



New Egypt High School

Unleashing Unlimited Opportunities... Empowering One Warrior at a Time!

Parent/Student Handbook

2026-2027 School Year



NEW EGYPT HIGH SCHOOL

Dear Parent/Student:

Please sign the digital acknowledgement of both parent and student having seen and reviewed the New Egypt High School Student/Parent Handbook, located in the parent portal (<https://parents.newegypt.us/newegypt/sis/view?gohome=true>) for the school year.

We appreciate your cooperation. If you have any questions concerning our policies and procedures, please feel free to call the high school at (609) 758-6800, ext. 1400.

STUDENT/PARENT HANDBOOK

The purpose of the New Egypt High School Student/Parent Handbook is to serve as a reference tool. Included in the handbook are the procedures and regulations of New Egypt High School. All procedures and regulations are supported by Plumsted Township Board of Education Policies and New Jersey State Statutes and Codes. Also listed are calendar dates, attendance, academic and co-curricular information. Parents and students are expected to sign the student handbook agreement form stating that they have reviewed this book with their parent/guardian and in school during the first few days. . **This form is located on the parent portal on Genesis and must be signed prior to portal access being unlocked.**

New Egypt High School

117 Evergreen Road

New Egypt, NJ 08533-1207

Telephone: 609-758-6800, Ext. 1400

Fax: 609-758-5683

www.newegypt.us

Parent Notification Compliance with P.L. 107-110, Section 111(h)(6)(A)

Dear Parents and Students:

We are very proud of the highly qualified status of all our staff; however, "P.L. 107-110, Section 111(h)(6)(A)" requires our providing you the following notification:

As a parent of a student in New Egypt schools, you have the right to know the professional qualifications of the classroom teachers who instruct your child, and Federal law requires the school district to provide you this information in a timely manner if you request it. Specifically, you have the right to request the following information about each of your child's classroom teachers:

- Whether the teacher meets the state qualifications and licensing criteria for the grades and subjects he or she teaches.
- Whether the teacher is teaching under emergency or provisional status because of special circumstances.
- The teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree.
- Whether paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact the High School Principal at (609) 758-6800, x1400.

NEW EGYPT HIGH SCHOOL

BOARD OF EDUCATION

Mrs. Ashley Raywood, President
 Mrs. Lyndsey Gill, Vice President
 Dr. Vincent Giardina
 Mr. Craig Goldberg
 Mrs. Kathryn Kovacs
 Dr. Thomas Semko
 Mr. Robert Stepnowski

ADMINISTRATION

David Ytreboe, Superintendent
 Heather DeGrandis, Director of Planning, Research, and Evaluation
 Jessica Drucker, Director of Pupil Services and Early Childhood Education
 Sean Gately, Business Administrator
 Ashley B. Walulak, Principal
 Jennifer Kociuba, Assistant Principal
 Steve Fence, Assistant Principal

School Counselors/CST/SAC

Counselor	12 th	11 th	10 th	9 th	8 th	7 th
Mrs. Natalie Belfiore					A-Z	A-Z
Mrs. Alicia DeMarco	M-Z	M-Z	M-Z	M-Z		
Ms. Carolyn Santoro	A-L	A-L	A-L	A-L		
	Student Assistance					
Mr. Thomas Chemris	Student Assistance Counselor	7-12				
Ms. Kyra Zdep	Student Case Manager	7-9				
Ms. Laura Bodrog	Student Case Manager	10-12				

STUDENTS' RIGHTS AND RESPONSIBILITIES

The right to free public school education for all New Jersey children between the ages of five and twenty-one is guaranteed by the New Jersey Constitution. State law also requires compulsory education for children between the ages of six and sixteen.

This right to education has been made subject to certain restrictions. Students must submit to the authority of their teachers, they must pursue their prescribed courses of study, and they must comply with those rules that have been established by law for the governance of the school. Those students, who do not obey the rules of the school system, or who otherwise act in a manner so as to disrupt the school system, are subject to consequences, suspension or expulsion from school in accordance with Board Policy and/or Regulation [#5700](#) & [#5600](#).

Students' rights and responsibilities exist in the areas of inquiry and expression, student press, co-curricular activities, personal appearance, curriculum offerings, student records. The best way to exercise these responsibilities and to protect these rights is through the Student Council. Through active involvement in the Student Council, each student can help our school attain the proper balance between students' rights and responsibilities. If a student is dissatisfied with any aspect of his/her educational experience, an appeal may be submitted to the appropriate level of concern. **Individual disciplinary appeals must be made in writing to the principal prior to the imposition of consequences. The levels of involvement in appealing disciplinary decisions at New Egypt High School include the Principal, the Superintendent of Schools, the Board of Education, and ultimately, the New Jersey Commissioner of Education.**

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2026-2027
NEW EGYPT HIGH SCHOOL
DAILY BELL SCHEDULE

BLOCK SCHEDULE FULL DAY:

Block 1 (HR)	7:15 – 8:35	80 minutes
Block 2	8:38 - 9:58	80 minutes
Lunch/Advisory Period	10:00 - 10:30	30 minutes
Lunch/Advisory Period	10:30 – 11:00	30 minutes
Block 3	11:02 – 12:22	80 minutes
Block 4	12:25 – 1:45	80 minutes

EARLY DISMISSAL:

Block 1 (HR)	7:15 - 8:15	60 minutes
Block 2	8:16 – 9:15	59 minutes
Block 3	9:16 – 10:15	59 minutes
Block 4	10:16 – 11:15	59 minutes

TWO (2) HOUR DELAY:

Block 1 (HR)	9:15 - 10:07	52 minutes
Lunch/Advisory Period	10:07 - 10:37	30 minutes
Lunch/Advisory Period	10:37 - 11:07	30 minutes
Block 2	11:07 – 11:59	52 minutes
Block 3	12:00 – 12:52	52 minutes
Block 4	12:53 – 1:45	52 minutes

District 2026 - 2027 School Year

Please check the link above for the most up to date calendar.

Plumsted Township School District 2026-2027 CALENDAR

September

9/1-9/2 - Instructional Staff PD
9/3 - First Day of School for Students
(Instructional Days) Early Dismissal - All Schools
9/3 - Early Dismissal - All Schools - Staff PD
9/4 - Early Dismissal - All Schools
9/7 - Labor Day - All Schools Closed
9/21 - Yom Kippur - All Schools Closed
(18 Instructional Days)

SEPTEMBER 2026						
S	M	T	W	Th	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		

FEBRUARY 2027						
S	M	T	W	Th	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					

February

2/12-2/15 - President's Weekend - All Schools Closed
(18 Instructional Days)

October

10/12 - Columbus Day - All Schools Closed for Students - Instructional Staff PD
10/30 - Early Dismissal for Students - Instructional Staff PD
(21 Instructional Days)

OCTOBER 2026						
S	M	T	W	Th	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

MARCH 2027						
S	M	T	W	Th	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		

March

3/18 - Early Dismissal - PS/ES Parent Teacher Conferences & HS 7-12 Staff PD
3/25 - Early Dismissal - All Schools
3/26-3/31 - Spring Break - All Schools Closed
(19 Instructional Days)

November

11/5-11/6 - NIEA Convention - All Schools Closed
11/18-11/20 - Early Dismissal - PS/ES Parent Teacher Conferences & HS 7-12 Staff PD
11/25 - Early Dismissal - All Schools
11/26-11/27 - Thanksgiving - All Schools Closed
(17 Instructional Days)

NOVEMBER 2026						
S	M	T	W	Th	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					

APRIL 2027						
S	M	T	W	Th	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

April

4/1-4/2 - Spring Break - All Schools Closed
(20 Instructional Days)

December

12/23 - Early Dismissal - All Schools
12/24-12/31 - Winter Recess - All Schools Closed
(17 Instructional Days)

DECEMBER 2026						
S	M	T	W	Th	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		

MAY 2027						
S	M	T	W	Th	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					

May

5/27 Early Dismissal - HS 7-12
5/31 - Memorial Day - All Schools Closed
(20 Instructional Days)

January

1/1 - Winter Recess - All Schools Closed
1/18 - Martin Luther King Jr. Day - All Schools Closed
1/26-1/27 - Early Dismissal - All Schools
(19 Instructional Days)

JANUARY 2027						
S	M	T	W	Th	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	Th	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			

June

6/10-6/15 - Early Dismissal - All Schools
6/15 - Last Day of School for Students and Instructional Staff
6/18 - Juneteenth - All Schools Closed
(11 Instructional Days)

First Day of School - Early Dismissal - All Schools

All Schools Closed

Early Dismissal - HS 7-12

BOE Approved: 6.17.26

Instructional Staff PD - No Students

Early Dismissal - All Schools

Note: If make-up days are required, schools will open in the following order

6/16, 6/17, 6/18, 2/12, 4/2, 4/1

180 Student Days and 183 Staff Days

OPEN DOOR POLICY

The School Administration welcomes and encourages visits from any student. All students are welcome to make an appointment with the secretaries in the event that the administrator is not available at the time a student arrives at the office. In an emergency situation, the Principal and the Assistant Principals can always be reached.

VISITATION POLICY (See Board Policy #9150)

All visitors must sign in and out of the General Office and wear a Visitor's Badge throughout their stay at New Egypt High School. Student visitations are permitted only as a part of the enrollment process.

PARENT SQUARE INFORMATION

Parent Square will be used to communicate between school and home. All families must sign up for Parent Square to receive updates, alerts, and information from the district. Sign up at www.parentsquare.com.

WEBSITE INFORMATION

Students and parents are encouraged to look at the New Egypt High School website at <http://www.newegypt.us> for information throughout the school year.

DELAYED OPENING/EMERGENCY CLOSING

Public Announcements for all day closing or delayed opening of school will be made by the following:

A recorded announcement from the Superintendent of Schools may be obtained by calling (609) 758-6800. **DO NOT CALL THE POLICE DEPARTMENT.**

The district's all call system will be used. Please be sure the school has a valid phone number on record.

The district will also send a message through Parent Square notifying the district of the closure or delay.

The district will also be updating information on:

- The district website www.newegypt.us
- Social Media Platforms:
 - [Instagram](#)
 - [X formerly Twitter](#)

In the event of a two-hour delayed opening, school will begin at 9:15 a.m. and will remain in session until 1:45 p.m.

EMERGENCY DISMISSAL PROCEDURES

Should it become necessary to hold an early dismissal for an emergency (e.g., snowstorm), all high school students will be released at the time designated by the Superintendent unless a prior directive in writing from the parent or guardian has been filed with the Principal.

INTERNET ACCESS (*See Board Policy and Regulation #2361*)

Students wishing to have access to the internet via school computers **must** sign and have their parents sign as well, the "Acceptable Use Policy for Technology Student Network Use

Agreement". These forms are available for parent signature on the Genesis Portal. In accordance with Board Policy [#5512](#), students shall not engage in cyber-bullying.

PHOTOS & NAMES ON THE WORLDWIDE WEB AND IN THE PRESS

An authorization form **must** be completed before students' names or photos can appear on the school's web pages and/or local newspapers. These forms are available through the parent portal on Genesis.

BUILDING SECURITY

All students who **are not** participating in a co-curricular activity or attending extra help with a teacher, shall be out of the building by 1:45 p.m. Monday through Friday.

A student on school premises after normal hours of operation that is not specifically being supervised by a staff member and who utilizes any facility of the school district on the school site does so at the student's sole risk. Under normal circumstances, school staff does not supervise anyone using the school facilities after normal hours of operation, even if a staff member is on premises at that time. The use of school facilities after normal school hours does not impose a duty of supervision on the school district, nor does it imply that district staff will be supervising any students.

FIRE DRILL/SCHOOL SECURITY DRILL

Routine fire drills and school security drills are an important part of the safety program at New Egypt High School. As directed by New Jersey Statutes 18A:41-1 through 4, all high school students and personnel are hereby directed to comply with the statutes regarding "Fire Drills and Fire Protection".

At the sounding of the fire alarm, every person is to evacuate the building in a quiet, orderly, efficient and safe manner as directed by responsible staff members. Students must leave all bags and personal items in the classroom when exiting the building. Students are to follow all directions given by staff, and proceed to the fire exits, as posted throughout the building. Under no circumstances is anyone permitted to remain within the building when the fire alarm is sounded.

AFTER SCHOOL ACTIVITY PERIOD

1:45–2:15 p.m. Monday-Friday

- Students who remain after school beyond the 1:45 pm dismissal must be under the supervision of an NEHS staff member. Any student who is found unsupervised shall be subject to disciplinary action. There are no late buses provided.
- After 2:15 p.m. all students should be with either a coach or advisor if they are still in the building. Any student who is not with a coach or advisor shall be subject to disciplinary action. A student on school premises after normal hours of operation who is not specifically being supervised by a staff member and who utilizes any facility of the school district on the school site does so at the student's sole risk. Under normal

circumstances, school staff do not supervise anyone using the school facilities after normal hours of operation, even if a staff member is on-premises at that time. The use of school facilities after normal school hours does not impose a duty of supervision on the school district, nor does it imply that district staff will be supervising any students.

ATTENDANCE

1. Absences and Lateness:

Parents who have questions concerning attendance procedures should contact the Assistant Principals at (609) 758-6800, ext. 1400.

Regular attendance is necessary if a student is to maintain high scholastic standards. Students who are absent must bring or send a note from a medical care provider (MD, DO, dentist, nurse practitioner, or physician assistant) to the Main Office. The note must include the date(s) and reason for the absence. Absences documented in this manner will be considered excused.

Absentee notes must be brought to school within three (3) school days from the students' return to school. Parent notes will not be accepted for an excused absence.

ABSENTEE NOTES WILL NOT BE ACCEPTED BEYOND THIS DEADLINE EXCEPT UPON FORMAL APPEAL.

***Please send or email all notes to NEHSAttendance@newegypt.us or turn into the main office secretary upon your return.**

****Any student who is absent from school for any reason, may not participate in any school-related activity during the days of absence. Students must be present for four (4) hours to be eligible to participate in any school-related activity on that day.****

*****Only parents/guardians listed on the emergency card are permitted to sign out students. We shall not dismiss students to ride shares as only contacts on the emergency card are permitted to sign out.**

2. Attendance Policy (*See Board Policy and Regulation #5200*)

A. High School course credit may be withdrawn if a student's total number of absences in a class or classes is excessive. Excessive is defined according to the following criteria based on course credit levels:

2.50 credits (quarter courses)	Not to exceed 5 unexcused class absence
5.00 credits (semester courses)	Not to exceed 10 unexcused class absences
Full year courses (grades 7 & 8)	Not to exceed 18 unexcused absences

Health – 1.25 credits – Not to exceed 3 unexcused class absences
Phys. Ed. – 3.75 credits – Not to exceed 7 unexcused class absences

- B. The following absences **shall not** be counted toward the student's absentee record:
1. School sponsored activities
 2. Religious holidays as defined by the NJ Dept. of Education
 3. Death in the family- with some form of notification from the funeral home
 4. Up to **3** days for college visitation for the year for **juniors and seniors** with verification on college letterhead.
 5. Court subpoena, military activation or driver's road test with verification. An excused late will be issued to students who have to take a DMV eye test for their driver's permit with proper verification.
 6. Illness must be verified by a note from a medical care provider (MD, DO, dentist, nurse practitioner, physician assistant). Students must be **SEEN** by a medical care provider. **Only original, stamped doctor's notes are accepted. Faxed notes accepted from the doctor's office only. No altered doctors' notes accepted.**
 7. Out of School Suspension.
- C. If a student exceeds the number of absences allowed during the year, he/she shall be placed in a "No Credit" status, and **may not** qualify to receive credit for his/her courses.
- D. Any student with an unexcused absence from school **shall not** participate in any after-school activity (including athletic practices) on that day.
- E. Parents will be notified in writing if a student is losing credit because of excessive absenteeism.

4. Procedure

1. Full Year Courses (7 & 8 grade)
 - Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. Students who fail to make up work will receive a zero for work not completed. If a student is absent one (1) day, he/she has one (1) day for each day out to make up missed assignments. **Obtaining missed assignments is the student's responsibility.**

- **For their own personal record, parents should keep copies of all doctors' notes or any correspondence that is provided to the school. Should an event be called into question, parents will then have the necessary documents in their possession.**

2. Semester Courses (5 credits)

- Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. Students who fail to make up work will receive a zero for work not completed. If a student is absent one (1) day, he/she has one (1) day for each day out to make up missed assignments. **Obtaining missed assignments is the student's responsibility.**
- **For their own personal record, parents should keep copies of all doctors' notes or any correspondence that is provided to the school. Should an event be called into question, parents will then have the necessary documents in their possession.**

3. Quarter Courses (2.5 credits)

- If a student is absent one (1) day, he/she has one (1) day for each day out to make up missed assignments. **Obtaining missed assignments is the student's responsibility.**
- If the student's absence is considered an excused absence, a note must be handed into the main office within three (3) school days upon their return.
- **For their own personal record, parents should keep copies of all doctors' notes or any correspondence that is provided to the school. Should an event be called into question, parents will then have the necessary documents in their possession.**

4. Half Quarter Courses (1.25 credits/Health)

- Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. Students who fail to make up work will receive a zero for work not completed. If a student is absent one (1) day, he/she has one (1) day for each day out to make up missed assignments. **Obtaining missed assignments is the student's responsibility.**
- If the student's absence is considered an excused absence, a note must be handed into the main office within three (3) school days upon their return.
- **For their own personal record, parents should keep copies of all doctors' notes or any correspondence that is provided to the school. Should an event be called into question, parents will then have the necessary documents in their possession.**

Definition of Late (See Board Policy and Regulation [#5240](#))

- a. Late is defined as an unexcused miss of less than forty (40) minutes of classroom time.
- b. A student who misses forty or more minutes of any particular class will automatically be marked with an unexcused absence pending an excuse, which must be forwarded to the main office within three (3) days of the absence.
- c. School to work candidates. All attendance inquiries (lateness, excuses), must be brought to the attention of the faculty member who is the school-to-work coordinator.
- d. Students must comply with District Policy and Regulation #5240
- e. Every three lates, less than forty (40) minutes, to school will count as one unexcused absence.
- f. Students who are chronically late to school are subject to discipline as outlined in the discipline section of the handbook.
- g. Lateness to school, as a result of a verified appointment with a physician, dentist, State driver's road test, court appearance, or any other administratively approved reason **shall not** be counted as a class absence.
- h. All student athletes that are responsible for being in school for four (4) hours in order to participate in school sponsored activities.

H. Appeals Process for Credit Recovery

Students who may want to appeal their “no credit” status must do so in writing to the Assistant Principal. Their appeal will be heard by an appeal committee chaired by the Assistant Principal. From that point, if students feel it may be necessary to further their appeal, the appeal must then be made in writing to the Principal. A further appeal will involve the Superintendent and the Board of Education, in that order.

I. Students Signing Out Prior to End of Day

In the event that a student needs to be excused from school, prior to the end of the regular school day, his/her parent/guardian must sign the student out in the main office in accordance with Board Policy and Regulation [#5230](#). If a student is ill, permission from the school nurse must be given prior to signing out. Parents must pick up ill students directly from the main office.

Students who are not present for four hours of the school day may not attend or participate in any after-school activities. Exceptions can be made only with the approval of the High School Administration. Emancipated students who are 18 years of age who wish to sign out during the school day must receive administrative permission prior to signing out. All other students must have a parent/guardian or someone listed on the students' emergency card sign them out through the main office.

Signing out early can alter your attendance in the classes you are missing. Please be aware that being signed out (without the Nurse contacting you) or a doctor's note on return will be considered an unexcused absence in the classes you are not in attendance for.

Students who are 18 that wish to sign themselves out of school prior to the end of the school day shall not be allowed to return to the building and are considered unexcused. Such students shall require parental/guardian permission unless the student is legally emancipated.

Students shall not be released to anyone that is not identified on the student's emergency card. Written permission and/or verbal confirmations shall not be accepted.

GRADING

1. Grading System Grades 7 - 12

- A. The grading system is numerical.
- B. Final exams are comprehensive, they cover the entire course work.
- C. Grading Scale (Grades 7 - 12)
 - A = 90-100
 - B = 80-89
 - C = 70 - 79
 - D = 65-69
 - F = 65 and below
- D. The New Egypt High School Final Exam Exemption Policy (for grades 9 - 12) is as follows:
 - Grades 7 & 8 must take all exams, and placement exams (**No Exemptions**)
 - Freshmen students must take all exams (**No Exemptions**)
 - Sophomore students must take all exams (**No Exemptions**)
 - Junior students are allowed one **(1) exemption per year**. Junior students must have a numerical average grade of 93% or better to qualify.

- Senior students can take **unlimited exemptions**. Senior students must have a numerical average grade of 91% or better to qualify.

Classes with a project final or performance final **shall not** be included in the exemption policy. Teachers will advise eligible students and provide instructions for exercising the use of an exemption. The School Counseling Department will provide an exemption form to be filled out and signed by teachers.

2. **Class Ranking**

New Egypt High School prefers not to rank its students. Ranking can prove to be misleading and not beneficial to the individual student. Rank is reported by deciles based on a cumulative grade point average of final grades of subjects completed in Grades 9, 10 and 11.

3. **Weighted Subjects**

At New Egypt High School subjects are weighted. Students, in grades 9 - 12, taking Honors classes and/or OCC Dual Enrollment Classes at NEHS receive an additional five (5) points to their final grade. Courses taken at New Egypt High School through Ocean County College shall be factored into the student's weighted GPA.

Students taking Advanced Placement classes receive an additional ten (10) points to their final grade and factored into their weighted GPA.

4. **Make-Up Work/Incomplete Grades**

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. If a student is absent one (1) day, he/she has one (1) day for each day out to make up missed assignments. Students who fail to make up work will receive a zero for work not completed.

5. **Statement of Honesty**

New Egypt High School is committed to the promotion of intellectual and moral development. The fulfillment of these goals depends largely on the personal honesty of each student and on the bond of mutual trust that exists between faculty and students. All course requirements are expected to be fulfilled by work that is the exclusive product of one's own effort, without unauthorized help from any other source. The assumption of academic honesty is an essential element in the educational process.

6. **Cheating/AI usage**

Cheating is an act of deception by which a student misrepresents his or her mastery of material on a test or other academic exercise. Some examples of cheating are:

- A. Copying from another student's work, including homework.

- B. Allowing another student to copy your work.
- C. Using unauthorized materials such as a textbook or notebook during a test.
- D. Using specifically prepared materials such as notes written on clothing or other unauthorized notes, formula lists, programmed calculators etc. during a test.
- E. Collaborating with another person during a test by giving or receiving information without authority.
- F. Plagiarism is the act of representing someone else's words, ideas, phrases, sentences or data as one's own work. When a student submits work that includes such material, the source of that information must be acknowledged through complete, accurate and specific footnote references, and whenever verbatim statements are used, they must be acknowledged through quotation marks. To avoid a charge of plagiarism, a student should be sure to include an acknowledgement of indebtedness. Students are encouraged to use www.turnitin.com to check their work for possible plagiarism.

When an act of plagiarism occurs, teachers will meet with the student and administration. The student shall receive a failing grade when plagiarism is confirmed. A parent conference **must** be scheduled.

- G. The Board recognizes the potential of AI tools to enhance and transform a student's educational and co-curricular experience in the district. However, AI tools are not inherently knowledgeable and are trained from large amounts of data collected from various sources. Outputs generated by an AI tool may be inaccurate, inappropriate, or incomplete. Therefore, to ensure the responsible use of AI and to maintain academic integrity, students shall be required to comply with the district's Acceptable Use of Generative Artificial Intelligence Plan (AI Plan) that will include proper citation and/or documentation methods to support the content provided by an AI tool in a student assignment. (See Board Policy and Regulation [#2365](#))

- G. For instances of cheating, in most cases, a zero for the assignment will be imposed as a consequence. In the case of a long written assignment, such as a term paper, any students involved in the copying shall receive failing grades.

When an act of cheating occurs, teachers will meet with the student and administration. A student will be given the opportunity to be heard before parents are notified. If cheating is determined, parents will be contacted to come in for a conference. As with all matters of discipline, students have the right to due process. These rights include: notice of plagiarism, statement of the evidence, hearing the student's explanation, and the right to an appeal. A written appeal should be made to the principal.

- H. Forgery is recognized as a form of cheating. Any student who purposefully forges or alters a note may be subjected to disciplinary action.

7. Parent Conferences

Students and parents may wish to see a guidance counselor and/or teacher about an educational, vocational or personal concern. Parents are urged to avail themselves of the opportunity to work closely with the school. We encourage parents to email/voicemail our teachers directly. Parents may make appointments with a guidance counselor or a teacher by calling (609) 758-6800, ext. 1401.

8. Progress Reports (*See Board Policy and Regulation (#5420)*)

These reports will occur during the marking period to keep the parents informed of their students' progress. Students and parents are urged to review progress directly with subject area teachers for those courses in which progress is difficult. Progress reports may also be used to indicate commendable progress and/or outstanding work. Parents may access their student's grades by signing up for the Genesis parent portal. Contact the guidance office at extension x1401 for more information.

9. Report Cards

Issued at the end of each marking period, report cards show student progress in each subject. The report cards are data processed. Student progress reports and report cards can be viewed through the parent portal. Parents can request hard copies be mailed by contacting the Guidance Department at (609) 758-6800, ext. 1408.

10. Honor Roll

At the end of the school year, Honor Roll is made up of all students who have attained a grade of 81 or better in every subject. In addition, there is a High Honor Roll for those students who attain a grade of 91 or above in all subjects.

11. Homework Assignments:

Included as a part of the high school grading system, these assignments serve to prepare students for class discussion; to review material learned; and to reorganize content, so that new insights can be derived. Students consistently receive daily homework assignments in all academic subjects: English, Social Studies, Science, Mathematics and World Languages. Homework assignments in other subject areas may be given as needed. Homework is an integral part of the curriculum.

Late homework assignments may result in no credit for the assignment or may have grade points deducted.

Homework is an important extension of classroom learning. It provides students with opportunities to practice and reinforce new skills, deepen their understanding, prepare for upcoming lessons, and develop responsibility, time management, and independent

learning skills. Homework isn't just about completing an assignment. It's about building the habits and skills that help you succeed.

ACADEMIC MATTERS

1. Individualized Curriculum

Student programs are individualized according to the needs, interests, abilities and goals of the student. The offerings of the school are not divided into course patterns with rigid requirements. Students do not pursue a prescribed course of study, which labels them. Rather, students are programmed on the basis of an individualized curriculum, designed to educate young people in relation to their own distinct goals, aptitudes, abilities and interests.

2. New Egypt High School Graduation Requirements (*See Board Policy #5460*)

All students (grades 9 - 12) are required to successfully achieve the following State and local requirements:

REQUIRED CREDITS CHART		
English	4 years	20 credits
History (US History 1, US History 2, World History)	3 years	15 credits
Health and Physical Education (each year enrolled)	4 years	20 credits
Mathematics	3 years	15 credits
Science (Natural or Physical)	3 years	15 credits
World Languages	2 years	10 credits
Fine or Performing Arts	1 year	5 credits
One Personal Finance/Economics Class	.5 year	2.5 credits
Successful completion of the Senior Seminar, Attendance at Vocational Education, Dual enrollment at a community college and/or dual enrollment at NEHS, or participation in two (2) or more Advanced Placement (AP) classes during their senior year.		

TOTAL: Successful completion of 130 credits

Students must comply with all attendance requirements

3. **Special Education Students**

The high school graduation requirements apply to all special education students unless specifically exempted within the Individual Education Plan (IEP). All students classified as eligible for special education by the local Child Study Team must have a current IEP which specifically addresses the high school graduation requirements. Successful completion of the components of the IEP qualifies special education students for a New Jersey endorsed diploma.

4. **Vocational Students**

Part-Time (Shared Time)Vocational Programs

OCVTS offers the following shared time programs, where students take their academic course work at their home schools, then take their specialized course work on the OCVTS campus beginning in grade 11. See the OCVTS course guide for specialized program details. (<https://www.ocvts.org/sharedtime>)

Students who participate in the shared time programs will graduate with their diploma from New Egypt High School and can participate in Athletics, Homecoming, Winter Formal, and Proms. They are also eligible for enrollment in or attendance at the Senior Class Trip or Scholarship Program.

Full-Time Vocational Programs

OCVTS offers the following full-time programs. Students take all coursework at the OCVTS campus and receive their high school diploma from OCVTS. See the OCVTS course guide for details.

- Marine Academy of Technology and Environmental Science (MATES)
- Grunin Performing Arts Academy (GPAA)
- Academy of Law and Public Safety (ALPS)

Students who transfer to a full-time OCVTS school can participate in Athletics, Homecoming, Winter Formal, and Proms. However, they are not eligible for enrollment in or attendance at the Senior Class Trip or Scholarship Program.

5. **COURSE CREDIT**

The following statements define the parameters for course credit in classes taken outside of New Egypt High School.

- OCC (Ocean County Community College) classes will count as credit towards graduation, but the grades will not be calculated in the students' GPA.
- All non-AP ("Advanced Placement") classes or on-line classes not offered on-site (at NEHS) will receive credit towards graduation, but the grades will not be calculated in the students' weighted GPA. This also includes classes taken at the vocational school.

- On-line/Virtual HS classes that are supervised at NEHS during school time will receive credit towards graduation AND the grades will be calculated in the students' weighted GPA. Only "Advanced Placement" classes will be weighted as AP; all other "college-level" classes will be weighted as "honors".

6. **School Promotion** (*See Board Policy and Regulation [#5410](#)*)

New Egypt High School students (**grades 7 - 12**) will be promoted to the succeeding grade level when they have successfully completed their course requirements. As per district policy 5410 (see above), successful completion of the program of studies requires achievement of the instructional objectives set for each course of study, demonstration of mastery of the proficiencies established for each course, and a satisfactory attendance record.

Those students who fail two or more academic subjects (language arts, math, science, social studies) for the academic year may not be eligible for promotion. The student's report card, standardized testing, etc. will be carefully reviewed by administration in determining promotion. The student may be required to attend summer school. Each case will be reviewed by the administration on an individual basis.

In New Egypt High School (grades 9 - 12), promotion from one year to the next depends upon the total number of credits accumulated by the student. 130 credits are required for graduation.

7. **Schedule Change Policy**

The reasons and procedures, noted below, to effect a change in a student schedule from the original program signed by the parent or guardian are designed to regulate the process of making a program change in an orderly, efficient and timely manner.

A. Procedures and reasons for submitting a schedule change request:

1. Students may only seek a change under the following conditions by **seven (7)** calendar days from the beginning of the semester.
 - a. A required subject did not appear on the student's schedule.
 - b. The student has changed career plans.
 - c. Changes will be authorized between the last day of school and the early part of the new school year if:
 1. The student failed a subject (or subjects), attended summer school, and a schedule change must be implemented.
 2. The student failed a subject (or subjects) last year, did not attend summer school, and a schedule change must be implemented.

- B. A request for a change in schedule from the original program must be signed by the parent or guardian.
- C. Exceptions to the prescribed procedure and reasons for a change in schedule may be implemented at the discretion of the high school administration.

8. Honors and Advanced Placement Criteria

All students currently enrolled in honors or advanced placement courses will be automatically enrolled in the next sequential course.

Any student who wishes to move from college prep to an honors course, or an honors course to an advanced placement course, will have to demonstrate success by having a final average of a 90 or above. Student grades will be reviewed at the end of the year for placement.

Advanced Placement Program:

The Advanced Placement Program is a rigorous academic program built on the commitment, passion, and hard work of students and teachers. The Advanced Placement Program allows students to participate in a college-level course and possibly earn college credit while still in high school. Advanced Placement courses are available to students in the 11th and 12th grades or with teacher recommendation. Advanced Placement courses have required summer work. Schedule changes will not be made due to the fact that the students have not completed his/her summer work responsibility. All students enrolled in Advanced Placement courses are required to take the Advanced Placement Examinations in May.

- Students cannot add an AP course to their schedule after July 31
- Students who take the AP Exam will be exempt from the final exam
- Students who do not take the required AP Exam in May will receive Honors credit for the course with a notation on his/her transcript indicating that the student did not fulfill the AP requirement (GPA will be impacted).

It is expected that students who enroll in AP classes take the AP exams and pay for the cost of the test. Financial aid is available for those with documented financial hardship. If choosing not to take the AP exam, students will receive only Honors credit for the class.

9. Physical Education Procedures Relative to Physical Education Excuses/Medical exemptions

1. Students may have a one-day excuse from Physical Education, which will be given by the school nurse.
2. For an extended excuse, the student must have a statement signed by a physician (chiropractor notes are not acceptable by New Jersey State Law). This statement must include the nature of the illness, as well as the duration, designating inclusively, the period during which Physical

Education shall not be taken by the student. The physician's statement should be taken to the School Nurse.

3. The School Nurse will provide documentation for the Physical Education Instructor stating the dates of the absence from Physical Education. The official physician's statement will be kept on file in the Health Office.
4. Medical excuses issued until further notice will be effective for 30 calendar days. After that, the medical excuse must be renewed or the student must return to Physical Education.
5. In all cases of an ongoing, serious illness, the physician's statement shall be required only at the beginning of each school year.
6. Students medically excused from Physical Education, for an indefinite period of time, may be assigned a classwork relating to Physical Education for course credit.

REMINDER: Athletes must participate in Physical Education on the day of any event or practice.

CODE OF CONDUCT

RULES AND REGULATIONS

New Egypt High School students are expected to act in a socially appropriate manner - one which will reflect favorably upon the individual and the school. Students are expected to show consideration for their fellow students, and to help create a harmonious school atmosphere. In order to accomplish these goals and maintain positive school spirit, all students need to accept their individual responsibilities and obligations, and obey all school rules and regulations.

1. Student Conduct (Code of Conduct)

Student conduct at New Egypt High School will encompass the rules as presented in this handbook. It is to be assumed that students will demonstrate respect for their teachers and peers, and show good citizenship and consideration for the rights of others. Only then will we be able to meet our school goals and objectives.

At New Egypt High School, we believe that all members of our school community should act with character and dignity at all times. Listed below are the standards we have set based on the six pillars of character:

Caring: I will be sensitive to the beliefs, ideas, feelings and experiences of others.

Citizenship: I will take pride and be a good role model in my country, my town and my school.

Fairness: I will treat others equally regardless of their ideas, opinions or moral standards.

Respect: I will be considerate of the feelings and property of others and treat them without bias or judgment.

Responsibility: I will act in a mature manner and be prepared for any consequences both positive and negative.

Trustworthiness: I will be reliable, honest and dependable.

2. **Conduct Probation**

As part of disciplinary consequences, a student may be placed on conduct probation. Students who are on probation will not be permitted to practice or participate in any sport, attend any school social event, participate in any club or other activity, or function in any capacity in the co-curricular program. **This includes such things as homecoming, pep rallies, proms, driving privileges, graduation and any other event or activity deemed by administration.**

Any student, who is on probation and participates in any of the above activities, will be disciplined accordingly.

Any student with outstanding fines for books, uniforms, athletic equipment, etc. will be placed on conduct probation until such time as that fine is paid or the property of the Plumsted Board of Education, as noted above, is returned.

3. **Discipline Policy (See Board Policy and Regulation [#5600](#))**

The discipline policy is based on a progressive series of consequences, just as our judicial system. There are four groups of violations: Group I - Minor Violations, Group II - Serious Violations and Group III/IV - Major Violations. Each group has a series of consequences. If a student continues to violate the rules of the school, even if they are Group I, he/she will ultimately face Group III or IV consequences. An outline of the groups of violations and consequences are listed below. Please read carefully.

All discipline matters will be handled on an individual basis; therefore disciplinary consequences may not follow the sequence listed below. Disciplinary consequences will also be based upon the severity of the infraction. **The New Egypt High School Administration recognizes that explicitly listing all possible unacceptable behaviors and their disciplinary consequences are not practicable. Therefore, the absence of specifically listed behavior will not prevent the administration from imposing consequences for behaviors deemed inappropriate including expulsion, if warranted.** The principal has the discretion to suspend student privileges, including a student's participation in co-curricular activities and/or athletics. Examples include, but are not limited to, athletic events, practices, meetings, theater productions, concerts, field trips, assemblies, dances, parking privileges, graduation ceremonies and class meetings.

NOTE: All students returning to school from an out-of-school suspension must be accompanied by a parent/guardian for a mandatory post-suspension re-entry conference.

Some disciplinary violations may result in police notification/involvement.

Level 1 Violations:

The following violations could result in the consequences listed.

Level One Infractions	1st Offense	2nd Offense	3rd Offense	4+ Offense
Bus Misconduct	Lunch Detention	After School Detention	2 After School Detention	Move to Level 2 Violation (Second Offense)
Dress Code Violation/Hats, Bandanas, etc.				
Tardiness to class				
Failure to report to teacher detention				
Food or drink outside designated area				
Class disruption				
Loitering around in school corridors				
Leaving class without permission/pass				
Late to class				
Late to School (after 3rd offense)				
Public Displays of affection (Inappropriate)				
Violation of computer use policy (minor)				
Any other negative conduct, which, in the judgment of the administration, warrants a Level 1 violation				
Cutting Class (see cutting class policy)				
Failure to report to Detention (will receive 2 nd Offense consequence)	X			
Skip Teacher Detention (will receive 2nd offense)				

Level 2 Violations:

The following violations could result in the consequences listed.

Level 2 Infractions	1st Offense	2nd Offense	3rd Offense	4+ Offense
Failure to identify oneself to staff	2 After School Detentions	1-3 Days ISS	2-4 Days OSS	Move to a Level 3 Violation Second Offense
Forgery (minor)				
Leaving school without permission				
Direct Defiance to authority				
Obscene language/gestures to a peer				
Disrespectful/inappropriate/disrespectful behavior in word and/or action				
Vandalism (minor)				
Inappropriate use of technology/school computers (minor)				
Trespassing				
Cheating/Forgery (minor)				
Truancy				
Destruction of School Property (minor)				
Cutting Detention				
Possession of any electronic device* (See personal electronic and belonging section)				
Any other negative conduct, which, in the judgment of the administration, warrants a Level 2 violation				

Level 3 Violations:

The following violations are cause for immediate referral to the administration and could result in the consequences listed.

Level 3 Infractions	1st Offense	2nd Offense	3rd Offense	4+ Offense
Continued and/or willful disobedience	1 - 3 Days ISS/OSS	3 - 5 Days OSS	7 - 9 Days OSS	Move to a Level 4 Violation
Caught outside the building without supervision during school hours				
Removal From ISS				
Inappropriate physical contact with another student				
Inappropriate use of technology/school computers (major)				
Forgery (Major)				
Inappropriate language and/or gesture to a staff member				
Willfully endangering the safety of others				
Removal from In-School Suspension				
Destruction of School Property (major)				
Possession, smoking, including electronic cigarettes and paraphernalia, and/or use of any tobacco product on school grounds or at school sponsored events. *See vaping policy for full details.				
Food fight				
Hitting				
Vandalism (major)				
Any other negative conduct, which, in the judgment of the administration, warrants a Level 3 violation				

Level 4 Violations:

The following violations are cause for immediate referral to the administration and could result in the consequences listed.

Level 4 Infractions	1st Offense	2nd Offense	3rd Offense	4+ Offense
Bias Incident	Level 4 violations can range from 5 days of out-of-school suspension to 9 days of out-of-school suspension with the possibility of an expulsion hearing.			
Extortion				
Gambling				
Gang Activity				
Pornography				
Theft				
Threatening a staff member				
Any other negative conduct, which, in the judgment of the administration, warrants a Level 4 violation				
Inciting a riot	9 days out-of-school suspension with the possibility of an expulsion hearing			
Assault				
Causing a fire				
Use, possession or sale of drugs, alcohol, drug paraphernalia; or being under the influence of alcohol/drugs during school or school-related activities				
Possession of dangerous and/or offensive weapons				
Fighting				

4. Detention/Suspensions

A. Lunch Detention:

Lunch detention is held from either 10:00 am to 10:30 am or 10:30 am to 11:00 am as scheduled in a designated class room. Students may be allowed to work on school assignments, but may not use their phones or have discussions with other students serving detention.

B. Administrative Detention:

After-school detention on scheduled days from 2:15 pm - 3:15 pm. Students will report to the designated classroom.

- Students may be allowed to work on school assignments on their school issued device.
- Students may not use their phones
- Students can not have discussions with other students serving detention.
- Bathrooms must be used prior to the hour starting, unless there is a medical issue.
- There will be no food or eating during this time.

C. Saturday Detention:

Detention on a Saturday scheduled once a month from 8:00 am - 11:00 am.

- Students will report to the designated classroom.
- Students may be allowed to work on school assignments.
- may not use their phones.
- have discussions with other students serving detention.

D. In School Suspension:

When a student is assigned In School Suspension (ISS) he/she will report to the main office and will be escorted to the designated classroom by an administrator and remain there for the duration of the day. A contract will be signed by the student and an administrator.

Students will be expected to complete school assignments provided by their subject area teachers and any additional work provided by the ISS Supervisor. Failure to behave in accordance with normal school policies or to otherwise fail to cooperate with ISS Supervisor will result in additional Out of School Suspension (OSS). ISS students will not be permitted to attend class, but may participate in school activities once the ISS term is completed.

E. Out of School Suspension:

Out-of-School Suspension (OSS) is the temporary removal of a student from the school environment due to a serious violation of the school's code of conduct. During this time, the student is not permitted to attend classes, participate in school activities, or be present on school grounds. Any student who attempts to attend school or attend extra curricular events while in a 'suspended out of school' status will be sent to the Principal's office, where his or her parent/guardian will be notified that the student must be picked up from school/event.

5. Vocational Students

Vocational students assigned Out-of-School Suspension **shall not** be permitted to attend vocational school for the duration of the suspension. Students suspended from vocational schools **are not** permitted to attend NEHS during the time of suspension.

7. Fighting

If a student or students engage in a physical conflict where one or more parties are injured, students may be charged criminally based on the discretion of the school administration and the school resource officer.

8. Gangs/Secret Societies/Fraternities/Sororities (*See Board Policy [#5615](#) and [#5841](#)*)

New Jersey Revised Statutes Title 18A:42-5, 18A:46-6, declare that gangs, secret organizations, fraternities and sororities, have a negative impact on the school system, its principles and ideals. Boards of Education are required to adopt regulations providing for the necessary disciplinary measures in order to enforce the law against their existence in public schools.

Clothing apparel and/or accessories which indicate affiliation with any gang are not permitted to be worn during school or at any school sponsored events.

9. Theft

The unlawful taking of another's property without his/her consent shall result in disciplinary consequences and may require police notification.

10. Gambling

Gambling is an illegal act and prohibited at New Egypt High School. This includes betting pools, such as those related to athletic contests, and any involvement in a game of chance for money or other stakes. Card playing or games with dice are considered gambling, even if no money is visible.

11. Electronic Devices and Personal Belongings

- A. Cell phone use (phone calls and/or text messages) and the use of other personal electronic devices (this includes cell phones, air pods, earbuds, smart watches, meta glasses or any personal technology) are not permitted during the school day as per the State of New Jersey. This would include taking pictures, video recordings, or listening to music.
- B. Telephone calls and/or usage will be granted by the main office for emergencies only. (Forgetting homework, gym attire, lunch, etc. are not emergencies).
- C. If a teacher wishes, students are required to place cell phones kept with the power off in a designated storage area identified by the classroom teacher. If a student is caught in use of their cell phone, the following will happen.
 - i. First offense: The Main Office will hold on to the phone until the end of the school day. It will be counted as a level 2 violation. Parent phone call home and 2 afterschool detentions.
 - ii. Second Offense: Parent/Guardian must pick up after school hours. It will be a level 3 violation which will be a 1- 3 day in-school suspension.

- iii. Third Offense: Parent/Guardian will come in for a conference with the principal and assistant principal. Students will receive a 4-6 day out of school suspension.
- D. NEHS will not be responsible for lost, stolen, or damaged personal items.
- E. Students are not permitted to make phone calls on their cellular devices. If needed on an emergency basis, they may use the phone in the main office to call home.

Chronic offenders may be subject to Level III/IV disciplinary procedures. Failure to relinquish these items to school personnel upon request will result in further disciplinary consequences.

12. Mace/Pepper Spray

It is illegal to be in possession of mace/pepper spray if under 18 years of age; it is prohibited, in school, for students of any age (NJSA 2C:39-5)

13. Vandalism

The willful or malicious damage or destruction of school property or the property of others is considered vandalism. Also included in vandalism, are any acts involving arson and fireworks. Any student apprehended for acts of vandalism shall be suspended and may be subject to legal ramifications. The total cost of repairing the damage caused by the vandalism, including the cost of labor, shall be charged to the student(s) involved to be paid within a reasonable period of time. Failure to pay these charges will result in appropriate legal action against the responsible party.

14. Possession/Use of a Weapon or Look-Alike

Weapons or look-alikes may include, but not be limited to, any instrument or item that can be used to inflict harm on another person, such as a gun, knife, razor, brass knuckles, chain, pipe, etc. Items that might not usually be considered a weapon, such as a large ring or large belt buckle, may also be considered a weapon. Some items used in a workplace, such as a razor-knife, become illegal and considered a weapon if carried into school.

15. Smoking Regulations/Possession – Tobacco/E-Cigarettes/Nicotine Pouches (Chewing or Smoking) *(See Board Policy [#5533](#))*

Smoking is defined as having a lighted cigarette or E-Cigarette/Vape in one's possession or having smoke/vapor coming out of one's mouth or nostrils. Chewing tobacco/Nicotine pouches is the act of having tobacco in the mouth. Students caught using tobacco products shall receive 3 days out of school suspension and the products shall be confiscated. Second time offenders shall be charged at Municipal Court. Repeat offenders are subject to additional disciplinary action with administrative discretion.

Due to the rising use of e-cigarettes (vaping, vape-pens, etc.) and the fact that THC (the active ingredient in marijuana) oils can be used with one of these devices, the following apply:

1. Any student who is found in possession of and/or using vaping materials/paraphernalia, will automatically be subject to drug screening. If the results of the screening return as positive for illegal drugs the Students Under the Influence policy will be followed.
2. Vaping paraphernalia includes vape pens, Juuls, Juul chargers, pods, oils, and anything that the administration deems to be paraphernalia.
3. As per the code of conduct, the consequence for possession or use of these materials will be three days out of school suspension and increase with each subsequent offense. The second offense is 6 days and the third and subsequent offenses is 9 days.
4. Each student will be referred to the Student Assistance Counselor (SAC).

16. Drugs, Alcohol, Chemical Compounds (*See Board Policy [#5530](#)*)

Students are forbidden from selling or transferring any alcohol or illegal drugs while at school, attending any school function, or on school property. Such activity shall result in suspension with possible recommendation for expulsion.

Students in school, on school property, or attending a school function who illegally use or possess alcohol, drugs, narcotics or certain chemical compounds are in violation of the law. The Principal shall notify the parents of the violation and shall indicate that the student is to be removed from school.

Students who are suspected of being under the influence of alcohol and/or drugs shall have their parents called and the student shall be tested for substance abuse. The disposition of the incident shall be handled as per Board of Education policy.

The Principal will notify the Student Assistance Counselor and other school personnel who can provide help to the students and family, and who can also provide counsel for the Principal in future contacts with the student. The Principal shall notify the Superintendent of Schools regarding the nature of the incident and the action taken.

17. Lockers/Locks/Backpacks

All students shall be issued a locker. Students should try to limit the number of trips to their lockers throughout the day. Students are encouraged to go to their lockers at the beginning of the day, prior to lunch or after lunch. In order to assure student security, lock combinations must be kept confidential, not shared with others. **Students who wish to carry any type of bag during the school day must use a clear backpack or clear tote bag. Drawstring bags, pocketbooks/purses, or any other non-clear bags must**

be stored in student lockers. This includes bags for Physical Education and shoulder bags. Athletic bags can be stored in their team rooms and/or personal lockers during the school day.

Mesh bags for a daily backpack are no longer permitted

18. Lockers, Desks and/or Other Storage Facilities Search Policy (NJSA 18A: 36-19.2)

Student lockers, desks, or other storage facilities are owned and maintained by the Board of Education. They are loaned to the students for their convenience in storing books, coats and other school related items. No student may use a locker, desk or other storage facility as a depository for a substance or object which is prohibited or which constitutes a threat to the health, safety, or welfare of the occupants of the school building or the building itself. The Board of Education reserves the right of joint control and lockers, desks or other storage facilities, without further notice, may be routinely searched throughout the school year. Any contraband goods found in lockers, desks or other storage facilities shall subject students to suspension. Search procedures may be performed at any time by any or all of the following:

1. School Administration
2. Police/Police Dogs

This section serves as notice for any and all search procedures that may take place throughout the school year.

19. Dress Code (*See Board Policy [#5511](#)*)

- A. Philosophy: Parents have the primary responsibility for determining appropriate dress and grooming for their children. While it is not the intent of these regulations to usurp parent or student prerogatives in the selection of clothing styles, which frequently change and reflect personal taste, it is necessary to establish guidelines and limits of what will be permitted within the school environment. Of paramount importance in this dress code is the health and safety of the students and the avoidance of distractions to the educational process.
- B. Purpose: The purpose of the dress code is to establish standards for what is acceptable dress and grooming within the school setting with particular concern for the health and safety of the students. In addition, the code is designed to encourage a mode of dress and grooming which is conducive to establishing a climate for teaching and learning. An "acceptable mode of dress" shall be based upon the following criteria:
 1. Cleanliness
 2. Cause for disruption
 3. Health and safety

The following are the regulations governing student attire:

1. Student attire shall be school-appropriate, neat, clean and reflecting an appearance of modesty.
2. Clothing with inappropriate pictures, liquor advertisements, sexually suggestive messages, profanity, weapons, tobacco, gang affiliation slogans, offensive or obscene language, symbols, signs or slogans degrading race, societal group, color, creed, religion, gender, ancestry, national origin, social or economic status, sexual orientation or people with disabilities is not permitted. Drug related pictures and messages that support and/or condone drug use are also unacceptable.
3. Buttons, pins and other accessories are permitted as long as they comply with the above-mentioned regulations and do not cause disruption, disorder or are a danger.
4. Bare midriff, crop tops which expose the abdominal area are not permitted.
5. Strapless shirts and dresses are not permitted. Spaghetti Straps or tops that expose full or partial cleavage are also not permitted.
6. Pants are not permitted to be slouched. No underwear should be showing.
7. Clothing which is extremely ragged or extreme in tightness or transparency is not permitted. Bathing suits are not permitted.
8. Very short shorts and/or very short skirts not permitted. Nike Pros or similar shorts are not permitted for school or physical education classes. The length of the garment shall minimally be mid-thigh or longer.
9. Lingerie, including bra straps and underwear, camisoles and sports bras may not be exposed. Students are required to wear appropriate undergarments at all times.
10. Footwear to be worn should be sneakers, shoes, sandals or slides. No slippers are to be worn to school unless designated spirit days. *Note: certain classes require safety footwear for participation, no exceptions.
11. Articles which can cause damage to other students and/or property are not permitted. This includes but is not limited to chains; wallets with chains attached; spiked or studded bracelets or necklaces; or belts/accessories.
12. Students are not permitted to wear long, concealing coats, hats, headwear (bandanas, hoods, skull caps, sweatbands, sunglasses, etc.), or outerwear of any kind during school hours unless required by religious custom and/or extenuating circumstances. Inappropriate attire such as hats, bandanas, and skullcaps will be confiscated by the High School Disciplinarian and returned only to a parent or guardian.

13. **Students shall only be permitted to carry clear backpacks, bags, or purses. All other items must be stored in the student locker provided during the school day. This includes bags for Physical Education, mesh backpacks, and shoulder bags. Athletic bags can be stored in their team rooms/personal lockers during the school day.**
14. Any body piercing considered a safety hazard is not permitted. Students may not have exposed body piercing in non-cartilaginous areas.
15. Blankets, pajamas, or underwear exposed or worn as outerwear are not permitted to be worn or carried during school hours

20. Dance Rules (*See Board Policy and Regulation #5850*)

The Student Council Officers and the New Egypt High School Administration have agreed upon the following regulations regarding school sponsored dances. This includes dances for grades 7 & 8.

- A. Any student that is absent from school, on conduct probation, suspended or expelled **will not** be permitted to enter the dance.
- B. The dress code shall be in accordance with school regulations and students are expected to dress in an appropriate manner. Style of dress may be determined by the sponsoring organization.
- C. No student shall be permitted into a dance wearing a gang emblem of any kind on any item of apparel.
- D. The price of class and club dances will be announced by the sponsors of these organizations.
- E. The doors will close 30 minutes after the dance has commenced for grades 9 - 12 and 15 minutes after for grades 7 & 8. No one will be permitted to enter the dance after that time. Unless approved by the building principal prior to the day of the dance. Students will not be allowed to return to the dance once they have left.
- F. Any student who fails to comply with the above regulations shall forfeit his or her Student Activities ID Card, and may not be permitted to attend any high school function thereafter, for a period of time as determined by the High School Administration.
- G. Dances are only open to New Egypt High School students, with the exception of those dances approved in advance by the high school principal.
- H. Students must be in attendance on the day of the dance. Any student who is absent or leaves early from school, will not be permitted to attend.

21. Lunch Time Policy/Food/Beverages in School Building/Use of Vending Machines

New Egypt High School students eat lunch utilizing the cafeteria and other areas which may be designated by the administration.

- In an effort to keep our school building as clean and tidy as possible, students are not permitted to consume food or drinks (other than water) outside of the cafeteria or designated areas during lunch. This includes classrooms and the gymnasium.
- Students are expected to throw their trash away and clean up after themselves.
- At no time during lunch are students allowed to leave the campus. If such an event should happen it will result in a truancy offense and students will be subjected to disciplinary measures under truancy.
- Students who violate any other lunch rules (e.g. throwing food, leaving trash in your eating area, disrupting the lunch line) will be subject to disciplinary action.
- Use of vending machines (if available) is prohibited during the school day.
- Students are not permitted to use food delivery services (ie: DoorDash) for food during school hours.
- Students will not solicit items, food or otherwise for profit (personal) during the school day. If found selling, code of conduct will be enforced.

HIB (See Board Policy [#5512](#))

In New Jersey, HIB is any single or repeated gesture, written, verbal, physical, or electronic act that is **reasonably perceived** as motivated by a distinguishing characteristic (like race, gender, sexual orientation, disability, or “any other distinguishing characteristic”). It must occur on school property, buses, school events, or off-campus if it disrupts schooling—and it must do at least one of the following:

1. Physically or emotionally harm a student (or damage their property),
2. Insult or demean a student or group,
3. Create a hostile educational environment by disrupting learning or well-being.

NJ schools must report incidents promptly- verbal report the same day, written report within two days- and complete an investigation within 10 school days. Verified cases trigger interventions, which may include counseling, discipline, and individualized plans; by a third offense, the student must have an intervention plan and may face further training or consequences. Please see the link for the board policy for more information.

Title IX (See Board Policy [#1140](#))

New Jersey Title IX Overview

Title IX is a federal civil rights law that prohibits sex discrimination—including sexual harassment, assault, pregnancy-based discrimination, and discrimination based on sex, sexual orientation, or gender identity—in any school receiving federal funds. Please use the link for the board policy for more information.

STUDENT GRIEVANCE PROCEDURE (See Board Policy [#5700](#))

The following procedure has been developed for use in processing New Egypt High School student dissatisfactions. The procedure will be made known to every student, and will be strictly adhered to whenever a student wishes to process a concern regarding his or her high school experience. This is official school policy, approved, and in use for any problems which may arise.

The New Egypt High School Administration places major emphasis upon student rights and responsibilities. Furthermore, students are provided with the opportunity to voice their concerns to those who have the authority to act upon them.

The following procedure has been developed in order to provide the means whereby this philosophy can be implemented in New Egypt High School in an efficient, timely and systematic manner:

- A. The individual student (or group of students) who is concerned or dissatisfied with some aspect of his or her educational experience, and wishes to initiate a change, shall first submit her/his proposal in writing to the Student Council.
- B. The Student Council, at its regularly scheduled meeting, shall take the matter in question under consideration and process the matter in one of the following ways:
 1. Declare the proposal indefensible and deny its support.
 2. Modify the student's proposal, and with the student's approval, forward the revised proposal to the High School Principal in the form of a recommendation.
 3. Agree with the proposal in its original form, and submit the same to the High School Principal in the form of a recommendation for implementation.

The decision of the Student Council shall be submitted in writing to the originator of the proposal within five (5) school days following the meeting at which the matter was considered. A copy of the decision by the Student Council should be forwarded to the High School Principal together with a brief resume of the deliberation proceedings of the Student Council.

- C. Matters forwarded by the Student Council to the High School Principal for determination shall be taken under advisement and given full consideration. In

considering the proposal, the High School Principal shall utilize any one, combination, or all of the following processes:

1. Confer with the originator of the proposal.
2. Confer with the Officers of the Student Council, or its entire Membership, in conjunction with the Coordinator of Student Activities.
3. Confer with the Superintendent of Schools.

The High School Principal shall issue his/her first communication in the form of a progress report to the Student Council within five (5) school days from the date the referral was received from the Council.

A copy of the decision submitted to the Student Council shall be forwarded to the Superintendent of Schools together with a brief resume of the proposal and the deliberation proceedings related thereto.

- D. In the event that the proposal submitted to the High School Principal calls for a final determination by the Superintendent of Schools, the Principal shall forward the proposal with a brief resume of background information to the Superintendent of Schools within five (5) days from the date the referral was received.

The Superintendent of Schools shall normally render a decision within ten (10) school days following the receipt of the referral from the High School Principal. If a longer period of time is required to make a decision, a progress report will be submitted to the Principal within the designated ten (10) day period. A copy of the progress report will be forwarded to the Student Council who in turn, shall share the report with the originator of the proposal.

If the originator of the proposal is dissatisfied with the decision rendered by the responsible party at any level of the aforementioned procedure, he or she shall have the right to appeal the decision to the official at the next higher level of responsibility within three (3) school days of the receipt of the decision.

The levels of involvement in the decision making process are: originator of the proposal (Student or group of Students), New Egypt High School Student Council, New Egypt High School Principal, Superintendent of Schools, and ultimately, the Plumsted Township Board of Education.

Every New Egypt High School student, once having been made aware of this procedure, shall be expected to follow the procedure in the formal processing of school concerns or dissatisfactions. Circumvention of or ignoring the procedure in processing student dissatisfaction shall be dealt with as an infraction of school policy.

STUDENT SERVICES

SCHOOL COUNSELING DEPARTMENT

The function of the School Counseling Department is to provide services to students, parents, teachers, and administrators. Services to students are given through individual conferences, small and large group meetings, and parent conferences. Services include academic and career planning, personal and social counseling, and planning for college and other post high school experiences.

The School Counseling staff aims to assist each student in becoming a self-sufficient individual who can deal confidently and successfully with all of the experiences and responsibilities of the adult world. Any student experiencing serious problems such as substance abuse, pregnancy, abuse, or sexual harassment, should see his or her Guidance Counselor, the Student Assistance Counselor, or other student support personnel, immediately, for confidential and appropriate assistance.

SCHOOL COUNSELING DEPARTMENT/STUDENT SUPPORT PERSONNEL:

School Counselors

Natalie Belfiore
Alicia DeMarco
Carolyn Santoro

School Case Managers

Kyra Zdep
Laura Bodrog

Student Assistance Counselor (SAC)

Tom Chemris

PROCEDURE FOR MEETING WITH SCHOOL COUNSELORS:

In an emergency or crisis situation, counselors are always available. For a routine conference with a school counselor, students should email their School Counselor to request an appointment. The School Counselor will then contact the student as soon as possible with a conference time and date. Parents may call for a conference between 7:30 a.m. and 2:15 p.m. at (609) 758-6800, ext. 1408.

Student Assistance Counselor

The Plumsted Public School District employs a full-time staff member who is responsible for Substance Awareness Activities, PK-12. The high school Student Assistance Counselor (SAC) has an office located in the NEHS School Counseling Department. When the SAC is not in the high school, an appointment can be made, or messages can be left with the School Counseling Department secretarial staff.

The SAC is responsible for prevention as well as intervention activities. Students voluntarily seeking help for themselves, family members, or friends, should contact the SAC's office. It is important to note that information is protected by the Federal Laws of Confidentiality.

SUBSTANCE ABUSE (*See Board Policy and Regulation [#5530](#)*)

The school district will work, through curriculum and classroom activity, administrative and faculty effort, and disciplinary procedures, to prevent and intervene in the abuse of drugs by members of the student population.

Prevention: All students shall be given instruction on the nature of tobacco, alcohol, drugs and narcotics, their effects on the human body, and the laws relating to these subjects. Such instruction shall be at least as comprehensive as, but not limited to, the program prescribed by relevant legislation. A curriculum emphasizing primary prevention of alcohol, drug and substance abuse, shall be implemented, providing students with information and developmental exercises regarding chemical substances.

Any student found to be under the influence of a substance while on school property or at a school function shall be dealt with according to the Board of Education Substance Abuse Policy #5530.

When a student is found to have distributed, attempted to distribute or possessed with intent to distribute, alcohol or other drugs or drug paraphernalia in school or on school property, there shall be:

- A. Immediate notification of the parents.
- B. Immediate notification of the local police.
- C. Immediate notification of the Superintendent of Schools.
- D. No less than nine (9) days of Out-Of School Suspension, or expelled. Parking privilege revoked for the balance of the school year.
- E. Following the suspension, a conference will be scheduled with the student, parent(s) or guardian(s) and the Student Assistance Counselor (SAC).

Whenever a student voluntarily seeks help for chemical dependency through a staff member, the staff member shall reinforce the student's actions by expressing approval of a decision to seek help, indicate concern for the student, and offer immediate aid to the student through the SAC, who is the primary intervention resource.

In the case of a family seeking help for a suspected chemically dependent student, or a chemical abusing student, the SAC shall arrange a meeting with parents to discuss the need for treatment, medical attention and family counseling.

If any student is reasonably suspected of using any controlled dangerous substance on the way to or from school, or during a school sponsored activity, the administrator in charge will be notified. Parents will be contacted and required to pick up student and comply with provisions of SA Policy #5530. Appropriate disciplinary action shall be taken as per district guidelines.

The Plumsted Township Board of Education recognizes the importance of communication and collaboration among those involved with student substance use and abuse. To utilize these sources, the Plumsted Township Board of Education, through appropriate staff members, shall maintain communication and work cooperatively in addressing both general and specific issues and incidences of substance use and abuse. These sources shall include parents, local police personnel, sources of medical assistance and non-school agents who provided input in the development of this policy.

E. New Egypt High School Intervention and Referral Services Team (I&RS)/Section 504 Child Find Committee

I&RS Team and the CORE Team are interdisciplinary committees whose members identify, refer and provide support services for the at-risk student. These groups meet on a regularly scheduled basis in order to make recommendations regarding students who have been referred to them. The goal is to facilitate early identification of students that have any special needs.

The CORE Team makes recommendations and plans programs and services for students who have been referred to them for substance abuse problems. The goal of this group is to facilitate early identification of students with possible substance abuse issues, as well as to work with those students currently attending and/or re-entering from specialized programs and agencies. It is important to note that information is protected by the Federal Laws of confidentiality.

I&RS/CORE Team members provide the school community with reliable intervention strategies and treatment referral processes for these students. Confidentiality and parent involvement are critical components of I&RS/CORE Team programs and procedures.

SPECIAL SERVICES

1. **Section 504** is a federal law prohibiting discrimination against individuals with a disability or impairment by any program or activity receiving federal financial assistance. In order to fulfill our obligation under section 504, our school will not knowingly permit discrimination against any person with a disability or impairment in any of the programs and practices of the school. The school district has the responsibility to identify, evaluate, and, if deemed eligible under Section 504, afford access to appropriate educational services.
2. **Child Find.** Educational opportunities for children with disabilities are available in the Plumsted Township School District as required by state law. If you live within the boundaries of the Plumsted Township School District and either have or know of a child between the ages of birth and twenty-one that may have physical, mental, or emotional disability, please contact the

Department of Student Services at (609) 758-6800, ext. 2173. The school district will arrange for a free evaluation by the Child Study Team.

3. **Family Educational Rights and Privacy Act (FERPA)** applies to all students attending institutions receiving federal financial assistance and requires that these institutions adhere to the following requirements:

Accessibility- Parents and eligible students over 18 years of age have the right to see, inspect, reproduce, and challenge the accuracy of education records. These rights extend to custodial and non-custodial parents unless a court order is issued denying the non-custodial parent access rights. Additionally, schools must explain and interpret records to parents if they ask school officials to do so. School officials must comply promptly with parental requests to inspect educational records. The response must be made in a “reasonable time frame”- within 45 days of the parent’s request.

Amending Records- If parents believe educational records are misleading or incorrect, they may request that the school amend the records. The school may deny the parent’s request.

Confidentiality of Information- Third-party access to educational records is permitted only if the parents provide written consent. The exceptions to these confidentiality provisions include (a) ***school personnel with legitimate educational interest***; (b) officials representing schools to which the student has applied; (c) persons responsible for determining eligibility for financial aid; (d) judicial orders for release; and (e) in emergency situations, persons who act to protect the health and safety of the student.

FERPA covers all records, files, documents, and other materials that contain personally identifiable information directly related to a student, which are maintained by the educational agency by the person acting for that agency. *Records that are not covered by the FERPA disclosure rules include those records made by educational personnel who are in the sole possession of the maker and are not accessible or revealed to other persons except substitutes.*

4. The Plumsted Township School District does not discriminate on the basis of disability in admission to its programs, services, or activities, in access to them, in treatment of individuals with disabilities, or in any aspect of their operations. The Plumsted Township School District also does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 Section 504 of the Rehabilitation Act of 1973. Questions, complaints, or requests for additional information regarding the ADA and Section 504 may be forwarded to the designated ADA and Section 504 compliance coordinator:

Name and Title: Supervisor of Special Services
Office Address: 131 Evergreen Road
New Egypt, NJ 08533
Phone Number: (609) 758-6800, ext. 1412

This notice is available from the ADA and Section 504 compliance coordinator in large print, on audiotape, and in Braille.

HEALTH SERVICES (See Board Policy and Regulation [#5310](#) and [#5320](#))

The School Nurse, Andrea von Harten, is available to students and parents throughout the school day at (609) 758-6800, ext. 1409. The New Egypt High School Nursing Office is responsible for:

- Maintaining health records ensuring that all students are in compliance with immunization requirements. This includes the mandated Hepatitis B series.
- First aid and related services
- Health screenings
- Mantoux testing for tuberculosis, as required by the New Jersey State Department of Health and Senior Services
- Medication administration only with a Medication Administration Form signed by the medical care provider (MD, DO, dentist, nurse practitioner, physician assistant). This includes over-the-counter medications
- The Free and Reduced Lunch Program
- School accident insurance

Students needing to be dismissed from school because of illness must secure a medical pass from the nurse and permission by the administration before the student is released to the parent or guardian. Students will not be released to anyone not indicated on the student's emergency card. Uber and Lyft type rides are not permitted for any student.

Student Parking Procedures (See Board Policy [#5514](#)) (Parking privileges will be limited to juniors and seniors only)

- A. Driving to school is a privilege granted to junior or senior students who are 17 years of age and have been issued a parking permit by the Assistant Principal. Parking permit information can be found and filled out on Parent Square. The permit will be issued once the forms are completely filled out. Students must adhere to the following policies and procedures to avoid losing that privilege:
1. The Student Parking Lots are located in the front of the New Egypt High School. Students must be aware that the parking lot is a New Jersey School Zone. Any vehicle entering the parking lot is subject to search at the direction of school authorities. Search may be conducted for any reasonable purpose **without** warrant. The school reserves the right to inspect a student's car parked on school property when there is

reason to believe that the car is improperly used for the storage of contraband, a substance or object the possession of which is illegal, or any material which poses a hazard to the safety and good order of the school. Search of the vehicle includes all compartments and components thereof. Once notified of intent to search, the person in control of the vehicle **will not** be permitted to remove it from the premises until the search is completed. Students who fail to comply with this policy shall be cited for insubordination and lose their privilege to utilize the student parking lot.

2. Prior to driving to school all students and parent/guardian must sign a formal agreement, provide proof of license, registration, and insurance of their vehicle. (post on parent square to fill out)
3. There are **172** spaces available for student parking on campus. Students **must** park in the designated lots on a first come first serve basis. If students fail to comply the following actions shall be taken:
 - First offense – a warning by the Assistant Principal shall be issued
 - Second offense – loss of driving/parking privileges
4. Student parking tags are numbered and must be displayed in the rear window. Tags numbered 1-106 indicate the front lot and tags 107-172 indicate the back lot.
5. Student parking is a privilege. This privilege can be revoked at the administration's discretion at any time.
6. Students are not permitted to drive mopeds, motorcycles, and any other type of motorbike on school grounds.

School Bus Policy/Regulations (See Board Policy [#8600](#))

Violation of any of the transportation policies/regulations, outline below, may result in suspension of transportation privileges. A student may be excluded from the bus for disciplinary reasons by the principal or designee. The student's parents shall provide his/her transportation to and from school during the period of such exclusion (N.J. Statute 18A:25-2).

- All students are required to be at their designated bus stop five (5) minutes before their scheduled pick-up time (ten (10) minutes prior for the first week of school).
- All students are required to wear seat belts by New Jersey State Law.
- All students are to remain seated while the bus is in motion.
- All students must ride their assigned bus to and from school. Students will only be picked-up and dropped off at their designated stop.
- Fighting, bullying, profane language and/or any other inappropriate behavior are not permitted on the bus. All actions will be reported to the School

Disciplinarian. Disciplinary actions will be in accordance with the code of conduct outlined in this handbook.

- No eating or drinking on the bus.

Working Papers

Working Papers are required for all minors between the ages of 14 and 18 who plan to work. Students who desire working papers must be in good scholastic standing, and abide by the attendance requirements of the school. Working papers can be obtained online (myworkingpapers.nj.gov) and follow the site for step by step instructions.

Affirmative Action

Affirmative Action exists in the New Egypt Public Schools in order to ensure that all Federal, State and Local laws and policies, which guarantee the rights of students, are enforced. Basically the laws state that: No student in a public school in this State shall be discriminated against in admission to, or in obtaining any advantages, privileges, or courses of study of the school by reason of race, color, creed, sex, handicap or national origin. Students who have any questions or believe they have been discriminated against, in any way, including sexual harassment by other students or staff members, should follow the regular grievance procedure as outlined in this handbook, or contact the District Affirmative Action Officer.

Field Trips (See *Board Policy and Regulation #2340*)

All field trips must be approved by the principal at least one (1) month in advance of the trip. Overnight field trips must be approved by the Superintendent of Schools and the Plumsted Township Board of Education 45 days prior to the trip. The school administration will assign faculty chaperones that will provide appropriate supervision. Each student must be in good academic standing to attend and must present a permission slip properly signed by his/her parent or guardian and all teachers. The parent/guardian is the only person allowed to administer prescribed or over-the-counter medication to his/her child on a field trip if the school nurse or registered nurse substitute is not in attendance with the exception of the asthma inhaler for asthma and/or Benadryl/Epi-pen for anaphylaxis with written medical authorization. Medication cannot be held or distributed to a student by any other New Egypt High School staff member. Please contact the nurse's office with any questions regarding the administering of medication.

Telephone Calls

Students are not permitted to make phone calls on their cell phones. Students will be permitted to utilize the front office phones for emergency purposes.

Student ID Cards

Students will be photographed and provided with a laminated ID card. Students should have access to these cards during the school year if requested.

Health and Physical Education

The New Jersey Department of Education and the Plumsted Township Board of Education require every student to take Health and Physical Education for each year of enrollment.

All students will be assigned a gym lock to use during Physical Education. It is strongly encouraged that all students lock up valuables in their gym locker. Students are required to supply and dress in appropriate gym clothing. Students must change into clothes, other than those worn to school, for Physical Education. Gym clothes should be appropriate: Shorts, T-Shirts and/or Sweatshirts, sneakers and socks. Good taste and the school/departmental dress code shall be observed.

Physical Education Lockers

- A. All personal equipment shall be locked in a locker during physical education classes and removed after class.
- B. Athletic teams may use individual lockers during regularly scheduled practices or game situations. All personal equipment shall be removed after each session.
- C. Individual instructors and coaches will be responsible for locker supervision during regularly scheduled activities.
- D. The school will not be responsible for any lost or stolen items.

CO-CURRICULAR PARTICIPATION

1. Philosophy

The Plumsted Township Board of Education recognizes the value of a program of co-curricular activities as an integral part of the total school experience to the students of the district and to the community. Through its programs, the Board of Education offers students the opportunity to test and enrich their abilities in a context greater and more varied than that which can be offered within the school district alone. Students who participate in the co-curricular program have responsibility to their parents, school, advisors, coaches, peers and to themselves.

- 1. A student has passed any required physical examinations;
- 2. The student has met any other requirements unique to that particular student organization/athletic team for which he/she wishes to participate; and

3. The student has met all New Jersey State Interscholastic Activity Association credit requirements. (15.00 credits passed at the end of the first semester and 30.00 at the end of the second semester)

Lateness to School and Participation in Co-Curricular Activities:

A student shall be considered absent from school if he/she participates in less than 4 instructional hours during the school day. A student who is absent may not participate in any after school activities or district events. Exceptions can be made only with the approval of the New Egypt High School Principal.

Students participating in the school-to-work program must adhere to the rules and regulations as outlined in the student handbook. The program's advisor maintains the right to add additional rules and requirements upon the students that participate in the program. Students that are involved in the school-to-work program must be in school prior to 10:40 a.m. in order to participate in the work program that day.

2. School Activities

A. Technology

The use of computer services in the Plumsted Township School District is a privilege not a right. Students are expected to use computers and information services responsibly, ethically and appropriately at all times. Network and computer services include: Use of personal and school computers and peripherals, use of the Internet, use of email, and use of all associated software. Students must realize that these services are costly and that such things as time, money and hardware are wrongfully restricted or appropriated when these services are abused. Please refer to the Technology Student Network Use Agreement for policies and procedures that a student and parent must sign to use school computers.

Students that abuse the computer privilege will be subjected to disciplinary consequences as deemed appropriate by the severity of the misconduct.

B. Assemblies

Assemblies are held from time to time as announced. These are entertaining, educational, and appeal to a variety of interests.

C. School Play

A school play is an optional activity for New Egypt High School students in grades 7-12 to be held in the spring of the year. All activities must be approved by the New Egypt High School Principal. All participants must have a physical examination prior to participation.

D. Clubs

A variety of Clubs are available to the students at New Egypt High School. Students are not required to become a member of any club. Clubs are held before and/or after school, at the convenience of the Faculty Advisor and the membership of the club. All co-curricular clubs can meet twice per month during the after-school activity period. Dependent entirely upon student interest and response, clubs are added, revised and deleted each year.

All new clubs must be approved by the New Egypt High School Principal. All clubs are required to have a Faculty Advisor who is a regular staff member of the New Egypt Public Schools. Students are permitted to join more than one club, if their individual schedules allow.

*Any club or intramural activity which involves physical activity shall be required to have a physical examination prior to participation.

2026/2027 Clubs

Senior Class Advisor
Senior Class Advisor
Junior Class Advisor
Sophomore Class Advisor
Freshman Class Advisor
Yearbook Advisor
Yearbook Advisor (Financial)
National Honor Society Advisor
Student Council Advisor
Student Council Advisor (7 & 8)
Model UN Advisor
Peer Leaders Advisor
Environmental Club Advisor
Musical Director
Asst. Musical Director
Stage Manager
High School Band Director

High School Assistant Band Director
Business Academy Advisor
Engineering Academy Advisor
Teachers for Tomorrow Academy Advisor
Law & Justice Academy Advisor
World Language Club
Archery & Fishing
Volleyball & Pickleball Club

Eligibility

Eligibility for co-curricular activities has the same requirements as those for athletics.

E. National Honor Society

Selection for membership in the National Honor Society is the highest honor that can be accorded as a high school student. This honor is bestowed upon students who can meet rigorous standards in four areas: scholarship, service, leadership, and character. The formal National Honor Society council evaluates each candidate, along with the total school faculty, and ultimately by a faculty council, in the four areas using specific guidelines. Standards developed by the National Association of Secondary School Principals have been adopted as the basis of selection to the New Egypt High School Chapter of the National Honor Society.

Scholarship:

The student's weighted grade point average of 93.00 or better will be factored into the admission criteria and cannot have received a failing grade in any class. All classes must be at a college prep level or higher.

Service:

The student must show continuing service each year to the satisfaction of the Faculty Advisory Council. Students must prove through documentation, provided on the organization's letterhead and signed by an official with the organization, they have completed at least 20 hours of community service since the start of their freshman year. Service hours must include a minimum of two separate organizations. The community service that is required includes but is not limited to: toy drives, food drives, the March of Dimes, Relay for Life (counts as 3 hours per year unless otherwise approved), environmental clean ups, and volunteer coaching. Students must show they have done community service outside of school sponsored events or clubs.

Leadership:

Leadership qualities will be judged by teachers, administration and the Faculty Council. The student who exercises leadership:

1. Is resourceful in proposing new problems, applying principles and making suggestions
2. Promotes school activities
3. Shows influence on peers in upholding school ideas
4. Contributes ideas that improve the civic life of the school
5. Is able to delegate responsibility
6. Exemplifies positive attitudes
7. Inspires positive behavior in others
8. Demonstrates academic initiative
9. Successfully holds school officers of positions of responsibility, conducts business efficiently and effectively, and is reliable and dependable without prodding
10. Is thoroughly dependable in any responsibility accepted
11. Does so in the classroom and in school activities

Character:

Character qualities will be judged jointly between teachers, administration and the faculty council.

1. Takes criticism willingly and accepts recommendations graciously, attempting to initiate any necessary changes
2. Exemplifies desirable qualities of personality
3. Upholds principles of morality and ethics
4. Cooperate by complying with school regulations concerning property, programs, office, halls, etc.
5. Demonstrates the highest standards of honesty and reliability
6. Show concern, and respect for others by listening courteously
7. Observes instructions and rules, punctuality and faithfulness both inside and outside the classroom
8. Has a power of concentration and sustained attention as shown by perseverance and application to studies
9. Manifest truthfulness in acknowledging obedience to rules, avoiding cheating in written work, and showing willingness to profit by the mistakes of others
10. Actively helps rid the school of bad influences or environment

Membership Requirements:

In order to maintain membership and receive the NHS sash to be worn at graduation, NHS members are expected to complete the following:

1. Sign NEHS Pledge of Honor
2. Participate in all NHS Induction Ceremonies
3. Be an active member of the NEHS NHS Chapter
4. Attend all meetings (3 excused absences)
5. Participate in all NHS sponsored activities
6. Participate in all fundraisers
7. Pay yearly dues.

8. Maintain at least a weighted 93.00, receive positive comments on progress reports and report cards, and may not receive a failing grade in any course.
9. Maintain Leadership and Character Requirements of NHS
10. Maintain a clean disciplinary record
11. Adhere to all NEHS NHS by-laws
12. Complete 20 hours of community service from the time of induction. At least ten of the twenty hours must be NHS sponsored events or activities.

Requirements upon Dismissal:

Any member of the National Honor Society that does not adhere to the membership requirements as outlined in the New Egypt High School National Honor Society Bylaws will be subject to an immediate review by the faculty council. A meeting and discussion of past actions of the alleged member will be conducted to determine the standing of the student. The faculty council has the power to dismiss members who fail to uphold all aforementioned requirements.

F ATHLETIC PROGRAM

Fall sports and athletic activities for grades 9 -12 include: Cheerleading, Co-ed Cross Country, Football, Marching Band, Soccer (Boys & Girls), Girls Tennis, and Field Hockey.

Fall sports and athletic activities for grades 7 & 8 include: Soccer (Boys & Girls), Field Hockey, Cross Country.

Winter sports and athletic activities include for grades 9 - 12: Basketball (Boys & Girls), Bowling (Boys and Girls), Cheerleading, and Wrestling.

Winter sports and athletic activities for grades 7 & 8 include: Basketball (Boys & Girls), Wrestling, Cheerleading

Spring sports and athletic activities include for grades 9 - 12: Baseball, Softball, Track (Boys & Girls) and Lacrosse (Boys and Girls).

Spring sports and athletic activities for grades 7 & 8 include: Baseball, Softball, Track (Boys & Girls), Girls Lacrosse, Boys Lacrosse.

Our 9-12 Athletic Teams participate in the Shore Athletic Conference.

Our 7 & 8 Athletic Teams participate in the OCIAL. (Ocean County Intermediate Athletics League)

Athletic programs are an important part of the school's activities. Boys and girls are encouraged to go out for the teams. There is room for every girl and boy in our sports program, whether she or he is a player, or a manager. Players must keep up their grades, and display good sportsmanship as well as good school citizenship.

The goals of the athletic program are:

1. To develop sportsmanship* by learning to play fairly and by the rules of the game.
2. To train athletes to accept winning and losing graciously.
3. To develop self-discipline and confidence.
4. To develop a sense of responsibility.
5. To develop leadership and fellowship.
6. To develop physical fitness in order to meet the demands of the sport.
7. To develop the athlete's skills in a particular sport to his or her maximum potential.

*Sportsmanship applies to both the athlete and the spectator. Student spectators represent their school, just as the athletes do. The conduct of student spectators and athletes at athletic contests is as important to the climate of sportsmanship as is the quality of athletic play.

Varsity Letter Policy

Earning a Varsity Letter is an honor that reflects high achievement, dedication, athletic skill, and consistent contributions to a Varsity program.

- **Criteria Determination:** Specific earning criteria for a Varsity letter (e.g., minimum quarters/halves played, points scored, times qualified, or contests participated in) vary by sport and are determined directly by the head coach of each program.
- **Pre-Season Communication:** Each head coach will clearly communicate their specific Varsity letter requirements to student-athletes and parents prior to the start of the season (e.g., during the pre-season interest meeting or parent meeting).
- **General Eligibility Requirements:** In addition to sport-specific play criteria, to earn a Varsity letter a student-athlete must:
 1. Complete the sport season in good standing (academically and behaviorally).
 2. Adhere to all team rules, attendance policies, and code of conduct standards.
 3. Return all issued athletic uniforms and equipment at the end of the season.

**NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION (NJSIAA)
THE RESPONSIBILITIES OF SPORTSMANSHIP *(See Board Policy and Regulation
[#5570](#) & [#2431](#))***

New Egypt High School is recognized by the New Jersey State Athletic Association as a member school; therefore we are required to uphold standards for student-athlete eligibility. The following is an overview of eligibility requirements for anyone participating in an athletic program at New Egypt High School. Any eligibility issues will

be handled on an individual basis in conjunction with the NJSIAA and the guidelines that govern eligibility.

Eligibility:

A. Age

An athlete becomes ineligible for high school athletics if he/she attains the age of nineteen prior to September 1. However, any athlete attaining age nineteen on or after September 1 shall be eligible for the ensuing school year. A birth certificate, issued at the time of birth, is the normal proof of age; in the absence of this, other proofs may be used. The records used will be baptismal records or the earliest school record.

B. Credits

1. To be eligible for athletic competition during the first semester (September 1 – January 1) of the 10th grade or higher, or the second year of attendance in the secondary school or beyond, a pupil must have passed 25% of the credits (30.0) required by the State of New Jersey for graduation (110), during the immediately preceding academic year.
2. To be eligible for athletic competition during the second semester (February 1 – June 30) of the 9th grade or higher, a pupil must have passed the equivalent of 12% of the credits (15.0) required by the State of New Jersey for graduation (110) at the close of the preceding semester (January 31). Full-year courses shall be equated as one-half of the total credits to be gained for the full year to determine credits passed during the immediately preceding semester.

The Player:

1. Treats opponents with respect.
2. Plays hard, but plays within the rules.
3. Exercises self-control at all times, setting the examples for others to follow.
4. Respects officials and accepts their decisions without gesture or argument.
5. Wins without boasting, loses without excuses and never quits.
6. Always remembers that it is a privilege to represent the school and community.

The Spectator:

1. Attempts to understand and be informed of the playing rules.
2. Appreciates a good play no matter who makes it.
3. Cooperates with and responds enthusiastically to cheerleaders.
4. Shows compassion for an injured player, applauds positive performances, does not heckle, jeer or distract players, and avoids the use of profane or obnoxious language and behavior.

5. Respects the judgment and strategy of the coach, and does not criticize players or coaches for the loss of a game.
6. Respects the property of others and the authority of those who administer the competition.
7. Censures those whose behavior is unbecoming to the school and community.

Lateness to School and Participation in Athletic Activities:

A student shall be considered absent from school if he/she participates in less than 4 hours of instructional hours during the school day. A student who is absent may not participate in any after school activities or district events. Exceptions can be made only with the approval of the New Egypt High School Principal.

Physical Examination

Parental permission and a physical examination, performed by a medical care provider (MD, DO, nurse practitioner, physician's assistant), are required for participation in all school sports, the marching band, the play and cheerleading.

1. Parents and students must complete a medical/consent form.
2. Students must present the completed form at the time of the physical examination. (No athlete shall receive a physical examination unless he/she has a completed form, signed by a parent.)
3. Upon completion of the physical examination, the coach/advisor shall be notified if the student is permitted to participate on the team. No student-athlete is permitted to participate on a team or other unless cleared by the Athletic Director and the Athletic Trainer.
4. A physical is good for 365 days. If the physical will lapse during the student's sport/activity an updated physical must be completed or the student **shall not** be allowed to participate.
5. Transportation can be reached at (609) 758-6800, ext. 4201.

Athletic Injury Accident Report:

1. All injuries must be reported to the coach and Certified Athletic Trainer, Mr. Jim Sawicki (ATC) within 24 hours of the injury.
2. The coach will follow-up with an accident report.
3. The ATC will then evaluate the injury and determine if a physician referral is necessary. At which point depending on the severity of the injury, the parents will be contacted.

4. The ATC will treat the injury, as necessary, and log this information in the daily treatment log.
5. It is recommended that athletes and parents of athletes consult with Mr. Sawicki concerning all injuries, medical follow-up and rehabilitation.
6. An injury report will then be filled out by the ATC and will be filed in the student-athlete's personal file for up to three (3) years after the student has graduated.
7. The athletic insurance coverage is an umbrella policy only. The parents' coverage is primary. Athletic insurance coverage will only cover eligible medical expenses, which are not covered by the parents' own personal or group insurance. This coverage is subject to restrictions and limitations.

There is always a place for those who do not wish to participate on the team. Students are needed in the bleachers, on the field or in the gym, cheering the team on to victory. School spirit demonstrated by student attendance and support at all athletic activities helps us to gain a special victory.

ATHLETIC DEPARTMENT SPORTS AND PERSONNEL

Director of Athletics	Heather DeGrandis
Athletic & Extra Curricular Supervisor	Steven Fence
Athletic Trainer	Jim Sawicki
Secretary of Athletics	Deborah Neuman

Up to date athletic information, coaches and sports paperwork can be found under the athletic tab on the New Egypt High School website.