONAL HIGH SCHOOL DISTRICT
BOARD OF EDUCATION

Samuel B. Green*, President ..... *Shamong

JoAnne E. Harmon*, *Vice* President ..... *Evesham

Barry J. Fitzgerald ..... Evesham

TBD ..... Medford

David E. Stow ..... Medford

Steve H. Lee ..... Medford Lakes

Paula D. Lee ..... Mount Laurel

Nicole M. Samson ..... Mount Laurel

Charles D. Roseboro ..... *Southampton*

Dr. Robert H. Bende, Jr. ..... Tabernacle

Margaret M. Estlow ..... Woodland

Board of Education meetings are held monthly on the 3rd Wednesday at 7:30 p.m. in the K. Kiki Konstantinos Administration and Staff Development Building, 93 Willow Grove Road, Shamong, NJ 08088, unless advertised otherwise. Official newspapers of the Lenape District are *Burlington County Times and Central Record*.

ADMINISTRATIVE STAFF

Superintendent of Schools ..... Matthew D. Webb

Business Administrator/Board Secretary ..... Kara L. Huber

Principal - **Lenape High School** ..... Anthony Cattani

Principal - **Shawnee High School** ..... Matthew Campbell

Principal - **Cherokee High School** ..... Donna Charlesworth

Principal - **Seneca High School** ..... David New

Director - **Sequoia Alternative Program** ..... Ben Lamberson

DISTRICT BELL SCHEDULES

Regular Bell Schedule

First Period	7:30 A.M. - 8:32 A.M.
Second Period	8:37 A.M. - 9:34 A.M.
Third Period	9:39 A.M. - 10:36 A.M.
Labs / Lunch & Learn	10:36 A.M. - 11:26 A.M.
Fourth Period	11:26 A.M. - 12:23 P.M.
Fifth Period	12:28 P.M. - 1:25 P.M.
Sixth Period	1:30 P.M. - 2:27 P.M.
Delayed Opening Schedule	
First Period	9:30 A.M. - 10:15 A.M.
Second Period	10:18 A.M. - 10:57 A.M.
Third Period	11:00 A.M. - 11:39 A.M.
Lunch & Learn	11:39 A.M. - 12:24 P.M.
Fourth Period	12:24 P.M. - 1:03 P.M.
Fifth Period	1:06 P.M. - 1:45 P.M.
Sixth Period	1:48 P.M. - 2:27 P.M.
Single Session	
First Period	7:30 A.M. - 8:15 A.M.
Second Period	8:20 A.M. - 8:59 A.M.
Third Period	9:04 A.M. - 9:43 A.M.
Fourth Period	9:48 A.M. - 10:27 A.M.
Fifth Period	10:32 A.M. - 11:11 A.M.
Sixth Period	11:16 A.M. - 11:55 A.M.

LRHSD Daily Period Rotation Student Worksheet

Day 1	Day 2	Day 3	Day 4
1	2	3	4
2	3	4	1
3	4	1	2
Lab/Lunch & Learn	Lab/Lunch & Learn	Lab/Lunch & Learn	Lab/Lunch & Learn
5	6	7	8
6	7	8	5
7	8	5	6

ACCESS TO STUDENT INFORMATION

GENESIS PARENT PORTAL

This system is used to provide parents/guardians with a timely, secure, and reliable way to monitor their students' academic progress, attendance, and discipline records; parents/guardians will also be contacted via email or text message in the event of an emergency. 9th grade parents/guardians will receive login information by email as part of the online pre-registration process. Any parent/guardian without a login should contact the Counseling Office of their student's school. If you have any questions about or difficulties with Genesis Parent Portal, please email LRHSD Support at HELP@lrhsd.org or call (856) 396-HELP (856-396-4357).

CAFETERIA BREAKFAST AND LUNCH PRICES AND PRIVILEGES

The school district provides cafeterias and kiosks where students may purchase all or part of their breakfast or lunch at nominal prices. Pre-paying to an account or cash will be the only means of purchasing breakfast, lunch or a la carte items.

BREAKFAST PRICES

Student $2.50; Reduced $0.00

LUNCH PRICES

Students Featured $4.25; Students Deli & Salad Grab-Go $4.25; Student Reduced $0.00; Student Second Entrée $2.50.

Reduced & Free Students can choose any Entrée on the Menu. A la carte item pricing is subject to change without notice. This institution is an equal opportunity provider. El USDA es un proveedor y empleador que ofrece igualdad de oportunidades.

ATTENDANCE

Absence from school jeopardizes the ability of a pupil to satisfactorily complete the prescribed course of study and violates the statutes requiring children to regularly attend school (NJSA 18a-38:25-26). The Board accepts the responsibility of properly operating schools within the context of prevailing laws and regulations. It cannot succeed in its paramount task of providing an education as proposed through accepted curriculum and courses of study unless the students are present for all scheduled classroom learning activities. Consequently, there is an impelling responsibility upon the parents and students for students to attend school. The Board of Education will not issue credit if maximum pupil attendance is not accomplished. A copy of the complete Attendance Policy is available in the school Counseling Center. www.lrhsd.org/attendancepolicy

ABSENTEEISM

Over the years, data indicates the normal absentee rate for legitimate illness ranges between five and eight percent of the student body on a daily basis. School procedures and courses of study are designed to assimilate this level of absenteeism through instructional make-up work.

ABSENCE VERIFICATION

The school **WILL** require notes to be brought to school following an absence. School attendance is a basic responsibility of the student.

LOSS OF COURSE CREDIT (NON-CREDIT STATUS)

Students missing more than 9 unexcused school days for a year-long course will not have completed the course of study as prescribed and as such will not qualify to receive the assigned credit for the course. This is not a permissive policy establishing a "licensed" limit which may be missed with no harm. It assumes absences will occur for personal or family problems and professional appointments which cannot be scheduled in non-school times. Appeals for review of non-credit status are provided for under guidelines listed under the "Appeals" section.

SPONSORED ACTIVITIES

Students shall not be considered absent while participating in a school-sponsored activity.

CONSECUTIVE ABSENCES

Written notification will be sent to the parent of any pupil who misses 10 unexcused consecutive school days. This notification will inform parents that a mandatory meeting with the principal must be conducted within 5 school days and the pupil must immediately return to school.

Any student who is 16 years of age or older (above the school compulsory age) who fails to resume attendance within 10 school days will be dropped from the school register. Once withdrawn from the school register, a pupil may be permitted to re-enter only after a meeting with the principal.

EXCESSIVE ABSENCES/CREDIT COMPLETION

The parents/guardians of all students who miss school will be notified. Any student who is absent more than 9 unexcused nonconsecutive days for a semester course will be required to attend credit completion.

There will be a mandatory referral to the court program required by the New Jersey Administrative Office of the Courts for pupils under the compulsory school age (below 16 years of age.) A parent's failure to cause the pupil to return to school may cause the parent to be deemed a disorderly person by the court program and subject to a fine (N.J.S.A. 18:38-29).

Students absent 46 or more unexcused days will not be eligible for credit completion, will not be issued credit for courses passed during the school year, and will be required to repeat the year. Pupils required to take credit completion may not participate in the graduation ceremony.

LATE TO SCHOOL AND EARLY DISMISSALS

The Board expects students to arrive to school and classes on time. Students who arrive late to school or leave school early for any reason(s) not listed below shall be subject to disciplinary action in accordance with the district's Regulation 5600 Behavioral Guidelines. No student will be released for early dismissal to other than a parent(s) or legal guardian(s) without written permission from the student's parent(s) or legal guardian(s). All early releases require parental consent. A parent note may be used to excuse a late or early release that is not excused, however it will count as one of three parent notes for each semester.

EXCUSED ABSENCES

- Illness (requires an original note from a physician with date, copies will not be accepted)
- Funeral/Death in family
- Religious Observances pursuant to N.J.S.A 18A:36-14 through 16 state excused
- IEP Exempt
- Take Child to Work Day
- Post-secondary Education Visits 3 days maximum per year for 11th and 12th graders
- Court
- Out of School Suspension or any other form of short-term or long-term suspension
- Approved Home Instruction
- Driver's test (partial day)
- Written Parental Note may cover three days per semester
- Exclusion
- Participation in observance of Veterans Day, pursuant to N.J.S.A. 18A:36-13.2
- Participation in district board of election membership activities, pursuant to N.J.S.A. 18A:36-33
- Participation in a civic event, up to one day per school year, pursuant to N.J.S.A. 18A:36-33.1 and 33.2
- Closure of a busing school district that prevents a student from having transportation to the receiving school

HOME INSTRUCTION

Home Instruction and Home Assignments will be assigned to pupils meeting current regulations pertaining to such assignments. Pupils properly assigned shall be placed in separate and specific attendance registers. Home instruction status shall be instituted through procedures currently operable. Such regulations are prescribed by the State Board of Education which considers such pupils in school attendance. Home assignment is a local option and may be accomplished upon request of the parent when the pupil will be absent for a minimum of 3 consecutive school days. A statement from a doctor stating the nature of the illness and length of time the pupil will be absent must be filed with the school. Unlike home instruction a student on home assignment will not be considered in school attendance and will be penalized under the Attendance Policy.

MAKE-UP WORK

Students are provided an opportunity to complete assignments missed because of their absences. However, it should be understood that without participation in class discussion, etc., the completion of assignments does not fully compensate for the learning activity of a total class section. The rule of thumb for the time allowed to make up work missed is equal to the amount of time absent. Students must make arrangements to make up work. Extended time to make up work may be granted by the respective teachers. Pupils choosing to cut classes, or otherwise found truant, may not make up work missed. Pupils may complete assignments for time missed because of actions initiated by the authorities of the school, suspension, exclusion, etc.

COURSE CREDITS

The school maintains a consistent obligation requiring pupils to be present in school in order that they may be taught. The non-credit status is a temporary condition predicated upon the attendance performance of the student. The student may overcome this condition by making up the school hours to the extent possible in a supplemental credit completion program offered by the school. Students missing more than 9 unexcused school days in a school year may register to complete the course requirements in the supplemental credit completion program.

ATTENDANCE APPEALS

The Board of Education is aware of possible unforeseen factors which may create hardships relating to compliance with the Attendance Policy. Section V of Board of Education Policy #5200 outlines the attendance appeal process. A signed petition for a hearing may be presented to the principal of the student's high school by the parent/guardian no later than 5 school days after the receipt of notice of the pending appeals process. All material to be considered as basis for an appeal at the end of each term must be delivered to the school upon request. No material will be considered that is not in the hands of the committee by the deadline stipulated. Data must include documentation for all days absent, **not just for those days in excess of the policy.**

In keeping with the dictates of fairness and procedural due process, attendance appeals committees will be established to hear cases brought by petition from parents/guardians concerning non-credit status. The committee may excuse one or more absences for reason of sickness, hardship, or other extenuating circumstances and shall consider the academic standing and course performance of the pupil in making its decision.

RECORD KEEPING

Reporting student absences is a primary responsibility of the school. Absences and tardiness are recorded on report cards issued four times a year. A letter of notification will be mailed to parents or guardians alerting them of the consequences of a student's noncompliance with the attendance requirement. An individual attendance card will be maintained by the attendance clerk indicating year-to-date absences and the student's guidance counselor will have the student notified of his/her no credit status. Students entering school after the opening day in September will have the same attendance

requirements as those pupils entering on the first day of school.

PARENTAL RESPONSIBILITY

To support the Lenape District's attempts to have students attend school in accordance with the statutes, parents/guardians are asked to encourage their students to attend every day that school is in session, to maintain records of the student's necessary absences, indicating reasons, and collecting notes from physicians, etc., and if necessary, prepare notes, calendars, etc. which will be required if an appeal is necessary. **Parents are encouraged to submit documentation for an absence immediately upon their student's return to school.**

EXPECTATIONS FOR STUDENT BEHAVIOR

Good behavior in the classroom provides an atmosphere for learning to take place. Student self-discipline includes a positive understanding and acceptance of school rules. Student self-discipline will promote education, provide respect and rights for all, improve safety, help ensure success in the world of work, and develop good citizens for community life. Student self-discipline through mature free choices reduces disciplinary action. At all times, school rules apply to all students on school property and during school-sponsored activities.

Board of Education Policy #5600 lists the following expectations as essential student behavioral outcomes with the cooperation of home, school and community. Students should:

- Prepare themselves mentally and physically for the process of learning.
- Demonstrate respect for people and property as referred to in BOE Policies #2263: Human Relations and #5512: Harassment, Intimidation and Bullying.
- Take responsibility for their behavior and learning.
- Use time and other resources responsibly.
- Share responsibilities when working as members of a group.
- Meet the unique requirements of each class.
- Monitor their progress toward objectives.
- Communicate with parents and school personnel about school-related matters.

CARE OF SCHOOL PROPERTY

The school endeavors to teach young people a sense of responsibility toward public and private property. Each pupil is expected to take care of all school property. Pupils are liable for property damage caused by carelessness or misuse. Recent legislation also charges parents with liability for property damages. Vandalism to school property will be prosecuted to the fullest extent of the law.

GUIDELINES FOR STUDENT PROJECTS

All technology based classroom assignments, projects and/or assessments created individually or as a group MUST be school appropriate which is defined as positive, productive and respectful (i.e. no weapons, violence, drugs or alcohol, sexual innuendo or nudity, bias, racial or gang related references). Images and/or videos are not to be posted on any unapproved public or social media sites/forums (such as *YouTube*, *Facebook*, personal websites, etc.) without teacher approval and shall not reference the school or District name in the title, description or tags.

Images and/or video used to harass, intimidate and/or bully will result in discipline according to the LRHSD student behavioral guidelines in addition to possible police intervention.

DRUGS/ALCOHOL

The Board of Education is concerned with the health and welfare of its students. Being under the influence, having possession of or distributing alcohol or controlled dangerous substances on school property or at school-sponsored events is a violation of Board policy. The sale, distribution, and/or use of drugs and alcohol will not be tolerated on school property. **Students may voluntarily seek**

confidential assistance for an alcohol or drug problem, without penalty, by contacting a guidance counselor or any staff member or administrator.

SMOKING/VAPING/USING TOBACCO PRODUCTS/E CIGARETTES

The State of New Jersey prohibits smoking, vaping, possession of tobacco products, and/or E cigarettes by pupils at any time on school premises, at school sponsored events, and on any transportation vehicle supplied by the school district.

ELECTRONIC DEVICES

Students are prohibited from using any personal internet-enabled device during the school day. During instructional time, students will place devices in the caddies provided in each classroom. During non-instructional times, students should store devices out of sight. Students who do not comply with these requirements will be subject to the consequences as outlined in the Behavioral Guidelines.

SKATEBOARDS

Skateboards are not permitted on school property.

WEAPONS

Weapons of any nature are not allowed in school or on school property.

SUSPENSION/EXPULSION

The administration has the authority to suspend and/or recommend expulsion in cases of flagrant and continuing misconduct. Appropriate due process will be followed by the school administration in all cases of discipline. *Parent conferences will be held prior to reinstatement of students from suspension.*

SUSPENSIONS DURING SENIOR YEAR - PUPIL ATTENDANCE AT COMMENCEMENT EXERCISES, PARTICIPATION IN SENIOR ACTIVITIES AND DRIVING PARKING PRIVILEGES

The Board of Education recognizes the solemnity and uniqueness of commencement exercises symbolizing the formal termination of a student's high school career. Ceremonies occasioned for the granting of a high school diploma are provided through voluntary action of the Board and are not mandated by statute. Therefore, the Board limits participation in such ceremonies to those pupils who have met all graduation requirements prior to commencement exercises as prescribed by policy, along with noted requirements of attendance, citizenship and conduct as have been set forth in Board and/or administrative policies, rules and regulations.

Any student who is suspended for the second time during their senior year will lose his/her parking permit for twenty (20) school days. Students parking on school property under a suspended permit will be suspended from school.

Any student who is suspended three or more times during their senior year or attends a Superintendent Hearing may be denied the privileges of participating in commencement exercises and all other senior activities including the senior trip and senior prom, as well as the privilege of parking on school district property.

Any drug/alcohol or theft violation while on the senior trip or during the senior prom (even if it does not constitute the third suspension) will also result in the loss of the privilege of participation in commencement exercises and all other senior class activities.

ASSISTANT PRINCIPAL/SUPERVISOR OF INSTRUCTION

The Assistant Principal/Supervisor of Instruction supervises all certified and non-certified school staff as assigned by, or in the absence of, the Principal, assists the Principal in providing school-wide leadership and provides leadership in the development, implementation and coordination of the District's curriculum. In addition, each Assistant Principal/Supervisor of Instruction is assigned a portion

of the student-body to maintain safety and security and the high standards of student conduct consistent with Board Regulation 5600R: Behavioral Guidelines.

LENAPE		
Joseph De Julius	Business, JROTC, Tech., Security	(Do - G)
Jeffrey Hinson	Health/PE, ISS, Para	(A – Dj)
Eugene Jones	Art, Music, FCS	(S- Z)
Brian Laddey	AD, Media, Nurses, Social Studies	
Dr. Leah Mahr	Math, World Languages	(H - Ko)
Adam Preim	English	(Min - Ph)
Jennifer Pulliam	Guidance, Science	(Kr - Mil)
Alex Taliaferro	Special Education	(Pi - Ri)
SHAWNEE		
Brian Boland	ISS, Parking, Special Education	(Gr - Lo)
Craig Bookwalter	Business, Science, Technology	(A - Co)
Ryann DiNatale	Guidance, Math	(Lu - Po)
Richard Dodd	Athletic Director, Health/PE	(Ti - Z)
Jessica Riddle	FCS, Media, Nurses, World Lang.	(Pr - Th)
Nik Tama	Art, English, Music, Social Studies	(Cr - Go)
CHEROKEE		
David Belville	Nurses, Science, Security	(C - Dinan)
Dr. Shannon Bretz	Counseling, World Languages	(Guittar - Lambrese)
Michael Carr	Health/PE, Technology	(Spoltore - Z)
Anthony Gallo	Art, Social Studies	(Lampi - Mitchell)
Anthony Guerrera	Special Education, Paras, CST	(Mitterling - Rasireddy)
John Lamplugh	Business, Math	(Dinella - Guiliano)
Kevin Meder	AD, Music, Trainers	(A - B)
Katrina Miller	English, FCS, Media Center	(Rattigan - Spicer)
SENECA		
Dr. Sean Cassel	Business, Special Ed., Technology	(Ki-Q)
Dr. David Knecht	Guidance, English, Media, Music	(R - Z)
Jessica le Grange	Art, FCS, Social Studies, World Lang.	(Do – Ke)
David Maier	Math, Science, Security	(A - Di)
Karen O'Neil	AD, Health/PE, JROTC, Nurses	

The following list provides guidelines upon which consequences will be dispensed in an effort to change behavior and help students make better decisions. However, each case must be individually evaluated and the administration has the right to determine the appropriate consequences based on the facts of the offense. As with most school discipline, every effort shall be made to contact the parent/guardian to make them aware of the situation involving their child. Based on the severity of the offense, the consequences could be the maximum for that particular offense, regardless of the frequency of the offense. Behavioral guidelines are in effect whenever school jurisdiction is applicable. Student offenses are cumulative throughout the high school career. Any violations of offenses listed as drug/alcohol infractions will result in cumulative discipline. Any violations of offenses listed as violence or threat of violence will result in cumulative discipline. Therefore, any subsequent violations in the drug/alcohol or violence categories will be deemed multiple offenses. Student offenses committed during Lunch and Learn may result in the loss of Lunch and Learn privileges.

The New Jersey Department of Education and the New Jersey Department of Law and Public Safety recognize the important value of partnerships between schools and law enforcement. As a result, a memorandum of agreement between educational officials and law enforcement agencies has been designed to ensure cooperation between law enforcement and educational officials to protect and ensure the safety of the education community. Referrals to law enforcement are required with respect to drugs (possession and/or distribution), weapons and potential acts of violence that directly endanger the safety and well-being of members of the school community. In addition to the mandatory referrals to law enforcement, school Administrators are encouraged to consult with law enforcement authorities for any offense that they believe may warrant action outside of school or information that should be brought to the attention of law enforcement to maintain the safety and security of all students and staff. School Resource Officers (SROs) are assigned to each of our high schools for the safety and well-being of our students and staff. SROs also play an important role in our schools by actively participating in public awareness and prevention programs and educational initiatives.

The Lenape Regional High School District is required under the No Child Left Behind Act (Title IX, Part E, Section 9532) to provide victims of violent criminal offenses the opportunity to transfer to another school in the district. The transfer process will be addressed through the intra-district transfer policy.

Lenape complies with all procedural safeguards set forth at 20 U.S.C.A. §1400, et seq. and N.J.A.C. 6A:14-1.1, et seq., that are provided to those students entitled to special education and related services.

The Behavioral Guidelines shall be disseminated annually to all school staff, students and parents.

Pursuant to 6A: 16-7.1 (b), these guidelines were established to achieve the following purposes:

1. Foster the health, safety and social and emotional well-being of students;
2. Support the establishment and maintenance of civil, safe, secure, supportive and disciplined school environments conducive to learning;
3. Promote achievement of high academic standards;
4. Prevent the occurrence of problem behaviors;
5. Establish parameters for the intervention and remediation of student problem behaviors at stages of identification; and
6. Establish parameters for school responses to violations of the code of conduct to take in account, at a minimum, the severity of the offenses, the developmental ages of the student offenders and students' histories of inappropriate behaviors in accordance with N.J.A.C. 6A:16-7.2 through 7.9, as appropriate.

PLEASE NOTE:

***SWAP* REPRESENTS SATURDAY WORK ALTERNATIVE PROGRAM. This work entails minor building and grounds maintenance.**

***ISS* REPRESENTS IN SCHOOL SUSPENSION.**

1. **ALCOHOL/DRUG OFFENSE (INCLUDING OVER THE COUNTER MEDICATION, SYNTHETIC**

DRUGS, AND/OR DRUG PARAPHERNALIA)- POSSESSION (Refusal to comply with district rules and state law shall be considered an offense.)

First Offense: Minimum 5 day suspension, up to10 days Suspension and 6 Counseling Sessions with District SAC / Parent Conference / Participation in Post Incident Drug Screening Program / Parking Privileges revoked / Referral to I&RS / Police Intervention. NOTE: Any subsequent drug/alcohol related offense will result in a Superintendent's Hearing.

Second Offense: Suspension pending Superintendent's Hearing / Expulsion Hearing/Police Intervention.

2. **ALCOHOL/DRUG OFFENSE (INCLUDING OVER THE COUNTER MEDICATION) - USE (Refusal to comply with district rules and state law shall be considered an offense and student will receive an additional 3 days of suspension.)**

   First Offense: 5 day Suspension and 6 Counseling Sessions with District SAC / Participation in Post Incident Drug Screening Program / Parking Privileges revoked / Referral to I&RS. NOTE: Any subsequent drug/alcohol related offense will result in a Superintendent's Hearing.

   Second Offense: Suspension pending Superintendent's Hearing / Expulsion Hearing.

3. **ALCOHOL/DRUG OFFENSE (INCLUDING OVER THE COUNTER MEDICATION) - SALE OR DISTRIBUTION OF OR POSSESSION WITH INTENT TO DISTRIBUTE**

   First Offense: Suspended pending Superintendent's Hearing (no ISS or SWAP option) / Expulsion Hearing / Police Intervention.

4. **ASSAULT ON SCHOOL EMPLOYEE**

   First Offense: Exclusion pending Superintendent's Hearing / Expulsion Hearing in compliance with NJSA 18A:37-21 / Police Intervention.

5. **BIAS INCIDENT/CRIME** (Engaging in biased conduct that either directly or indirectly causes intimidation, harassment or physical harm to another member of the school community or disrupts the educational process.)

   First Offense: Suspension Up to 10 days pending Superintendent's Hearing / Expulsion Hearing / Police Intervention.

6. **BOMB THREATS** (resulting in evacuation of the building and/or Police Intervention.)

   First Offense: 10 day Suspension pending Superintendent's Hearing / Expulsion Hearing / Police Intervention.

7. **BUS MISCONDUCT**

   First Administrative Referral: Detention (Lunch/Administrative).

   Second Administrative Referral: Up to 3 days suspension.

   Subsequent Referrals: Suspension pending Superintendent's Hearing / Expulsion Hearing

   The district has the right to exclude the student from using district transportation. Parents would become responsible for providing transportation.

8. **CHEATING (TEST/ASSESSMENT)**

   First Offense: Student to receive "0" for assessment / Detention or 1 day Suspension.

   Subsequent Offenses: Student to receive "0" for assessment / Suspension Up to 3 days / Administrative Review.

9. **CLASS DISRUPTION** Will be handled through teacher assigned detention, interaction with parents, and/or guidance involvement. After these options have been exhausted the student will be referred to the office for administrative intervention.

   First Administrative Referral: Detention (Lunch/Administrative).

   Second Administrative Referral: Up to 3 days suspension.

Third Administrative Referral: Up to 5 day Suspension / Administrative Review.

Subsequent Referrals: 10 day Suspension pending Superintendent's Hearing / Expulsion Hearing

10. **CREATING A FALSE ALARM**

    First Offense: 10 day Suspension pending Superintendent's Hearing / Expulsion Hearing / Police Intervention.

11. **CUTTING ADMINISTRATIVE/LUNCH DETENTION**

    First Offense: Original detention reassigned plus an additional detention added.

    Second Offense: 3 Detentions (Lunch/Administrative) SWAP.

    Third Offense: Up to 1 day suspension.

    Subsequent Offenses: Up to 3 days suspension.

12. **CUTTING CLASS** (including study hall) Teacher will speak to student regarding absence from class prior to submitting cut slip. If the student is not available to question regarding absence, teacher will refer cut slip to the main office.

    First Offense: 2 Detentions (Lunch/ Administrative) / No credit for work missed due to cut.

    Second Offense: Up to 3 days suspension / No credit for work missed due to cut.

    Subsequent Offenses: Up to 5 day suspension pending Administrative Review / No credit for work missed due to cut / Superintendent's Hearing / Expulsion Hearing.

13. **CUTTING FULL DAY**

    First Offense: SWAP Detention / No credit for work missed due to cut.

    Second Offense: Up to 3 days suspension / No credit for work missed due to cut

    Subsequent Offenses: Up to 5 days suspension / No credit for work missed due to cut / Administrative Review Hearing.

14. **CUTTING SWAP**

    First Offense: Cutting 1 day of SWAP will result in 2 days of ISS.

15. **CUTTING TEACHER ASSIGNED DETENTION**

    First Administrative Referral: Detention (Lunch/Administrative).

    Second Administrative Referral: 2 Detentions (Lunch/Administrative).

    Third Administrative Referral: 1 day suspension.

16. **DEFIANCE/WILLFUL DISOBEDIENCE**

    First Offense: Detention (Lunch/Administrative) / and/or Up to 1 day suspension based on the nature of the offense.

    Second Offense: Detention (Lunch/Administrative) and/or Up to 3 days suspension.

    Third Offense: Up to 5 days suspension.

    Subsequent Offenses: 5 day suspension pending Administrative Review / Superintendent's Hearing / Expulsion Hearing.

17. **DESTRUCTION OF PROPERTY**

    First Offense: Suspension Up to 10 days / referral to guidance department for counseling / Administrative Review / Superintendent's Hearing / Expulsion Hearing / Restitution / possible Police Intervention.

    Subsequent Offenses: Suspension pending Administrative Review / Superintendent's Hearing / Expulsion Hearing / Restitution / possible Police Intervention.

18. **DRESS CODE VIOLATION**

First Offense: Attempts will be made to resolve the problem through change of clothing / explanation with warning / and/or Detention (Lunch/Administrative).

Second Offense: Change of clothing / Detention (Lunch/Administrative).

Subsequent Offense: Change of clothing / suspension Up to 3 days.

19. **USE OF INTERNET-ENABLED DEVICES WITHOUT PERMISSION**

First Offense:	Teacher Warning
Second Offense:	Teacher/Parent Notification
Third Offense:	Administrative Detention/Educational/Counseling Component
Fourth Offense:	Administrative Detention/ Educational/Counseling Component
Fifth Offense:	SWAP Detention/Parent Notification
Subsequent Offenses:	Suspensions/SWAP/ Confiscation of Phone/Parent Notification

20. **TAKING, ALTERING, AND/OR DISTRIBUTING PICTURE(S), IMAGE(S), VIDEO OR ANY RECORDING OF AN INDIVIDUAL(S) WITHOUT HIS/HER PERMISSION**

First Offense: Up to 5 days suspension / Administrative Review/ Superintendent's Hearing.

Second Offense: Up to 10 days suspension / Superintendent's Hearing / Expulsion Hearing.

21. **ENDANGERING WELFARE OF OTHERS, HAZARDOUS BEHAVIOR, THROWING OBJECTS OF ANY KIND**

First Offense: Up to 3 days suspension.

Second Offense: Suspension Up to 5 days / student's status in class may be reviewed.

Subsequent Offenses: Suspension Up to 10 days / status in class subject to review.

22. **FALSIFICATION OF PASSES, PERMITS OR ANY OTHER DOCUMENTS**

First Offense: Suspension Up to 2 days.

Second Offense: Suspension Up to 3 days.

Third Offense: Suspension Up to 5 days /Administrative Review Hearing.

23. **POSSESSION/USE OF DEVICE(S) with Potential to Cause Substantial Disruptions and/or Bodily Harm (i.e. Mace, Laser Pointer, Stink Bomb, Smoke Bombs, Firecrackers, etc.)**

First Offense: Confiscation and suspension Up to 5 days (No SWAP) / possible Police Intervention.

Second Offense: Confiscation and 5 day suspension / Administrative Review / possible Police Intervention.

Subsequent Offenses: Confiscation and suspension Up to 10 days / Superintendent's Hearing / possible Police Intervention.

24. **FOUND IN UNAUTHORIZED AREA**

First Offense: Warning plus explanation / Up to 2 days suspension depending upon the nature of the incident.

Second Offense: Suspension Up to 3 days.

Subsequent Offenses: 5 day suspension pending Administrative Review / Superintendent's Hearing / Expulsion Hearing.

25. **GAMBLING**

First Offense: Suspension Up to 5 days / possible Police Intervention.

Second Offense: Suspension Up to 10 days with mandatory counseling / possible Police Intervention.

Subsequent Offenses: 10 day suspension pending Superintendent's Hearing / Expulsion Hearing / possible Police Intervention.

26. **GANG ACTIVITY AND/OR INVOLVEMENT** *The severity of the incident may result in long term suspension up to 45 days. (Pursuant to N.J.S.A. 18A:37-4, the suspension may extend until the second regular Board meeting after the date of suspension.)*

    First Offense: Suspension Up to 10 days (no ISS or SWAP option) with Police Intervention /Administrative Review.

    Subsequent Offenses: 10 day suspension pending Superintendent's Hearing / Expulsion Hearing / Police Intervention.

27. **HARASSMENT/BULLYING/INTIMIDATION/HAZING**

    First Offense: Up to 3 days suspension, possible Police Intervention

    Second Offense: Up to 10 days suspension pending Administrative Review and mandatory counseling / Superintendent's Hearing / Expulsion Hearing / possible Police Intervention.

    Subsequent Offenses: Suspension pending Expulsion Hearing / possible Police Intervention.

28. **ILLEGAL PARKING**

    First Offense: Warning and/or detention (Lunch/Administrative).

    Second Offense: Saturday detention and suspension of parking permit.

    Third Offense: Up to 3 days suspension (SWAP option) / Loss of parking privileges.

29. **INAPPROPRIATE BEHAVIOR - STUDENT BEHAVIOR WHICH IS NOT APPROPRIATE FOR THE SCHOOL SETTING**

    Shall be handled on a case by case basis depending on the severity of the offense.

30. **LATES TO SCHOOL (Unexcused)**

    "Lates" are evaluated on a Semester basis, allowing student to "start over" at the start of Semester 2

    Level 1 (7:30am - 7:45am)

    #1-3 warning via email to parent and student (cumulative with Level 2)
    #4 - warning via an in-person meeting with AP and a follow up parent phone call
    #5 and up will result in a Lunch Detention -assigned by the AP during an in-person meeting and a follow up parent phone call

    Level 2 (7:46am - 9:36am)

    #1-3 warning via email to parent and student (cumulative with Level 1)
    #4 - warning via an in-person meeting with AP and a follow up parent phone call
    #5 and up will result in an Administrative Detention- assigned by the AP during an in-person meeting and a follow up parent phone call

    Level 3 (9:36am and on)

    Student will be marked absent for ½ day

31. **LEAVING SCHOOL EARLY UNEXCUSED**

    Students will receive 4 cumulative warnings (regardless of level)

Early Releases from school are evaluated on a semester bases, allowing students to "start over" at the start of semester 2

Level 1 (2:11 PM – 2:26 PM)

#1-3 warning via email to parent and student (cumulative with Level 2)
#4 warning via an in-person meeting with AP and follow up parent phone call
#5 and up will result in a **Lunch Detention** – assigned by the AP during an in person meeting and follow up parent phone call

Level 2 (12:27 PM – 2:10 PM)

#1-3 warning via email to parent and student (cumulative with Level 1)
#4 warning via an in-person meeting with AP and follow up parent phone call
#5 and up will result in an **Administrative Detention** – assigned by the AP during an in-person meeting and follow up parent phone call

Level 3 (leaving prior to 12:26 PM)

Student will be marked absent for ½ day

32. **LEAVING SCHOOL PROPERTY WITHOUT PERMISSION**

First Offense: Up to 3 days suspension / suspension of parking privileges for 45 school days / possible Police Intervention.

Second Offense: 5 day suspension and loss of parking privileges / Administrative Review Hearing / possible Police Intervention.

Subsequent Offenses: Suspension Up to 10 days / possible Superintendent's Hearing / possible Police Intervention

33. **OBSCENE/PROFANE LANGUAGE OR GESTURES (VERBAL OR WRITTEN)**

First Offense: Warning, Detention (Lunch/Administrative) and/or Up to 3 days suspension depending on the nature of the incident.

Second Offense: Up to 5 day suspension.

Subsequent Offenses: 5 day suspension pending Administrative Review / Superintendent's Hearing.

34. **OBSCENE/PROFANE LANGUAGE OR GESTURES DIRECTED AT STAFF MEMBERS (VERBAL OR WRITTEN)**

First Offense: Suspension Up to 3 days depending on the nature of the incident.

Second Offense: Suspension Up to 5 days / Administrative Review.

Subsequent Offenses: Suspension Up to 10 days / Superintendent's Hearing.

35. **PLAGIARISM (Including the use of Artificial Intelligence without permission and/or proper citation)**

First Offense: Student to receive "0" for assignment - Detention (Lunch/Administrative) and/or Up to 1 day suspension.

Subsequent Offenses: Student to receive "0" for assignment / suspension Up to 3 days / Administrative Review.

36. **PORNOGRAPHY - VIEWING, POSSESSION OF AND/OR DISTRIBUTION**

First Offense: Suspension Up to 3 days / Police Intervention.

Subsequent Offenses: 10 day suspension pending Administrative Review / Superintendent's Hearing / Expulsion Hearing / Police Intervention.

37. **POSSESSION OF A FIREARM** - *Pursuant to N.J.S.A. 18A:37-8 removal from the regular education program must be for a period of not less than one calendar year.*

First Offense: Exclusion pending Superintendent's Hearing / Expulsion Hearing / Police Intervention.

38. **POSSESSION OF WEAPONS (OTHER THAN GUN), USE OF WEAPONS, SALES OF WEAPONS, USE OF ANY IMPLEMENT AS A WEAPON** - The severity of the incident may result in long term suspension up to 45 days. *(Pursuant to N.J.S.A. 18A:37-4, the suspension may extend until the second regular Board meeting after the date of suspension.)*

    First Offense: Exclusion pending Superintendent's Hearing / Expulsion Hearing / Police Intervention.

39. **RACIAL, ETHNIC, RELIGIOUS, SEXUAL ORIENTATION AND/OR ANY OTHER DISTINGUISHING CHARACTERISTIC SLURS (INCLUDING BUT NOT LIMITED TO VERBAL, WRITTEN OR ELECTRONIC EXPRESSION)**

    First Offense: Suspension Up to 5 days.

    Second Offense: Suspension Up to 10 days pending Administrative Review / Superintendent's Hearing / Expulsion Hearing / possible Police Intervention.

    Subsequent Offenses: Suspension pending Expulsion Hearing / possible Police Intervention.

40. **SEXUAL HARASSMENT**

    First Offense: Suspension Up to 5 days / Police Intervention.

    Second Offense: Suspension Up to 10 days pending Administrative Review / Superintendent's Hearing / Expulsion Hearing / Police Intervention.

    Subsequent Offenses: Suspension pending Expulsion Hearing / Police Intervention.

41. **SMOKING/VAPING/TOBACCO PRODUCTS/E-CIGARETTES/SMOKELESS TOBACCO – USE/POSSESSION**

    First Offense: 3 day suspension / possible Police Intervention / Counseling Sessions with Student Assistance Counselor (SAC) / Students parking privileges will be revoked for duration of suspension per New Jersey: C.26:3D-66.

    Second Offense: 5 day suspension / possible Police Intervention / Counseling Sessions with Student Assistance Counselor (SAC) / Students parking privileges will be revoked for duration of suspension per New Jersey: C.26:3D-66.

    Third Offense: 10 day suspension pending Superintendent's Hearing / Police Intervention / referral to municipal court / Students parking privileges will be revoked for duration of suspension per New Jersey C.26:3D-66.

    Fourth Offense: 10 day suspension pending Superintendent's Hearing / possible Police Intervention / referral to municipal court / Students parking privileges will be revoked.

42. **SMOKING/VAPING/TOBACCO PRODUCTS/E-CIGARETTES/SMOKELESS TOBACCO - DISTRIBUTION**

    First Offense: Up to 5 days suspension pending Administrative Review / Counseling Sessions with Student Assistance Counselor (SAC) / Police Intervention/ Students parking privileges will be revoked for duration of suspension per New Jersey:C.26:3D-66.

    Subsequent Offense: 10 day suspension pending Superintendent's Hearing / Police Intervention / referral to municipal court/ Students parking privileges will be revoked for duration of suspension per New Jersey:C.26:3D-66.

43. **SPEEDING/RECKLESS DRIVING**

    First Offense: Suspension Up to 3 days / suspension of parking privileges for 45 school days.

    Second Offense: 3 day suspension, possible Police Intervention / Loss of parking privileges.

    Third Offense: Suspension Up to 10 days / possible Police Intervention.

44. **SUSPECTED ALCOHOL/DRUG OFFENSE**

    First Offense: Student will undergo drug screening process. Specifically, evaluation by school nurse, an interview with assistant principal and immediate examination by physician selected by

parent or guardian if the physician is immediately available, or if not immediately available, by the Medical Inspector. If the Medical Inspector is not immediately available, the student shall be examined in the hospital emergency room, accompanied by a member of the school staff designated by the principal, and a parent or guardian, if available /A written report of that examination shall be furnished within 24 hours by the examining physician to the superintendent of schools or administrative principal. If it is determined that the pupil was under the influence of alcohol or other illegal substance, the student shall not resume attendance until the student submits to the superintendent a written report that he or she is physically and mentally able to return to school / Any discipline that is ordered in relation to the immediate examination shall be consistent with the policy on the use and/or possession of alcohol or other illegal substances and these guidelines.

45. **TAKING PART IN BOYCOTT OF CLASS, DISRUPTION OF REGULAR SCHOOL DAY SCHEDULE**

    First Offense: Suspension Up to 5 days / Superintendent's Hearing / Expulsion Hearing.

46. **THREATS: CRIMINAL/THREATS AGAINST INDIVIDUALS AND/OR THE SCHOOL (VERBAL, WRITTEN OR ELECTRONIC)**

    First Offense: Suspension (no ISS or SWAP option) and/or suspension pending Administrative Review or Superintendent's Hearing depending on nature of offense / Police Intervention.

    Subsequent Offenses: Up to 10 day suspension (no ISS or SWAP option) pending Administrative Review/ Superintendent's Hearing / Expulsion Hearing/Police Intervention.

47. **THREATS: AGAINST INDIVIDUALS AND/OR THE SCHOOL (verbal, written or electronic)**

    First Offense: Up to 3 day suspension / possible Police Intervention.

    Second Offense: Up to 5 day suspension / possible Police Intervention.

    Subsequent Offenses: Up to 10 day suspension pending Administrative Review (no ISS or SWAP option) / Superintendent's Hearing / Expulsion Hearing / Police Intervention.

48. **THEFT** (including, but not limited to passing counterfeit money.)

    First Offense: Up to 5 day suspension and referral to guidance department for counseling / possible Police Intervention / Restitution when possible.

    Second Offense: Up to 10 day suspension / Administrative Review Hearing / possible Police Intervention.

    Third Offense: Suspension pending Superintendent's Hearing / Expulsion Hearing / possible Police Intervention.

49. **THREAT ON A SCHOOL DISTRICT EMPLOYEE**

    First Offense: Depending on nature of offense, suspension (no ISS or SWAP option) pending Superintendent's Hearing / Police Intervention.

45. **TRESPASSING ON SCHOOL DISTRICT PROPERTY**

    First Offense: Up to 3 days suspension / Police Intervention.

    Subsequent Offenses: Up to 5 day suspension / Police Intervention.

51. **UNAUTHORIZED OCCUPANCY OF DISTRICT FACILITY / REFUSING TO LEAVE WHEN SO DIRECTED BY A PERSON OF AUTHORITY**

    First Offense: Suspension Up to 5 days / possible Police Intervention / Superintendent's Hearing / Expulsion Hearing.

52. **USE OF AND/OR POSSESSION OF PAGER (NJ STATE LAW 2C:33-19) ***

    First Offense: Confiscate and contact parent / possible Police Intervention.

    Second Offense: Suspension Up to 5 days / Police Intervention.

Third Offense: 10 day suspension / Police Intervention.

***** Pupils who volunteer or work for an emergency response team must provide documentation to the principal in order to be permitted to use/possess a pager on school grounds.

53. **VIOLENCE INCIDENT - SIMPLE ASSAULT**

    First Offense: Suspension Up to 5 days / possible Police Intervention / Administrative Review / Superintendent's Hearing.

    Subsequent Offense: Suspension Up to 10 days / Administrative Review / Superintendent's Hearing / Expulsion Hearing / possible Police Intervention.

54. **VIOLENCE INCIDENT - AGGRAVATED ASSAULT**

    First Offense: Suspension Up to 5 days (no ISS or SWAP option) / Administrative Review / Superintendent's Hearing / Police Intervention.

    Subsequent Offense: Suspension Up to 10 days (no ISS or SWAP option) / Administrative Review / Superintendent's Hearing / Expulsion Hearing / Police Intervention.

55. **VIOLENCE INCIDENT - FIGHT**

    First Offense: Suspension Up to 5 days (no ISS or SWAP option) / Administrative Review / Superintendent's Hearing / possible Police Intervention.

    Subsequent Offense: Suspension Up to 10 days (no ISS or SWAP option) / Administrative Review / Superintendent's Hearing / Expulsion Hearing / Police Intervention.

56. **VIOLENCE INCIDENT - GROUP FIGHT**

    First Offense: Suspension Up to 5 days (no ISS or SWAP option) / Administrative Review / Superintendent's Hearing / Police Intervention.

    Subsequent Offense: Suspension Up to 10 days (no ISS or SWAP option) / Administrative Review / Superintendent's Hearing / Expulsion Hearing / Police Intervention.

Final implementation of these Behavioral Guidelines shall be subject to the authority of the Superintendent of Schools and the Board of Education. The entire version of the Behavioral Guidelines may be accessed via the following link: www.lrhsd.org/behavioralguidelines

LOCKER SEARCHES

Under the Constitution, all citizens are protected from unreasonable searches and seizures. However, this does not mean that students are legally protected from search or seizure of any materials in their lockers, which are school property. The school retains duplicate combinations and master keys in order to facilitate entry into student lockers. Under certain circumstances defined by the State, a warrantless search may be conducted.

VIDEO SURVEILLANCE

The Lenape Regional High School District recognizes the responsibility to provide for the safety of the school community and to protect school district property. To maintain safe and secure conditions for all students, staff and property, the use of video surveillance equipment may be in place on school district properties and transportation vehicles.

1. The district shall notify its students and staff that video surveillance may occur on any school property or on any transportation vehicle. The district shall incorporate said notice in the student handbook and post it on all school properties and transportation vehicles.
2. The use of video surveillance equipment on school grounds and on other district properties shall be supervised by the building principal or designee. The use of video surveillance equipment on transportation vehicles shall be supervised by the director of transportation.

3. The use of video recordings from surveillance equipment shall be subject to the other policies of the district including policies concerning the confidentiality of student personnel records.
4. Video surveillance shall be used to promote the order, safety, and security of students, staff, and property. Recordings may be used in pupil and staff discipline matters and to provide evidence to law enforcement for prosecution purposes.

AFFIRMATIVE ACTION

In affirmation of its responsibility to ensure all its students equal educational opportunity regardless of race, color, creed, religion, national origin, and social or economic status, the Board of Education has a longstanding policy regarding Affirmative Action.

The policy provides for equality in school and classroom practices. Equal access and benefits are granted to all students. No differentiation of requirements for completion of course offerings is made solely on the basis of race, color, creed, religion, gender, ancestry, handicap, national origin, or social or economic status. Part of the policy also guarantees students will be free from discrimination on the basis of pregnancy, childbirth, pregnancy disabilities, actual or potential parenthood, or family or marital status. Copies of the full policy are available in the school's main office.

District Affirmative Action Officer ..... Brad Bauer
Lenape ..... Alex Taliaferro
Shawnee ..... Brian Boland
Cherokee ..... Dr. Shannon Bretz
Seneca ..... Dr. Dave Knecht
Sequoia ..... Ben Lamberson

SEXUAL HARASSMENT

The Board of Education explicitly forbids any conduct or expression that may be construed as the sexual harassment of a pupil, by an employee of the district or by another pupil. The sexual harassment of a pupil includes all unwelcome sexual advances or suggestions, requests for sexual favors, and verbal or physical contacts of a sexual nature whenever such conduct has the purpose or effect of intimidation or tends to create an intimidating, hostile, or offensive educational environment.

POLICY 5512: PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING

The District annually conducts a re-evaluation, reassessment and review of this policy. Revisions may occur after publication of this handbook. Please visit www.lrhsd.org *for the most up to date version of this policy.*

The Board of Education prohibits acts of harassment, intimidation or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Harassment, intimidation, or bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s) adoptive parent(s); legal guardian(s); foster parent(s); or parent surrogate(s) of a student. When parents are separated or divorced, "parent" means the person or agency which has legal custody

of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

"Harassment, intimidation or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A 18A:37-14, whether it be a single incident or series of incidents that:

- Is reasonably perceived as being motivated by either any 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;
- Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;
- Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
- A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to their person or damage to their property; or
- Has the effect of insulting or demeaning any student or group of students; or
- Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

Schools are required to address harassment, intimidation, and bullying occurring off school grounds, when there is a nexus between the harassment, intimidation, and bullying and the school (e.g., the harassment, intimidation, or bullying substantially disputes or interferes with the orderly operation of the school or the rights of other students).

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

Student Expectations

The Board expects students to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the behavioral guidelines.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents, school employees, school administrators, school volunteers and community representatives, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the behavioral guidelines as opportunities to help students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board expects that students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, and bullying, including:

- Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);
- Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;
- Student rights; and

- Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, The district has involved a broad-base of school and community members, including parents, students, instructional staff, student support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1 (a)2, the Board must develop guidelines for student conduct pursuant to N.J.A.C. 6A:16-7.1. Behavioral guidelines will take into consideration the developmental ages of the students, the severity of the offenses and students' histories of inappropriate behaviors, and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for harassment, intimidation, or bullying. Students are encouraged to support other students who:

- Walk away from acts of harassment, intimidation, and bullying when they see them;
- Constructively attempt to stop acts of harassment, intimidation, or bullying;
- Provide support to students who have been subjected to harassment, intimidation, or bullying; and
- Report acts of harassment, intimidation, and bullying to the designated school staff member.

Consequences and Appropriate Remedial Actions

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying consistent with the code of student conduct / behavioral guidelines. The following factors, at a minimum, shall be given full consideration by school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

Consequences – Students

Consequences for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.1. Consequences for a student who commits an act of harassment, intimidation, or bullying are those that are varied and graded according to the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of problem behaviors and performance consistent with the Board's approved Behavioral Guidelines and N.J.A.C. 6A:16-7, Student Conduct. The use of negative consequences should occur in conjunction with remediation and not be relied upon as the sole intervention approach.

Factors for Determining Consequences - Student Considerations

Developmental and maturity levels of the parties involved and their relationship to the school district; Degrees of harm; Surrounding Circumstances; Nature and severity of the behavior(s); Incidences of past or continuing patterns of behavior; Relationships between the parties involved; and Context in which the alleged incidents occurred.

Factors for Determining Consequences – School Considerations

School culture, climate, and general staff management of the learning environment; Social, emotional, and behavioral supports; Student-staff relationships and staff behavior toward the student; Family, community, and neighborhood situation; and alignment with Board policy and regulations/procedures.

Examples of Consequences

1. Admonishment;
2. Temporary removal from the classroom;
2. Classroom or administrative detention;
3. Referral to assistant principal;
4. Temporary removal from the classroom;
5. Deprivation of privileges;
6. In-school suspension;
7. Out-of-school suspension (short-term or long-term);
8. Reports to law enforcement or other legal action;
9. Expulsion.

In accordance with N.J.S.A. 18A:37-15.b.(4), the consequences for a student who commits an act of harassment, intimidation, or bullying may vary depending on whether it is the first act of harassment, intimidation, or bullying by a student, the second act, or third or subsequent acts. If it is the third or subsequent act of harassment, intimidation, or bullying by a student, the Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan which shall be approved by the Superintendent or designee, and may require the student, accompanied by a parent, to complete in a satisfactory manner a class or training program to reduce harassment, intimidation, or bullying behavior.

Appropriate Remedial Actions – Students

Appropriate remedial action for a student who commits an act of harassment, intimidation, or bullying that takes into account the nature of the behavior; the nature of the student's disability, if any, and to the extent relevant; the developmental age of the student; and the student's history of problem behaviors and performance. The appropriate remedial action may also include a behavioral assessment or evaluation including, but not limited to, a referral to the Child Study Team as appropriate; and supportive interventions and referral services, including those at N.J.A.C. 6A:16-8

Factors for Determining Remedial Measures

Personal

Life skill deficiencies; Social relationships; Strengths; Talents; Interests; Hobbies; Extra-curricular activities; Classroom participation; Academic performance; and Relationship to students and the school district.

Environmental

School culture; School climate; Student-staff relationships and staff behavior toward the student; General staff management of classrooms or other educational environments; Staff ability to prevent and manage difficult or inflammatory situations; Social-emotional and behavioral supports; Social relationships; Community activities; Neighborhood situation; and Family situation.

Remedial measures shall be designed to correct the problem behavior, prevent another occurrence of the problem, protect and provide support for the victim of the act, and take corrective action for documented systemic problems related to harassment, intimidation, or bullying. The consequences and remedial measures may include, but are not limited to, the examples listed below:

Examples of Remedial Measures

Personal – Student Exhibiting Bullying Behavior

1. Develop a behavioral contract with the student. Ensure the student has a voice in the outcome and can identify ways they can solve the problem and change behaviors;
2. Meet with parents to develop a family agreement to ensure the parent and the student understand school rules and expectations;
3. Explain the long-term negative consequences of harassment, intimidation, and bullying on all involved;

4. Ensure understanding of consequences, if harassment, intimidation, and bullying behavior continues;
5. Meet with school counselor, school social worker, or school psychologist to decipher mental health issues (e.g., what is happening and why?);
6. Develop a learning plan that includes consequences and skill building;
7. Consider wrap-around support services or after-school programs or services;
8. Provide social skill training, such as impulse control, anger management, developing empathy, and problem solving;
9. Arrange for an apology, preferably written;
10. Require a reflective essay to ensure the student understands the impact of their actions on others;
11. Arrange for restitution (i.e., compensation, reimbursement, amends, repayment), particularly when personal items were damaged or stolen;
12. Explore age-appropriate restorative (i.e., healing, curative, recuperative) practices; and
13. Schedule a follow-up conference with the student.

Personal – Target/Victim

1. Meet with a trusted staff member to explore the student's feelings about the incident;
2. Develop a plan to ensure the student's emotional and physical safety at school;
3. Have the student meet with the school counselor or school social worker to ensure they do not feel responsible for the bullying behavior;
4. Ask students to log behaviors in the future;
5. Help the student develop skills and strategies for resisting bullying; and
6. Schedule a follow-up conference with the student.

Parents, Family, and Community

1. Develop a family agreement;
2. Refer the family for family counseling; and
3. Offer parent education workshops related to bullying and social-emotional learning.

Examples of Remedial Measures – Environmental (Classroom, School Building or School District)

1. Analysis of existing data to identify bullying issues and concerns;
2. Use of findings from school surveys (e.g., school climate surveys);
3. Focus groups;
4. Mailings – postal and email;
5. Cable access television;
6. School culture change;
7. School climate improvement;
8. Increased supervision in "hot spots" (e.g., locker rooms, hallways, playgrounds, cafeterias, school perimeters, buses);
9. Adoption of evidence-based systemic bullying prevention practices and programs;
10. Training for all certificated and non-certificated staff to teach effective prevention and intervention skills and strategies;
11. Professional development plans for involved staff;
12. Participation of parents and other community members and organizations (e.g., Parent Teacher Associations, Parent Teacher Organizations) in the educational program and in problem-solving bullying issues;
13. Formation of professional learning communities to address bullying problems;
14. Small or large group presentations for fully addressing the actions and the school's response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions;

15. School policy and procedure revisions;
16. Modifications of schedules;
17. Adjustments in hallway traffic;
18. Examination and adoption of educational practices for actively engaging students in the learning process and in bonding students to pro-social institutions and people;
19. Modifications in student routes or patterns traveling to and from school;
20. Supervision of student victims before and after school, including school transportation;
21. Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
22. Targeted use of teacher aides;
23. Disciplinary action, including dismissal, for school staff who contributed to the problem;
24. Supportive institutional interventions, including participation in the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
25. Parent conferences;
26. Family counseling;
27. Development of a general harassment, intimidation, and bullying response plan;
28. Behavioral expectations communicated to students and parents;
29. Participation of the entire student body in problem-solving harassment, intimidation, and bullying issues;
30. Recommendations of a student behavior or ethics council;
31. Participation in peer support groups;
32. School transfers; and
33. Involvement of law enforcement officers, including school resource officers and juvenile officers or other appropriate legal action.

Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Target/Victim Support

Districts should identify a range of strategies and resources that will be available to individual victims of harassment, intimidation, and bullying, and respond in a manner that provides relief to victims and does not stigmatize victims or further their sense of persecution. The type, diversity, location, and degree of support are directly related to the student's perception of safety.

Sufficient safety measures should be undertaken to ensure the victims' physical and social-emotional well-being and their ability to learn in a safe, supportive, and civil educational environment.

Examples of support for student victims of harassment, intimidation, and bullying include:

1. Teacher aides;
2. Hallway monitors;
3. Partnering with a school leader;
4. Provision of an adult mentor;
5. Assignment of an adult "shadow" to help protect the student;
6. Seating changes;
7. Schedule changes;
8. School transfers;
9. Before-and after-school supervision;
10. School transportation supervision;
11. Counseling; and
12. Treatment or therapy.

Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with students, also shall also submit a report in writing to the Principal within two school days of the verbal report. The written report shall be on a numbered form developed by the New Jersey Department of Education in accordance with N.J.S.A. 18A:37-15.b.(5). A copy of the form shall be submitted promptly by the Principal to the Superintendent.

The Principal or designee will inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents. The Principal or designee shall take into account the circumstances of the incident when providing notification to parents of all students involved in the reported harassment, intimidation, or bullying incident and when conveying the nature of the incident, including the actual or perceived protected category motivating the alleged offense. The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident. A person may report, verbally or in writing, an act of harassment, intimidation, or bullying committed by an adult or youth against a student anonymously. The Board will not take formal disciplinary action based solely on the anonymous report. The district shall provide a means for a parent to complete an online numbered form developed by the New Jersey Department of Education to confidentially report an incident of harassment, intimidation, or bullying.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)

The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;
- Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
- Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
- Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and

- Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.

The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.

The school Anti-Bullying Coordinator shall:

- Chair the School Safety Team/School Climate Team as provided in N.J.S.A. 18A:37-21;
- Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
- Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.

A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address school issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist, a parent of a student in the school; and other members to be determined by the Principal. The Anti-Bullying Specialist (Affirmative Action Officer) shall serve as the chair of the School Safety/School Climate Team.

<u>The School Safety Team/ School Climate Team shall:</u>

- Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- Identify and address patterns of harassment, intimidation, or bullying of students in the school;
- Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and
- Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

<u>Harassment, Intimidation, and Bullying Investigation</u>

The Board requires a thorough and complete investigation to be conducted for each report of violations and complaints which either identify harassment, intimidation, or bullying or describe behaviors that indicate harassment, intimidation, or bullying.

However, prior to initiating the investigation, the Principal or designee, in consultation with the Anti-Bullying Specialist, may make a preliminary determination as to whether the reported incident or complaint, assuming all facts presented are true, is a report within the scope of the definition of harassment, intimidation, and bullying under the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-14.

The Principal shall report to the Superintendent if a preliminary determination is made that the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying. The Superintendent may require the Principal to conduct an investigation of the incident if the Superintendent determines that an investigation is necessary because the incident is within the scope of the definition of harassment, intimidation, and bullying. The Superintendent shall notify the Principal of this determination in writing. An investigation required by the Superintendent must be completed as soon as possible, but not later than ten school days, from the date of the written notification from the Superintendent to the Principal.

The Principal shall complete the written report form developed by the New Jersey Department of Education, in accordance with N.J.S.A. 18A:37-15.b.(5), even if a preliminary determination is made that the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying pursuant to N.J.S.A. 18A:37-14. This written report form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal law.

The Principal or designee, upon making a preliminary determination the incident or complaint is not within the scope of the definition of harassment, intimidation, and bullying, shall inform the parents of the parties involved, who may appeal the preliminary determination to the Board of Education and thereafter to the Commissioner of Education in accordance with N.J.A.C. 6A:3.

A Board hearing shall be held within ten business days of receipt of the request for a Board hearing. If the preliminary determination, upon review of the facts presented in the reported incident or complaint, is to continue with the harassment, intimidation, and bullying investigation, the investigation shall be completed in accordance with N.J.S.A. 18A:37-15.b.(6) and this Policy.

The Superintendent shall provide annually to the Board of Education information on the number of times a preliminary determination was made that an incident or complaint was outside the scope of the definition of harassment, intimidation, or bullying for the purposes of the State's monitoring of the school district pursuant to N.J.S.A. 18A:17-46.

The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist in coordination with the Principal. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist with the investigation. Investigations or complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. The Superintendent or designee will appoint a staff member to complete investigations involving allegations against a staff member serving in a supervisory or administrative position.

The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the incident. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Behavioral Guidelines, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Behavioral Guidelines has been implemented and may decide to provide intervention services, order counseling as a result of the finding of the investigation, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, impose discipline, or take or recommend other appropriate action including seeking further information, as necessary.

The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences

imposed under the Behavioral Guidelines, any services provided, training established, or other action taken or recommended by the Superintendent.

Parents of involved student offenders and targets/victims shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, and whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board of Education.

A parent may request a hearing before the Board of Education after receiving the written information about the investigation. Any request for such a hearing shall be filed with the Board Secretary no later than sixty calendar days after the written information is provided to the parents. The hearing shall be held within ten business days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the incident, the findings from the investigation of the incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination. A redacted copy of the completed written report form developed by the New Jersey Department of Education that removes all student identification information shall be confidentially shared with the Board of Education after the conclusion of the investigation if a hearing with the Board of Education is requested by the parents pursuant to N.J.S.A. 18A:37-15.b.(6)(d).

At the regularly scheduled Board of Education meeting following its receipt of the Superintendent's report on the results of the investigations to the Board or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, student, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

Range of Response to an Incident of Harassment, Intimidation, or Bullying

The Board shall establish a range of responses to harassment, intimidation, and bullying incidents and Principal and the Anti-Bullying Specialist shall appropriately apply these responses once an incident of harassment, intimidation, and bullying is confirmed. The Superintendent shall respond to confirmed harassment, intimidation, and bullying, according to the parameters described in this Policy. The range of ways in which school staff will respond shall include an appropriate combination of counseling, support services, intervention services, and other programs. The Board recognizes that some acts of harassment, intimidation or bullying may be isolated incidents requiring that the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation or bullying that they require a response either at the classroom, school building, or school district level or by law enforcement officials.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

Individual responses can include consistent and appropriate positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) intended to remediate the problem behaviors.

Classroom responses can include class discussions about an incident of harassment, intimidation, or

bullying, role plays (when implemented with sensitivity to a student's situation or involvement with harassment, intimidation, and bullying), research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.

School responses can include theme days, learning station programs, "acts of kindness" programs or awards, use of student survey data to plan prevention and intervention programs and activities, social norms campaigns, posters, public service announcements, "natural helper" or peer leadership programs, "upstander" programs, parent programs, the dissemination of information to students and parents explaining acceptable uses of electronic and wireless communication devices, and harassment, intimidation, and bullying prevention curricula or campaigns.

District-wide responses can comprise of adoption of school-wide programs, including enhancing the school climate, involving the community in policy review and development, providing professional development coordinating with community-based organizations (e.g., mental health, health services, health facilities, law enforcement, faith-based organizations), launching harassment, intimidation, and bullying prevention campaigns.

Reprisal or Retaliation Prohibited

The Board prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, one with reliable information, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures. All suspected acts of reprisal or retaliation will be taken seriously and appropriate responses will be made in accordance with the totality of the circumstances.

Examples of consequences and remedial measures for students who engage in reprisal or retaliation are listed and described in the Consequences and Appropriate Remedial Actions section of this policy.

Examples of consequences for a school employee, contracted service provider who has contact with students, who engage in reprisal or retaliation may include, but not be limited to: verbal or written reprimand, increment withholding, legal action, disciplinary action, termination, and/or bans from providing services, participating in school district sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to, in or out-of-school counseling, professional development programs, and work environment modifications.

Examples of consequences for a Board member who engages in reprisal or retaliation may include, but not be limited to: reprimand, legal action, and other action authorized by statute or administrative code. Remedial measures may include, but not be limited to: counseling and professional development.

Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of retaliation or as a means of harassment, intimidation or bullying.

Students - Consequences and appropriate remedial action for a student found to have falsely accused another as a means of harassment, intimidation or bullying or as a means of retaliation may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1et seq., Discipline of Students and as set forth in N.J.A.C. 6A: 16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term Suspensions and N.J.A.C. 6A: 16-7.4, Expulsions and those listed and described in the Consequences and Appropriate Remedial Actions section of this policy.

School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students found to have falsely accused another as a means of harassment, intimidation or bullying or as a means of retaliation could entail discipline in accordance with district policies, procedures and agreements which may include, but are not limited to: reprimand, suspension,

increment withholding, termination, and/or bans from providing services, participating in school district sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out of school counseling, professional development programs, and work environment modifications.

Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation or bullying or as a means of retaliation could be determined by the school administrator, after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of students services. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.

Harassment, Intimidation and Bullying Policy Publication and Dissemination

This Policy will be disseminated annually by the Superintendent to all school employees, contracted service providers who have contact with students, school volunteers students and parents who have children enrolled in a school in the district, along with a statement explaining the Policy applies to all acts of harassment, intimidation and bullying pursuant to N.J.S.A. 18A:37-14 that occur on school property, at school-sponsored functions, or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent or designee shall ensure notice of this Policy appears in the student handbook and all other publications of the school district that sets forth the comprehensive rules, procedures, and standards for schools within the district.

The Superintendent shall post a link to the district's Harassment, Intimidation, and Bullying Policy that is prominently displayed on the homepage of the school district's website. The district will notify students and parents this Harassment, Intimidation, and Bullying Policy is available on the school district's website.

The Superintendent shall post the name, school phone number, school address, and school email address of the district Anti-Bullying Coordinator on the home page of the school district's website. Each Principal shall post the name, school phone number, address, and school email address of both the Anti-Bullying Specialist and the district Anti-Bullying Coordinator on the home page of each school's website. The Superintendent or designee shall post the contact information for the New Jersey School Climate State Coordinator on the school district's and on each school's website in the same location as this Policy is posted.

The Superintendent or designee shall post on the school district's and each school's website the current version of "Guidance for Parents on the Anti-Bullying Bill of Rights Act" developed by the New Jersey Department of Education.

Harassment, Intimidation, and Bullying Training and Prevention Programs

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to current and new school employees; including administrators, instructors, student support services, administrative/office support, transportation, food service, facilities/maintenance; contracted service providers, and volunteers who have significant contact with students; and persons contracted by the district to provide services to students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying.

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high

risk of suicide.

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall provide time during the usual school schedule for the Anti-Bullying Coordinator and each school Anti-Bullying Specialist to participate in harassment, intimidation and bullying training programs.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation and bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school of the district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:37-17.

Harassment, Intimidation, and Bullying Policy Reevaluation, Reassessment and Review

The Superintendent shall develop and implement a process for annually discussing the school district's Harassment, Intimidation, and Bullying Policy with students.

The Superintendent, Principal(s), and the Anti-Bullying Coordinator, with input from the schools' Anti-Bullying Specialists, shall annually conduct a reevaluation, reassessment, and review of the Harassment, Intimidation, and Bullying Policy, and any report(s) and/or finding(s) of the School Safety/School Climate Team(s). The Superintendent shall recommend to the Board necessary revisions and additions to the Policy consistent with N.J.S.A. 18A:37-15.c., as well as to harassment, intimidation, and bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of violence, vandalism, and harassment, intimidation, and bullying which occurred during the previous reporting period in accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18-37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

Reports to Law Enforcement

The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.

Some acts of harassment, intimidation, and bullying may be bias-related acts and school officials must report to law enforcement officials any bias related acts, in accordance with N.J.A.C. 6A:16-6.3.(e), and pursuant to the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

Approved Private Schools for Students with Disabilities (APSSD)

In accordance with the provisions of N.J.A.C. 6A:16-7.7(a).2.ix.(2), the Board of Education shall investigate a complaint or report of harassment, intimidation, or bullying, pursuant to N.J.A.C. 6A:16-7.7(a).2.ix. and Section G. of this Policy, occurring on Board of Education school buses, at Board of Education school-sponsored functions, and off school grounds involving a student who attends an APSSD. The investigation shall be conducted by a Board of Education Anti-Bullying Specialist, in consultation with the APSSD.

The school district shall submit all subsequent amended Harassment, Intimidation, and Bullying Policies to the appropriate Executive County Superintendent of Schools within thirty days of Board adoption.

ANTI-HAZING

A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Hazing is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. The Board of Education prohibits acts of hazing and adopts this Policy against hazing in accordance with N.J.S.A. 18A:37-32.2.

"Hazing" in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student's acceptance as a member into such group on whether the student engages in activities that are described below in N.J.S.A 2C:40-3a.

N.J.S.A. 2C:40-3a. indicates that a person is guilty of hazing, if, in connection with the acceptance of students to school-sponsored student organizations, clubs, or athletic teams, the person knowingly or recklessly:

Causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;

Causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student's health;

Subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;

Subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;

Subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or

Subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

Hazing shall not include any reasonable and customary athletic or military training; contests; competitions; or events.

Board of Education members, school employees, and contracted service providers are required to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding such an incident. Students, parents, volunteers, or visitors are encouraged to report an alleged incident of hazing that may take place or has taken place on or off school grounds to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident.

Any report of an alleged incident of hazing shall be investigated by the Principal or designee in accordance with procedures used to investigate alleged violations of the Student Discipline/Code of Conduct and Policy and Regulation 5600.

The Principal or designee may identify behavior when investigating an alleged incident of hazing indicating harassment, intimidation, or bullying (HIB) pursuant to N.J.S.A. 18A:37-14 et seq. – the New Jersey Anti-Bullying Bill of Rights Act (ABR). If the Principal or designee identifies behavior indicating HIB, the Principal or designee shall ensure a separate investigation is conducted in accordance with the ABR and Policy 5512.

The Superintendent or designee shall report to local law enforcement any hazing incident that rises to the level of mandatory reporting under the "Uniform Memorandum of Agreement Between Education Officials and Law Enforcement Officials" or any other agreement between local law enforcement and the school district pursuant to N.J.A.C. 6A:16-5.1(b).

Hazing that involves the participation of a coach, teacher, or other adult may constitute child abuse and shall be addressed in accordance with N.J.S.A. 18A:36-25 and Policy and Regulation 8462.

The Board shall enforce any penalty for violation of this Policy in accordance with the student code of conduct and Policy 5600 Expectations for Student Behavior and Regulation 5600 Behavioral Guidelines, or any other applicable Board Policy or Regulation. In accordance with N.J.S.A. 18A:37-32.3 appropriate penalties for a violation of this Policy may include, but are not limited to:

Rescission of permission for the organization or group whose student member(s) are being penalized under this Policy, to operate on school property or to otherwise operate under the sanction or recognition of the school district; and

The imposition of probation, suspension, dismissal, or expulsion of a student member(s) from that school-sponsored student organization, club, or athletic team.

Any discipline instituted in response to a violation of this Policy may be in addition to discipline for a violation of Policy 5512, Policy 5600 Expectations for Student Behavior and Regulation 5600 Behavioral Guidelines, and any other applicable Board Policy and Regulation.

The school district shall ensure that students are informed of this Policy, including the rules, penalties, and program of enforcement under this Policy. This Policy shall be posted on the school district's publicly accessible Internet website.

HUMAN RELATIONS

The Board of Education, acting upon the recommendation of the Lenape District Human Relations Council, has adopted a Human Relations policy to further affirm its commitment to ensuring that all students will demonstrate a positive attitude toward people of all cultures and that all incidents of harassment, violence and disrespect will be eliminated in the Lenape District. Policy 2263: Human Relations and Policy 5512: Harassment, Intimidation and Bullying guarantee an equal and bias-free working and learning environment for all members of the school community within all school facilities, courses, programs, activities and services. This guarantee applies to all members of the school community regardless of age, race, sex, disabling condition, religious affiliation or sexual orientation.

HATE/BIAS INCIDENTS

It is the policy of the Lenape Regional High School District to maintain a learning and working environment that fosters respect. Any member of the school community engaging in bias or hate based conduct that either directly or indirectly causes intimidation, harassment or physical harm to another member of the school community, or disrupts the educational process, will be subject to disciplinary action. Policy #2263 defines bias or hate based conduct as any suspected or confirmed act directed against or occurring to a person, private property, or public property on the basis of age, race, ethnicity, sex, disabling condition, religious affiliation or sexual orientation. A bias incident need not involve an act that constitutes a criminal offense. Individuals or groups are in violation of this policy if they engage in bias or hate based conduct at school, on school grounds, while engaging in school sanctioned activities or while traveling to or from school.

These actions may have the effect of creating a hostile environment. Individuals who are not the direct recipients of such actions may also experience a hostile environment. Third party individuals will, therefore, have the same legal right to act under this policy as those directly victimized. Members of the high school community who believe they have been the subject of bias or hate based conduct may report the incident to a guidance counselor, building administrator or affirmative action officer.

DRESS CODE

All students are expected to dress in a way that is appropriate for the school day or for any school sponsored event. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school district is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size.

Students should be able to dress and style their hair for school in a manner that expresses their individuality without fear of discipline or body shaming, and students should not face unnecessary barriers to school attendance.

Attire worn in observance of a student's religion is not subject to this policy.

Students must wear:

1. Full length top with sleeves or straps;

2. Bottom that covers undergarments;

3. Footwear;

4. Clothing and footwear that is suitable for all scheduled activities including physical education, science labs, auto, metal and wood shop, and other specialized courses where proper attire and/or safety gear is necessary to ensure safety.

Students may wear headwear such as hats, but may not wear sunglasses or headwear that obscures a student's face and/or ears or interferes with the line of sight of any student or staff.

Students may not wear clothing, jewelry, or personal items that:

1. Contain threats, are pornographic, or that promote illegal or violent conduct such as the unlawful use of weapons, drugs, alcohol, tobacco or drug paraphernalia;

2. Demonstrate gang association/affiliation, hate group association/affiliation and/or use hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious

affiliation, or any other protected groups;

3. Show private parts (nipples, genitals, buttocks). Clothing must cover private parts in opaque (not able to be seen-through) material and undergarments may not be worn as outer garments.

Violations of this policy will be addressed through the Behavioral Guidelines.

FLAG SALUTE AND PLEDGE OF ALLEGIANCE

New Jersey law (18A:36-3) requires students to show respect for the flag of the United States of America by reciting the pledge of allegiance each day. Students who are conscientiously opposed to the pledge or salute may abstain from these ceremonies, but they must remain silent and not disrupt the ceremonies.

COURSE SELECTION

Each school year the Program of Studies is updated. This document lists and describes all course offerings in the Lenape District's four high schools. It also details graduation requirements, course levels, athletic eligibility requirements and other information pertinent to the course selection process. **Students are encouraged to review the Program of Studies carefully with their parents or guardians. The Program of Studies will be accessible online at** www.lrhsd.org.

STUDENT INSURANCE

The Board Of Education provides a special insurance policy which covers students who participate in interscholastic athletics and physical education classes. This policy is in effect only during the time the pupils are actively engaged in the activity, and while traveling to and from athletic contests. This policy contains "full excess" coverage which will become applicable after primary personal health care insurance. This policy does contain coverage restrictions. Any questions concerning policy coverage should be directed to the District Personnel Office, 609-268-2000 extension 551000.

The Board of Education makes available accident insurance for any pupil who wishes to purchase it. The "school time" accident insurance will cover travel time to and from school, physical education classes, and other school-sponsored activities. "Round the Clock" coverage provides insurance protection 24 hours a day, whether the pupil is at school or at home.

ACCIDENTS/INJURIES

There is a common misunderstanding that payment for injuries sustained in school-related functions is the responsibility of the Board of Education. In fact, the Board cannot pay for injuries unless a court of competent jurisdiction orders or approves payment. The Board provides an opportunity for pupils to voluntarily purchase accident insurance. The Board provides such insurance for athletics and certain related activities on a partial excess basis at no cost to the participant. Although these coverages are broad, there are certain restrictions, limitations, and exclusions.

CARE OF INJURED AND ILL PERSONS

The schools attempt to provide an environment in which the student will be safe from accidents. The Board of Education directs the Superintendent to provide for prompt and appropriate medical attention for pupils, staff members, or visitors who are injured or become ill on school premises or at school sponsored events.

Any injury or illness shall be reported immediately to the school nurse or, in the absence of the school nurse, the building principal or his designee, who will determine whether an emergency exists. Immediate steps may be taken as necessary to remove the injured or ill person from imminent danger

and/or prevent exacerbation of the disability. District personnel will administer routine first aid as necessary to insure the safety and comfort of the injured or ill person.

The parent or guardian of an injured or ill student and, if necessary, the designee of an injured or ill staff member or adult visitor will be notified. NOTE: All phone calls to parents regarding illnesses must be made from the Student Health Office. Students are NOT permitted to contact parents by cell phone. If the school nurse, principal, or principal's designee determines that the injured or ill person should be removed from school, the parent or designee will be requested to provide transportation.

In a serious emergency, the Emergency Medical Services (EMS) will be activated. The parent, guardian, or designee will be notified.

STUDENT HEALTH

STUDENT MEDICAL CONCERNS

Parents/guardians are required to complete their students' medical history and current medical conditions via the "Medical Concerns" form under the "Forms" tab in Genesis Parent Portal prior to the start of each school year. This form is made available along with all Back to School Forms to all Genesis Parent Access accounts every summer. Through this form, the parent/guardian can document the student's medical needs as well as provide permission for the student to receive an occasional dose of Tylenol, Ibuprofen, and/or TUMS if deemed appropriate by the school nurse. For questions about or help with Genesis Parent Portal, please email LRHSD Support at HELP@lrhsd.org or call (856) 396-HELP (856-396-4357).

HEALTH SCREENING

All students will be offered a health screening according to New Jersey law with the exception of those students who submitted documentation of a physical examination by a physician, nurse practitioner, or a physician assistant for their current grade. Health screenings may include assessment of height, weight, blood pressure, visual acuity, auditory acuity and scoliosis. If you prefer for your student to not be screened, submit a note to your student's nurse stating such.

IMMUNIZATIONS

No student will be enrolled in school without documentation from an official New Jersey school record, a public health record, or certificate signed by a physician indicating compliance with immunization requirements (Chapter 14 of the Administrative Code 8:57-4.10 to 8:57-4.20).

The following immunizations are required per administrative code:

- Diphtheria and tetanus toxoids and pertussis vaccine
- Poliovirus vaccine
- Measles virus vaccine
- Meningococcal
- Varicella
- Rubella vaccine
- Mumps vaccine
- Hepatitis B virus vaccine

Students seeking an exemption must provide religious or medical documentation.

TUBERCULIN TESTING

In accordance with the State Department of Education, students transferring into a New Jersey school from a country with a high TB incidence will require tuberculin skin testing and medical evaluation (if the reaction is ≥10mm).

MEDICATION

In order for a student to take medication during the school day, the procedures are:

1) All medication, defined as drugs approved by the Federal Food and Drug Administration (FDA) whether prescription or over-the-counter, shall be administered by the school nurse, school nurse substitute, school doctor, parent/guardian. Tylenol, Ibuprofen, and/or TUMS may be administered by the school nurse as per Board of Education Policy #5330. Parent/guardian permission must be provided via Genesis Parent Portal under Forms tab, the Medical Concerns Form.

2) All medication, whether prescription or over-the counter, shall be brought to the nurse's office by the parent or guardian. **Students, regardless of age may not carry medicine to the school.**

3) Prescription medication shall be in the original labeled bottle or container. Ask your pharmacist to divide the medication into two completely labeled containers - one for home and one for school.

4) Over-the-counter medication shall be in a new, unopened bottle with the original, manufacturer's label on it.

5) Before any medication may be administered during school hours, the Board of Education requires a written medical order from a legal prescriber (physician, dentist, nurse practitioner, or physician assistant) and written consent from the parent/guardian.

6) The policy applies to all students, including students 18 years of age and older.

7) Students will be permitted to self-administer medication for asthma or other potentially life threatening illnesses only with written certification by the physician and written authorization by the parent. Students with asthma and life-threatening medical conditions must submit the appropriate medical paperwork to participate in the physical education program, sports, school trips and other extracurricular school activities at the beginning of each school year.

A. An "Asthma Treatment Plan" prepared by the physician must list asthma medications and authorize any medications for self-administration. Student is to self-carry prescribed rescue inhaler on their person.

B. If a student requires the use of epinephrine for a life-threatening allergic reaction, doctor's orders must be provided. Student is to self-carry prescribed epinephrine auto-injector on their person.

C. Students with diabetes must submit a "Diabetes Medical Management Plan" and self-carry all supplies including glucagon.

8) Medication Forms (Asthma Treatment Plan, Epinephrine, Diabetes Medical Management Plan and Prescription/Non Prescription Medication forms) are available in the main office or online at www.lrhsd.org. Go to the Genesis Parent Portal Form tab and click on Medical Concerns form.

9) Direct questions to the school nurse.

School Physicians:		Elmwood Family Physicians
School Nurses:	**Office Hours:**	
Lenape	7:15 a.m. – 2:55 p.m.	TBD, R.N.; Beth Rollins, R.N.; Suzanne Senechal, R.N. 609-654-5111 x332800, x334100 FAX: 609-714-7808
Shawnee	7:15 a.m. – 2:45 p.m.	Rachel Gotshall, R.N.; Stacy Pepperman, R.N. 609-654-7544 x442300, x443900 FAX: 609-714-3009

Cherokee	7:15 a.m. – 2:55 p.m.	Allison Howley, R.N.; Melissa Molloie, R.N.; Beth Rollins, R.N. 856-983-5141 x233400, x221800 FAX: 856-810-4379
Seneca	7:15 a.m. – 2:55 p.m.	Carol Minder, R.N.; Melinda Mehigan, R.N 609-268-4600 x663700, x663800 FAX: 609-268-4389
Sequoia	7:10 a.m. – 2:50 p.m	Victoria Miller, R.N. 609-268-3700 x370700 FAX: 609-268-3726

MEDICAL PRECAUTION

Unidentified skin issues should be covered until identified and should be reported to health office to prevent the spread of infection.

PHYSICAL EXAMINATIONS

Enrolled Students

It is advised for students to have a medical examination

at least once during grades 7th through 12th.

New/Transfer Students

Students transferring into the Lenape Regional High School District must provide documentation of a physical examination performed by a physician, nurse practitioner, or physician assistant, during adolescence (grade 7th through 12th). This documentation is required within 30 days of enrollment.

WORKING PAPERS

Working paper applications for minors are processed online. Schools are no longer permitted to process working papers. The new online form can be found at http://myworkingpapers.nj.gov.

ATHLETICS

State law requires that all physical examinations required for student athletes should be administered at the student's medical home/primary physician's office. Students will be required to have a district form completed at the time of their physicals and parents will be required to complete a medical questionnaire. Once submitted to the school, the district physician will review and sign these forms. Physical forms and parent questionnaires are available in the main office or online at www.lrhsd.org**.**

If a student does not have a medical home/primary physician, the school district shall provide this examination at the school physician's office or other comparably equipped facility.

Only one physical per school year is required. Physicals administered in the Summer of 2026 will cover Fall 2026 and Winter and Spring 2027 sports seasons.

SPECIAL EDUCATION SERVICES

The Lenape District offers a wide range of programs for students who have been determined to be Eligible for Special Education and Related Services by the Child Study Team. New Jersey recognizes 13 different categories for eligibility. All eligible students have an IEP (Individualized Education Plan) which is reviewed yearly. A case manager from the Child Study Team is assigned to work with the student, parent(s) and teachers.

The vast majority of classified students are being served in regular programs with support or minimal pullout. The objective is to provide every student with programs designed to meet his or her needs.

504 SERVICES

The District complies with all provisions of the "Vocational Rehabilitation Act – Section 504" and "Americans with Disabilities Act – ADA, 1992." All students who are eligible for these services will have a 504 Plan developed. The 504 Plan is reviewed annually.

CHILD FIND

A referral is a written request for an evaluation that is given to the school district when a child is suspected of having a disability and might need special education services.

If you have a child with a disability who is not receiving educational services, or if you believe that your child may have a disability, and is 14 Years through 20 Years old, you may refer your child for an evaluation by submitting via email or through a written request to:

Lenape Regional High School District:
Amanda Cassel, Director of Special Services
609.268.2000 x551900
acassel@lrhsd.org

For additional information regarding referral procedures, please visit the District website under Special Services: https://www.lrhsd.org/our-district/special-services

SEQUOIA ALTERNATIVE PROGRAM

The Lenape District's Sequoia Alternative Program is available to a limited number of classified or non-classified students from all four high schools. It is designed for students who desire a highly structured environment.

The program offers intensive academic instruction in all core courses at various levels as well as interactive discipline and proactive counseling for social and emotional development.

All students have an IEP or IPP based on contractual agreements with parents, students and program staff. Progress is reviewed semi-annually. A mentor from the staff is assigned to each student to work closely with the parents, student, case manager and other teachers.

The District recommends this program for those students who have had difficulty in the traditional classroom setting due to attendance, academics, social and emotional concerns, or district policies. The program is designed to return students to their sending schools within an agreed period of time.

TITLE I SCHOOL-PARENT COMPACT

The Lenape District has a "School-Parent Compact" regarding Title I services and programs (Part A of the Elementary and Secondary Education Act). This compact outlines the responsibilities of the child's school, staff, parents, and students who are eligible for and participate in Title I programs, services and activities. These responsibilities are clearly stated and were developed with the goal of improving each student's academic achievement and success throughout their education in the LRHSD.

For more information about the Title I Program, its components and eligibility requirements, visit our website https://www.lrhsd.org/academics/title-i or call your child's high school.

COUNSELING CENTER

Counselors assist students throughout all four years of high school. They help in many different ways. A few examples of the ways counselors can assist are listed below:

- help develop decision making skills.

- assist in college/career planning.
- advise students on educational and vocational opportunities and needs.
- answer questions about school policies: attendance, academic, athletic eligibility, graduation, etc.
- work with students, especially freshmen, in helping them adjust to academic, personal and social challenges of high school.
- aid students in recognizing, understanding and overcoming learning difficulties.
- work with parents and teachers to help students get the most from their education.

Counselors will call students down periodically to the Counseling Center to discuss routine school matters. However, if you have a concern or question do not wait. Make an appointment with one of the secretaries to see your counselor. Usually you can see your counselor that day. If you have to wait until the following day, you will receive a pass in period one with the time of the appointment.

LEVELS OF INSTRUCTION

HON: Honors – Requires a strong command of basic skills and is extremely rigorous. This is equivalent to the demands of a college level course.

ACC: Accelerated – Requires a good command of basic skills and the ability to perform in a rigorous program at a rapid pace.

CP: College Prep – Requires a command of basic skills and is moderately paced. This is a college prep course.

MOD: Modified – Reinforces and builds upon basic skills.

PR: Pullout Replacement – Special Education.

STUDENT TRANSFERS

Parents should inform the school at least two (2) days before a transfer so that adequate records may be forwarded to the receiving school. No student will be transferred (records forwarded) or officially withdrawn unless a transfer or withdrawal form has been signed by parents and all outstanding obligations cleared (books, equipment, etc.). Immunization records must be provided upon transfer.

STUDENT RECORDS

Information concerning pupil records and transcripts can be obtained by calling the school Counseling Center.

Donna Packer	Jeryl Karmilovich	Diane Harker	Diane Dzwill
Lenape	Shawnee	Cherokee	Seneca
609-654-5111x335800	609-654-7544x442000	856-983-5140x221100	609-268-4600x661000

REQUIREMENTS FOR GRADUATION

In order to qualify for a state-endorsed diploma, a student must complete the selected program of study appropriate for needs and abilities, earn a minimum of 120 credits and pass the appropriate assessment(s) outlined by the state. In addition to credits earned through the traditional route, students may obtain credits through the Option Two Program. Complete information regarding course requirements, Option Two, and

opportunities for remediation is included in the annual Program of Studies, which is accessible online at www.lrhsd.org**.**

REQUIREMENTS FOR PARTICIPATION IN GRADUATION CEREMONIES/SENIOR PRIVILEGES

As per LRHSD Policy #8840 Students will lose all remaining senior privileges which include attending senior trip, attending senior prom and participation in graduation exercises if they have been suspended in excess of 2 times in their last year or have been scheduled for a superintendent's hearing in the senior year, have had a drug/alcohol or theft violation on the senior trip or prom, have not completed all academic requirements prior to the ceremony, or is on "no-credit" status at the time of graduation.

GRADING SYSTEM

Evaluation of a pupil's progress is solely the classroom teacher's responsibility. Arriving at the marking period grade will be determined by a number of criteria established by the classroom teacher (quizzes, tests, participation, etc.). For purposes of uniformity, a percentage scale will be used in arriving at a marking period grade. All teachers will implement a grade floor of 50% at the end of marking periods 1, 2 and 3. Semester courses, such as Health/PE will have a 50% floor for marking periods 1 and 3.

There will be four report card periods during the school year. A semester grade will be given at the end of each semester. For full year courses, the first semester grade becomes one half the grade and will be averaged to the second semester grade at the end of the year to provide the final course grade. The grades on the report card denote academic achievement only. **Negative behavior is not to be reflected in the grade.**

Report cards for the all marking periods will not be mailed home since grades can be accessible online via the Genesis Parent Portal (see Access to Student Information). Parents will be able to print a copy of the report card from their Parent Access account. If you have any questions about your child's grades please contact your school's guidance office. Final report cards will not be mailed. If you would like to request a paper copy of your student's report card to be mailed home, please contact the Counseling Center of your student's school.

REPORT CARD NOTATIONS

A = Excellent (90-100%)	D = Poor (60-69%)	I = Incomplete
B = Good (80-89%)	F = Failure (59% and below)	WP = Withdraw Passing
C = Average (70-79%)	P = Passing (60-100%)	WF = Withdraw Failing Audit*

*Students who audit courses receive no credit. A grade is given to indicate student progress and will not be counted for GPA. Auditing a class is only granted by the principal in certain circumstances.

RANK IN CLASS

Lenape Regional High School does not publish or release class rank. We believe that our students' levels of achievement are more equitably and fully communicated through multiple measures than a single figure transcript statistic.

Waiver:

Recognizing there may be limited circumstances in which students may be adversely affected without the release of class rank, a waiver may be completed by the parent/legal guardian and student requesting that either weighted or unweighted class rank be released to a specific college/university. Weighted class rank is based on the weighted grade point average and unweighted class rank is based on the regular grade point average.

Some examples as indicated below:

1. If the student will not receive consideration for admission without the release of individual class rank.
2. If the student will not receive consideration for a scholarship, or admission to a particular program or provided a benefit without the release of class rank.
3. If the student will not receive consideration for recognition in certain local, State or national programs of recognition without the release of rank.

There will be two formats for a students' Grade Point Average; The regular grade point average (GPA) and weighted grade point average (wGPA).

1.) Calculating the regular GPA

The regular GPA shall be computed on the basis of all subjects taken within the school day. Grade points will be awarded on a 4.0 scale with A = 4, B = 3, C = 2, D = 1, and F = O. The final grade for the course shall be multiplied by the number of credits completed for each course. The total points for all courses completed are then divided by the total credits completed to determine GPA.

2.) Calculating the wGPA

Only core leveld academic courses or other courses designated as Advanced Placement (AP) will be included in the wGPA.

A core academic course is any course, regardless of level, from any of the five academic areas which are: English, world languages, math, science and social studies.

The wGPA shall be calculated by dividing the total weighted quality points by the total credits of the courses completed in the core academic area.

Weighted quality points shall be calculated by multiplying the final grade for the core academic course by the number of credits completed for each core academic course using the following 6.0 scale:

HON:	A=6	B=5	C=4	D=3	F=0
ACC:	A=5	B=4	C=3	D=2	F=0
CP, MOD, PR:	A=4	B=3	C=2	D=1	F=0

(Honors: HON; Accelerated: ACC; College Prep: CP; Modified: MOD; Pullout Replacement: PR)

Core academic courses taken through a Summer School Remediation program shall be computed as a College Prep (CP)-D. Core academic courses taken through an Option Two program shall be counted in the wGPA only if the student has successfully taken the district Proof of Proficiency assessment for that course.

NATIONAL HONOR SOCIETY

Membership in the National Honor Society is one of the highest honors that can be awarded to a high school student. Each of the four high schools in the Lenape Regional High School District has a chapter of the

National Honor Society. Membership is based on a student's outstanding achievement in scholarship, service, leadership and character. The student must be a member of the school community at least one semester prior to applying.

A junior or senior meeting the preliminary grade requirement of a regular cumulative grade point average of 3.25 or higher; a minimum weighted grade point average of 4.875 will receive a letter notifying them of their eligibility for membership. Students must participate in a minimum of three school-sponsored activities per year of school attendance. In addition, the student must also earn 20 hours of community service per year of attendance or the equivalent total for years in high school. A full explanation of the criteria needed for admission to the National Honor Society is outlined in Board of Education Regulation 5465R.

PARTICIPATION FEE

The Lenape Regional High School District has an **Athletic and Extracurricular Activity Participation Fee as a result of Board of Education Policy #2429**. Any student participating in at least one sport which requires a paid coach and a physical will be assessed an athletic fee of $300 and will have access to ALL athletics and non-sport extracurricular activities throughout that school year. Any student exclusively participating in at least one, non-sport extracurricular activity will be assessed a fee of $200 and will have access to ALL non-sport extracurricular activities throughout that year. Individual fees for the year will not exceed the athletic fee regardless of how many non-sport extracurricular activities and/or athletics a student participates. Family fees are capped at $600. Each student must submit the Athletic and Extracurricular Activity Participation Fee payment prior to the participation in an activity. The fee is valid for that school year only.

The fee is non-refundable unless the student is cut from the athletic/activity roster and did not participate in any other athletic/extracurricular activities for the remainder of the school year. Refund requests must be completed and submitted prior to the last day of school, of the current school year, or the fee will be forfeited. Forms are available in the high school main office. Refunds will be issued at the end of the current school year, after all of the student's obligations have been fulfilled. Any outstanding student obligations will be deducted from the refund at that time. Students who voluntarily drop out of an activity will forfeit their fee.

Students who qualify for the Federal Free and Reduced Lunch Program are exempt from paying the Athletic and Extracurricular Activity Participation Fee.

ATHLETIC PROGRAMS MISSION

The mission of the Lenape Regional High School District's interscholastic athletic programs shall be to develop student athletes who are physically, mentally and emotionally prepared to make a positive contribution to society. This will be accomplished through the cooperative efforts of student athletes, coaches, parents and administrators. It will be implemented through a well-designed athletic program involving dedicated coaches and student-athletes, and supportive parents within an atmosphere of safety, good sportsmanship and teamwork.

ATHLETIC ELIGIBILITY

New Jersey Interscholastic Athletic Association Eligibility Rules apply to boy and girl varsity, junior varsity, sophomore and freshman teams which will be representing a high school. STUDENTS AND PARENTS MUST ACCEPT RESPONSIBILITY FOR MAKING SURE THAT THEY MEET THE NJSIAA ELIGIBILITY REQUIREMENTS. If students have any questions or concerns after reading the eligibility rules, or if, at any time, think they may be in jeopardy of falling below the minimum required credits for athletic eligibility, they should contact their school counselor, athletic director or team coach immediately!

Students are ELIGIBLE if they have not reached the age 19 before September 1 of the current school year.

Students are ELIGIBLE to represent their high school for 8 consecutive semesters following entrance to ninth grade.

- Fall and Winter sports: All incoming freshmen are eligible for athletic competition during the first semester. Students in grades 10, 11, and 12 are eligible for athletic competition during the first semester (Sept. 1 to Jan. 31) if they passed the 30 credits required during the preceding academic school year.

- Spring sports: To be eligible for athletic competition during the second semester (Feb. 1 to June 30), ALL STUDENTS must have passed 15 credits at the close of the preceding semester. Full-year courses shall be equated as one-half of the total credits. In most cases, pupils must pass six courses in the first semester of each year to be eligible for Spring participation.

- Student athletic eligibility following a transfer is determined by the following criteria:

- **It is the student's first transfer:** Students are entitled to one penalty-free transfer during the first six semesters after their initial high school enrollment, provided that the transfer occurs on or before the Start of Practice Date of the sports season in which the transfer occurs.

- **Transfers occurring after the Start of Practice:** Students who transfer after the Start of Practice Date will be subject to a 30-day period of ineligibility (or ½ the maximum number of contests in that sport, whichever is less).

- **Transfers occurring after the Competition Start Date:** In addition to the period of eligibility stated above, any student who transfers after the Competition Start Date will not be eligible for the NJSIAA postseason competition in that sport.

- **A student's second or subsequent transfer:** Students who transfer a second or subsequent time will be subject to a 30-day period of ineligibility (or ½ the maximum number of contests, whichever is less) for all NJSIAA sanctioned sports in which the student participated during the 12 months pre ceding the transfer.

- **Senior transfers:** Senior transfers are subject to a 22-day period of ineligibility (or ⅓ the maximum number of contests, whichever is less) in each sport in which they participated during or after their third season of eligibility, during the 12 months preceding the transfer.

- **General application:** This transfer rule applies to athletes of all levels of participation (not just varsity athletes) and is applicable to all NJSIAA-sanctioned sports in which the student participated during the 12 months preceding the transfer. Transferring students may participate in a new sport without penalty. The period of ineligibility will begin on the competition start date of each sport. For students who transfer after the competition start date, the period of ineligibility will begin on the date of enroll ment into the school.

Students are NOT ELIGIBLE after the class in which they originally enroll graduates.

Students are NOT ELIGIBLE except as defined by the NJSIAA, if they have accepted any cash or merchandise prizes (this may especially occur in bowling or golf).

STUDENT PARKING

Students issued a parking permit are allowed to park in a school district location as a matter of privilege, not of right. Vehicles are not to be used during the school day. Students who drive to school who need to leave school for a medical reason, appointment, or family emergency, must provide a note from a parent or guardian and have it verified by a telephone call prior to leaving school. If a driver is approved

to leave school during the school day, he or she may not drive with another student and must sign in upon return. The privilege of driving to school will be revoked in cases in which students violate traffic regulations or display poor citizenship in school. The speed limit in the parking lot of the school is not to exceed five (5) miles per hour. The Board of Education is not responsible for cars, or property left in cars, while cars are parked on or adjacent to school grounds. Students are permitted to park only in areas authorized for student parking.

STUDENT PARKING PERMIT FEE

To obtain a student parking permit students must follow the procedures outlined in applicable Board Policies, Regulations, procedures, and the Student Handbook, including Board Policy 5510 and Regulation 5510R. Violations of the Policies, Regulations, and procedures may result in loss of parking privileges and/or discipline according to the Behavioral Guidelines.

The student parking permit fee will be assessed to senior students with a valid driver's license who applies and is eligible to receive a permit based on his/her attendance and disciplinary record. Additional parking may be offered to eligible junior students, based on availability and on a first come, first served basis during the school year.

As a result of each high school having a different number of student parking spots available the rules for determining how a student obtains and maintains a parking decal differ slightly from school to school. For more information students must direct all parking questions to their principal or refer to their respective school's parking contract or set of rules. The parking permit outlines the terms and conditions regarding the privilege to park on district property per school. However, the following three conditions apply to all district students: Parking privileges will be revoked for the rest of the high school career if a junior is suspended three times. Parking privileges will be revoked for the rest of the high school career if a student violates the drug or alcohol policy at any time during the high school career. Students who were required to attend credit completion at the end of the previous year will be ineligible for parking privileges.

TRANSPORTATION

BUS REGULATIONS:

Buses are provided for all pupils by the Board of Education. Safety is the top priority of the Lenape District Transportation Department. Consequently, cameras may be installed on specific vehicles when deemed necessary to assure safety.

The following are regulations that are expected to be observed by all who ride the buses:

1. Arrive at the bus stop 10 minutes prior to the designated pick-up time. We do not stop and wait for a student running to the stop; it is unsafe to do so. If the student is not at the stop, we will not pick them up.
2. Remain seated while the bus is in motion. Seat belts must be buckled.
3. Keep head, arms and hands inside the bus.
4. Obey the driver and bus patrol immediately and respectfully.
5. Vaping, smoking, consumption of drugs and alcohol is prohibited.
6. The harassment, intimidation, bullying and hazing behavioral guidelines are in effect whenever students are riding the bus.
7. Avoid distracting the driver's attention with loud talking, laughing, bad language or unnecessary disturbances.
8. Avoid cluttering up the aisle with books, sports equipment or gym bags.

9. Always treat the bus equipment respectfully and help keep it clean. If a student is found to have defaced the bus in any way, they will be disciplined and the parents/guardians of the student will be responsible for the cost of the repair.

10. Avoid crowding around the bus doors when it is ready to load or unload.

11. Sports cleats are not permitted to be worn on the bus.

12. Skateboards are not permitted on the bus.

ACTIVITY BUSES:

Students leaving the school on a school bus to attend an activity must return to the school on the same bus. Exceptions to this policy may be made only by contacting the school and following specific procedures.

Behavior: Students who do not behave in accordance with the above guidelines, or who are involved in any disturbance on a school bus, will face disciplinary action, including possible immediate expulsion from the bus. Students will refrain from boisterous behavior, yelling, cursing, fighting, disrespecting other students or the driver and throwing objects, etc., while aboard buses. School buses will be returned to a school whenever a situation develops that needs immediate attention, or the **police will be called if necessary**.

Bus Stops: Any concerns relative to a bus stop should be brought to the attention of the Transportation Coordinator at (609) 654-5527x4.

Lost Items: Lenape Transportation is not responsible for lost items left on any District vehicles. Understand most buses are used for other activities and will be used by many other students. Anything left on the bus can be picked up by someone else very easily. Be vigilant to keep track of your belongings.

If you lose something on a contracted bus, you will be responsible to contact the specific contractor and collect your belongings at their location.

Switching Buses: Students assigned to a particular bus must not change buses without the prior written request from the parent/guardian of the student, and then the permission will be granted from the transportation coordinator.

ACCEPTABLE USE AGREEMENT

The District conducts a re-evaluation, reassessment and review of this agreement. Revisions may occur after publication of this handbook. Please call the main office of your child's school for the most up to date version.

The Lenape Regional High School District ("District") provides access for its students to District television, audio visual equipment, technology, technology devices and resources to further studies, assignments, and projects in connection with the District's educational programs. Use of this network and technology, technology devices and resources must be consistent with the educational mission of the school district.

Access to network services is provided to users who agree to act in a considerate and responsible manner and in accordance with this Acceptable Use Agreement ("AUA"). Access is a privilege, not a right. Any student accessing or using technology, technology devices and resources, whether on or off school premises, understands and agrees to abide by this AUA and all District Board of Education Policies and Regulations, including, but not limited to, #2500 (District Television Station), 5500 (Pupil Conduct), 5600 (Expectations for Student Behavior), 2361(Acceptable Use of Technology, Technology Devices, and Resources), 2363 (Pupil Use of Privately-Owned Technology), 7523 (School District

Provided Technology Devices To Pupils) and 8340 (Internet and LDTV Safety). Students accessing or using technology, technology devices and resources must execute this AUA on an annual basis prior to any use of or access to technology, technology devices and resources.

The District has the right to review any material accessed or created or displayed by users of District technology, technology devices and resources, whether the technology, technology devices and resources is used on or off District property. Technology equipment users should have no expectation of privacy for any material created, edited, sent or displayed using technology, technology devices and resources. The many electronic devices may automatically record or collect information on the student's activity or the student's use of the device if the electronic device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. The District shall not use any of these capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity, protect the safety of students, and ensure that users are using the system responsibly. Users should not expect that any system content, or content on equipment used to connect to the District's system, will be private. This includes any personal devices that connect to the District's network. System technicians and administrators and designated school personnel may, at any time and without notice, review content stored on the District's system. This includes the right to review content sent by, to or through the system, as well as content stored on any equipment not owned by the District that is connected to the system in any manner, including wireless equipment. Any content stored on the District's system found to have violated any applicable policies shall be subject to immediate removal.

Acceptable use of technology, technology devices and resources shall be for educational purposes only, including information gathering, research, academic development, and the advancement of learning and teaching in connection with District educational programs. Use of technology, technology devices and resources must be related to the approved curriculum or extracurricular activities of the District. Use of network services and/or technology, technology devices and resources in an inappropriate manner is prohibited. The Superintendent and/or his/her designee shall have the authority to approve and disapprove specific technology access or uses.

Any individual engaging in the following actions when using technology, technology devices and resources shall be subject to discipline and/or legal action:

- Sending or displaying offensive messages or pictures;
- Using obscene language and/or accessing material or visual depictions that are obscene as defined in section 1460 of Title 18, United States Code;
- Using or accessing material or visual depictions that are child pornography, as defined in section 2256 of Title 18, United States Code;
- Using or accessing material or visual depictions that are harmful to minors including any pictures, images, graphic image files or other material or visual depictions that taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- Depicting, describing, or representing in a patently offensive way, with respect to what is suitable for minors, sexual acts or conduct; or taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors;
- Cyberbullying**,** using technology to harass, intimidate, or bully an individual including racial, ethnic, or derogatory remarks;
- Inappropriate online behavior, including inappropriate interaction with other individuals on social networking sites and in chat rooms;

- Harassing, insulting, or attacking others;
- Damaging technology, technology devices and resources;
- Violating copyright laws;
- Using another's password;
- Trespassing in another's folders, work or files;
- Intentionally wasting limited resources;
- Employing the technology, technology devices and resources for commercial purposes; and/or
- Engaging in other activities that do not advance the educational purposes for which technology, technology devices and resources are provided.

The District reserves the right to restrict access to other areas that may not be specifically covered in the above list, but may be deemed to be contrary to the best interests of the students and schools.

It is understood that anyone using technology, technology devices and resources has agreed to abide by this Acceptable Use Agreement. Violations may result in disciplinary and/or legal action.

STUDENT AUA FORM:

Student AUA Form

MEDIA CENTER DATABASES

The databases listed below are intended for student use as they complete classroom assignments. As students receive orientation to the media center early in the school year, they will learn specifically how each of these databases can help them.

Lenape Media Center Database:

Username = lenapehs1 Password = lenapehs1

Shawnee Media Center Database:

Username = Shawneemc Password = Nj

Cherokee Media Center Database:

Username = CHEROKEENJ (All CAPS) Password = 08053

Seneca Media Center Database:

Username = senecahs Password = senecahs

LENAPE DISTRICT TELEVISION

Lenape District Television (LDTV) is located at Lenape High School. It is a complete, broadcast level studio where students from throughout the District can learn television production techniques and actually produce programs. The studio serves all four district high schools and the elementary schools in its sending communities. Each high school has its own mini studio with facilities for production and editing and can send broadcast ready video to LDTV. The studio's primary goal is to produce and air programming that is both creative and instructional. For the convenience of parents and other members of the public, LDTV daily broadcasts a bulletin board which lists important activities within the four high schools.

EMERGENCY SCHOOL CLOSING

The Lenape District has the capacity to broadcast weather and emergency related school closing information through the following: text message, email, Lenape District Television (LDTV), the district website at www.lrhsd.org, Twitter @LenapeDistrict, Radio Station KYW-AM 1060 (Code 654), and several other Philadelphia area radio and television stations.

THE HIGH SCHOOL DISTRICT EMERGENCY SCHOOL CLOSING CODE NUMBER IS 654

Pupils and parents are requested to avoid calling the school since all phones will be in use carrying out emergency closing procedures.

STUDENT FINES

Students are financially responsible for any and all equipment issued by the school and for any negative balance in their food service cafeteria account. THE SCHOOL IS NOT RESPONSIBLE FOR ANY ARTICLE LOST OR STOLEN. If the item is not returned, the student shall be charged the full replacement cost of the item. If the item is damaged to the extent that the item can no longer be used, the student shall be charged the full replacement cost of the item. Student schedules, transcripts, diplomas and all other records will be withheld until all obligations are met.

PERMISSION FORMS

Photographs and video images of students in the Lenape District's high schools are routinely created for the purpose of sharing student achievement and celebrating education programs with the stakeholders in the eight sending communities. Recently, laws have been enacted mandating that school districts obtain parental consent for a student's photo/image and personally identifiable information to be shared with media outlets and to be posted on the school/district websites. The new Open Public Records Act (OPRA) also requires school districts to release certain directory information upon request, unless parents/guardians specifically state that this information not be released.

A form (CONSENT) explaining these laws is shared via Genesis Parent Portal at the beginning of the school year with parents/guardians of all incoming 9th graders and given to parents/guardians of all new/transfer students at time of registration. It is each student's responsibility to make certain his or her parents/guardians complete this form by the deadline indicated.

SCHOOL VISITORS

All visitors must report to the main office upon entering the school building and will be required to present a valid state-issued form of identification (driver's license.) The license will be scanned by the Lobby guard system and the visitor's name and birth date will be checked against the National Sex Offender Public Registry Database and any court order that limits or terminates parental/custodial rights.

If the visitor is verified as a registered sex offender and is a parent or legal guardian or an individual who is visiting the school for a legitimate business purpose (for example vendor supplies), entry to the building will be permitted in a limited capacity and may require supervision in accordance with all applicable laws.

Pupils may not bring visitors to school. Trespassers will be prosecuted.

ASBESTOS HAZARD EMERGENCY RESPONSE ACT

District Asbestos Information and Management Plan are available in the office of the Director of Buildings and Grounds, at 609-268-2000 ext. 552500.

NJ COMMUNITY AND WORKER RIGHT-TO-KNOW

Material Safety Data Sheets (MSDS), Hazardous Substance Fact Sheets (HSFS), and surveys of chemicals used at each school are available at the respective school's main office.

HANDICAP FACILITIES

The Lenape Regional High School District prides itself on providing and maintaining barrier-free facilities. If for any reason, special requirements or arrangements are necessary, call the office of the Director of Buildings and Grounds, at 609-268-2000 ext.552500.

INTEGRATED PEST MANAGEMENT PROGRAM

Lenape Regional High School District complies with the School Integrated Pest Management (SIPM) Act of 2002 (S. 137/A.2841). This standard aims to reduce the use of all pesticides in and around schools. IPM is a holistic, preventative approach to managing pests that is further explained in the school's IPM Policy. For site specific information contact the Building Principal.

STUDENT/PARENT/GUARDIAN APPEAL PROCESS - REGULATION 9130

The purpose of this procedure is to provide a student/parent/guardian with an administrative remedy to dispute alleged violations, misinterpretations, and misapplications of Board policies, regulations, procedures and practices and/or law.

An appeal/grievance must be filed, in writing, within fifteen (15) days of the date the aggrieved knew or should have known of the circumstances which caused the appeal/grievance. A copy of the appeal/grievance will be provided to any staff member involved in the allegations contained in the appeal/grievance

Building Level: The aggrieved shall meet to discuss the matter with the building principal within fifteen (15) days of the submission of the written appeal/grievance, with the objective of resolving the matter informally and without third-party representation. The building principal shall act on the appeal/grievance within five (5) school days following the meeting.

Superintendent Level: If the appeal/grievance is not resolved within five (5) school days following the meeting at the Building Level, or if the aggrieved receives no communication on the resolution of the grievance within five (5) school days after the meeting, the aggrieved may continue the appeal/grievance by requesting, in writing, to meet with the Superintendent within ten (10) school days after the meeting at the Building Level. Such communication should notify the Superintendent whether the aggrieved wishes representation to be present at this meeting and a copy of the communication to the Superintendent shall be provided to the building principal involved at the Building Level.

Board Level: If the aggrieved is not satisfied with the Superintendent's decision, or if no decision has been rendered within fifteen (15) school days after the meeting at the Superintendent Level, the aggrieved may continue the appeal/grievance by submitting a copy of same to the Board, through the Superintendent, no later than ten (10) school days after the Superintendent's decision or twenty-five (25) school days after the meeting at the Superintendent Level. The Board shall review all documentation considered by the Superintendent in reaching the Superintendent Level decision. After

such review, the Board may affirm, modify or reverse the Superintendent Level decision at the next available time that the full Board is able to convene to consider the appeal/grievance, but not later than forty-five (45) days following the submission of the appeal/grievance to the Board. If deemed necessary, the Board may grant a hearing, to be conducted by the full Board or a committee thereof, for all involved parties and representatives. If a hearing is conducted by a Board committee, the full Board must vote on the committee's recommended disposition of the appeal/grievance at the next regular scheduled Board meeting after full consideration of a report of the Board committee's findings.

If the aggrieved is not satisfied with the Board's decision, the decision may be appealed to the Commissioner of Education within ninety (90) days of the Board's decision.

Policies and Regulations related to the content in the student handbook are available in each school.