

# 2023-2024



## BRADLEY BEACH SCHOOL DISTRICT STUDENT AND FAMILY HANDBOOK

# ADMINISTRATION

**Mr. Michael Heidelberg**  
*Principal / Superintendent*

**Mr. David Tonzola**  
*Business Administrator*

**Mrs. Alison Zylinski**      **Ms. Morgan Maclearie-Gonzalez**  
*Director of Special Services*    *Director of Curriculum and Instruction*

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# **IMPORTANT CONTACTS**

## **CHILD STUDY TEAM**

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## **MAIN OFFICE**

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# MISSION

The mission of the Bradley Beach Elementary School is to provide a supportive learning environment to a diverse student community, where student success is defined through the demonstration of academic, emotional, and social growth. Our students will develop critical thinking skills to become valued members in today's society, while mastering the skills necessary to pursue future educational achievement.

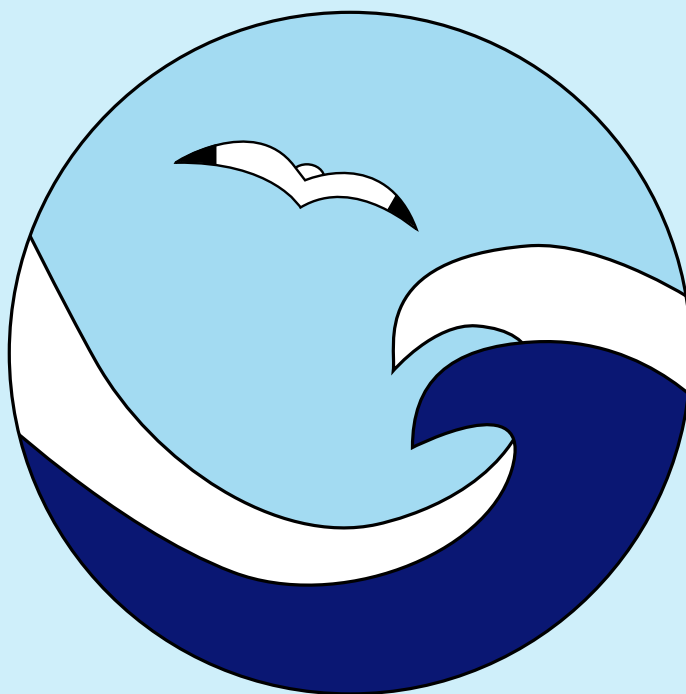
# PURPOSE

Bradley Beach Elementary School is committed to creating a safe, inclusive, and respectful environment where all individuals can learn, work, and collaborate effectively. This Student Handbook includes our Code of Conduct, which outlines the clear expectations and consequences that guide our students' behavior, aligning with the state expectations as set forth by the New Jersey Administrative Code. By adhering to these principles, we aim to foster a positive and conducive atmosphere for personal growth, academic achievement, and responsible citizenship. By adhering to this handbook and Code of Conduct, we will create a thriving community that values integrity, inclusivity, and respectful behavior.



# SOLE

Bradley Beach School District promotes a positive climate and culture through SOLE respect principles: for Self, Others, Learning, and Environment. Our PBSIS initiative reinforces these values, nurturing self-worth and empathy, ultimately creating a safe, supportive environment. The embodiment of SOLE will result in the cultivation of strong relationships and a harmonious school community. A positive school climate and culture inclusive of SOLE will foster personal growth, develop intellectual curiosity, and create a desire for lifelong learning. SOLE ensures a brighter future, benefitting both students and the entire school community.



# STUDENTS ARE RESPONSIBLE FOR SHOWING RESPECT FOR: SELF

- Attend school daily and be on time
- Review and adhere to all school rules and code of conduct
- Make responsible behavioral and academic choices
- Accept consequences when behavioral expectations are not met or when school rules are violated
- Do work that makes you proud
- Dress appropriately

## OTHERS

- Treat others the way they want to be treated
- Respect the personal space of others
- Keep your hands to yourself
- Be kind
- Encourage and support classmates
- Solve disagreements in peaceful ways
- Be inclusive despite differences

## LEARNING

- Be an active participant in your learning
- Be prepared for learning each day
- Bring an open mind and positive attitude each day
- Challenge yourself and make your best effort
- Seek help and assistance when you need it
- Behave in ways that allows others to keep learning

## ENVIRONMENT

- Take care of property that belongs to other students, teachers, and the school
- Use school materials carefully and for the intended purpose
- Request permission to use the property of other
- Make our school community free from violence, intimidation, bullying, harassment, and discrimination
- Ask for assistance to resolve conflicts or differences
- Contribute to the safety and well-being of our community



# STUDENTS HAVE A RIGHT TO:

1. An appropriate education;
2. Advance notice of behaviors that result in suspensions and expulsions set in N.J.S.A. 18A:37-2
3. Education that supports students' development into productive citizens
4. Attendance in safe and secure school environments
5. Attendance at school irrespective of students' marriage, pregnancy, or parenthood
6. Freedom from unreasonable searches and seizures
7. Due process appeal procedures consistent with Board policy, including the right to be informed of, respond to, and appeal any disciplinary action taken (N.J.A.C. 6A:3-1.3 through 1.17, N.J.A.C. 6A:4 and where applicable, N.J.A.C. 6A:14-2.7 and 2.8 and 7.2 through 7.6)
8. Parent notification consistent with the policies and procedures set for in N.J.A.C. 6A:16-6.2(b)3 and N.J.A.C. 6A:16-7.2 through 7.8
9. The Protection of their records and information consistent with; The Family Educational Rights and Privacy Act; the Health Insurance Portability and Accountability Act; and other Federal and State statutes and regulations identified at N.J.A.C. 6A:16-7.1(c)3vii



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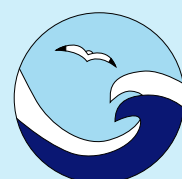
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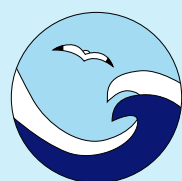
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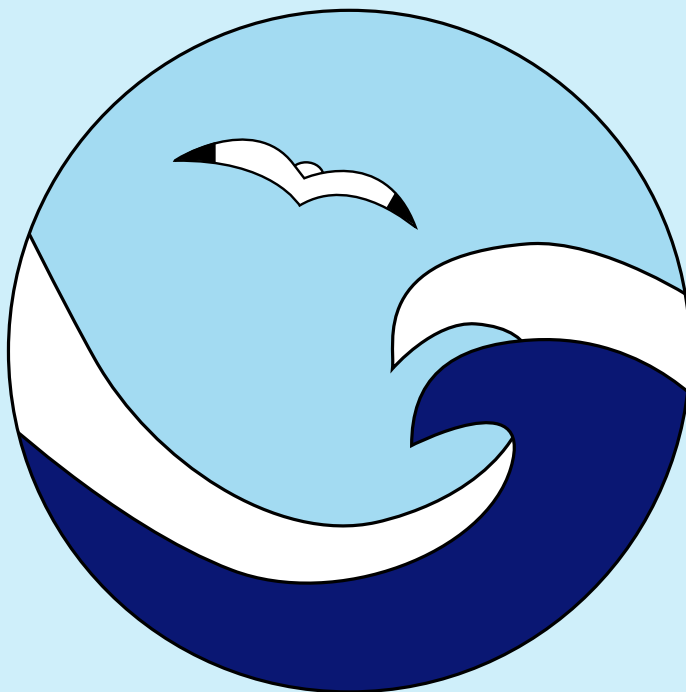
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Code of Conduct



# ACADEMICS



# EXTRA CREDIT

Extra credit will only be offered in extenuating circumstances at the discretion of the teacher and with approval of administration.

# GENESIS PORTAL

Genesis is the district-wide Student Information System. This is where students and families can check grades and other student academic records.

Genesis also houses emergency contact information. Families should utilize Genesis as the main source of information about their students' grades. Any family or students unable to access their account should contact the main office. Students in grades 1 through 8 should utilize their BBES gmail account to login to Genesis.

# GRADED ASSIGNMENTS

1. Completion of written assignments prepared in the classroom or elsewhere;
2. Oral contributions in class, including discussion responses, observations, panel participation, presentations, and initiation of topics;
3. Performance on oral and written tests and quizzes;
4. Research into standard references and other background materials;
5. Oral or written reports;
6. Laboratory work;
7. Other evidences of the pupil's constructive efforts and achievements in learning; and
8. For the final grade, the pupil's attendance record, in accordance with Policy Nos. 5200, and 5410.



# GRADES OVERVIEW

Grades acknowledge a pupil's:

- a. Progress towards mastery of New Jersey Student Learning Standards
- b. Participation in and attention to daily lessons,
- c. Contribution to discussions,
- d. Completion of assignments,
- e. Preparation for tests,
- f. Eagerness to learn,
- g. Cooperation with the teacher's efforts,
- h. Willingness to work to the best of his/her ability

## GRADING KEY (K-5)

**4 = Exceeding the Standard**

- Extends key concepts, processes, and skills
- Consistently works beyond grade-level expectations

**3 = Meeting the Standard**

- Consistently grasps and applies key concepts, processes, and skills
- Consistently meets the grade-level expectations

**2 = Approaching the Standard**

- Beginning to grasp and apply key concepts, processes, and skills
- Progressing toward grade-level expectations

**1 = Needs Support**

- Not grasping key concepts, processes, and skills
- Area of concern that requires support

**NA = Not Assessed at this time**

## GRADING KEY (6-8)

A+ : 97-100	B+ : 87-89	C+ : 77-79	D : 65-69
A : 93-96	B : 83-86	C : 73-76	F : <65
A- : 90-92	B- : 80-82	C- : 70-72	

*Students earning a grade of "F" at the end of a marking period will receive a numeric grade of 55 for the marking period.*



# GRADING PERIODS

## GRADES PRESCHOOL-5TH GRADE

Students in grades K-5 will be assessed on a trimester schedule and will receive report cards 3 times annually.

### TRIMESTER 1

Begins on September 6, 2023

Ends on December 7, 2024

### TRIMESTER 2

Begins on December 8, 2023

Ends on March 13, 2024

### TRIMESTER 3

Begins on March 14, 2024

Ends on June 14, 2024

## GRADES 6TH-8TH GRADE

Students in grades 6-8 will be assessed on a marking period schedule and will receive report cards 4 times annually.

### MARKING PERIOD 1

Begins on September 6, 2023

Ends on November 3, 2023

### MARKING PERIOD 3

Begins on January 23, 2024

Ends on March 25, 2024

### MARKING PERIOD 2

Begins on November 13, 2023

Ends on January 22, 2024

### MARKING PERIOD 4

Begins on March 26, 2024

Ends on June 14, 2024



# GRADING WEIGHTS (GRADES 6-8)

## Assessments, 65%

Tests, Quizzes, Projects, Essays, Written Reports

*Major assessments will be double the weight of minor assessments*

## Classwork, 25%

General Assignments, Station/Center Work, Exit Tickets, Portfolios

## Homework, 10%

# HONOR ROLL (GRADES 6-8)

Students must meet the following criteria to be considered for honor roll.

High Honor Roll: At least 90% in all classes (including related arts)

Honor Roll: At least 80% in all classes (including related arts)

# LATE CREDIT

Make-up work completed due to an excused absence will be graded with no deduction in grade or points. The time given to complete the make-up work will be at the discretion of the teacher / administrator based on the student's grade level, complexity of assignment, and length of absence. Efforts should be made to allow a reasonable amount of time to complete the make-up work.

Homework may be turned in 1 day late with a 25% grade reduction off the overall score. Special considerations are at the discretion of the teacher / administrator.

Classwork may be completed at home and turned in the next school day if necessary for full credit. If turned in the subsequent school day, there will be a 25% grade reduction off the overall score. Special considerations are at the discretion of the teacher/administrator.



# NJHS

## NJHS Induction Criteria

The National Junior Honor Society (NJHS) is a prestigious student-led national organization open to all 6th-8th graders who meet the eligibility criteria. To become inducted member, students must meet the following criteria:

- maintain a GPA of 85% or higher
- demonstrate the 5 pillars of NJHS (scholarship, service, leadership, character, citizenship)
- complete 20 service hours through volunteerism

Some volunteer hours can be obtained through school-based opportunities like tutoring and the School Safety Patrol, while others can be earned outside of school through community service activities like beach sweeps. All service hours must be recorded on the NJHS hours log and confirmed by a supervising adult.

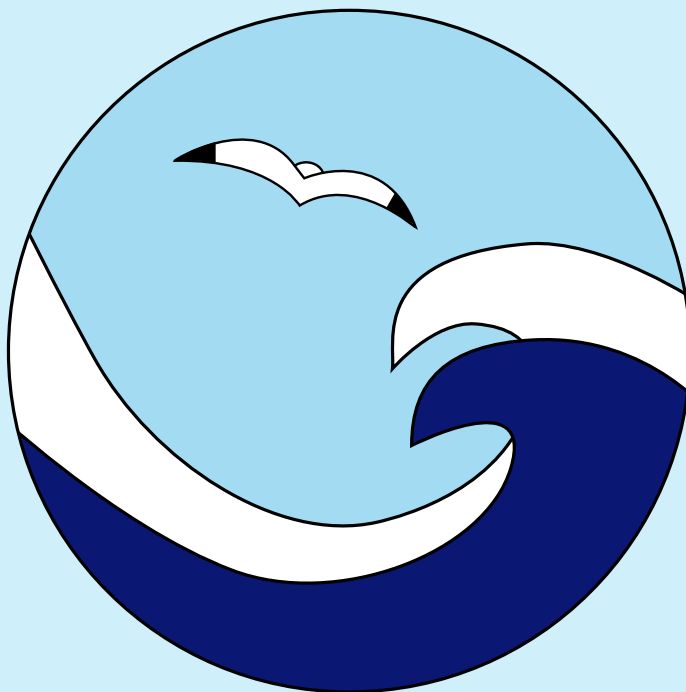
In addition to academic achievement, NJHS candidates must exhibit the five pillars of NJHS. Students who violate school policies and the Code of Conduct may jeopardize their eligibility for membership. For further inquiries, please contact the school counselor.

## RETAKES

Students may retake up to 1 test per class each marking period after the teacher and student have worked together to demonstrate improved progress towards standards via multiple methods. If a student receives lower than a 54% on a major assessment, the student must retake up to 1 test per class each marking period after the teacher and student have worked together to demonstrate improved progress towards standards via multiple methods. The higher grade of the two assessments shall be recorded in the gradebook.



# ATTENDANCE



# ATTENDANCE

Regular school attendance is crucial for your child's academic success and overall development. When students attend school consistently, they have the opportunity to build a strong foundation of knowledge, develop important social skills, and establish a routine that prepares them for future responsibilities. Missing school days can lead to gaps in learning and make it challenging for children to keep up with their peers. By prioritizing regular attendance, you're helping your child maximize their potential and set a solid path towards a bright future.

New Jersey Statute 18A:38-25 and Bradley Beach School District Policy 5200 requires students ages six to sixteen to attend school regularly. Unexcused absenteeism may result in consequences, a district response as outlined in New Jersey Administrative Code 6A:16-7.6(a)4 and Policy 5200, or in extreme cases, retention. Students with 30 or more unexcused absences will be retained and repeat their current grade level.

The following guidelines/procedures have been established to monitor both excused and unexcused absences, as outlined in the School Handbook

- **Absence 1-4** - Attendance Officer telephones to home
- **Absence 5** - Warning Letter No.1
- **Absence 6-9** - Student placed on absenteeism monitoring list and parents and guardians are contacted by an administrator
- **Absence 10** - Warning Letter No.2
- **Absence 15** - Mandatory meeting with administration. The district may require an appearance of parent and student before the School Improvement Plan (ScIP) Committee where 5-day legal notice may be provided and/or referral to Division of Child Protection and Permanency (DCP&P) for cases of educational neglect.



## EARLY ARRIVAL

Students are not permitted in the building before 8:35 AM unless here for a club or other school-sponsored event.

## EARLY DISMISSAL

Students being picked up early will need to be picked up by a parent, guardian, or other authorized emergency contacts. If anyone other than the parent/guardian is picking up the child, the name of the individual and a phone number must be included in Genesis.

## EXCUSED ABSENCES

Absences are considered “excused” if they meet one of the following criteria.

- Religious observance, pursuant to N.J.S.A. 18A:36-14, 15, and 16.
- The Commissioner, with approval of the State Board of Education, shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse students for religious observance upon the written request signed by the parent or person standing in loco parentis;
- Participation in observance of Veterans Day, pursuant to N.J.S.A. 18A:36-13.2;
- Participation in district board of election membership activities, pursuant to N.J.S.A. 18A:36-33;
- Take Our Children to Work Day;
- College visit(s), up to three days per school year for students in grades eleven and twelve;
- Closure of a busing school district that prevents a student from having transportation to the receiving school.

In order to have absences be considered as excused for religious, cultural, or medical reasons, parents and guardians should communicate with school administration.



# TARDINESS TO SCHOOL

Arriving on time for school is a fundamental practice that greatly influences your child's educational experience and overall personal growth. When students arrive on schedule, they start their day with focus, enabling them to actively participate in lessons, build strong connections with educators and classmates, and optimize their educational potential. By consistently ensuring your child's punctual arrival at school, you're not only setting a commendable example but also equipping them with essential life skills for a successful journey through education and beyond.

Students are expected to arrive to school and class on time. All school gates and doors will open at 8:35 AM. All school gates and doors will close promptly at 8:40 AM. Students arriving late must enter through the front entrance.

- **10th Tardy-** Warning Letter No. 1
- **15th-20th Tardy-** Warning Letter No. 2
- **21st Tardy-** Appearance of parent and student before the School Improvement Plan (ScIP) Committee where 5-day legal notice may be provided and/or referral to Division of Child Protection and Permanency (DCP&P) for cases of educational neglect.

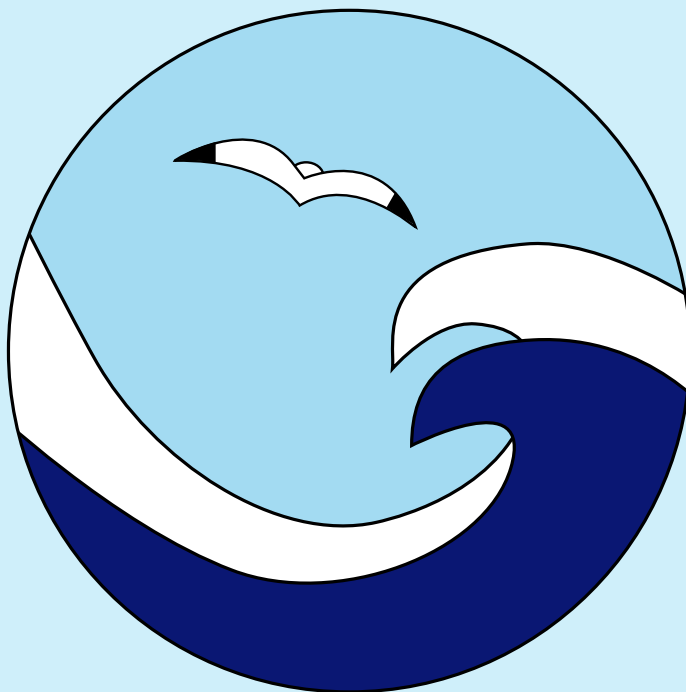
Excessive tardiness can result in disciplinary action as per the student code of conduct.

# TRUANCY/EXCESSIVE ABSENCES

According to district policy 5410, students with 30 or more absences may be considered for retention.



# OPERATIONS



# ARRIVAL AND DISMISSAL

Doors open at 8:35 am. Students are reminded that they should not arrive before 8:35 AM, unless they are attending a scheduled club or activity. Students should enter the building at their assigned entrances.

- Grades 5-8 - Northeast Stairwell (Ascension Church side)
- Grades 2-4 - Northwest Stairwell (Hammond Ave. side)
- Grades PK - 1 - Southwest Stairwell (Hammond Ave. side)

Students are dismissed at 3:10 pm. Students in grades preschool through 3 must be picked up by a parent/guardian or an authorized contact as listed on Genesis. Students in grades 4-8 can walk home without a parent or guardian pickup, as long as parents and guardians have given permission via Genesis.

## BELL SCHEDULE

PERIOD	REGULAR DAY	EARLY DISMISSAL	DELAYED OPENING
AM Homeroom	8:40 am - 9:00 am	8:40 am - 9:00 am	10:10 am - 10:20 am
Period 1	9:01 am - 9:41 am	9:01 am - 9:31 am	10:20 am - 10:52 am
Period 2	9:42 am - 10:22 am	9:32 am - 10:02 am	10:52 am - 11:24 am
Period 3	10:23 am - 11:03 am	10:03 am - 10:33 am	11:24 am - 11:56 am
Period 4	11:04 am - 11:44 am	10:34 am - 10:54 am	11:56 am - 12:28 pm
Period 5	11:45 am - 12:25 pm	10:55 am - 11:15 am	12:28 pm - 1:00 pm
Period 6	12:26 pm - 1:06 pm	11:16 am - 11:36 am	1:00 pm - 1:32 pm
Period 7	1:07 pm - 1:47 pm	11:37 am - 11:57 am	1:32 pm - 2:04 pm
Period 8	1:48 pm - 2:28 pm	11:58 am - 12:28 pm	2:04 pm - 2:36 pm
Period 9	2:29 pm - 3:09 pm	12:29 pm - 12:59 pm	2:36 pm - 3:08 pm
PM Homeroom	3:09 pm - 3:10 pm	12:59 pm - 1:00 pm	3:08 pm - 3:10 pm



## BREAKFAST AND LUNCH

Breakfast is available to all students for the 2023-2024 school year for free during their Morning Meeting after arrival to school.

Lunch is available for purchase in the cafeteria daily. Families can view the menus for lunch on the BBES website.

Students may be eligible to receive lunch for a reduced fee or for free. Please complete the Free or Reduced lunch application to see if you qualify. Contact the main office with any questions.

## CALENDAR

Stay in the loop with all the exciting events and important dates on our school calendar. Visit our [calendar](#) via the school website ensure you never miss a moment of what's happening in our vibrant school community.

You'll find the district calendar on the same page, which includes all planned school closures and holidays.

## CARE OF SCHOOL PROPERTY

Students are responsible for lockers, books, and any other materials on loan to them during the school year. Fines may be imposed for loss and/or damage to school property.

## CHILD STUDY TEAM AND SECTION 504

The Child Study Team conducts multi-disciplinary evaluations based on a student's suspected disability and then utilizes the evaluations to determine if a student is eligible for special education and related services as per N.J.A.C. 6A:14. A student can be referred for a Child Study Team evaluation if MTSS interventions were not effective in producing sufficient academic, social, or emotional progress or a student's needs or disability necessitates an immediate referral to the Child Study Team. Once eligible for special education and related services, a Child Study Team member case manages the eligible student and develops an Individualized Educational Plan (IEP) which, at minimum, is reviewed annually. If a student only requires speech services due to articulation errors, a Speech Only IEP is developed and the student is case managed by the Speech and Language Therapist. Related services provided a student is based on the student's needs, has to be impacting the student's academic performance, and is specified in the student's IEP. Related services can include, but are not limited to Speech and Language Therapy, Occupational Therapy, Physical Therapy, and Counseling. For more information about special education, contact Mrs. Alison Zylinski.



## **CHILD STUDY TEAM AND SECTION 504 CONTINUED**

The Bradley Beach School District does not discriminate in admission or access to, or employment in, its programs and activities on the basis of handicap in violation of Section 504 and its implementing regulations. Questions regarding Section 504 eligibility and/or plan implementation should be directed to the school counselor, Mrs. Anya Angeloni.

## **DRESS CODE**

It is the purpose of the Bradley Beach Elementary School, in the matter of student grooming and dress, to enhance the health and safety of the students and to avoid distractions to the educational process. It is not the intention of the school district to neither usurp parental prerogative in the determination of appropriate grooming for their children, nor to infringe on an individual's freedom of speech.

Clothing that is not part of the school uniform policy or is distracting, suggestive, or inappropriate is prohibited. Head coverings which include hats, hoodies, and bandanas are not permitted unless for religious, cultural, or medical purposes. The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed below.

Pupils may not wear clothing or engage in grooming practices that present a health or safety hazard to the individual pupil or to others; materially interfere with school work, create disorder, or disrupt the educational program; cause excessive wear or damage to school property; or prevent the pupil from achieving his/her own educational objectives because of blocked vision or restricted movement. Students are prohibited pupils from wearing, while on school property, any type of clothing, apparel or accessory which indicates that the pupil has membership in, or affiliation with, any gang associated with criminal activities.



## **STUDENTS SHALL FOLLOW THE GUIDELINES BELOW FOR GUIDANCE ON APPROPRIATE DRESS FOR SCHOOL.**

### **PANTS/SHORTS/DRESSES/SKIRTS:**

- Must be worn at waist level
- Shorts are to be of an appropriate length
- Undergarments are not to be visible
- No chains may be worn as belts or as accessories to pants/shorts.

### **SHIRTS/BLOUSES**

- No half shirts exposing the midriff or shirts that expose the midriff when hands are raised straight up above the person's head
- Tops should have straps that are appropriately sized
- Appropriate undergarments are to be worn and not visible

### **FOOTWEAR/SHOES:**

- Must be firmly attached to the foot

### **OTHER:**

- No sunglasses are allowed to be worn in the school building
- No hats or hoods are allowed to be worn in school building
- No articles of clothing which are markedly soiled with grease, paint or dirt are to be worn
- No articles of clothing which display indecent writing, pictures, slogans, inappropriate advertising (i.e. drugs, alcohol, tobacco products or of sexual nature), or slogans/pictorial effects degrading any cultural, religious, or ethnic values are to be worn
- No articles of clothing that could cause damage to other people or property are to be worn
- No clothing that is extremely torn, slit, drags on the floor or in a state of disrepair are to be worn
- Any other articles which may be deemed by the administration as distracting or disruptive to the educational process are also disallowed



# EMERGENCY SCHOOL CLOSINGS

In case of emergency closures or delays, parents and guardians will be immediately notified via School Messenger Notification system. Updates will also be posted on [www.bbcsnj.org](http://www.bbcsnj.org).

## LOCKERS

Lockers are provided for the safe storage of student belongings. They remain the school's property and should be kept locked at all times for security.

Locks will be provided by the school and must be locked at all times. Students should not share their combinations with any other students. If a student forgets their locker combination, please see the main office.

Items are not to be hung on the interior or exterior of the locker with tape. Students are free to decorate using magnets. Students with a locker should house their backpack in their locker all day and can visit their locker at established times.

## LOST AND FOUND

Students are advised to label their belongings with their name. If you lose an item, check the Lost and Found in the Nurse's Office. The Lost and Found may be cleaned out from time to time.

## MULTI-TIERED SYSTEM OF SUPPORT COMMITTEE (MTSS)

Bradley Beach Elementary School utilizes a Multi-Tiered System of Support (MTSS) to support the academic, social, and emotional progress of all our students. Students are referred to the MTSS committee by their teacher or by the committee's review of student learning data. The MTSS committee will create a plan which details the recommended interventions, develop goals for these interventions, and then monitor the progress of these goals. Interventions are tiered by the level of intensity. If a student's Response to Intervention (RTI) is not satisfactory, the MTSS committee may recommend a referral to the Child Study Team and/or outside providers.



# PASSES

To maintain security and order in our corridors, students must always have a hall pass when outside the classroom. Students will receive a hall pass from their teacher to leave the classroom.

# PERSONAL ELECTRONIC DEVICES

While we understand the importance of electronic devices, we encourage students in grades 6-8 to store them securely in their lockers during school hours. Students in grades 5 and below are encouraged to store their electronic devices in their backpacks within the classroom closet. If there is an emergency or need to contact a student, parents can reach out to the main office.

If a student is found to be using their cell phone, smartwatch or other personal electronic device by a teacher, it may be turned into administration. Students are discouraged from wearing smartwatches to school. Smartwatches will be treated like cell phones. Students are encouraged to safely. Students may be asked to store their smartwatch at teacher discretion.

Headphones, airpods, and other listening devices should only be used during designated classroom time as per the teacher. Headphones or airpods should not be utilized in the hallways, cafeteria, or other common spaces and should be safely stored away. If a student is found to be utilizing headphones without teacher permission, the headphones may be turned into administration.

Please be aware that personal electronics like cell phones, smartwatches, and headphones brought to school are not the responsibility of the school district or the Board of Education if they are lost, damaged, or stolen.

# SCHOOL COMMUNICATIONS

BBES utilizes School Messenger as the primary platform for receiving vital updates and announcements. To ensure you're living school communications, it's essential to keep your contact details up to date through the Genesis parent portal. We maintain an active presence through our active Instagram, Twitter, and Facebook accounts. These channels provide opportunities to stay connected, explore school events, and celebrate our students' achievements. You can update your contact information in the Genesis Parent Portal.



# SCHOOL PLAYGROUND

In order to insure the safety of all while on school ground, the following expectations are in place for school property.

**NO WHEELS** - inside the school and on all paved playground surfaces on school property, wheels are not allowed.

**Bicycles** - If students have been given permission by their parents and guardians to ride their bicycle to school, they are to get off their bikes at the edge of the school property and walk them to the bicycle racks provided. As security, all bicycles should be locked. The school is not responsible for any damage or theft to bicycles.

**Skateboards** - If students have been given permission by parents and guardians to ride their skateboard to school, they are to pick up their boards at the edge of the school property and carry it into the school. If a student is found skateboarding on school property, the skateboard will be confiscated and the parents and guardians will be called to come to the school to retrieve it. Skateboards must be store in lockers (grades 6-8) or the classroom closet (grades 5 and below).

**Roller-Skates, Roller-Blades** - All footwear that have wheels including roller-skates and roller-blades are not allowed at school at any time. If students bring these items to school, roller-skates, roller-blades and/or Heely wheels will be confiscated and the parents and guardians will be called to come to the school to retrieve them.

**NO DOGS** - Dogs are not permitted on school property. Parents and guardians walking dogs to school to drop off or pick up students must remain outside of the school's fence on sidewalks with their dogs. Service dogs, approved therapy dogs, and trained law enforcement dogs are allowed on school property.



# SEARCHES

We want to ensure students and families fully informed about Policy 5770, “Pupil Right of Privacy”, which protects students’ privacy. This policy, established in 2000 and updated in 2006, safeguards a student’s right to privacy within our school system. Students will not face unreasonable searches or seizures on school premises.

The teaching staff is responsible for maintaining order and safety while safeguarding student well-being. BBES Staff may search your person or property if they reasonably suspect a law or school rule violation, considering the violation’s seriousness, student age, and disciplinary history. Lockers, desks, and other school provided storage, are subject to search. School officials may inspect these storage areas.

In emergencies that pose immediate threats, any staff member may swiftly search to protect individuals and property.

# SECURITY DRILLS

The State of New Jersey requires all schools to conduct two emergency drills each month. Security Drills ensure students and staff are prepared in case of real emergencies. These drills include one fire drill, as well as one other drill which includes lockdown drills, as well as evacuation drills.

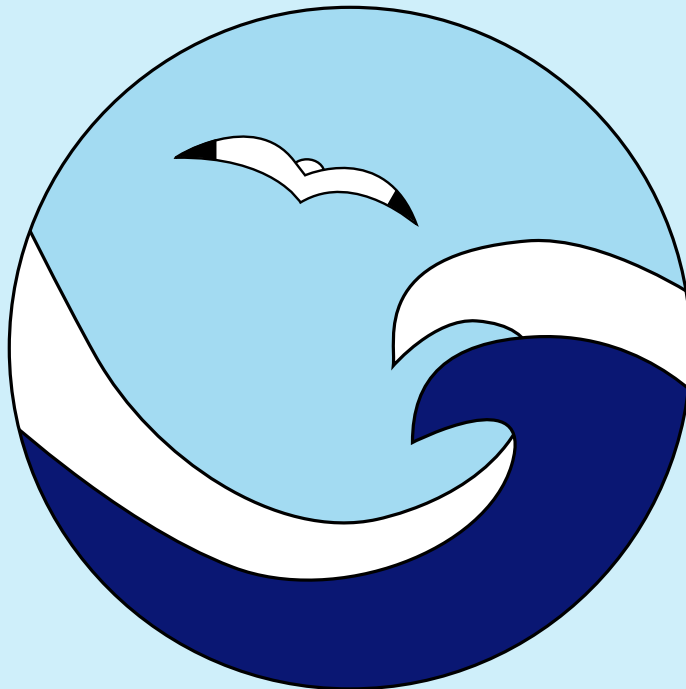
# TECHNOLOGY

Students will all be assigned a district chromebook. Students in grades 4-8 can take their chromebook home. It is the student’s responsibility to charge their chromebook every night at home. Students are responsible for the care and condition of their Chromebook. It is imperative that students treat their Chromebooks with the utmost care.

Student usage of the internet and technology is subject to District Policy 2361.



# STUDENT ACTIVITIES AND ATHLETICS



# ACTIVITIES

Bradley Beach School District understands that students unlock a world of opportunities and personal growth when they get involved in our vibrant array of clubs, athletics, and musical programs. Students can discover your passions, forge lasting friendships, and cultivate invaluable skills that extend beyond the classroom.

Any questions about athletics, band, or clubs should be directed to the respective coaches, directors, or advisors listed on the school website.

## ATHLETICS

Athletics at Bradley Beach School District go beyond the realm of physical activity. It is a comprehensive program designed to instill discipline, teamwork, and resilience, shaping students into well-rounded individuals ready to face life’s challenges with determination and spirit.

Bradley Beach School District participates in the Monmouth County Athletic League (MCAL). Students in grades 5-8 are eligible to try out for Breakers Athletics teams.

## SPORTS OFFERED

### FALL

- Girls Soccer
- Boys Soccer

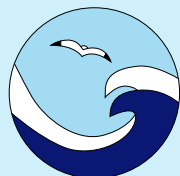
### WINTER

- Girls Basketball
- Boys Basketball
- Cheerleading

### SPRING

- Girls Softball
- Boys Baseball

Students are required to have a sports physical on file that was completed by a doctor within the past calendar year. There are other required forms for parents and guardians to complete that can be accessed via Genesis.



# BAND

Bradley Beach Musical Programs don't merely teach music; they cultivate discipline, patience, and passion. Through exposure to diverse musical genres and instruments, our students develop a richer understanding of global cultures and enhances cognitive abilities.

Students in grades 4-8 have a variety of opportunities to participate in the Bradley Beach Musical Programs. These programs are offered annually as per student interest and include:

- Concert Band
- Bleacher Breakers
- Chorus
- Guitar Ensemble
- Percussion Ensemble

# CLUBS

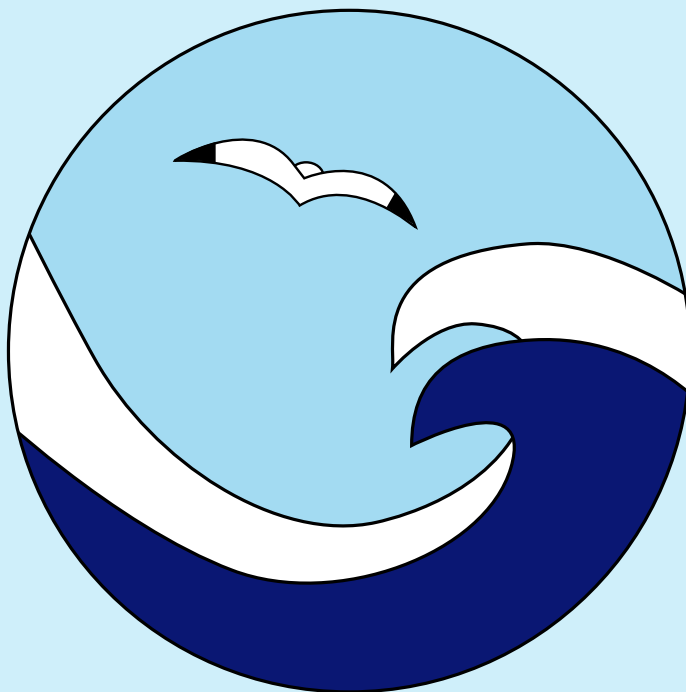
Student clubs are a vibrant part of our school community, offering students the chance to explore their passions, build leadership skills, and make lasting friendships. Getting involved in clubs not only enriches your school experience but also helps you develop valuable life skills and create unforgettable memories. Don't miss out on the opportunity to grow, learn, and have fun!

The following clubs are offered at Bradley Beach Elementary School:

- |                   |                                 |
|-------------------|---------------------------------|
| • Newspaper       | • Safety Patrol                 |
| • Computer Club   | • Yearbook                      |
| • Drama Club      | • Environmental Club            |
| • Student Council | • Garden Club                   |
|                   | • National Junior Honor Society |



# STUDENT WELLNESS



# ABUSE AND NEGLECT

By Law (NJSA 9:6-8:10 and 18A:36-25) and Department of Education Regulations (NJAC 6A:16-11) any person having reasonable cause to believe that a child has been abused or neglected by a parent or caregiver is required to immediately notify DCP&P. After reporting to DCP&P, any school district employee, volunteer or intern must inform the principal or other designated school official so that law enforcement authorities can be notified.

If a parent or guardian is concerned about possible abuse or neglect of another child within our school community and believe a report to DCP&P is necessary you can call 1-877-NJ ABUSE or 1-877 652-2873 All reports can remain anonymous.

# CASTS AND CRUTCHES

A doctor's note is required if a child must use crutches at school, has had a cast, brace, ace bandage, splint applied or otherwise needs special medical attention. Please contact the school nurse to make necessary arrangements for accommodations as soon as possible.

# DRUG AND ALCOHOL EDUCATION AND ABUSE

All school districts are mandated to establish a comprehensive program of prevention, intervention, referral for evaluation, referral for treatment and continuity of care for student Alcohol, Tobacco, and other Drug Abuse (NJSA 18A:40A-10 and NJAC 6A:16-3, 6A:16-4 and 6A:16-6). Students in grades 5-8 receive drug and alcohol prevention education within their health curriculum and the delivery of an evidenced based prevention program delivered by our school counselor.

A student found to be under the influence of a alcohol or drug will be treated as a medical emergency, followed by procedural obligations in accordance with school policy and our Code of Conduct. Students found to be in possession of or under the influence of drugs or alcohol could face possible legal consequences.

If a student is not under the influence, but is in possession of alcohol, tobacco (inclusive of vapes) and/or drugs, the Code of Conduct would be applied. If you are concerned about your child in relation to drug or alcohol abuse and need assistance, please contact our School Counselor, Anya Angeloni at [aangeloni@bbesnj.org](mailto:aangeloni@bbesnj.org) or 732-775-4413 x213.



## HEALTH MATTERS AND THE NURSE’S OFFICE

Our school nurse is here to assist students with any medical issues during the day! Please contact Nurse Mary Carlsson with any questions regarding medication or health concerns.

## HARASSMENT, INTIMIDATION, AND BULLYING

All suspected or alleged incidents of Harassment, Intimidation, and Bullying (HIB) will be investigated according to state law and District Policy 5512.

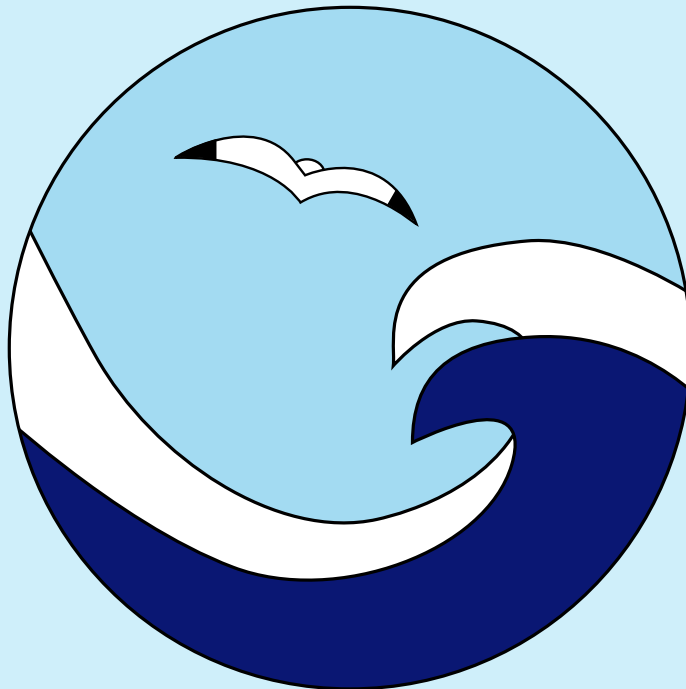
Any questions regarding incidents of alleged HIB can be directed to Alison Zylinski, Director of Special Services and Anti-Bullying Specialist (ABS). Anonymous HIB reporting forms and additional resources in relation to HIB can be found on the schools website.

## HELPME, TEEN HELPLINE

The Bradley Beach Elementary School subscribes to a service entitled HelpMe. On this website or App students and families can locate resources for all basic needs and mental health crisis support. All school community members can download the App on any preferred App store. For a video on how to use the HelpMe App, please visit <https://stopit.vids.io/videos/a79f-dcb11b19e7c62e/helpme-for-parents-with-spanish-captions>.



# PARENT AND FAMILY ORGANIZATIONS



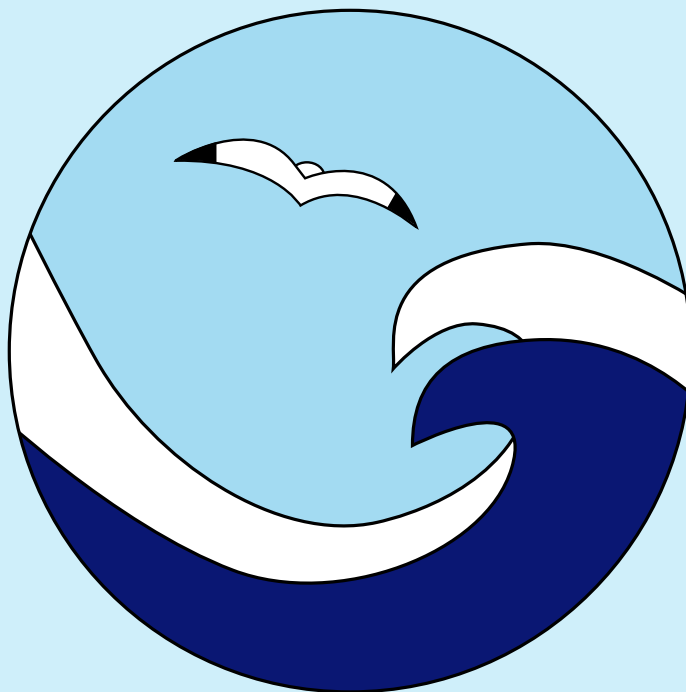
# PARENT GROUPS

The Bradley Beach Elementary School has many committees and groups to involve parents and guardians in the educational process. We encourage all parents and guardians to participate in or become a member of a committee or group as they apply to you. Research shows that children of parents involved in school based organizations demonstrate higher academic achievement. Please email [azyllinski@bbesnj.org](mailto:azyllinski@bbesnj.org) if you are interested in participating on the committees listed or being a member of the group.

- **EARLY CHILDHOOD ADVISORY COMMITTEE (ECAC)**
- **ENGLISH LANGUAGE LEARNER PARENT ADVISORY COMMITTEE**
- **PTA**
- **SCHOOL SAFETY AND CLIMATE TEAM**
- **SPECIAL EDUCATION PARENT ADVISORY COMMITTEE (SEPAC)**



# CODE OF CONDUCT



## **PROVISIONS FOR STUDENTS WITH A DISABILITY**

Additional steps pursuant to N.J.A.C. 6A:14 must be taken when a student with a disability is disciplined. Administrators and/or a designee shall review the student's 504 or Individual Education Plan (IEPs), and consult with the Director of Special Services, as well as the student's case manager, or designee before applying the Student Code of Conduct as prescribed in this document.

## **POLICY AND PROCEDURES REGARDING HARASSMENT, INTIMIDATION, AND BULLYING**

Harassment, Intimidation, and Bullying (HIB) means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds as provided for in section 16 of P.L. 2010, c.122 (C. 18A:37-15.3), that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that: a reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; has the effect of insulting or demeaning any student or group of students; or creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

All complaints of HIB shall be investigated and processed in accordance with District Policy 5512 and State Law. An anonymous HIB reporting form can be located on the Bradley Beach Elementary School website [www.bbesnj.org](http://www.bbesnj.org) or through this [link](#). HIB resources are also available on our website [here](#).



## **POLICY AND PROCEDURES REGARDING HIB CONTINUED**

School employees, students, or volunteers who have witnessed, or have reliable information that a student has been subject to harassment, intimidation or bullying shall report the incident to the superintendent or the superintendent's designee. All other members of the school community, including parents, guardians, and visitors, are encouraged to report any act that may be a violation of this policy.

## **COMMUNITY-BASED HEALTH AND SOCIAL SERVICE PROVIDER AGENCIES AND LEGAL RESOURCES**

**Connect NJ** - Resources for families birth to age 5

<https://nj.gov/connectingnj/>

**Monmouth Resource Net** - Information about resources of community & health services (medical, developmental, mental)

<https://www.monmouthresourcenet.org/>

**CARC: Community Affairs & Resource Center** - Education classes, health and wellness, employment, homelessness, domestic violence, & lead poisoning

913 Sewell Avenue, Asbury Park

(732) 774-3282

Hablo Espanol

### **Child Care Resources of Monmouth County**

Support families locating and affording child care resources. Support child care providers. Diaper resource.

3301 C Route 66

PO Box 1234 Neptune, NJ

732-918-9901

[info@ccrnj.org](mailto:info@ccrnj.org)



## **COMMUNITY-BASED HEALTH AND SOCIAL SERVICE PROVIDER AGENCIES AND LEGAL RESOURCES CONTINUED**

**PerformCare** - Subsidized mental health services for children & families.  
Division of Developmental Disabilities registration. 24 hour crisis intervention

1-877-652-7624

<https://www.performcarenj.org/>

**Emergency Numbers & County Hotlines** - Crisis help 24/7: Local and in the region. Life threatening emergencies call 9-1-1.

**Bradley Beach Police**

732-775-6900

**Jersey Shore Medical Center**

732-776-4555

**Family Crisis Intervention Unit**

732-542-2444

After hours: 732-996-7645

Mobile Response: 732-842-2000

**Outpatient Therapeutic Services** - Community Organizations that provide outpatient counseling services to children and families

Jersey Shore Behavioral Health

732-643-4363

**Legal Services** - Community based providers of legal services

**Legal Services of NJ**

1-88-576-5529

**Disability Rights NJ**

1-800-922-7233

**NJ Office of Advocacy**

1-877-543-7864



## **COMMUNITY-BASED HEALTH AND SOCIAL SERVICE PROVIDER AGENCIES AND LEGAL RESOURCES CONTINUED**

**Monmouth County Office of Education** - County Educational Office in Monmouth County

732-431-7810

**Domestic Violence Support-** Agency which provides support and services to victims of abuse and violence

180 Turning Lives Around

732-264-4111

DV Hotline: 1-888-360-7711

**Gender Identity Issues** - Provides support and education on gender identity issues

[www.njglesen.org](http://www.njglesen.org)

609-448-8243

**Mercy Center** - Provides support and services to children and families in the area

Asbury Park

732-774-9397

**Developmental Disabilities Resources** - Resources for students who require support due to a developmental disabilities

SPAN 1-800-654-SPAN

ARC - Monmouth 732-493-1919

**Family Support of NJ** - Information, family support, and services

800-372-6510

732-528-8080



## **COMMUNITY-BASED HEALTH AND SOCIAL SERVICE PROVIDER AGENCIES AND LEGAL RESOURCES CONTINUED**

**Special Child Health Services** - VNA provides services to children with developmental delays to prevent long term delays.

732-224-6950

**Autism Family Services of NJ** - Provides support and resources for families with a child with Autism

1-877-237-4477

**Monmouth County Child & Family Crisis Clinicians (PESS)** - Provide screening and hospitalization to children in crisis with homicidal and/or suicidal ideation and are a risk to themselves or others

732-923-6999

## **BEHAVIORAL SUPPORTS**

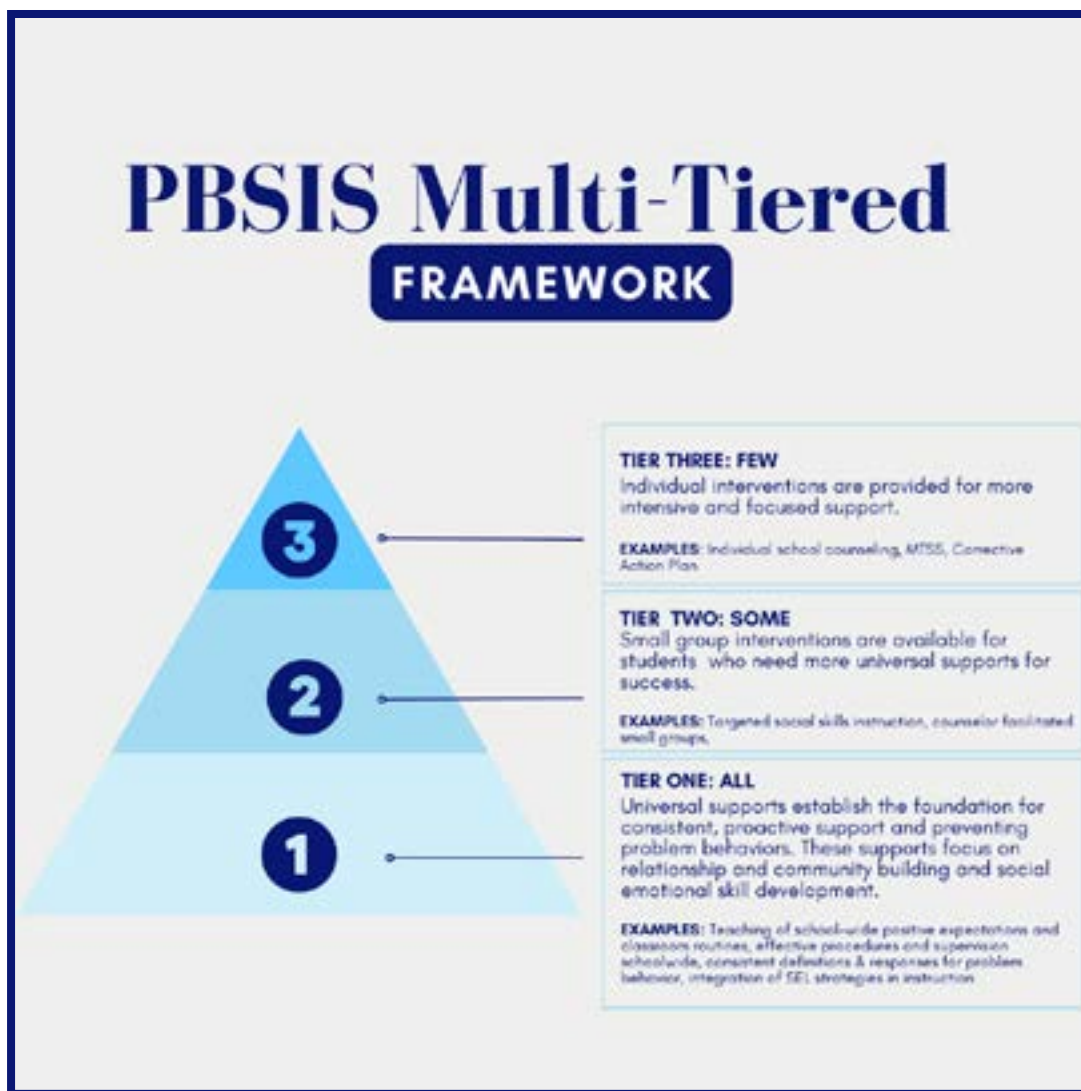
### **TIERED FRAMEWORK FOR STUDENT SUPPORT**

Bradley Beach Elementary School is committed to creating a safe, supportive learning environment for all students. Therefore, BBES follows a PBSIS framework that is preventive, instructional, and responsive to the strengths, needs, and values of its students, families, and community. The PBSIS multi-tiered framework provides the structure through which academic and behavioral support is provided within the school environment for all students. Social Emotional Learning (SEL) is also supported using this tiered system of supports. Social-emotional skills are developed through practices and strategies during Tier 1 instruction and Tier II and Tier III levels of support address individual student needs. The tiered framework of support is ideal for increasing equity in student outcomes.



# BEHAVIORAL SUPPORTS

## TIERED FRAMEWORK FOR STUDENT SUPPORT CONTINUED



# BEHAVIOR TIERS

## TIER I

- Cheating/Plagiarism/ Forgery
- Defiant Conduct
- Disrupting Educational Process
- Dress Code
- Failure to Follow School Rules
- Inappropriate Objects (Not Requiring Police Notification)
- Lateness/Tardiness
- Prohibited Use of Electronic Devices
- Technology Misconduct
- Vandalism

## TIER II

- Cutting Class or Leaving Class
- Cheating/Plagiarism/ Forgery (Chronic/Severe)
- Defiant Conduct (Chronic/Severe)
- Disrupting Educational Process (Chronic/Severe)
- Fighting (Minor Physical Injury)
- HIB (Confirmed)
- Inappropriate Objects (Requiring Police Notification)
- Late/Tardiness (Chronic/Severe)
- Leaving School Grounds
- Obscene Materials
- Prohibited Use of Electronic Devices (Chronic/Severe)
- Prohibited Substance Use (Confirmed/Refused Exam)
- Technology Related Misconduct/Computer Trespass
- Theft
- Threat (Simple)
- Trespassing
- Vandalism (Chronic/Severe)
- Vaping

## TIER III

- Arson
- Assault (Student or District Personnel)
- Bias Incident
- Damage to Property (Chronic/Severe)
- False Public Alarm/Bomb Threat
- Fighting (Major Physical Injury)
- Fireworks/Chemicals
- HIB (Confirmed)
- Prohibited Substance Possession
- Prohibited Substance Sale or Distribution
- Sexual Assault / Contact
- Theft (Chronic/Severe)
- Threat (Criminal)
- Weapons



# BEHAVIOR TIERED RESPONSES

## TIER I

- Parent/Guardian Contact
- Conference with Administrator
- Verbal Warning
- Confiscation
- Detention
- Loss of Privileges

## TIER II

- Level I Responses
- Mandatory Conference with Parent/Administrator
- Possible Police Notification
- Restitution/Amends
- Possible Suspension

## TIER III

- Level I and II Responses (as applicable)
- Mandatory Police Notification
- Suspension
- Possible Board of Education Hearing
- Possible Expulsion



## TIER 1 BEHAVIORS

CHEATING, PLAGIARISM, OR FORGERY				
<i>Altercations made on any type of school material ex. Passes, Notes, Grades etc. or Plagiarizing of any work. Forging of a parent/guardian, or adult's signature.</i>				
GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Teacher</li> </ol>	<ol style="list-style-type: none"> <li>1. Initiate a Student Centered Discussion about the Incident</li> <li>2. Family Conference/ Collaboration</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> </ol>	<ol style="list-style-type: none"> <li>1. Referral to Counseling Group</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>
<b>Grades 5-8</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> </ol>	<ol style="list-style-type: none"> <li>1. Initiate a Student Centered Discussion about the Incident</li> <li>2. Family Conference/ Collaboration</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> </ol>	<ol style="list-style-type: none"> <li>1. Problem Solving Conference</li> <li>2. Family Conference/ Collaboration</li> </ol> <p><b>Chronic/Severe:</b></p> <ol style="list-style-type: none"> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>

## DEFIANT CONDUCT

*Refusal to obey the directive of the school employee. The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed below.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> </ol>	<ol style="list-style-type: none"> <li>1. Positive and specific directives that state expectations</li> <li>2. Re-teaching and rehearsal of desired skill or procedures</li> <li>3. Facilitation of apology to teacher</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> </ol>	<ol style="list-style-type: none"> <li>1. Referral to Counseling Group</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>
<b>Grades 5-8</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> </ol>	<ol style="list-style-type: none"> <li>1. Verbal prompt, Redirection, and/or Correction</li> <li>2. Possible Facilitation of Apology to Teacher</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> <li>4. Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>1. Referral to Counseling Group</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>

## DISRUPTING EDUCATIONAL PROCESS

*Any act or behavior that disrupts the learning environment, either in person or via remote instruction including entering another teacher's visual classroom without consent.*

*The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Possible Detention</li> </ol>	<ol style="list-style-type: none"> <li>1. Verbal prompt, Redirection, and/or Correction</li> <li>2. Positive and Specific Directives that State Classroom/ School-Wide Expectations</li> <li>3. Re-teaching and Rehearsal of Desired Skill or Procedure</li> <li>4. Facilitation of Apology to Teacher</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> <li>4. Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>1. Referral to Counseling Group</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>
<b>Grades 5-8</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> </ol>	<ol style="list-style-type: none"> <li>1. Verbal prompt, Redirection, and/or Correction</li> <li>2. Possible Facilitation of Apology to Teacher</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> <li>4. Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>1. Referral to Counseling Group</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>

## DRESS CODE VIOLATION

*Clothing that is not part of the school uniform policy or is distracting, suggestive, or inappropriate is prohibited. Head coverings which include hats, hoodies, and bandanas are not permitted unless for religious, cultural, or medical purposes. The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed below.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian	1. Positive Directives that State Expectations	1. Written Notification to Parent/Guardian w/ Expectations	1. Referral to Home School Liaison 2. Referral to MTSS 3. Referral to Community Services
<b>Grades 5-8</b>	1. Verbal Warning	1. Positive Directives that State Expectations	1. Written Notification to Parent/Guardian w/ Expectations 2. Detention	1. Referral to Home School Liaison 2. Referral to MTSS 3. Referral to Community Services

## FAILURE TO ADHERE TO SCHOOL RULES

*Any act or behavior that does not align with the school rules. The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> </ol>	<ol style="list-style-type: none"> <li>1. Positive and specific directives that state expectations</li> <li>2. Re-teaching and rehearsal of desired skill or procedures</li> <li>3. Facilitation of apology to teacher</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> </ol>	<ol style="list-style-type: none"> <li>1. Referral to Counseling Group</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>
<b>Grades 5-8</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Possible Detention</li> </ol>	<ol style="list-style-type: none"> <li>1. Verbal prompt, Redirection, and/or Correction</li> <li>2. Possible Facilitation of Apology to Teacher</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> <li>4. Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>1. Referral to Counseling Group</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>

## INAPPROPRIATE OBJECTS (NOT REQUIRING POLICE NOTIFICATION)

*Possession or use of any instrument/object that poses a disruption to the educational environment.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	<ol style="list-style-type: none"> <li>Notification of Parent/Guardian</li> <li>Conference with Administrator</li> <li>Confiscation</li> </ol>	<ol style="list-style-type: none"> <li>Reflection Activity</li> <li>Problem Solving Conference</li> </ol>	<ol style="list-style-type: none"> <li>Notification of Parent/Guardian</li> <li>Conference with Administrator</li> <li>Detention</li> <li>Confiscation</li> </ol>	<ol style="list-style-type: none"> <li>Problem Solving Conference</li> <li>Referral to Counseling Group</li> </ol> <p><b>Chronic/Severe:</b></p> <ol style="list-style-type: none"> <li>Family Conference/ Collaboration</li> <li>Referral to MTSS</li> <li>Referral to Community Services</li> </ol>
<b>Grades 5-8</b>	<ol style="list-style-type: none"> <li>Notification of Parent/Guardian</li> <li>Conference with Administrator</li> </ol>	<ol style="list-style-type: none"> <li>Problem Solving Conference</li> </ol>	<ol style="list-style-type: none"> <li>Notification of Parent/Guardian</li> <li>Conference with Administrator</li> <li>Detention</li> </ol>	<ol style="list-style-type: none"> <li>Problem Solving Conference</li> </ol> <p><b>Chronic/Severe:</b></p> <ol style="list-style-type: none"> <li>Family Conference/ Collaboration</li> <li>Referral to MTSS</li> <li>Referral to Community Services</li> </ol>

## LATENESS/TARDINESS

*Arriving at School or Class After the Late Bell Rings.*

*The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed below.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian	1. Positive Directives that State Expectations	1. Notification of Parent/Guardian	1. Problem Solving Conference  <b>Chronic/Severe:</b> 2. Family Conference/ Collaboration 3. Daily Progress Sheet
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Verbal Warning	1. Positive Directives that State Expectations	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Repeated Detention 5. Progressive and Timely Loss of Privileges 6. Possible Suspension (1-3 Days)	1. Problem Solving Conference  <b>Chronic/Severe:</b> 2. Family Conference/ Collaboration 3. Create, Implement, and Monitor Attendance Plan

## PROHIBITED USE OF ELECTRONIC DEVICES

*Use of any electronic device such as a cell phone or other one-way or two-way remote communications device (such as smart watches) without permission. \*With respect to this policy, private onsite or offsite behavior may have consequences in the school district.*

*The teacher will use strategies to address the behavior. If the behavior continues or of the first behavior is egregious, administrative involvement should occur as listed below.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	<ol style="list-style-type: none"> <li>Notification of Parent/Guardian</li> <li>Conference with Administrator</li> <li>Possible loss of privileges</li> <li>Possible Police Notification</li> </ol>	<ol style="list-style-type: none"> <li>Verbal Prompt, Redirection. and/or Correction</li> <li>Positive and Specific Directiveness that State Expectations</li> </ol>	<ol style="list-style-type: none"> <li>Notification of Parent/Guardian</li> <li>Conference with Administrator</li> <li>Possible loss of privileges</li> <li>Possible Police Notification</li> <li>Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>Reflection Activity</li> <li>Problem Solving Conference</li> <li>Family Conference/ Collaboration</li> </ol>
<b>Grades 5-8</b>	<ol style="list-style-type: none"> <li>Notification of Parent/Guardian</li> <li>Conference with Administrator</li> <li>Possible loss of privileges</li> <li>Detention</li> <li>Possible Police Notification</li> </ol>	<ol style="list-style-type: none"> <li>Positive and Specific Directiveness that State Expectations</li> </ol>	<ol style="list-style-type: none"> <li>Notification of Parent/Guardian</li> <li>Conference with Administrator</li> <li>Possible loss of privileges</li> <li>Detention</li> <li>Possible Police Notification</li> <li>Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>Problem Solving Conference</li> <li><b>Chronic/Severe</b> Family Conference/ Collaboration</li> </ol>

## TECHNOLOGY MISCONDUCT

*Violation of district acceptable use or any other behavior violating district or building code involving the use of a district computer. Intentionally and without authorization changing, removing, altering, or otherwise interfering or causing disruption or malfunction to any school district computer, computer system computer network, computer program, or data.*

*\*With respect to this policy, accessing illegal content or using the device to commit*

*illegal activity will warrant police notification.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Notification of Superintendent's Office</li> <li>4. Possible Police Notification</li> <li>5. Possible Suspension (1 Day)</li> </ol>	<ol style="list-style-type: none"> <li>1. Verbal Prompt, Re-direction, and/or Correction</li> <li>2. Positive and Specific Directives that State Expectations</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Notification of Superintendent's Office</li> <li>4. Detention</li> <li>5. Possible Police Notification</li> <li>6. Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>1. Reflection Activity</li> <li>2. Problem Solving Conference</li> <li>3. Family Conference/ Collaboration</li> </ol>
<b>Grades 5-8</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Notification of Superintendent's Office</li> <li>4. Detention</li> <li>5. Possible Police Notification</li> <li>6. Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>1. Positive and Specific Directives that State Expectations</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Notification of Superintendent's Office</li> <li>4. Detention</li> <li>5. Possible Police Notification</li> <li>6. Possible Suspension (1-3 Days)</li> </ol>	<ol style="list-style-type: none"> <li>1. Problem Solving Conference</li> <li>2. Family Conference &amp; Collaboration</li> </ol> <p><b>Chronic/Severe</b></p> <ol style="list-style-type: none"> <li>3. Individual Group Counseling</li> <li>4. Referral to MTSS</li> <li>5. Referral to Community Service</li> <li>6. Family Conference &amp; Collaboration</li> <li>7. Reintegration Plan</li> </ol>

## VANDALISM

*Purposely knowingly, or recklessly destroying or defacing school, contracted, or personal property thereby causing an economic loss due to repair or for replacement.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Possible Restitution</li> </ol>	<ol style="list-style-type: none"> <li>1. Verbal Prompt, Redirection, and/or Correction</li> <li>2. Positive and Specific Directives that State Expectations</li> <li>3. Possible Facilitation of Apology</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> <li>4. Possible Restitution</li> </ol>	<ol style="list-style-type: none"> <li>1. Verbal Prompt, Redirection, and/or Correction</li> <li>2. Positive and Specific Directives that State Expectations</li> <li>3. Family Conference/ Collaboration</li> <li>4. Referral to Community Services</li> </ol>
<b>Grades 5-8</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Possible Restitution</li> </ol>	<ol style="list-style-type: none"> <li>1. Problem Solving Conference</li> <li>2. Possible Facilitation of Apology</li> </ol>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Conference with Administrator</li> <li>3. Detention</li> <li>4. Possible Suspension (1 Day)</li> <li>5. Possible Police Notification</li> <li>6. Possible Restitution</li> </ol>	<ol style="list-style-type: none"> <li>1. Possible Referral to Counseling Group</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Services</li> </ol>

## TIER II BEHAVIORS

CUTTING CLASS OR LEAVING CLASS				
<i>Unauthorized absence of a class. Leaving the classroom for any reason without permission.</i>				
GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible Loss of Privileges	1. Verbal Prompt, Redirection, and/or Correction 2. Positive And Specific Directives that State Expectations	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible Loss of Privileges	1. Verbal Prompt, Redirection, and/or Correction 2. Positive And Specific Directives that State Expectations 3. Family Conference/ Collaboration
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible Loss of Privileges 4. Detention	1. Positive And Specific Directives that State Expectations	1. Notification of Parent/Guardian 2. Conference with Administration 3. Detention 4. Progressive and Timely Loss of Privileges	1. Positive And Specific Directives that State Expectations 2. Referral to MTSS 3. Family Conference/ Collaboration

CHEATING/PLAGIARISM/FORGERY (CHRONIC/SEVERE)				
<i>Altercations made on any type of school material ex. Passes, Notes, Grades etc. or Plagiarizing of any work.</i>				
GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Teacher	1. Initiate a Student Centered Discussion about the Incident 2. Family Conference/ Collaboration	1. Notification of Parent/Guardian 2. Conference with Administrator	1. Referral to Counseling Group 2. Family Conference/ Collaboration 3. Referral to MTSS 4. Referral to Community Services
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention	1. Initiate a Student Centered Discussion about the Incident 2. Family Conference/ Collaboration	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention	1. Referral to Counseling Group 2. Family Conference/ Collaboration 3. Referral to MTSS 4. Referral to Community Services

## DEFIANT CONDUCT (CHRONIC/SEVERE)

*Refusal to obey directive of school employee. The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed below.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator	1. Positive And Specific Directives that State Expectations 2. Re-Teaching and Rehearsal of Desired Skill or Procedure 3. Facilitation of Apology to Teacher	1. Notification of Parent/Guardian 2. Conference with Administrator	1. Referral to Counseling Group 2. Family Conference/ Collaboration 3. Referral to MTSS Team 4. Referral to Community Services
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention	1. Verbal Prompt, Redirection, and/or Correction 2. Facilitation of Apology to Teacher	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Suspension (1-3 Days)	1. Referral to Counseling Group 2. Family Conference/ Collaboration 3. Referral to MTSS 4. Referral to Community Services

## DISRUPTING EDUCATIONAL PROCESS (CHRONIC/SEVERE)

*Any act or behavior that disrupts the learning environment, either in person or via remote instruction, including entering another teacher's virtual classroom without consent. The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed below.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator	1. Verbal Prompt, Redirection, and/or Correction 2. Positive And Specific Directives that State Classroom/School Expectations 3. Re-Teaching and Rehearsal of Desired Skill or Procedure 4. Facilitation of Apology to Teacher	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention	1. Referral to Counseling Group 2. Family Conference/ Collaboration 3. Referral to MTSS 4. Referral to Community Services
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention	1. Verbal Prompt, Redirection, and/or Correction 2. Facilitation of Apology to Teacher	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Suspension (1-3 Days)	1. Referral to Counseling Group 2. Family Conference/ Collaboration 3. Referral to MTSS 4. Referral to Community Services

## FIGHTING (MINOR PHYSICAL INJURY)

*Mutual engagement in a physical confrontation that may result in bodily injury to either party. Does not include a verbal confrontation or a minor confrontation, such as a shoving match. Any fighting that results in physical injury and/or requires medical attention may warrant Out of School Suspension (1-10 days).*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible HIB investigation	1. Mediated Conflict Resolution 2. Problem Solving Conference	1. Notification of Parent/Guardian 2. Conference with Administration 3. Possible HIB Investigation 4. Detention	1. Mediated Conflict Resolution 2. Family Conference/Collaboration 3. Referral to Counseling Group 4. Referral to MTSS 5. Referral to Community Service
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible HIB investigation 4. Detention 5. Possible Suspension (1-10 Days)	1. Mediated Conflict Resolution 2. Problem Solving Conference	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible HIB investigation 4. Detention 5. Possible Suspension (1-10 Days)	1. Possible Mediated Conflict Resolution 2. Family Conference/Collaboration 3. Referral to Counseling Group 4. Referral to MTSS 5. Referral to Community Service

## HIB (CONFIRMED)

*HIB means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds as provided for in section 16 of P.L. 2010, c.122 (C. 18A:37-15.3), that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that: a reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; has the effect of insulting or demeaning any student or group of students; or creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student. All complaints of HIB shall be investigated and processed in accordance with District Policy and State Law.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Notification of Superintendent's Office 4. Detention	1. Reflection Activity 2. Possible Mediation 3. Possible Facilitation of Apology 4. Family Conference / Collaboration	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Notification of Superintendent's Office 4. Detention 5. Mandatory Parent, Administrator, Student Conference 6. Possible Suspension (1-3 Days) 7. Possible Police Notification	1. Problem Solving Conference 2. Family Conference/ Collaboration Chronic/Severe: 3. Referral to Counseling Group 4. Referral to MTSS 5. Referral to Community Services 6. Reintegration Plan
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. HIB investigation 4. Notification of Superintendent's Office 5. Detention 6. Possible Suspension (1-3 Days)	1. Reflection Activity 2. Possible Mediation 3. Possible Facilitation of Apology 4. Family Conference / Collaboration	1. Notification of Parent/Guardian 2. Conference with Administrator/Dean 3. Notification of Superintendent's Office 4. Detention 5. Mandatory Parent, Administrator, Student Conference 6. Possible Suspension (1-3 Days) 7. Possible Police Notification 8. Possible Board of Education Hearing	1. Problem Solving Conference 2. Family Conference/ Collaboration Chronic/Severe: 1. Referral to Counseling Group 2. Referral to MTSS 3. Referral to Community Services 4. Reintegration Plan

## INAPPROPRIATE OBJECTS (REQUIRING POLICE NOTIFICATION)

*Possession or use of any instrument/object that poses a disruption to the educational environment.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Confiscation 4. Police Notification	1. Reflection Activity 2. Problem Solving Conference	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Confiscation 4. Detention 5. Police Notification	1. Problem Solving Conference 2. Referral to Counseling Group 3. Family Conference/Collaboration 4. Referral to MTSS 5. Referral to Community Services
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Confiscation 4. Detention 5. Police Notification	1. Problem Solving Conference	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Confiscation 5. Police Notification 6. Possible suspension (1-3 days)	1. Problem Solving Conference 2. Referral to Counseling Group 3. Family Conference/Collaboration 4. Referral to MTSS 5. Referral to Community Services

LATE/TARDINESS (CHRONIC/SEVERE)				
<i>Arriving to School or Class After the Late Bell Rings. The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed below.</i>				
GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian	1. Positive Directives that State Expectations	1. Notification of Parent/Guardian	1. Family Conference/ Collaboration 2. Daily Progress Sheet
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Verbal Warning	1. Positive Directives that State Expectations	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Repeated Detention 5. Progressive and Timely Loss of Privileges	1. Family Conference/ Collaboration 2. Create, Implement, and Monitor Attendance Plan

LEAVING SCHOOL GROUNDS				
<i>Being away from school grounds without authorization.</i>				
GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Police Notification	1. Positive Directives that State Expectations 2. Reflection Activity	1. Notification of Parent/Guardian 2. Police Notification 3. Conference with Administrator	1. Problem Solving Conference 2. Classroom Check-In Plan 3. Family Conference/ Collaboration
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Police Notification 3. Conference with Administrator 4. Detention 5. Possible Suspension	1. Positive Directives that State Expectations 2. Reflection Activity	1. Notification of Parent/Guardian 2. Police Notification 3. Conference with Administrator 4. Detention 5. Possible Suspension	1. Problem Solving Conference 2. Attendance Contract 3. Family Conference/ Collaboration

## OBSCENE MATERIALS

*Possession or Display of obscene materials while on school grounds  
(including buses and school trips).*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Confiscation *Possible Police Notification	1. Initiate a Student Centered Discussion about the incident 2. Reflection Activity 3. Family Conference/ Collaboration	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Confiscation 4. Detention 5. Possible Police Notification	1. Problem Solving Conference 2. Referral to Counseling Group 3. Family Conference/ Collaboration 4. Referral to MTSS 5. Referral to Community Services
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Confiscation 4. Detention 5. Possible Police Notification	1. Initiate a Student Centered Discussion about the incident	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Confiscation 4. Detention 5. Possible Police Notification	1. Problem Solving Conference 2. Referral to Counseling Group 3. Family Conference/ Collaboration

### Prohibited Use of Electronic Devices (Chronic/Severe)

*Use of any electronic device such as a cell phone or other one-way or two-way remote communications device without permission. \*With respect to this policy, private onsite or offsite behavior may have consequences in the school district (sexting or illegal activity).  
The teacher will use strategies to address the behavior. If the behavior continues or if the first behavior is egregious, administrative involvement should occur as listed below.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible loss of privileges 4. Possible Police Notification	1. Verbal Prompt, Redirection, and/or Correction 2. Positive and Specific Directives that State Expectations	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible loss of privileges 4. Possible Police Notification	1. Reflection Activity 2. Problem Solving Conference 3. Family Conference / Collaboration
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible loss of Privileges 4. Detention 5. Possible Police Notification	1. Positive and Specific Directives that State Expectations	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible loss of Privileges 4. Detention 5. Possible Police Notification	1. Problem Solving Conference 2. Family Conference / Collaboration

### Prohibited Substance Use (Confirmed/Refused Exam)

*A student is suspected of being under the influence of one of the reportable substance types and use is confirmed by medical examination per N.J.S.A.18A:40A-12 or medical examination was refused.*

GRADE LEVEL	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Possible Notification of Police 3. Notification of Superintendent's Office 4. Out of School Suspension (1-10 Days) 5. Mandatory Drug Screening	1. Referral to Student Counselor 2. Problem Solving Conference 3. Family Conference & Collaboration 4. Referral to Individual/Group Counseling 5. Referral to MTSS
<b>Grades 5-8</b>	6. Mandatory Administrator/Parent/Guardian Conference 7. Possible Notification of DCP&P 8. Possible Board of Education Hearing	6. Referral to Community Services 7. Reintegration Plan

## Technology Related Misconduct/Computer Trespass

*Violation of district acceptable use policy or any other behavior violating district or building code involving the use of a district computer. Intentionally and without authorization changing, removing, altering, or otherwise interfering or causing disruption or malfunction to any school district computer, computer system, computer network, computer program, or data.*

*\*With respect to this policy, accessing illegal content or using the device to commit illegal activity will warrant police notification.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible Police Notification 4. Possible Suspension (1 Day)	1. Verbal Prompt, Redirection, and/or Correction 2. Positive and Specific Directives that State Expectations	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Police Notification 5. Possible Suspension (1 Day)	1. Reflection Activity 2. Problem Solving Conference 3. Family Conference /Collaboration
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Police Notification 5. Possible Suspension (1 Day)	1. Positive and Specific Directives that State Expectations	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Police Notification 5. Possible Suspension (1 Day)	1. Problem Solving Conference 2. Family Conference & Collaboration 3. Individual/Group Counseling 4. Referral to MTSS 5. Reintegration Plan

## Theft

*The taking of the school district's or a person's belongings or property without consent, when the offender knew that consent was needed.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Restitution 5. Possible Police Notification	1. Reflection Activity 2. Facilitation of Apology	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Restitution 5. Possible Police Notification 6. Possible Suspension (1-3 days)	1. Problem Solving Conference 2. Facilitation of Apology 3. Family Conference/ Collaboration 4. Referral to MTSS 5. Referral to Community Services 6. Reintegration Plan
<b>Grades 5-8</b>				

Threat (Simple)		
<i>Attempting by physical menace to put another in fear of bodily injury. The offender knew that the threat could make the victim fearful.</i>		
GRADE LEVEL	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible HIB Investigation 4. Detention 5. Possible Police Notification 6. Possible Suspension (1-3 Days)	1. Problem Solving Conference 2. Individual/Group Counseling 3. Referral to MTSS 4. Referral to Community Services 5. Family Conference & Collaboration 6. Reintegration Plan
<b>Grades 5-8</b>		

Vandalism (Chronic/Severe)				
<i>Purposely, knowingly, or recklessly destroying or defacing school, contracted, or personal property, thereby causing an economic loss due to repair or for replacement.</i>				
GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible Restitution	1. Verbal Prompt, Redirection, and/or Correction 2. Positive And Specific Directives that State Expectations 3. Reflection Activity 4. Facilitation of Apology	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Restitution	1. Verbal Prompt, Redirection, and/or Correction 2. Positive And Specific Directives that State Expectations 3. Referral to Community Services 4. Family Conference/ Collaboration
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible Restitution	1. Problem Solving Conference 2. Possible Facilitation of Apology	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Suspension (1-3 Days) 5. Possible Police Notification 6. Possible Restitution	1. Possible Referral to Counseling 2. Referral to MTSS 3. Referral to Community Services 4. Family Conference/ Collaboration

## Vaping

*In accordance with New Jersey Law and Board of Education Policy #5533, smoking and/or the possession of cigarettes and or tobacco products, lighters or matches, or electronic smoking devices are prohibited in school.*

GRADE LEVEL	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Confiscation 4. Detention	1. Referral to Student Counselor 2. Family Conference / Collaboration 3. Problem Solving Conference 4. Referral to MTSS
<b>Grades 5-8</b>	5. Possible Drug Screening 6. Possible Police Notification 7. Sale will warrant Out of School Suspension (1-3 Days)	5. Referral to Community Services

## TIER III BEHAVIORS

ARSON		
<i>Purposely or knowingly starting a fire or causing an explosion in or on the grounds of a school, thereby placing the victim or group of victims in danger of death or bodily injury; or purposely starting a fire or causing an explosion that destroys or damages the victim's or school's property/grounds.</i>		
GRADE LEVEL	Response	Behavioral Supports
<b>All Grades Grades K-8</b>	1. Notification of Parent/Guardian 2. Notification of Police and Fire Dept. 3. Notification of Superintendent's Office 4. Out of School Suspension(1-10 days) 5. Mandatory Administrator/Parent Conference 6. Possible Board of Education Hearing	1. Problem Solving Conference 2. Family Conference/Collaboration 3. Referral to MTSS 4. Referral to Community Support Services 5. Reintegration Plan 6. Possible Risk Assessment

ASSAULT (STUDENT OR DISTRICT PERSONNEL)		
<i>A person attempts to cause - or purposely knowingly causes- bodily injury to another or a District Staff or Board Member.</i>		
GRADE LEVEL	Response	Behavioral Support
<b>Grades K-8</b>	1. Notification of Parent/Guardian 2. Possible Notification of Police 3. Notification of Superintendent's Office 4. Out of School Suspension(1-10 days) 5. Mandatory Administrator/Parent Conference 6. Possible Board of Education Hearing	1. Problem Solving Conference 2. Family Conference/ Collaboration 3. Referral to MTSS 4. Referral to Community Support Services 5. Reintegration Plan 6. Possible Risk Assessment

## BIAS INCIDENT

*“Bias Crime” means any criminal offense where the person or persons committing the offense acted with a purpose to intimidate an individual or group of individuals because of race, color, gender, disability, religion, sexual orientation, or ethnicity. “Bias-Related Act” means an act that is directed at a person, group of persons, private property, or public property that is motivated in whole or in part by racial, gender, disability, religious, sexual orientation, or ethnic prejudice. A bias-related act need not involve conduct that constitutes a criminal offense. Note that all bias crimes are also bias-related acts, but that not all bias-related acts will constitute a hate crime. In order more fully to explain what conduct constitutes a bias crime or bias-related*

GRADE LEVEL	Response	Behavioral Support
<b>Grades 4-8</b>	<ol style="list-style-type: none"> <li>1. Notification of Parent/Guardian</li> <li>2. Notification of Police.</li> <li>3. Notification of Superintendent's Office</li> <li>4. Out of School Suspension(1-10 days)</li> <li>5. Mandatory Administrator/Parent Conference</li> <li>6. HIB report filed in Student's Educational Records</li> <li>7. Possible Board of Education Hearing</li> </ol>	<ol style="list-style-type: none"> <li>1. Problem Solving Conference</li> <li>2. Family Conference/ Collaboration</li> <li>3. Referral to MTSS</li> <li>4. Referral to Community Service</li> <li>5. Reintegration Plan</li> <li>6. Possible Risk Assessment</li> </ol>

## DAMAGE TO PROPERTY (CHRONIC/SEVERE)

*Purposely , knowingly, or recklessly destroying or defacing school, contracted, or personal property, thereby causing an economic loss due to repair or for replacement.*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent Guardian 2. Conference with Administrator 3. Possible Restitution	1. Verbal Prompt, Redirection and/or Correction 2. Positive And Specific Directive that State Expectation of Apology	1. Notification of Parent Guardian 2. Conference with Administrator 3. Detention 4. Possible Restitution	1. Verbal Prompt, Redirection and/or Correction 2. Positive and Specific Directives that State Expectations 3. Referral to Community Service 4. Family Conference/ Collaboration
<b>Grades 5-8</b>	1. Notification of Parent Guardian 2. Conference with Administrator 3. Possible Restitution	1. Problem Solve Conference 2. Possible Facilitation of Apology	1. Notification of Parent Guardian 2. Conference with Administrator 3. Detention 4. Possible Suspension (1 Day) 5. Possible Police Notification 6. Possible Restitution	1. Possible Referral to Counseling Group 2. Referral to MTSS 3. Referral to Community Services 4. Family Conference/

## FALSE PUBLIC ALARM/BOMB THREAT

*Initiating or circulating a report or warning, by any means of communication of an impending fire, explosion, bombing, crime, catastrophe or emergency, knowing that the report or warning is false or baseless and that it is likely to cause evacuation of a school building, school bus, or other place of assembly on school grounds. This includes knowingly setting off a fire alarm when no fire exists or possession or handling of an object that has the appearance of an explosive device.*

GRADE LEVEL	Response	Behavioral Support
Grades K-8	<ol style="list-style-type: none"><li>1. Notification of Parent/Guardian</li><li>2. Notification of Police/Fire Dept.</li><li>3. Notification of Superintendents Office</li><li>4. Out of School Suspension (1-10 days)</li><li>5. Mandatory Administrator/Parent Conference</li><li>6. Possible Board of Education Hearing</li></ol>	<ol style="list-style-type: none"><li>1. Problem Solving Conference</li><li>2. Family Conference/ Collaboration</li><li>3. Referral to MTSS</li><li>4. Referral to Community Service</li><li>5. Reintegration Plan</li><li>6. Possible Risk Assessment</li></ol>

## Fighting (MAJOR PHYSICAL INJURY)

*Mutual engagement in a physical confrontation that may result in bodily injury to either party. Does not include a verbal confrontation or a minor confrontation such as a shoving match. Any fighting that results in physical injury and /or requires medical attention may warrant Out of School Suspension (1 to 10 days)*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible HIB investigation	1. Mediated Conflict Resolution 2. Problem Solving Conference	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible HIB investigation 4. Detention	1. Mediated Conflict Resolution 2. Problem Solving Conference <b>Chronic/Severe</b> 3. Referral to Counseling Group 4. Referral to MTSS 5. Referral to Community Service Group
<b>Grades 5-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible HIB investigation 4. Detention 5. Possible Suspension (1-10 days)	1. Possible Mediated Conflict Resolution 2. Problem Solving Conference	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Possible HIB investigation 4. Detention 5. Possible Suspension (1-10 Days)	1. Possible Mediated Conflict Resolution 2. Family Conference/Collaboration <b>Chronic/Severe</b> 3. Referral to Counseling Group 4. Referral to MTSS 5. Referral to Community Service Group

## FIREWORKS/CHEMICALS

*The possession, sale or distribution, or detonation of chemicals or an explosive device. Sale or detonation and/or causing bodily injury and/or destruction of property will warrant Out of School Suspension (1-5 days) and possible Board Disciplinary Hearing.*

GRADE LEVEL	Any Occurrence	
	Response	Behavioral Supports
<b>Grades K-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator 3. Detention 4. Possible Notification of Superintendent's Office 5. Possible Police Notification 6. Possible Suspension	1. Initiate a Student Centered Discussion about the Incident 2. Family Conference/ Collaboration <b>Chronic/Severe:</b> 3. Referral to MTSS 4. Reintegration Plan 5. Referral to Community Services 6. Possible Risk Assessment

## HIB (CONFIRMED)

*HIB means any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school grounds as provided for in section 16 of P.I.2010,c122 (C. 18A:37-15.3), that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that: a reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property; has the effect of insulting or demeaning any student or group of students; or creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student. All complaints of HIB shall be investigated and processed in accordance with District Policy and State Law*

GRADE LEVEL	1st Occurrence		2nd Occurrence or Greater	
	Response	Behavioral Supports	Response	Behavioral Supports
<b>Grades K-4</b>	1.Notification of Parent/Guardian 2.Conference with Administrator 3.Notification Of Superintendent's Office 4.Detention 5. Possible Police Notification	1. Reflection Activity 2.Possible Mediation 3.Possible Facilitation of Apology 4.Family Conference/ Collaboration	1.Notification of Parent/Guardian 2.Conference with Administrator 3.Notification Of Superintendent's Office 4.Detention 5. Mandatory Parent Administrator, Student Conference 6. Possible Suspension (1-3 Days) 7. Possible Police Notification	1, Problem Solving Conference 2. Family Conference/ Collaboration  <b>Chronic/Severe:</b> 1. Referral to Counseling Group 2. Referral to MTSS 3.Referral to Community Service 4. Reintegration Plan
<b>Grades 5-8</b>	1.Notification of Parent/Guardian 2.Conference with Administrator 3.HIB investigation 4.Notification Of Superintendent's Office 5. Detention 6. Possible Suspension (1-3 Days) 7. Possible Police Notification	1. Reflection Activity 2.Possible Mediation 3.Possible Facilitation of Apology 4.Family Conference/ Collaboration	1.Notification of Parent/Guardian 2.Conference with Administrator 3.Notification Of Superintendent's Office 4.Detention 5. Mandatory Parent Administrator, Student Conference 6. Possible Suspension (1-3 Days) 7. Possible Police Notification 8. Possible Board of Education Hearing	1, Problem Solving Conference 2. Family Conference/ Collaboration  <b>Chronic/Severe:</b> 1.Referral to MTSS 2. Reintegration Plan 3.Referral to Community Services

## PROHIBITED SUBSTANCE POSSESSION

*A student is found with one of the reportable substance types in his or her locker, or on his or her person. A substance found on school grounds with no identified offender should not be reported.*

GRADE LEVEL	Any Occurrence	
	Response	Behavioral Supports
<b>Grades K-8</b>	1.Notification of Parent/Guardian 2.Notification of Police 3.Notification of Superintendent's Office 4. Out of School Suspension(1-10 days) 5.Mandatory Administrator/Parent/Guardian Conference 6.Mandatory Drug Screening 7. Possible Board of Education Hearing	1.Referral to Student Assistance Counselor or Designee 2 Referral to Individual/Group Counseling 3.Referral to MTSS 4.Referral to Community Services 5. Family Conference and Collaboration 6.Reintegration Plan

## PROHIBITED SUBSTANCE SALE OR DISTRIBUTION

*A student sells, buys, or gives one of the reportable substance types to other, employs others to do the same, or is in possession of substances in such quantities or under such circumstances that it may be inferred that the student intended to distribute to others.*

GRADE LEVEL	Any Occurrence	
	Response	Behavioral Supports
<b>Grades K-8</b>	1.Notification of Parent/Guardian 2. Notification of Police 3. Notification of Superintendent's Office 4. Out of School Suspension (1-10 days) 5. Mandatory Administrator/Parent/Guardian Conference 6. Mandatory Drug Screening 7. Possible Board of Education Hearing	1.Referral to Student Assistance Counselor of Designee 2. Referral to Individual/Group Counseling 3. Referral to MTSS 4.Referral to Community Services 5.Family Conference and Collaboration 6. Reintegration Plan

## SEXUAL ASSAULT / CONTACT

*Sexual Assault occurs when an offender commits an act of sexual penetration as defined by law. Intentional touching by the offender, either directly or through clothing, of the victim's or offender's intimate body parts.*

GRADE LEVEL	Any Occurrence	
	Response	Behavioral Supports
<b>Grades K-8</b>	1. Notification of Parent/Guardian 2. Notification of Police *Possible Notification for Contact 3. Notification of Superintendent's Office 4. Out of School Suspension (1-10 Days) *Contact Possible OSS (1-10 days) 5. Mandatory Administrator/Parent/Guardian Conference 6. Possible Board of Education Meeting	1. Initiate a Student Centered Discussion about the Incident (and Repair, Restore and Reteach Expectations) 2. Referral to MTSS 3. Referral to Community Service 4. Reintegration Plan 5. Family Conference and Collaboration *Contact 6. Problem Solving Conference* Contact 7. Possible Risk Assessment for Assault

## THEFT (CHRONIC/SEVERE)

*The Taking of the school district's or person's belongings or property without consent, when the offender knew that consent was needed*

GRADE LEVEL	2nd Occurrence or Greater	
	Response	Behavioral Supports
<b>Grades K-8</b>	1. Notification of Parent/Guardian 2. Conference with Administrator/Dean 3. Notification of Superintendent's Office 4. Detention 5. Possible Restitution 6. Possible Police Notification 7. Possible Suspension (1-3 Days)	1. Referral to MTSS 2. Referral to Community Service 3. Family Conference and Collaboration 4. Reintegration Plan

## THREAT (CRIMINAL)

*Expressing - either physically or verbally the intent to commit a violent criminal behavior where the threat is made to place another in imminent fear of a violent act, under the circumstances that would reasonably cause the victim to believe the immediacy of the threat and the likelihood that it would be carried out.*

GRADE LEVEL	Any Occurrence	
	Response	Behavioral Supports
Grades K-8	1. Notification of Parent/Guardian 2. Conference with Administration 3. Notification of Superintendent's Office 4. Police Notification 5. Detention 6. Possible Suspension (1-3 Days)	1. Problem Solving Conference 2. Individual/Group Counseling 3. Refer to MTSS 4. Referral to Community Service 5. Family Conference and Collaboration 6. Reintegration Plan

## WEAPONS

*A weapon is any instrument readily capable of lethal use or inflicting serious bodily injury. Components that can be readily assembled into a weapon are reported in this category. This category includes, but is not limited to: Knife/blade (includes a razor blade and box cutter); Spray (tear gas, pepper spray) Bomb, Handgun; Rifle, Air gun (bb gun, pellet gun, or other weapon of similar nature in which the propelling force is a spring, elastic band, band, carbon dioxide, compressed or other gas or vapor, air or compressed air, or is ignited by compressed air, and ejecting a bullet or missile smaller than three-eighths of an inch in diameter, with sufficient force to injure a person.*

GRADE LEVEL	The District will follow the Zero Tolerance for Guns Act N.J.S.A. 18a:37-38	
	Response	Behavioral Supports
Grades K-8	1. Notification of Parent/Guardian 2. Notification of Police 3. Notification of Superintendent's Office 4. Possible Suspension (1-10 days) 5. Mandatory Administrator/Parent Conference 6. Possible Board of Ed. Meeting 7. Possible Expulsion	1. Initiate a Student Centered Discussion about The Incident 2. Problem Solving Conference 3. Individual Group Counseling 4. Referral to MTSS 5. Referral to Community Service 6. Reintegration Plan