

# **WALL HIGH SCHOOL**

## **2024-2025**

### **Student & Parent Handbook**



*Home of the Crimson Knights*  
1630 18th Avenue  
Wall, N.J. 07719

Telephone: 732-556-2040  
School Code: 310082  
Test Center Number: 31-846

One Vision • All Students • Wall Together

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## DAILY ROTATION CALENDAR

September '24				
M	T	W	TH	F
2	3	4	5	6
		E	A	B
9	10	11	12	13
C	D	A	B	C
16	17	18	19	20
D	A	B	C	D
23	24	25	26	27
A	B	C	D	A
30				
B				

October '24				
M	T	W	TH	F
	1	2	3	4
	C	D	A	B
7	8	9	10	11
C	D	A	B	C
14	15	16	17	18
D	A	staff	B	C
21	22	23	24	25
D	A	B	C	D
28	29	30	31	
A	B	C	D	

November '24				
M	T	W	TH	F
				1
				A
4	5	6	7	8
B	C	D		
11	12	13	14	15
A	B	C	D	A
18	19	20	21	22
B	C	D	A	B
25	26	27	28	29
C	D	A		

December '24				
M	T	W	TH	F
2	3	4	5	6
B	C	D	A	B
9	10	11	12	13
C	D	A	B	C
16	17	18	19	20
D	A	B	C	D
23	24	25	26	27
staff				
30	31			

January '25				
M	T	W	TH	F
		1	2	3
			A	B
6	7	8	9	10
C	D	A	B	C
13	14	15	16	17
D	A	B	C	D
20	21	22	23	24
		Midterm Exams		
27	E	A	B	C

February '25				
M	T	W	TH	F
3	4	5	6	7
D	A	B	C	D
10	11	12	13	14
A	B	C	D	A
17	18	19	20	21
	B	C	D	A
24	25	26	27	28
B	C	D	A	B

March '25				
M	T	W	TH	F
3	4	5	6	7
C	D	A	B	C
10	11	12	13	14
D	A	B	C	D
17	18	19	20	21
A	B	C	D	A
24	25	26	27	28
B	C	D	A	B
31				
C				

April '25				
M	T	W	TH	F
	1	2	3	4
	D	A	B	C
7	8	9	10	11
D	A	B	C	D
14	15	16	17	18
21	22	23	24	25
A	B	C	D	A
28	29	30		
B	C	D		

May '25				
M	T	W	TH	F
			1	2
			A	B
5	6	7	8	9
C	D	A	B	C
12	13	14	15	16
D	A	B	C	D
19	20	21	22	23
A	B	C	D	A
26	27	28	29	30
	B	C	D	A

June '25				
M	T	W	TH	F
2	3	4	5	6
B	C	D	E	
9	10	11	12	13
Final Exams				Grad
16	17	18	19	20
23	24	25	26	27
30				

REGULAR SCHEDULE					
Block	Time	A	B	C	D
HR	7:20-7:24	Homeroom			
1	7:24-8:20	1	4	3	2
2	8:24-9:20	2	1	4	3
3	9:24-10:20	3	2	1	4
Lunch	10:20-11:02	Unit Lunch			
4	11:06-12:02	5	8	7	6
5	12:06-1:02	6	5	8	7
6	1:06-2:02	7	6	5	8

represents close of marking period  
 Delayed opening for Seniors ONLY

EARLY DISMISSAL	
Block	Time
HR	7:20-7:25
1	7:25-8:05
2	8:09-8:49
3	8:53-9:33
4	9:37-10:17
5	10:21-11:01
6	11:05-11:45

90 MIN DELAYED OPENING	
Block	Time
HR	8:50-8:54
1	8:54-9:35
2	9:39-10:20
3	10:24-11:05
Lunch	11:05-11:47
4	11:51-12:32
5	12:36-1:17
6	1:21-2:02

"E" DAY ALL PERIODS MEET	
Block	Time
HR	7:20-7:24
1	7:24-8:05
2	8:09-8:50
3	8:54-9:35
4	9:39-10:20
Lunch	10:20-11:02
5	11:06-11:47
6	11:51-12:32
7	12:36-1:17
8	1:21-2:02

# Mission Statement

## **#WallTogether**

*The mission of the Wall Township Public Schools is to empower all students to lead lives of fulfillment and purpose by providing a safe, comprehensive and caring educational environment that will enable students to achieve their unique potential academically, socially and emotionally. Our students will become confident, creative and critical thinkers who communicate effectively and engage meaningfully as responsible members of a global society.*

## Board of Education Members

Information regarding the Wall Township Board of Education can be accessed through the district website link [Wall Township Board of Education Members](#)

## Administration

Dr. Tracy Handerhan, *Superintendent*

Mrs. Jennifer McCann, *Assistant Superintendent of Curriculum & Instruction*

Mrs. Kelly Bond, *Assistant Superintendent of Special Services*

Mr. Brian Smyth, *Business Administrator/Board Secretary*

Mr. Kevin Davis, *Principal*

Mr. Seth Hewitt, *Assistant Principal, Grades 9 & 10*

Mr. David Bender, *Assistant Principal, Grades 11 & 12*

Mrs. Kathryn Misa, *Director of School Counseling (Guidance)*

Ms. Tiffany Steiner, *Director of Intervention & Student Wellness (Section 504 Compliance Coordinator)*

Ms. Marni Henry, *Director of Athletics & Supervisor of Physical Education*

Dr. Krystyne Kennedy, *Supervisor of Science, Technology, and Music*

Mrs. Laura Kurmin, *Supervisor Math and Art*

Dr. Tracy Skinner, *Supervisor Social Studies, World Language, & ESL*

Mrs. Kelly Weiner, *Supervisor Language Arts & Library Media*

Dr. Nancy Samaha, *Supervisor of Special Education*

## **How to Effectively Communicate with School Officials**

Parents are often discouraged when they attempt to communicate with central office administrators and are sent back to the building-based officials in order to resolve a problem their child may be experiencing in school. To prevent that frustration, parents can become informed about the [Chain of Communication](#) for where to begin the communication sequence regarding their child's problem. Parents should only contact the Case Manager or Director of Special Services if the parent has a child who is classified.

Many parental questions are easily and completely answered by communicating directly with the educator in charge of the class or program. Each situation should be addressed at whatever level the initial action was taken with appeals moving on to the next level on the chain of communication. The easiest way to communicate would be by email. A phone call would be the next preferable way to communicate.

Our goal is to create a climate and culture that supports and cultivates student growth. We will provide leadership that invites the involvement of students, staff, and parents into the school community in order to enhance student learning and promote the personal, intellectual, social, moral, cultural, and physical development of all students. As students work to create their Knight legacy, each student will be afforded the best opportunity to reach his/her full potential. The most motivated will be challenged to continue to excel and grow, while the most challenged will be supported and encouraged to achieve. The information contained in the Wall Township High School Handbook provides guidance toward meeting the above goals. It also sets forth many of the guidelines, procedures, and policies used here to make the climate orderly and conducive to learning. Parents/guardians and students are encouraged to use this handbook to help make this a very successful year for all.

## **[WHS Staff Directory](#)**

### **[Student Counseling Department](#)**

**Students and parents can find their assigned counselor in the parent portal.**

[Mrs. Kathryn Misa](#), *Director of School Counseling*

[Mr. Christopher Barnes](#), *School Counselor*

[Ms. Judith Gilberti](#), *School Counselor*

[Mrs. Dana Griggs](#), *School Counselor*

[Mr. Frank Janks](#), *School Counselor*

[Mrs. Kathleen Rivera](#), *School Counselor*

[Mr. Anthony Tarantin](#), *School Counselor*

[Mrs. Alysa Fornarotto Regenye](#), *Student Assistance Counselor/Coordinator (SAC)*

[Ms. Moira Barocas](#), *School Family Liaison Counselor and Anti Bullying Specialist*

# Bell Schedule

## Regular Day Schedule

Block	Start Time	End Time	A	B	C	D
Homeroom	7:20 AM	7:24 AM	Homeroom and Announcements			
Block 1	7:24 AM	8:20 AM	Period 1	Period 4	Period 3	Period 2
Block 2	8:24 AM	9:20 AM	Period 2	Period 1	Period 4	Period 3
Block 3	9:24 AM	10:20 AM	Period 3	Period 2	Period 1	Period 4
Unit Lunch	10:20 AM	11:02 AM	Lunch			
Block 4	11:06 AM	12:02 PM	Period 5	Period 8	Period 7	Period 6
Block 5	12:06 PM	1:02 PM	Period 6	Period 5	Period 8	Period 7
Block 6	1:06 PM	2:02 PM	Period 7	Period 6	Period 5	Period 8

## Early Dismissal Schedule

	Start time	End time	A	B	C	D
HR	7:20 AM	7:25 AM	HR Start of Period 1			
Block 1	7:25 AM	8:05 AM	Period 1	Period 4	Period 3	Period 2
Block 2	8:09 AM	8:49 AM	Period 2	Period 1	Period 4	Period 3
Block 3	8:53 AM	9:33 AM	Period 3	Period 2	Period 1	Period 4
Block 4	9:37 AM	10:17 AM	Period 5	Period 8	Period 7	Period 6
Block 5	10:21 AM	11:01 AM	Period 6	Period 5	Period 8	Period 7
Block 6	11:05 AM	11:45 AM	Period 7	Period 6	Period 5	Period 8

## 90 Minute Delay Schedule

	Start time	End time	Day 1	Day 2	Day 3	Day 4
HR	8:50 AM	8:54 AM	HR Start of Period 1			
Block 1	8:54 AM	9:35 AM	Period 1	Period 4	Period 3	Period 2
Block 2	9:39 AM	10:20 AM	Period 2	Period 1	Period 4	Period 3
Block 3	10:24 AM	11:05 AM	Period 3	Period 2	Period 1	Period 4
Lunch	11:05 AM	11:47 AM	Lunch			
Block 4	11:51 AM	12:32 PM	Period 5	Period 8	Period 7	Period 6
Block 5	12:36 PM	1:17 PM	Period 6	Period 5	Period 8	Period 7
Block 6	1:21 PM	2:02 PM	Period 7	Period 6	Period 5	Period 8

# WHS Student Attendance

Please see [Board of Education Policy and Regulation 5200](#) on [wallpublicschools.org](http://wallpublicschools.org) for complete details.

## Perfect Attendance Award

Any student who has a perfect attendance record will receive the perfect attendance award. A perfect attendance record is one that does not have any absences (excused or unexcused), lates (excused or unexcused), early dismissal (excused or unexcused) and class cuts.

## Student Attendance Impact on Course Credit/Promotion

Note: A daily absence that is supported by notification to the school by the student's parent and supported by a written letter from the parent upon the student's return to school excuses the student from daily attendance for Truancy. **It does not excuse an absence for Course Credit/Promotion.**

**\*\*\*A doctor's note must be received within 3 school days to excuse the absence on the student's record. Notes will not be accepted after 3 school days.\*\*\***

New Jersey State Law requires students to attend school regularly, and it is the parent's legal responsibility to see that their children attend school on the days/hours the public schools are in session in the district. (N.J. 18A:38-25)

The teacher will determine the grade to be awarded to a student for makeup work. Where class participation is a factor in the learning process, the teacher may consider a student's absence in determining a final grade, except absences for the observance of a religious holiday or absence for a student's suspension from school will not adversely affect the student's grade. The teacher may record an incomplete grade, in accordance with Regulation 2624, for a student who has not had a full opportunity to make up missed work.

An unexcused tardy to class counts as one-third of an absence. Three tardies to the same class will equal an absence to that class.

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

1.25 credits (quarter courses)	Not to exceed 4 unexcused class absences*
2.50 credits (semester courses)	Not to exceed 8 unexcused class absences*
5 or 6 credits (full-year courses)	Not to exceed 16 unexcused class absences*



“An excused class absence” is a student’s absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, or any absence for the reasons listed below:

- The student’s required attendance in court;
- Where appropriate, when consistent with Individualized Education Programs, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. 794 and 705(20), and individualized healthcare plans;
- The student’s suspension from school;
- Family illness or death;
- Visits to post-secondary educational institutions;
- Interviews with a prospective employer or with an admissions officer of an institution of higher education;
- Examination for a driver’s license;
- Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day;
- *Take Our Children to Work Day*;
- An absence is considered excused by a New Jersey Department of Education rule;
- An absence for a reason not listed above, but deemed excused by the Principal upon a written request by the student stating the reason for the absence

A student shall be denied participation in co-curricular activities and athletic competition if he/she was not present in school that day unless the student was absent for an excused reason other than for illness. No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

### **Health and Physical Education**

Health – 1.25 credits – Not to exceed 4 unexcused class absences

Phys. Ed. – 3.75 credits – Not to exceed 12 unexcused class absences

Exceptions to this rule may be made for students who have demonstrated to the teacher through completion of make-up assignments that they have mastered the proficiencies established for the course of study. A secondary student who has been dropped from a course of study may be assigned to an alternate program.

Unexcused lateness for more than 20 minutes of the block will be considered an entire absence from class. Credit will be withdrawn for lateness under the same procedures as for absence from school or class.

# Student Driver's Signing Out Procedures

Students who drive to school in their own vehicles are not permitted to sign out and leave school grounds before the end of their scheduled school day without permission from a parent/guardian.

Students who leave before the end of their scheduled school day are not permitted to come back and participate in after school activities. Students with previously scheduled appointments must return to school with a note from the office of the appointment they attended in order to be able to participate in after school activities.

Students who need to leave before the end of the day must follow these instructions:

## Students Under 18

- A parent/guardian or someone listed under student contacts in Genesis must physically come to the High School to sign out the student. A physical signature must be on file each and every time a student needs to leave before the end of their scheduled school day.
- Students **under 18 years of age are not permitted to sign themselves out.**
- In addition, an email must be sent to Ms. Berardo at [tberardo@wallpublicschools.org](mailto:tberardo@wallpublicschools.org) in the main office with the time and the reason the student will be leaving.

## Students 18 and Over

- A parent/guardian must give the school permission for the student to sign themselves out. An email must be sent to Ms. Berardo at [tberardo@wallpublicschools.org](mailto:tberardo@wallpublicschools.org) in the main office with the time and the reason the student will be leaving.
- Once this has been confirmed, the student will be required to sign the sign out sheet in the main entrance of the building prior to leaving. Not signing out or signing out without confirmed permission will be considered a cut from the missed classes and disciplinary actions will be taken.
- Students who are 18 years of age will need special approval from their Assistant Principal in order to sign younger siblings out of school. This is only allowed in extreme circumstances. .

**Regardless of age, all students being signed out through the nurse must have a parent/guardian come to the High School to sign them out. Any student who is sent home by the nurse will not be permitted to drive themselves or walk home.**

# College Visitations

College visitations are excused absences if the student shows proper documentation. Juniors or seniors who visit colleges should obtain written verification of their attendance from the college. Proper verification will excuse the absence.

# Tardiness & Consequences

Tardiness to class or school is defined as not being at an assigned location by the appropriate time. It is each student's responsibility to be on time to school and class. If a student is late to homeroom, they are to report directly to the Attendance Officer in the Main Office to sign in and receive a pass to class. It is understood that situations may arise that cause a student to be late (i.e., car problems, not feeling well, etc.). Subsequent cumulative lates after five will result in assignment to a central detention. Chronic lateness (defined by 10 or more) will result in

additional disciplinary actions which may include parent conferences, loss of school privileges, Saturday detention, and loss of credit for particular courses.

### **Late to School**

If a student arrives late to school, the student must report to the office for a late slip. Students arriving after 8:00 a.m. must provide a reason for the tardiness by having a parent call, write a note, or send an email to Ms. Berardo at [tberardo@wallpublicschools.org](mailto:tberardo@wallpublicschools.org) when he/she is signing into school. Unless the student presents a doctor's note or other acceptable documentation, lateness will be considered unexcused. If the student does not sign in, the student will face disciplinary action including central detention, Saturday detention or suspension. Repeat unexcused tardiness within a marking period to school will result in the following action:

- Fifth late: Student will receive a warning
- Sixth late: Central Detention
- Eighth late: Two Central Detentions
- Tenth late: Saturday Detention
- Twelfth late: Saturday Detention
- Fourteenth late and each subsequent: Two days in-school suspension

## **Late to Class & Cutting Class**

### **Late to Class**

To ensure minimal distractions and to maintain a sound educational environment it is imperative that all students arrive on time to class. If a student has been held in the office or by a teacher, they should ask for a pass before going to their next class. Students must report to their scheduled class and obtain a pass before reporting to the nurse, guidance office or main office.

The beginning of each class period is indicated by a bell sounded over the public address system. A student, who arrives to class after the tone without permission, but less than five (5) minutes after, will be considered late. Teachers will communicate with the late student and will contact parents. After the third late in a marking period the teacher will assign a teacher detention. Chronic lateness, identified as 4 or more lates in a marking period, will be reported to the Assistant Principal.

A student who arrives late to class without permission, between five (5) and nineteen (19) minutes after the bell, is considered to have engaged in *hall roaming*. The first such occurrence will result in a referral to the appropriate assistant principal, and the assignment of one central detention. The second occurrence will result in a referral and the assignment of two central detentions. The third and subsequent occurrence will result in a referral, and the assignment of one Saturday detention.

### **Cutting Class**

A cut is defined as missing class without permission (after arriving at school) from scheduled periods. Being tardy twenty (20) minutes or more from a scheduled period is also considered a cut. Teachers will report all cuts to the appropriate assistant principal.

## **Truancy**

A student absent without the consent of his/her parent is truant. When a student is truant, all work missed will be assigned a grade of zero. Truancy will be cause for disciplinary action

including Saturday detention, in-school suspension, out-of-school suspension, or legal action. A student is also truant if he/she:

1. Leaves school without signing out (with parental consent) in the main or health offices;
2. Leaves school without administrative permission.

## Make-Up Work

Students who are absent from class for any reason will be required to make-up the work missed in each class. Completion of this work should take approximately the same amount of time as the student missed from class. In extreme cases of prolonged absence, (more than five consecutive days,) the Principal may grant extra time for the students to complete missing assignments. Students will receive an incomplete grade pending the submission of the missing assignments. Students will receive a zero for any work that is not completed by the designated timeline.

**It is the student's responsibility to obtain all make-up work from his/her teachers immediately upon return to school. Failure to obtain makeup work is no excuse for not completing work missed. Students have the same amount of time that they have been absent to make up the work.**

## Student Attire

Students' dress is acceptable if it does not disrupt or distract from the educational process. The manner in which students dress for school influences behavior in learning.

**The administration reserves the right to determine whether or not student clothing is appropriate.** The Wall Township School District requires that a pupil's dress be neat and clean, not interfere with the educational process, and not be a hazard. In accordance with this section, pupils are to adhere to the following:

1. Shoes must be worn at all times.
2. The length of shorts, skirts or dresses must be no shorter than mid-thigh.
3. Athletic shorts, uniforms, sweatpants, and bathing trunks are inappropriate attire. Boxer shorts, Spandex/compression shorts, or cutoffs are not permissible. All garments must be hemmed.
4. Pupils may not wear tube, tank, halter, spaghetti-strings, or see-through tops. Off-the-shoulder tops and backless dresses may not be worn to school. Sleeveless tops will be permitted as long as the top of the shoulder is covered. Midriffs must always be covered.
5. Clothing with large holes and tears in it may not be worn to school.
6. Headgear may not be worn indoors. Hats will be confiscated.
7. Words or pictures that are not appropriate for the school environment may not appear on clothing.
8. Chains, choker studs or any other similar adornments are prohibited.
9. Pupils are to refrain from wearing sunglasses or tinted glasses of any type in school without a written doctor's recommendation on file with the school nurse.
10. The administration reserves the right to discipline any pupil who is not dressed properly. Pupils dressed inappropriately may be sent home.

## Backpacks

For the safety of all the students as a general rule 14" or smaller are acceptable.

## Student ID

Students are required to wear their ID cards on a breakaway lanyard at all times during the school day. Student ID cards are required for lunch purchase and bathroom sign-in. Additionally, students must have their ID card in their possession while attending school-sponsored activities. The student must submit this ID card to any staff member upon request. Students violating these requirements will be subject to disciplinary action. Any student who loses, defaces or damages his/her ID card will be required to purchase a new one.

## Communication Policy

Communication between staff members and students must be in accordance with BOE Policy 3283 *Electronic Communications Between Teaching Staff Members and Students*. Students are not permitted to communicate with staff via a staff member's personal email, personal cellular phone, personal social networking websites and other Internet-based social media. Students may communicate with staff members via school email, school website, and other school-approved sites.

In the event a student sends an improper electronic communication, as defined in Policy 3283, to a teaching staff member, the teaching staff member shall report the improper communication to the principal or designee by the next school day. Appropriate action will be taken, as determined by administration, to have the student discontinue such improper electronic communications. Improper electronic communications may result in appropriate disciplinary action as determined by the Administration.

## Electronic Devices and Cellular Telephones

In order to reduce distractions and disruptions in the classroom and to increase student focus and engagement, each student is required to place their cell phone in the classroom phone caddy at the beginning of each instructional period. The cell phones will remain in the phone caddy until the end of the period when the teacher allows students to retrieve their phones. Students may not retrieve phones when going to the bathroom, nurse, guidance, etc.

In accordance with Board of Education Policy 2363 only a teaching staff member may approve a pupil's use of privately-owned technology based on the assignment(s) to the pupil.

Any student using a cell phone or having it in plain sight in class or anywhere in school during an instructional period (in route to the bathroom, nurse, guidance, etc.) will be disciplined accordingly:

- 1st Violation: The phone is confiscated for the remainder of the day and held in the main office, and the student receives one central detention. Parent/guardian is notified and the phone is returned to the student at the end of the school day.
- 2nd Violation: The phone is confiscated for the remainder of the day and held in the main office, and the student receives two central detentions. Parent/guardian is notified and the phone is returned to the student at the end of the school day.

- 3rd Violation: The phone is confiscated for the remainder of the day and held in the main office, and the student receives a Saturday detention. Parent/guardian is notified and the phone is returned to the student at the end of the school day.
- 4th+ Violation: The phone is confiscated for the remainder of the day and held in the main office, and the student receives a two day in school suspension. A conference is scheduled with the grade level assistant principal, Parent/guardian, and the student, and the phone is returned to the student at the end of the school day.

If a student refuses to surrender a phone to any staff member, the student will be removed from school for the remainder of the school day (one day out of school suspension) and receive a two day in school suspension beginning the next school day. The student will be required to surrender their phone the next school day and will receive the appropriate disciplinary action depending on the number of the offense. A conference will be held with the assistant principal, parent/guardian, and student.

Students who have In School Suspension will turn cell phones in at the main office phone caddy at the start of the school day. Students in central detention must turn in the cell phone at the start of detention.

Students will be permitted to use cell phones during unit lunch and during passing periods.

### Recording and/or Taking Pictures

Students are not permitted to record or take pictures during school, on the school bus or at any school sponsored event unless authorized by administration. Any student who violates this policy will be subject to disciplinary action.

## Use of School Technology

Students are advised that school internet access, technology equipment (computers, etc.) and Google accounts (including but not limited to gmail accounts and Google documents) must only be used for appropriate school-related work. Students who violate this policy will be disciplined according to the nature of the offense.

## Use of Internet Disclaimer and Media Release

It is the obligation of parents to inform the school administration that they **do not give permission** for their child/children to have access to use the internet and/or to be part of any media-related (newspaper, website, school publication, video images) releases. Parents must **inform the building principal in writing** within the first week of school in September of their intention to deny permission for internet access and/or media related releases.

## Expectations for Student Behavior

Students, parents, school administrators, and the Board of Education of Wall High School all agree that positive student commitment and behavior are essential to effective learning. We believe that it is important to help students realize that their own attitudes and acts are directly related to their school experience and that of their classmates. With the support and assistance

of school personnel and parents, all students have the capacity to demonstrate actions which contribute to the effectiveness of school and the worth of their learning experiences. Commensurate with their maturation levels and individual abilities, all students can behave in ways that enhance the social relationships of the school and facilitate learning. Therefore, we, the students, parents, teachers, administrators, and the Board of Education of this school district expect all students to fulfill the behavioral expectations of the school community and to:

- Prepare themselves mentally and physically for the process of learning.
- Demonstrate respect for people and property.
- Take responsibility for their own behavior and learning.
- Use time and other resources responsibly.
- Share responsibilities when working as members of a group.
- Meet the unique requirements of each class.
- Monitor their own progress toward objectives.
- Communicate with parents and school personnel about school related matters.

## Discipline Policy

The discipline policy is based on a progressive series of consequences. All discipline matters will be handled on an individual basis; therefore, disciplinary consequences may not follow the sequence listed below. Disciplinary consequences will also be based upon the severity of the infraction. The Wall High School Administration recognizes that explicitly listing all possible unacceptable behaviors and their disciplinary consequences are not practicable. Therefore, the absence of specifically listed behavior will not prevent the administration from imposing consequences for behaviors deemed inappropriate including expulsion, if warranted. The principal has the discretion to suspend student privileges, including a student's participation in co-curricular activities and/or athletics. The rules you are about to read in the discipline policy are in addition to our broad, discretionary authority to maintain safety, order, and discipline inside the school zone. These rules support, but do not limit, our authority. **Some disciplinary violations may result in police notification.**

### **Level 1 Violations:**

The following violations could result in the consequences listed:

<b>Infraction</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>	<b>4<sup>th</sup>+Offenses</b>
Bus misconduct	1 Detention	2 Detentions	1 Saturday Detention	Move to Level 2 second violation
Dress code violation				
Excessive tardiness to class (more than 3 in a marking period)				
Failure to report to teacher detention				
Food or drink outside designated area				
ID violation				
Hall Roaming (arriving late to class between 5 and 19 minutes without permission or leaving class and roaming the halls excessively; 10-19 minutes)				
Leaving class without permission				
Public displays of affection (inappropriate)				
Horseplay				
Disrespect and/or disrupting class				

Insubordination (minor)				
Profanity (not directed at an individual)				
Violation of computer use policy (minor)				
Parking on campus without a parking permit or parking in staff/reserved spot (after 3rd offense student cannot obtain a parking permit and/or permit may be revoked)				
Any other negative conduct, which, in the judgment of the administration, warrants a Level 1 violation				
Cutting class* (see cutting class policy)				
Failure to report to detention	2 Detentions	1 Saturday Detention	2 day in-school suspension	Move to Level 2 third violation
Use of cell phones during the school day when not permitted (in classroom during instructional time or anywhere in the building during instructional time)	1 Detention & cell phone confiscated and returned at the end of the day	2 Detentions & cell phone confiscated and returned at the end of the day	1 Saturday detention & cell phone returned at the end of the day	2 day in-school suspension & cell phone returned at the end of the day

**Level 2 Violations:**

The following violations and could result in the consequences listed:

<b>Infraction</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>	<b>4<sup>th</sup>+ Offenses</b>
Failure to identify oneself to staff	1 Saturday Detention	1 to 3 days in-school suspension	3 days out-of school suspension	Move to Level 3 second violation
Being in an unauthorized location without permission				
Forgery (minor)				
Leaving school without permission				
Open defiance to authority				
Obscene language/gestures/profanity to a peer				
Vandalism (minor)				
Trespassing				
Truancy				
Any other negative conduct, which, in the judgment of the administration, warrants a Level 2 violation				
Cutting Saturday detention	2 Saturday Detentions	1 to 3 days in-school suspension	3 days out-of school suspension	Move to Level 3 second violation
Refusal to surrender a cell phone/electronic device	1 day out of school suspension & 2 days	1 day out of school suspension & 3 days	Move to Level 4 second violation	



	in-school suspension	in-school suspension		
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**Level 3 Violations:**

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

<b>Infraction</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>	<b>4<sup>th</sup>+ Offenses</b>
Continued and/or willful disobedience (insubordination)	3 days in-school suspension	3 days out-of-school suspension & 3 days of in-school suspension	9 days of out-of-school suspension	Move to Level 4 violation
Forgery (major)				
Inappropriate physical contact with another student				
Obscene language/gesture/profanity toward staff				
Sale of tobacco products or tobacco paraphernalia				
Possession and/or use of any tobacco product on school grounds or any use at school sponsored events (including electronic cigarettes/vapes)				
Vandalism (major)				
Any other negative conduct, which, in the judgment of the administration, warrants a Level 3 violation				
Removal from ISS	3 days out-of-school suspension			

**Level 4 Violations:**

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

<b>Infraction</b>	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> Offense</b>	<b>3<sup>rd</sup> Offense</b>	<b>4<sup>th</sup>+ Offenses</b>
Bias incident	Level 4 violations can range from 4 days of out-of-school suspension to 9 days of out-of-school suspension with the possibility of an expulsion hearing.			
False alarm				
Extortion				
Fighting				
Food fight				
Instigating a Fight				
Gambling				
Gang activity				
Pornography				
Theft				
Threatening a student				
Threatening a staff member				

Any other negative conduct, which, in the judgment of the administration, warrants a Level 4 violation		
Use, possession or sale of drugs, alcohol, drug paraphernalia; or being under the influence of alcohol/drugs during school or school related activities	4 days out-of-school suspension & 5 days in-school suspension with the possibility of an expulsion hearing and referral to SAC	9 days out-of-school suspension with the possibility of an expulsion hearing Move to Level 3 second violation
Inciting a riot	9 days out-of-school suspension with the possibility of an expulsion hearing	
Assault	9 days out-of-school suspension with the possibility of an expulsion hearing	
Assault with weapon	Removal from school for a period not exceeding one calendar year with the possibility of an expulsion hearing	
Causing a fire	9 days out-of-school suspension with the possibility of an expulsion hearing	
Possession of dangerous and/or offensive weapons	9 days out-of-school suspension with the possibility of an expulsion hearing	
Possession of a firearm	Removal from the school for a period of not less than one calendar year with the possibility of an expulsion hearing	

## Avenue of Appeal

Students and parents have the procedural due process rights set forth in N.J.A.C. 6A:16-7.1(c) 3 and 7.3, and as outlined in Wall Township Board of Education Policy and Regulation 5610, subsequent to a long-term suspension pursuant to N.J.A.C.6A:16-7.3. The Avenue of appeal is: Principal, Superintendent, Board of Education.

## Cutting Class

Being absent from a class or any assigned area without permission is an unexcused absence and an act of truancy. There is no legitimate reason for cutting class, students that are late for 20 or more minutes are considered cutting class. Two detentions will be given for the first cut. A Saturday detention will be given for the second cut. Two days of in-school suspension will be assigned for the third cut and the student will be placed in a non-credit status for that particular class. All additional cuts will result in out-of-school suspension. Students will receive a zero for any work missed. Students missing class due to illness must have documentation from the school nurse.

# Hall Roaming

Students that are four or more minutes late to class but less than 20 minutes late without a pass will be written up for hall roaming. The same will be done for students that have permission to leave class but are out for between 10 and 19 minutes. Students must use the nearest open bathroom when using a classroom hall pass, and should not be in other parts of the building without good reason (ex: using the gender neutral bathroom or an emergency visit to the nurse).

# Fighting Policy

The penalty for being involved in a fight, defined as an exchange of physical blows, (hitting, slapping, pushing, shoving, kicking, hair pulling, physical contact) is suspension regardless of who started the fight. Students should report any incident immediately to an administrator, teacher or campus security. Students should not take matters into their own hands so staff and administration can appropriately resolve the issue.

Students who instigate fights but are not actively involved (that is, students who carry rumors, put others up to fighting, carry information back and forth between other individuals who subsequently fight) submit themselves to the same penalties as those who are involved in the fight. Students who are intimidated or harassed by another student should report all information immediately to a staff member or administrator.

Fighting will not be tolerated on school grounds, on the school bus, or at a school-sanctioned event. Students who have videotaped an incident and/or shared the video will have similar consequences.

# Detention

## Teacher Detention

During a teacher detention, the student is to remain with the teacher for the full detention period. Failure to report to teacher detention, or to make arrangements satisfactory to the teacher, will be referred to administration for further disciplinary action. Parents will be given at least 24-hour notice prior to the scheduled detention.

## Central Detention

Detention is a time when the student is assigned to stay in a designated area for any infractions of the student handbook or student behavior that is deemed inappropriate. Students should fully understand that any teacher, teacher's aide, or other staff member in the building has the authority to correct misconduct at any time. Therefore, it is conceivable that a staff member might refer a student for disciplinary action who is not in any of his/her classes.

Student's assigned detention must bring work of a productive nature to the detention room. Detention is a quiet area where students can complete assignments. Arriving late or leaving detention early will be considered a cut and the student will be referred to administration for further disciplinary action. Anyone causing a disturbance will be asked to leave and will receive further disciplinary action. Students are required to place their cell phone in the classroom phone caddy at the beginning of detention and they may retrieve it at the conclusion of detention.

Central detention is after school from 2:10-3:10. The student must be in attendance for the entire hour to be considered present.

# Saturday Detention

If a student reaches the level of this punishment, he/she must report to the designated room in the high school no later than 8:00 a.m. on the assigned Saturday. The length of this session is four hours. Students will be excused at 12:00 p.m. Students should bring enough homework, books, etc., to keep them busy for the entire session. Sleeping, socializing, eating, drinking, etc., will not be permitted. Anyone cutting Saturday detention, or causing a disturbance will receive disciplinary action. Students are required to place their cell phone in the classroom phone caddy at the beginning of Saturday detention and they may retrieve it at the conclusion of detention.

# Suspension

Suspensions are incremental in nature. Suspensions may be in-school (ISS) or out-of-school (OSS) depending on the offense. The length of suspension will be determined by school authorities and will reflect the offense committed. The parent or guardian will be notified in writing of the action taken. Homework assignments may be found via the district and school website. It will be the responsibility of the student to finish this work along with any other make-up work, projects, quizzes, tests, etc. Students will be expected to have assigned work completed upon return to school. If additional assistance is needed for the student to complete assignments relating to new material, a number of days equal to the period of suspension will be allotted to complete the work. A suspended student may not loiter or appear on school property or at any school-sponsored activity at or away from the school. A student will be readmitted to school after a satisfactory solution to his/her conduct is agreed upon by parents, administration and the student involved.

## In-School Suspension (ISS)

When a student is assigned ISS they will report to the assistant principal's office by 7:20 a.m. The student will be escorted to the ISS classroom and remain there for the duration of the school day. Students who have In School Suspension will turn cell phones in at the main office phone caddy at the start of the school day.

Students will be expected to complete school assignments provided by their subject area teachers and any additional work provided by the ISS supervisor. Failure to behave in accordance with normal school policies or to otherwise fail to cooperate with the ISS supervisor, will result in additional Out-Of-School Suspension.

All extra-curricular sanctions applied to Out-Of-School Suspensions will also be in effect for ISS.

# Weapons

The Board of Education prohibits the possession, use, or exchange of any weapon in any school building, on school grounds, at any school-sponsored event, and on school sanctioned transportation. "Weapon" means anything readily capable of lethal use or of inflicting serious bodily injury. Weapon includes, but is not limited to all firearms, knives, dangerous instruments intended to inflict harm, components that can be readily assembled into a weapon, explosive devices, and imitation firearms. Any person who possesses a weapon on school premises or school transportation or at a school-sponsored function shall be reported to the appropriate law enforcement agency.

Any pupil who possesses, uses, or exchanges a weapon in violation of this policy shall be subject to Out-Of-School Suspension and possible expulsion. Any pupil who commits an

assault upon members of the school community with a weapon other than a firearm on school property must be immediately removed from the regular education program and provided with an alternative program, pending a hearing before the Board of Education.

Any student who is convicted or adjudicated delinquent for possession of a firearm on school grounds, convicted or adjudicated delinquent for committing a crime while in possession of a firearm on school grounds, or found knowingly in possession of a firearm on school grounds shall be immediately removed from the school's general education program for a period of not less than one calendar year and placed in an alternative education program according to the requirements of N.J.A.C. 6A:16-9.

(See Board of Education Policy 8467, Policy 5611, and Policy 5613)

## **Bus Regulations: Penalties for Infractions**

**Administration reserves the right to suspend bus privileges for misconduct.** In addition to suspension of bus transportation, the student may be subject to other disciplinary action. Disciplinary action ranges from warning to bus suspension for the remainder of the school year.

If a student is suspended from the bus, his/her parent/guardian will be required to furnish his/her transportation to and from school during the entire period of suspension.

## **Substance Abuse**

Whenever a student appears to: 1) possess 2) sell or 3) be under the influence of a controlled dangerous substance, alcohol or other chemical compound, the student shall immediately be referred to the school administrator's office. Established Board procedures will be followed regarding screening, medical follow-ups, and disciplinary action.

Students who violate the substance abuse policy and are involved in extracurricular activities and/or athletics will be required to work in coordination with the Student Assistance Counselor as outlined in the [Anti-Substance Use and Student Conduct Agreement Extracurricular Activity Involvement Form](#).

For further information, please reach out to Mrs. Fornarotto-Regenye, Student Assistance Counselor at 732-556-2139 or [afornarottoregenye@wallpublicschools.org](mailto:afornarottoregenye@wallpublicschools.org). Visit the website at: [WHS Referrals and Services- Student Assistance Counselor](#)

### **Alcohol, Drugs or Narcotics (Including Counterfeits)**

A student shall not possess, transmit, conceal, use, smell of, or be under the influence of an alcoholic beverage, drug, inhalant, or narcotic except as prescribed by a duly licensed medical practitioner and registered with the school nurse or principal; nor shall a student possess, transmit, conceal, or use any counterfeit drug, drug paraphernalia, or narcotic. The use and/or possession of illicit drugs and the unlawful possession and use of alcohol are illegal and harmful and are subject to consequences outlined in board policy.

### **Smoking/Vaping/Tobacco Products**

As per state law and Board of Education policy, students are not permitted to smoke, use any tobacco product or use any product containing nicotine in school buildings, on school property or at school sponsored events. Smoking offenses may be accompanied by a police complaint. This includes the use of electronic cigarettes.

Violators will receive progressive discipline: first offense = 3 days in-school suspension; second offense = 3 days in-school suspension and 3 days out-of-school suspension. All subsequent offenses = 9 days out-of-school suspension.

## Plagiarism Policy

**Freshmen:** On the first offense, the student may rewrite for a maximum grade of 55. The rewrite should be closely monitored by the teacher because on the freshmen level we are concerned with students' understanding of the process. On the second offense, the student receives a 0 grade for the final product. (Students' offenses will be filed in the supervisor's office.)

**Sophomores, Juniors and Seniors:** If the teacher finds that the plagiarism is flagrant or pervasive and can document the same, the assessment may receive a grade of zero.

## Academic Dishonesty

Students are expected to conduct themselves honestly and with integrity in their work. All forms of cheating and plagiarism are prohibited. Behavior that is unacceptable includes, but is not limited to the following:

- Copying another student's work;
- Working with others on projects that are meant to be done individually;
- Looking at or copying another student's test or quiz answers;
- Allowing another student to look at or copy answers from one's test or quiz;
- Using any other method (ie "cheat sheets", communicating in any form) to get/give test or quiz answers;
- Taking a test or quiz in part or in whole to use or to give to others;
- Copying information from a source without giving proper acknowledgment;
- Taking papers from other students, publications, or internet sources and claiming it as one's own work;
- Academic dishonesty in any other form including, but not limited to, tampering with computerized grade records;
- Giving or receiving answers and/or test questions to or from another student.

Violators of this policy will be disciplined on a case-by-case basis, depending on the seriousness of the violation, prior violations and other factors.

Disciplinary measures/consequences may include, but are not limited to the following:

- Redoing the assignment (see policy on plagiarism);
- Receiving a zero grade on the project, test or quiz;
- Letter sent to parent and placed in the student's file;
- Detention, suspension or expulsion.

## Forgery

Forgery of any document is a serious offense and may result in a disciplinary action up to and including suspension.

# Harassment, Intimidation and Bullying

Each student is expected to conduct himself/herself with a proper regard for the rights and welfare of others, demonstrating an attitude of respect to help cultivate a school climate where each individual can feel safe, secure and accepted. Harassment, intimidation or bullying in any form (physical, verbal, exclusionary or in any cyber mode), based on any motive (including, but not limited to, race, color, creed or sexual orientation,) will not be tolerated and any allegations of the same will be thoroughly investigated. At the conclusion of an investigation, if it is determined that a student is culpable of harassing, intimidating or bullying, there will be progressive discipline based on the nature and frequency of his/her actions, up to a two (2) to nine (9) day period of suspension or a recommendation for expulsion. Additionally, if deemed appropriate, a student may be referred to the school counselor for counseling or for outside psychological/psychiatric evaluation. Actions of reprisal or retaliation against any person who reports an incident of harassment, intimidation or bullying or any attempt to falsely accuse another as a means of harassment, intimidation or bullying are also prohibited and will result in investigation and progressive disciplinary procedures.

Harassment of any individual is expressly prohibited and will not be tolerated. Please report any act of harassment, intimidation, or bullying to Moira Barocas, Anti-Bullying Specialist (732) 556-2074 or to any staff member.

For detailed information please see the Board of Education Policy 5512 - Harassment, Intimidation, and Bullying (M), located on the Wall Township School District website.

## Unauthorized Publications

Pupil expression may be restricted, if it can be determined that such expression is inconsistent with the basic educational mission of the school district and when editorial control is reasonably related to legitimate educational concerns.

Violation of this policy by expression, publication or distribution of any materials which are biased or prejudiced, vulgar or profane, unsuitable for immature audiences, or which do not meet the school district's high standards of learning and propriety consistent with its educational goals and objectives may subject the violator(s) to disciplinary action.

## Electronic Surveillance in School Buildings/Grounds

The Wall Township Board of Education authorizes the use of electronic surveillance monitoring devices in school buildings and on school grounds to enhance the safety and security for school district, students, community members, and other building occupants to protect the school district's buildings and properties. Therefore, all school buildings and school grounds within this school grounds within this school district may be monitored using such devices in accordance with Board Policy. The content produced by the surveillance system under certain circumstances may be considered a student record, in which it will be subject to the Board of Education policy and regulations governing confidential student records.

### Participation Form

All students wishing to participate in any student or athletic activities will be required to sign an Anti-Substance Use and Student Conduct Agreement. Violations of this agreement will result in disciplinary action.

## **Eligibility for Activities**

The attendance and participation in any activity is a privilege and the administration reserves the right to prohibit a student's involvement based on the student's academic and discipline records. This includes but is not limited to all of the above listed activities and the graduation ceremony.

To be eligible for athletic competition during the first semester a high school student must have passed 30 credits during the immediately preceding academic year. A student who attends summer school and corrects his/her deficiencies, shall be eligible. To be eligible for athletic competition during the second semester a pupil must have passed 15 credits at the close of the preceding semester. If a student is ineligible for participation in a spring sport, the student must wait until May 1<sup>st</sup> when their credit status will be reexamined (using third marking period and interim report grades). A student can re-establish eligibility in September, February, and May only.

## **Proms/Dances**

All proms and dances sponsored by Wall Township High School and any club or class that represents Wall Township High School is a privilege and the administration reserves the right to prohibit a student's involvement based on the student's academic and discipline records. Any non-Wall High School student wishing to attend a Wall High School prom/dance must fill out the guest form. All students attending the Dames Ball and Junior Prom must currently be enrolled in High School. All students attending the Senior Prom must be under the age of 21.

# **Athletic Guidelines**

## **Coaching Philosophy**

- Participation in interscholastic athletics is considered a privilege, not a right. Individuals who participate in these activities have the honor of representing their school and community before the public. The school has the obligation to see that students exhibit the type of behavior and responsibility befitting this privilege.
- Athletic achievement requires sincere commitment from all athletes, parents, coaches, and administrators. For all to be successful, effective communication must occur.
- The school administration and athletic department believe strongly in being accessible to parents and supportive of the coaching staff.
- We are continually attempting to improve communication with students and parents. For our programs to be truly successful, it is necessary that everyone understand the focus and direction of the program.

## **Athletic Program**

Fall Season: Cross Country (Boys & Girls), Field Hockey, Football, Girls Tennis, Gymnastics, Girls Volleyball, Sideline Cheerleading, Soccer (Boys & Girls), and Surf Club. Winter Season: Basketball (Boys & Girls), Bowling (Boys & Girls), Chess, Competitive Cheerleading, Ice Hockey, Indoor Track (Boys & Girls), Swimming (Boys & Girls), and Wrestling. Spring Season: Baseball, Boys Tennis, Lacrosse (Boys & Girls), Boys Volleyball, Golf (Boys & Girls), Softball, and Track (Boys & Girls).

## **Program Goals**

1. To develop good citizenship and respect for rules and authority.
2. To promote and contribute to the goals of the total education program.
3. To develop physical excellence and understanding of the value of competition in our society.

## **Eligibility Checklist for Sport Participation**



A student who wants to be a member of a high school team must be registered in the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> or 12<sup>th</sup> grade. A 19-year old is not eligible to play on a team unless the student's birthday is on or after the first (1<sup>st</sup>) of September.

- a. No athlete will be permitted to tryout or practice with any team unless there is a current \*[Sports Physical Forms Packet](#) (completed by the examining physician) and the Medical Eligibility Form #4 of the [Sports Physical Forms Packet](#) on file in the school health office.
- b. Students must meet conduct and academic eligibility requirements (see below for credit requirements).
- c. Students and parents must register each season via the Genesis Parent Portal and complete the Sports Registration Form Process and sign/acknowledge the NJSIAA Steroid Policy Consent, Anti-Substance Use and Student Conduct/Sportsmanship Agreement, the Concussion Policy Acknowledgement and the Sudden Cardiac Death in Young Athletes that are included in the online Genesis Parent Portal Sports Registration. \*Links to the [Sports Physical Forms Packet](#) and the online [Sports Registration Process](#) can be found on our webpage under "Athletics" at <https://www.wallpublicschools.org/domain/166>

### **Sport Limit**

A student may not participate in more than one "strenuous" sport in any season. When one sport is "non-strenuous," participation in two sports can only occur when those sports do not pose untenable time conflicts.

### **Athletic Eligibility**

To be eligible for athletic competition during the first semester a high school pupil must have passed 30 credits during the immediately preceding academic year. A pupil who attends summer school and corrects his/her deficiencies shall be eligible. To be eligible for athletic competition during the second semester a pupil must have passed 15 credits at the close of the preceding semester. If a student is ineligible for participation in a spring sport, the student must wait until May 1st when their credit status will be reexamined (using third marking period and interim report grades). A student can reestablish eligibility in September, February, and May only.

**Additional Team/Sport Regulations:** In addition to the school rules, coaches may have additional regulations pertaining to their sport. These regulations will be discussed with the athlete at the beginning of each sport season. The student must adhere to these regulations, as well as the general school and athletic department regulations.

### **Player Evaluation and Team Selection**

The high school athletic department is sensitive to the needs of the athletes during the tryout period. It is the school's desire to see that as many student athletes as possible are involved in the program during the athletic season. Unfortunately, due to facility space, time constraints, numbers of equipment, and additional factors, limitations are placed on sizes of teams for each individual sport. The athletic department recognizes these concerns and is striving to maximize the options available for student athletes in the athletic arena as participants or supporters of the program.

### **Tryout Policy Procedures**

1. Choosing the members of the various athletic teams is the responsibility of the coach.
2. Before tryouts begin, coaches will provide team information to all candidates at a meeting and post information in their sports google classroom.

Such information should include:

- a. Length of tryout period.
- b. Approximate number of team members that will be selected and criteria involved in

- selection-positions needed, etc.
  - c. Distribution of practice and competition schedule. The coach will explain the commitment necessary to join the team.
  - d. Clear notification that tryouts are based on the performance during the selection period. Tryouts are not based on summer participation or coaching camps the athletes participated in previous to selections.
3. Students who have any concerns or are cut from a team are encouraged to speak directly to the team's coach.

### **Varsity Letter and Team Captain Criteria**

Varsity letter criteria is based on individual varsity playing time majority percentage (by sport) and individual criteria established by the varsity head coach of each sport. Wall High School only bestows varsity letters for school sponsored programs. The head coach will also establish criteria and procedures for selecting captains or a captain to represent their team if that head coach wishes to have team captains or a team captain.

### **Dropping/Changing a Sport**

On occasion, an athlete may find it necessary to drop/change a sport for a good reason. If this occurs, the following procedure must be followed:

- a. Talk with your immediate coach and then the head coach.
- b. Report to the Equipment Manager and check in all equipment issued.
- c. Go to the Athletic Director to finalize the drop/change to the new sport.

### **Extra-Curricular Conflicts**

An individual who attempts to participate in too many extracurricular activities will, undoubtedly, be in a position of a conflict of obligations. The Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extra-curricular activities. However, students have a responsibility to recognize the priority of varsity athletic programs over extracurricular activities. Students who commit to an athletic team are expected to do everything they can to avoid conflicts. It also means notifying the head coach and the faculty members involved immediately when a conflict does arise.

### **Steroid Testing Policy/NJSIAA**

The NJSIAA will test certain randomly selected individuals and teams that qualify for a state championship tournament or state championship competition for banned substances. The result of all tests shall be considered confidential and shall only be disclosed to the student, his or her parents, and his or her school. No student may participate in NJSIAA competition unless the student and the student's parent/guardian consent to random testing. An up-to-date list of these banned substances can be found on the athletic website

<https://www.wallpublicschools.org/Page/2463>

### **Substance Abuse/Student-Fan Conduct/Sportsmanship Agreement**

Information explaining the terms and conditions of the policies will be made available to students in the following manner:

- a. By the Athletic Department, sport specific coach and/or advisor on the [Wall athletic website](#)
- b. In the student policy and procedure handbook
- c. Student-Athletes and Parents/Guardians will be required to sign via the online Genesis Parent Portal Sports Registration process the Anti-Substance Use and the Sportsmanship Fan Code of Conduct Policy prior to trying out for any athletic team.

### **Concussion Policy Acknowledgement and Sudden Cardiac Death in Young Athletes**

The NJSIAA requires that all student athletes and their parents become aware of the signs and symptoms of a concussion and the health dangers of participating in a sport when concussion symptoms are present. Information was developed by the NJSIAA to make parents aware of

heart diseases/abnormalities that can lead to sudden cardiac death in young athletes. As a result, all student athletes and the parent/guardian will read about and acknowledge these dangers when completing the online Genesis Parent Portal Sports Registration process.

### **Transfers**

A student who transfers from one member school to another member school must complete the transfer process and be approved by NJSIAA in order to be eligible for participation. Any student who transfers in after the start of practice date is subject to the 30-day penalty in that sport. Any student who transfers after the competition start date is subject to the 30-day penalty and is ineligible for the NJSIAA post-season tournament in that sport. When implementing a transfer penalty (30 or 22 day), the student's first day of the penalty will begin on the day of the first official interscholastic contest (not including scrimmages) of that sport. For football, the Week 1 Competition Start Date will be used as the start date for counting the number of days a student is penalized. Students who have a 30-day penalty become eligible on week 5 unless they participate in four (4) games prior to week 4 (i.e., weeks 0, 1, 2 and 3). Students who have a 22-day penalty become eligible on week 4 unless they participate in three (3) games prior to week 3 (i.e., weeks 0, 1 and 2).

### **Travel Transportation**

The high school provides transportation to and from all athletic contests. All athletes are required to use school transportation. Athletes may not participate in any away contest if they use alternate transportation without prior permission from the coach/Athletic Director via the Activity Travel Release Form #1. The athletic department realizes that extenuating circumstances do occur. Parents needing to take home a student after an athletic contest will sign their child out using Activity Travel Release Form #2, which is a sign out sheet maintained by the coach at the contest site.

- Athletes will remain with their squad and under the supervision of a coach when attending away contests.
- All regular school bus rules will be followed.
- Travel forms can be picked up in the Athletic Directors office

### **Student Admission Policy for Athletic Events**

All elementary and intermediate age children (grades K-8) must be accompanied by an adult in order to be allowed admission to athletic contests.

### **Valuables**

The athlete will leave all valuables at home, not in the locker room. The athlete should be sure that belongings are secured and that the locker is locked properly.

### **Medical Information/Athletic Insurance Physical**

A [Sports Physical Forms Packet](#) (to be completed by the examining physician), is good for 365 days. The Medical Eligibility Form #4 of the [Sports Physical Forms Packet](#) must be submitted to the WHS Nurses office and the health history update, which is part of the online Genesis Parent Portal Sports Registration process, must be submitted by a parent or guardian prior to each sport season.

### **Injuries**

Participants in interscholastic sports are insured by a medical insurance plan supplied by the Wall BOE. The plan covers injuries resulting from playing, practicing or traveling to or from interscholastic sport activities. Please have your child report all accidents/injuries immediately, no matter how insignificant to the Athletic Trainer, who will keep a record of this injury. NOTE: This policy is a secondary policy, thus parents must use their own insurance. This plan is "in excess coverage" and pays only those bills that are not reimbursable under your coverage. It will be up to the parents to collect all medical bills and submit them to the insurance company. Questions and/or forms regarding the policy coverage, should be directed to the School Nurse

(732-556-2070). A student who cannot participate due to serious injury/ illness may not resume athletic activity until receiving written permission from the physician. The Athletic Trainer will confer with the attending Physician as to the return time of the injured athlete to their sport. If injured, your son/daughter is directed to see the Athletic Trainer: Mr. Brendan McDermott. He can be reached at (732) 556-2066 between 1:00 p.m. and 6:00 p.m. Monday through Friday.

## **Sportsmanship**

### **District Policy 5570 - SPORTSMANSHIP**

The Board of Education requires that all individuals involved in or attending the athletic and intramural programs sponsored by the Board exhibit sportsmanship when representing the school at any athletic event. Sportsmanship is defined as abiding by the rules of the contest as defined or accepted by the participating teams. In exhibiting sportsmanship all participants shall:

1. Respect and follow the rules of the contest;
2. Recognize skilled performance of others regardless of affiliation;
3. Display respect for all individuals participating in the athletic event;
4. Treat opponents in an empathetic manner; and
5. Congratulate opponents in victory or defeat.

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

1. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who strikes or physically abuses an official, coach, player, or spectator;
2. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who intentionally incites participants or spectators to violent or abusive action;
3. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who uses obscene gestures or profane or unduly provocative language or action towards officials, coaches, opponents, or spectators;
4. Any person (athletic department, staff member, student athlete, or a fan or spectator associated with the school district) who engages in harassing verbal or physical conduct which exhibits bias based on any of the protected categories listed at N.J.A.C. 6A:7-1.1(a);
5. Any school or athletic staff member who is publicly critical of a game official, opponents, and/or opposing coaches/players;
6. Other conduct judged by the Principal or designee to be unsportsmanlike in character; and
7. Any violation of the rules of the New Jersey State Interscholastic Athletic Association.

Schools are not permitted to conduct pre-meet/game activities of an intimidating nature, e.g., the use of fog machines, the blaring of sirens or loud music/unusual sound effects, strobe/unusual lighting effects, or similar type activities.

Failure to exhibit good sportsmanship may subject the individual to disciplinary action as deemed appropriate by the Board.

### **District Regulation 5570 - SPORTSMANSHIP**

Individuals who violate Policy No. 5570, Sportsmanship shall be subject to the following disciplinary actions to be imposed by the Principal or designee.

A. Violations shall be dealt with in the following manner:

1. First Offense - warning by the Principal or designee.
2. Second Offense - short term suspension from the athletic or intramural program - duration to be determined by the Principal or designee, but not to exceed ten school days.
3. Third Offense - long term suspension - up to one school year from the athletic or intramural program.
4. Fourth Offense - permanent expulsion from participation in the athletic or intramural program by the Principal or designee.

B. The determination of the Principal or designee may be appealed to the Superintendent who shall make a determination within ten working days.

C. A determination by the Superintendent resulting in a long term suspension or expulsion from the athletic or intramural program may be appealed to the Board which may hold a hearing on the matter and render a determination of the matter within thirty calendar days.

### **NJSIAA Sportsmanship Rule/Policy**

"The NJSIAA requires officials to enforce all rules regarding unsportsmanlike conduct by coaches and players. There will be no tolerance for any negative behavior, such as taunting, trash-talking and verbal, written, or physical conduct related to race, gender, ethnicity, disability, sexual orientation, or religion. Such behavior will result in being ejected from this event. All participants must respect the game, respect the officials, and respect their opponents."

It shall be the responsibility of each member school to ensure that all individuals employed by or directly associated with the athletic program, including its Student-Athletes, comport themselves in a sportsmanlike manner when representing their school, especially at interscholastic events.

Unsportsmanlike conduct shall subject the individual to disciplinary action. The member school with which the individual is associated may also be subject to disciplinary action if it is found that the member school's policies, actions, or failure to act, substantially contributed to the individual's conduct.

Under the NJSIAA Sportsmanship Rule/Policy, unsportsmanlike conduct includes, but is not limited to, actions of a fan, spectator, school staff, school security, officials, opposing coach or players who:

- Strikes or physically abuses an official, opposing coach, player, or spectator
- Intentionally incites participants or spectators to violent or abusive action
- Uses obscene gestures or profane or unduly provocative language or action towards officials, opponents, or spectators
- Engages in harassing verbal or physical conduct related to race, gender, ethnicity, disability, sexual orientation or religion at an interscholastic event.
- Use of profanity, threatening comments, or biased language before, during, or after an interscholastic event.
- Verbally harasses an official or participant (i.e., coaches or players from any participating school) by using names or uniform numbers.
- Entering the field of play – before, during, or after an interscholastic event.
- Physical altercation with an official, coach, player, school staff, school security, or spectator – before, during, or after an interscholastic event.
- Use of artificial noisemakers or other instruments intended to disrupt the interscholastic event or distract the participants during an interscholastic event.

### **Shore Conference Rules and Regulations**

The rules of conduct apply to all Shore Conference events, including regular and postseason competitions.

- Artificial noisemakers are prohibited by NJSIAA rules and are not permitted at any event. This includes bells, whistles, thunder sticks, clappers, balloons, megaphones (excluding cheerleaders), and horns.
- Body painting is not permitted, nor are bare chests.
- All signs must be hung on walls and shall show only positive support. Those that direct negative comments toward opponents or are unsportsmanlike are not permitted. Visiting teams may not bring banners/signs to hang at host school's venue. Flags are not permitted at indoor facilities or bleachers.
- Teams may run through banners that are positive and show good sportsmanship.
- Supervised pep bands are allowed at all events.
- Face painting is allowed, provided it was done prior to entering the venue.
- Rally towels are allowed. Foam fingers are also allowed, provided they are not blocking the view of spectators.
- A protest may not be filed that calls into question the judgment of an official.

**Unsportsmanlike conduct shall subject the violator to disciplinary action. Disciplinary**

### **Actions may include but are not limited to:**

- Immediate removal from the event and school premises.
- Suspension from the next home interscholastic event for a first offense.
- Longer suspensions from interscholastic and school events for multiple violations in a defined period of time (season, school year, calendar year, etc.).
- Completion of the following <https://nfhslearn.com/courses/sportsmanship-2> NFHS Sportsmanship course
- Reinstatement meeting with the Athletic Director, Marni Henry [mhenry@wallpublicschools.org](mailto:mhenry@wallpublicschools.org) before attendance at future WHS events.

### **Hazing**

#### District Policy 5541 - Anti-Hazing

“Hazing” in a school setting includes, but is not limited to, conduct by an individual(s) who is a member and/or representative of a school-sponsored student organization, club, or athletic team where such individual(s) conditions a student’s acceptance as a member into such group on whether the student engages in activities that are humiliating, demeaning, intimidating, and exhausting to the student.

N.J.S.A. 2C:40-3.a. indicates hazing may also include, but is not limited to, the conduct outlined below:

1. An individual(s) causes, coerces, or otherwise induces a student to commit an act that violates Federal or State criminal law;
2. An individual(s) causes, coerces, or otherwise induces a student to consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm or is otherwise deleterious to the student’s health;
3. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a physical nature, including, but not limited to, whipping, beating, branding, excessive calisthenics, or exposure to the elements;
4. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a mental or emotional nature, including, but not limited to, activity adversely affecting the mental or emotional health or dignity of the individual, sleep deprivation, exclusion from social contact, or conduct that could result in extreme embarrassment;
5. An individual(s) subjects a student to abuse, mistreatment, harassment, or degradation of a sexual nature; or
6. An individual(s) subjects a student to any other activity that creates a reasonable likelihood of bodily injury to the student.

The Wall Township Board of Education strictly prohibits students from engaging individually or collectively in any form of hazing or related initiation activity, in conjunction with any school activity or involving any person associated with the school, regardless of where the incident occurs. Any student who participates in hazing or conspires to engage in hazing will face immediate disciplinary action, up to and including suspension, expulsion, exclusion and loss of participation in extracurricular activities. Students participating in hazing may be referred to law enforcement authorities for prosecution.

### **Equipment**

Returning Equipment: Failure to comply with this responsibility will result in disciplinary action/

loss of extra-curricular privileges. The student will be billed for the replacement value of the equipment. An athlete will not be allowed to participate in another interscholastic athletic program nor will he/she receive an athletic award until all equipment/uniforms have been returned and all financial obligations have been settled. In case of a senior, participation in the graduation exercises will be denied until retribution has been made.

### **Conflict Procedure**

Should a concern arise regarding athletic department procedures or policies, please be advised of the following steps to resolve any issue:

1. E-mail the coach to set up an appointment. Emails are: first initial followed by last name then @wallpublicschools.org
2. If the coach cannot be reached, e-mail the Athletic Director, Marni Henry mhenry@wallpublicschools.org she will set up a meeting for you. *\*Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and the coach. Meetings of this nature usually do not promote positive resolutions.*
3. Issues not appropriate to discuss with a coach:
  - Playing time
  - Team strategy and/or
  - Other student athletes
4. If this meeting does not result in a resolution to the problem, you have the right to call the Athletic Director, Ms. Marni Henry at (732) 556-2064, to set up an appointment to discuss the situation.

# Wall High School Student Assistance

Wall High School Student Assistance represents a long-range commitment by the school district to deal with alcohol and drug related issues of students.

The goals of the student assistance program are to provide education, intervention, and support services for students affected by their own or others' drug or alcohol use. Through an affirmative approach the program attempts to:

1. Reduce the incidence of alcohol/drug related problems among students;
2. Increase student and staff awareness of the assistance available for those affected by addiction/dependency;
3. Establish joint home, community and school related efforts to combat substance abuse;
4. Provide in-service educational programs related to alcohol/drug use.

For further information, please reach out to Mrs. Fornarotto-Regenye, Student Assistance Counselor at 732-556-2139 or [afornarottoregenye@wallpublicschools.org](mailto:afornarottoregenye@wallpublicschools.org).

Visit the website at: [WHS Referrals and Services- Student Assistance Counselor](#)

## 2<sup>nd</sup> Floor Helpline

The 2<sup>nd</sup> Floor Youth Helpline is a free community service provided to the greater Monmouth County region. Youth can call our confidential toll-free helpline at **1-888-222-2228** to speak with accredited professionals and trained volunteers who listen carefully and compassionately. Young people can also visit [www.2ndfloor.org](http://www.2ndfloor.org) for up-to-date information about cyberbullying and mental health.

# Military Services – Directory Information

Federal legislation (amendments to the Elementary and Secondary Education Act (ESEA) of 1965 and the National Defense Authorization Act for Fiscal Year 2002) require secondary schools to provide military recruiters the same access to secondary students and student information as they provide to post-secondary institutions and prospective employers.

According to the United States Department of Education (USDOE), military recruiters are also entitled to receive the name, address and telephone listing of juniors and seniors in high school. In the view of USDOE, the obligation to provide this information to military recruiters does not conflict with the Family Educational Rights and Privacy Act (FERPA) as it falls within the category of student directory information.

Parents are hereby notified that in accordance with the provisions of ESEA and FERPA, Wall High School will provide the required directory information (name, address and telephone number) to military recruiters who request it. It should be understood that the consequences of school districts failing to comply with the military disclosure requirements is to lose federal funding under ESEA.

**Under the law, parents or guardians have the option to request that the school not disclose the directory information unless they provide specific written consent to do so.**

Parents/guardians may exercise this right by completing the form available at school and returning it to the Wall High School Office of Guidance and Counseling. **Please note that a separate form must be completed for each child.**



# National Honor Society

The National Honor Society chapter of Wall High School is a duly chartered and affiliated chapter of this prestigious national organization.

Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of NHS and have been revised to meet our local chapter needs. Students are selected to be members by a five-member Faculty Council, appointed by the principal, which bestows this honor upon qualified students on behalf of the faculty of our school each fall. The chapter advisor serves as a non-voting member of the Faculty Council and is only present to assure selection procedures are accurately followed.

For the scholarship criterion, seniors and juniors who have maintained a cumulative weighted GPA of 3.6000 or higher for the ninth grade to the last semester of their previous year shall be eligible candidates. The academic threshold is 3.6000 exactly (e.g. a weighted GPA of 3.5999 would fail to meet this threshold.) Those students who meet this criterion are invited to complete a Candidate Information Binder that provides the Faculty Council with information regarding the candidate's leadership and service. A history of leadership experiences and participation in school and community service is also required.

To evaluate a candidate's character, the Faculty Council uses two forms of input. First, school disciplinary records are reviewed. Second, members of the faculty are solicited for input regarding their professional reflections on a candidate's character.

These forms and the Student Information Binder are carefully reviewed by the Faculty Council to determine membership. A majority vote of the Council is necessary for selection. Candidates are notified regarding selection or non-selection according to a predetermined schedule.

Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members.

Once inducted, new members are required to maintain the same level of performance (or better) in all four criteria that led to their selection. This obligation includes regular attendance at chapter meetings held monthly during the school year, participation in one of the chapter service projects, and one of the chapter fundraising projects. In addition, at the end of each month, students are required to submit evidence of the completion of six hours of service activities.

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Students or parents who have questions regarding the selection process or membership obligations can contact the Wall High School National Honor Society Advisor.

# Community Service

## 1. What is community service?

Community service involves volunteer work for which the student receives no payment or other extrinsic reward. The service activity takes place outside of the school setting or the beneficiaries of the work are outside of the school. Community service may be performed as an individual or as part of a group such as a school club (Student Council, SADD, NHS, NNDCC, Environmental Club, etc.) or outside organization (Boy Scouts, Church groups, etc.).

## 2. Why should I perform community service?

When students perform community service, the "community" - be it in the form of individuals receiving help or the population at large benefiting from such things as environmental clean-ups - clearly gains.

The students performing the service also benefit in a number of ways:

- Students will gain experience in working with diverse groups of people
- Students will have an opportunity to improve their communication skills
- Students may have the chance to explore areas of career opportunities
- Students will learn to set and attain goals, which in turn will help them realize their own potential, more fully develop their gifts and talents, and boost their self-esteem
- Students will gain personal satisfaction and improve their citizenship skills by giving back to their community
- Students will gain a better appreciation of their own circumstances
- Students may benefit by fulfilling requirements for membership in honorary groups (NHS, etc.) and enhancing their chances for scholarships and college admission

# Nurse/Health Room Policy

Except in emergency situations, a student who reports to the health room must have a pass from his/her classroom teacher. The student will be assessed by the nurse, who will make a determination as to whether the student should return to class, rest in the health room or be sent home. A student may be permitted to remain in the health room up to one class period, at the discretion of the nurse. If the student is unable to attend class after one period and/or requests his/her parent/guardian be notified of the illness, a parent/guardian will be called. The parent/guardian will be asked to take home students if they are unable to attend class. A student will be considered medically excused if he/she comes to the health room with a fever or exhibits clinical signs of illness. If a student who is not medically excused by the nurse requests to go home, and the student has parental consent, the parent may pick up the student, but this day would be considered an absence, not a medical excuse.

Any student who is sent home by the nurse will not be permitted to drive themselves or walk home. The student must be picked up and signed out by a parent/guardian or an emergency contact.

No student is to bring any medication to school without the written permission of a physician. This includes over the counter medications, such as Tylenol, Midol, etc. All medications are to be kept in the nurse's room. If a student is found to be in possession of any medication, he/she may face disciplinary charges.

If a note signed by a parent/guardian is brought from home, a student may be excused from Physical Education participation for medical reasons. This note allows non-participation for up

to two consecutive days. If the number of consecutive non-participation days requested exceeds two days, a note from a physician is required and must be submitted to the Nurse.

## **Media Center**

### **Student Access**

Students may come to the media center before and after school without a pass. Students must have a pass to come to the media center during school hours. Passes are issued through individual teachers.

### **Fines**

We do not charge late fees; however, lost or damaged books require full replacement cost payment.

### **Copy Machines/Printers**

There is no charge for using the copy machines or the printers. Please do not misuse this privilege.

## **Bulletins and Announcements**

All notices of club meetings, athletic and social events, general information for the day and specific instructions are announced during the morning news and listed on the daily announcement page on the high school website. Students responsible for putting notices in this daily bulletin must have their notices approved by their advisor and in the main office the day preceding the notice.

Special notices are posted on the bulletin boards outside the main office, in the Media Center, Guidance and Counseling Office posted as poster signs. All posters must advertise school-sponsored events and must be approved by the administration.

## **Visitors**

All visitors must secure permission from the administration before any visitation can take place. A valid ID is required for visitation.

# Wall High School Parking Permit Application & Regulations

## WALL HIGH SCHOOL PARKING PERMIT APPLICATION AND REGULATIONS

### **The following is required to apply for a permit:**

1. Student's driver's license (or copy of)
2. Vehicle registration (or copy of)
3. Vehicle insurance card (or copy of)

Name of Student Driver: \_\_\_\_\_ Class of: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

- We understand that this permit is not an exclusion for the school bus and students may travel to and from school on the bus when the situation warrants it.
- We will obey the regulations regarding this granted permission.
- We shall be responsible for violations of the rules, which will result in disciplinary action and/or the forfeiture of his / her parking permit.
- The cost of a parking permit will be \$5.00 for each decal issued but does not guarantee a parking space.

**PARKING PERMIT WILL NOT BE ISSUED UNTIL THIS APPLICATION IS COMPLETE. PLEASE SIGN THE PARKING REGULATIONS PAGE AS WELL.**

\_\_\_\_\_  
*Signature of Parent or Guardian*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Student*

### **VEHICLE INFORMATION:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ License Plate #: \_\_\_\_\_

### **SECONDARY VEHICLE:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ License Plate #: \_\_\_\_\_

\_\_\_\_\_  
*Date Attended Share the Keys*

\_\_\_\_\_  
*Approved By*

**\*\*\*PLEASE READ AND SIGN ALL DOCUMENTS\*\*\***

**STUDENT PARKING REGULATIONS**

- Student and one parent/guardian must attend the "Share the Keys" program to be eligible for parking.
- Parking spaces are available on a *first come first serve* basis. There are no assigned parking spaces for students. Depending on class size, there may be more parking permits issued than the number of available student parking spaces. The purchase of a parking permit doesn't guarantee you a parking space on campus.
- Students may only park in **NUMBERED SPACES with RED STRIPING**. **Students are not permitted to park in any space on campus marked with white striping, the word RESERVED or in any space designated with signage for visitors, faculty and cafeteria staff.**
- **Junior Parking** is designated in the lot in front of the maintenance building on 18th Avenue. Juniors may only park in this designated lot. Violations will result in disciplinary action and forfeiture of parking privileges as outlined in the student handbook.
- **Senior Parking** is designated in the lot off New Bedford Road and in the lot behind the Superintendent's office. Seniors may only park in these designated lots. Violations will result in disciplinary action and forfeiture of parking privileges as outlined in the student handbook.
- Any student that parks in his/her grade designated lot without a parking permit or parks in the fire lane or spaces or areas not designated for student parking (i.e. grass areas, spaces marked with white lines, creating your own space) may have their vehicle towed at their expense. Violations will result in disciplinary action and forfeiture of parking privileges as outlined in the student handbook.
- Reckless, careless or unsafe driving will result in the forfeiture of parking privileges.
- All vehicles must park "Head On." Do not back into parking spaces.
- No loitering in the parking lots before, during or after school.
- Parking decals **must** be affixed to the interior, lower right corner of the back windshield. If decal is not permanently secured to the vehicle, student will not be permitted to park. There will be no exceptions to the position of the parking permit decal. If a parking permit decal is lost or damaged, the student will be responsible for purchasing a new decal. Parking decals **are not** to be transferred between students.
- Any student found to be counterfeiting, defacing or falsifying parking permit decals in any way will forfeit their parking privileges for the remainder of their time at Wall High School. The student will face disciplinary action up to and including suspension.
- The main office must be notified immediately of any change in registered vehicles, (i.e. purchase of new vehicle).
- Any student using their secondary vehicle or any other vehicle other than the one registered with their permit number **MUST NOTIFY THE MAIN OFFICE UPON ENTERING THE BUILDING**.
- All vehicles utilizing the high school parking lots are subject to search.
- Mechanical problems with your personal vehicle, (i.e. flat tire, dead battery) will not be considered as an excused late to school.
- Any student who is suspended may lose their parking privileges for a period of 30 days. Any subsequent suspensions will result in permanent loss of parking privileges.
- The above list is not inclusive of all disciplinary infractions that could result in loss of parking privileges. The administration reserves the right to revoke parking privileges.

**ANY INFRACTIONS OF THE ABOVE REGULATIONS MAY RESULT IN FORFEITURE OF YOUR PARKING PERMIT AND/OR OTHER DISCIPLINARY ACTION.**

*I understand the above regulations and the consequences for infractions of those rules.*

---

Signature of Parent or Guardian

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Date

---

Signature of Student

# School Counseling Services

The purpose of the school counseling services is to provide support and encouragement for students as they adjust to new situations and face social, emotional, educational, and personal challenges. Students may schedule an appointment with the school counselor during the unit lunch period or after school. Please visit the Office of School Counseling during the unit lunch period to schedule an appointment.

*The counselor may assist the student in:*

- Recommending materials that the student may use to improve his/her study habits;
- Planning his/her schedule and 4-year academic program;
- Making realistic curriculum selections and suitable plans for the future;
- Providing opportunities for students to learn about their interests and abilities;
- Exploring personal, educational and career choices;
- Offering aid in problems of adjustment - to listen to the student and discuss his/her problems;
- Personal relationships and decision making skills;
- Referring pupils and parents to various agencies for specialized services.

## Appointments

To make an appointment with the School Counseling Department the student should fill out an appointment slip, available in the School Counseling Office. The student will receive the slip back from their assigned counselor with an appointment date and time.

Students are advised to seek out the advice and direction of their counselors whenever needed, for both academic and personal reasons. Counselors are available before and after school, and by appointment during the day. Groups are scheduled during the unit lunch period. Please visit the district website.

## School Counseling Programs

Parent and student workshops will be scheduled throughout the year for all grade levels. Workshops will focus on grade level topics such as PSAT interpretation, SAT/ACT planning, College Planning, Financial Aid, College Application Process and Student Scheduling Assemblies. College representatives are scheduled to visit with WHS students in the fall of their senior year. Visit [Scoilr](#) for a list of specific colleges, dates and times through the district website.

## College Application Process

College bound seniors will begin the college application process in the fall. Student applicants must complete the application for admission, forward the designated application fee, complete a transcript request form and submit it to the Office of School Counseling. The School Counseling Department requires ten working days to produce your transcript. A detailed outline of the college application process is provided on the school counseling website.

## Scoir

Scoir is a Web-based service designed especially for students and parents. Students can use Scoir to help in making decisions about courses, colleges, and careers. All students at WHS have their own password protected account. Scoir is linked with the School Counseling Office, our counselors can track and analyze data about student's college and career plans. It also provides links to other web resources for college and career information.

### *Scoir allows you to:*

- *Get involved in the planning and advising process* – Build a resume, complete on-line surveys, and manage timelines and deadlines for making decisions about colleges and careers
- *Research colleges* – Compare GPA, standardized test scores, and other statistics to actual historical data from our school for students who have applied and been admitted in the past
- *Sign up for college visits* – Find out which colleges are visiting our school and sign up to attend those sessions

## Websites

Families are encouraged to utilize the resources the counseling office has to offer. Please use Scoir (<https://www.scoir.com/>) and follow links to various resources.

# Scheduling

Wall High School provides educational opportunities that challenge all students. Student learners are encouraged to enhance their academic rigor and attempt the most challenging academic schedule possible. Students should consider their interests, abilities and goals as they choose their academic program each year. We encourage students to gather information from teachers, counselors, parents and administrators as they choose their courses for the school year. Counselors will meet with each student individually to discuss course selection. At the time of registration, counselors and students will make informed decisions and select the course of study that best suits the needs of each student.

## Schedule Adjustments

### *Prior to the School Year*

If it becomes necessary to make a schedule adjustment prior to the beginning of the 2024-2025 school year, students **must** schedule an appointment with their counselor. Students will be asked to identify the reason for the request. The school master schedule is built upon careful and deliberate course selections made by students. Any schedule changes made after the master schedule is built adversely affect the enrollment balances of classes. Every effort should be made by students, counselors, parents, and teachers to ensure that the courses selected are appropriate for the students. The deadline for course selection changes will be the last day of school.

### *After the School Year Begins*

Valid reasons for which a student may request a change of schedule include:

- An error or omission in data entry;
- Meeting a graduation requirement (seniors);
- Course failures, which prohibit progress to the next sequential course;
- Successful summer school attendance allowing progress to the next sequential course;
- In order to honor, where possible, the student's original course selection requests.

**Any student requesting a change of schedule must do so by Friday, September 13, 2025.** The dropped course will not become a part of the student's permanent record. A student dropping

a course after September 13<sup>th</sup> will have the course printed on his/her permanent record. The course will appear on the student's transcript as either Withdraw Pass (WP) or Withdraw Fail (WF) based upon the grade at the time of dropping the course.

**This policy for changes will be followed at all times.**

## Progress Reports/Report Cards

Progress reports are in real-time, accessible through the Genesis Parent Portal. Students and parents can utilize their login information to view student progress throughout the school year. Report cards will be posted for parents to access at the end of each marking period.

### Honor Roll

A student is placed on the honor roll if he/she has an 85 or better in all subjects. To qualify for the high honor roll, a student must obtain a 91 average and have no grade lower than an 89.

**Students who still have an incomplete grade in any class or classes ten days after the close of any given marking period will not be included in the honor roll for that marking period.**

### Incomplete Grades

An "I" on a report card, in lieu of a grade, indicates that the marking period grade or the final grade cannot be computed because the student's academic work is incomplete. Incomplete grades must be satisfactorily completed within two weeks (10 school days) after the end of the marking period. After that, they will automatically be changed to a failing grade unless arrangements have been made with the subject teacher because of extenuating circumstances.

## Midterm and Final Exam Attendance Policy

Students are required to be present and on time for all midterm and final exams at the time scheduled. In case of illness or other emergency, a student will be considered excused from a midterm or a final exam if a parent contacts the school the same day as the scheduled exam and provides acceptable documentation for a valid absence. The student must then make arrangements with the teacher to make-up the exam. In all other situations the student shall receive a "0" for a missed exam.

## AP Courses and Final Exams

All students enrolled in Advanced Placement courses are required to take the Advanced Placement Examinations in May (see Policy 2429).

- Students who earn a final average of 85 or above and take the AP Exam will be exempt from the final exam.
- Students who do not take the required AP Exam in May shall be required to reimburse the school district for the cost of the exam and take the final exam.
- Students who do not take the required AP Exam in May will receive honors credit for the course with a notation on his/her transcript indicating that the student did not fulfill the AP requirement (GPA and class rank will be impacted).



# Senior Final Exam Exemptions

A Senior student who completes a course with an average of 91 or higher, as determined by averaging the Semester 1 Average with the average of the third and fourth marking period grades and with the stipulation that no marking period average be lower than 88; will be exempt from taking the final exam.

There will be no exemptions from **midterm exams**. In the case of **semester courses**, where the exam is actually a **final exam**, seniors who have earned at least a 91 average for marking periods one and two and no marking period average is below 88, **will be exempt from the semester course final exam**.

## Final Grades

On or before the last day of school each teacher is required to fill out a Final Grade Failure/Incomplete Notice for each student who is incomplete or failing a course for the year. The School Counseling Department (Guidance) will mail a copy of the Final Grade Failure/Incomplete Notice with information about summer school. Each parent/guardian is encouraged to discuss their options with their child and inform the School Counseling Department (Guidance) of their decision. The Final Grade Failure/Incomplete Notice should be considered an official notification from the teacher.

### Option II

The New Jersey Department of Education (NJDOE) recognizes and acknowledges that all students will not achieve Common Core/Core Curriculum Content Standards (CCCS) in the same manner and/or with the same level of success. The Wall Township School District is permitted to allow students with individualized learning opportunities outside of the traditional classroom that are stimulating and challenging and that enable students to meet or exceed the Common Core/Core Curriculum Content Standards. This is commonly referred to as Option II. Students are permitted to earn credit toward graduation through Option II experiences. These experiences include, but are not limited to: course remediation/acceleration, early college credit, online learning, work-based programs, school based programs, and internships. Participation in Option II is predicated on the application process through which students seek approval. Attainment of credit toward graduation is based on the successful completion of assessments that verify student achievement in meeting or exceeding the Common Core/Core Curriculum Content Standards at the high school level.

### Option II Credit Attainment

Students planning to pursue coursework for credit in addition to the traditional offerings at Wall High School are required to submit a completed application to the Principal's Option II Review Committee. This committee will be comprised of the High School Principal, Director of School Counseling, Department Supervisor and a designated School Counselor. If the course is to be taken during the summer, the application must be completed by May 31<sup>st</sup> and all course requirements must be completed and submitted to the Director of School Counseling no later than August 15<sup>th</sup>. Deadlines for submission are August 1<sup>st</sup> for Fall Semester coursework; January 1<sup>st</sup> for Spring Semester course work. The Principal's Option II Review Committee will review each application to determine eligibility and grant approval/disapproval based on the criteria outlined. Each student's application will be reviewed on its own merit. The committee will ensure that each student is on track to fulfill graduation requirements.

- Option II credit may be earned for a maximum of two courses in one year (July 1-June 30)
- Students may not take consecutive courses in a sequence and/or subject area

- Parents/Guardians are responsible for all expenses associated with Option II Credit
- **Final course grades and credits earned will appear on a student's transcript, but will not be used in GPA calculation and will not count in the calculation for class rank.**

## Credit Recovery

Students receiving below a 70 in a WHS course do not receive credit. Students who fail to meet course requirements and/or meet attendance requirements receive a final grade of NC (no credit). In each case, credits towards graduation are not earned. Student options include the repeat of the course during the next school year; enrollment in an approved summer school program; or enrollment in an approved Option II alternative. Option II alternatives require approval by the Principal's Option II Review Committee.

Credit Recovery courses require students to be enrolled for a minimum of 60 hours for a 5 credit course. Grades for completed Credit Recovery courses will be reflected on transcripts. Credit recovery courses are not included in the calculation of a student's overall GPA. The original course and final grade **will be** retained on the student's transcript. Appropriate credits will be applied toward graduation requirements. Credit recovery can be achieved through in-person or online coursework.

## Course Acceleration

Students may opt to enroll in Option II courses to accelerate their program and/or to advance a course level. A common example of advanced coursework is the student who takes an additional mathematics course to advance to the next level of math or a world language that is not available for study at the high school. Advanced credit, additional credit, or acceleration can be achieved through in-person or online coursework. The following guidelines must be followed:

- Parents/Guardians are responsible for arranging instruction by a Wall Board of Education approved educational program or by a NJ State certified teacher for sixty (60) hours of one-on-one instruction. Prior approval by the Principal's Option II Review Committee must be granted in all instances.
- All tutors must be state certified in the respective subject area and submit a copy of said New Jersey teaching certificate to the high school administration.
- Parents/Guardians are responsible for all expenses associated with Option II Credit.
- If the course is to be taken during the summer, the application must be completed by May 31<sup>st</sup> and all course requirements must be completed and submitted to the Director of School Counseling no later than August 15<sup>th</sup>. **Course extensions will not be granted.**
- Final course grade and credits earned will appear on a student's transcript, but will not be used in GPA calculation and will not count in the calculation for class rank.

### Option II for Alternative Physical Education

The Wall Township School District encourages all students to participate in the Physical Education Program. It recognizes, however, that some students are engaged in athletic, interscholastic or other programs of vigorous activity, allowing for achievement of the New Jersey Core Curriculum Content Standards. Such students may be excused from the required physical education course, while still earning physical education credit. Attainment of credit toward graduation is based on the successful completion of assessments that verify student achievement in meeting or exceeding the Core Curriculum Content Standards at the high school level. There are two qualifying paths a Wall High School student may take to earn Physical Education credit through Option II:

1. Parents/Guardians are responsible for arranging instruction by a Wall Board of Education approved educational program or by a NJ State certified teacher for forty-five (45) hours of one-on-one instruction. A copy of the New Jersey teaching certificate must be provided to the Principal's Option II Review Committee for consideration.
2. Continuous high-level training, practice, performance, and/or competition in an athletic or physical activity for at least 150 minutes per week with an approved organization, coach, and/or teacher. Students will be awarded a final grade of Pass/Fail.
3. Online

In order to be considered for Option II for Alternative Physical Education, students must meet the following criteria:

- Sophomore, junior or senior (who has not previously failed health or physical education)
- Member of an athletic team or organization that provides a minimum of 150 minutes of physical activity each week for 3 out of 4 marking periods (excluding health)
  - 300 minutes in 1 week will not transfer to another week
- Enroll in a health education course outside of Wall High School

**Any student interested in Option II is encouraged to speak with their school counselor.**

## Grade Designation

All students will move with their grade regardless of the number of accrued credits. At the end of their junior year, the guidance counselors will check each student's credits to determine if they qualify for graduation. All students accruing enough credits will be considered a senior.

## Graduation Requirements

To receive a New Jersey State endorsed diploma from Wall High School, each student must earn a *minimum* of 120 credits. In addition, students must demonstrate proficiency in high school graduation assessment requirements set by the New Jersey State Department of Education.

### WALL TOWNSHIP HIGH SCHOOL GRADUATION REQUIREMENTS

English 4 years (20 credits)	World Language 1 year (5 credits)
Mathematics 3 years (15 Credits)	Financial, Economic, Business & Entrepreneurial Literacy ½ year (2.5 credits)
Science 3 years (15 credits)	Health & Physical Education required for each year of attendance (5 credits for each year of attendance, up to 20 credits)
Social Studies	

3 years (15 credits) Modern World History U.S. History 1 U.S. History 2	Visual and Performing Arts 1 year (5 credits)  Practical Arts 1 year (5 credits)
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## Transfer Students

**The Wall Township School District has established procedures relating to the acceptance of work and credit for students entering the Wall Township School system. The procedure is as follows:**

1. All transcripts of incoming students are analyzed on an individual basis. Transfer students new to Wall High School will have courses, grades and credits from the previous school infused into their Wall High School permanent record. This infusion will be accomplished by the high school guidance counselor subject to the approval of the Director of School Counseling;
2. If coursework is from another high school, or from an approved and accredited institution, the information provided for input into a student's WHS course history must be from the school's official transcript. A notation as to where the previous course work was completed will appear on the WHS transcript;
3. The counselor will award credits for previous course work when the previous school's transcript indicates achievement of credit. "Credit" means the award for the equivalent of a class period of instruction which meets for a minimum of 40 minutes, one time per week during the school year or as outlined in N.J.A.C 6A:8-5.1(a)2;
4. Wall High School calculates GPA and class rank for each student following the completion of 10<sup>th</sup> grade. For the purposes of ranking, transfer grades are weighted using the Wall High School scale. An honors course completed at another high school will receive appropriate weight as long as a comparable course was available at WHS;
5. High School level courses, taken prior to grade 9, may be used to meet prerequisites or advancement in a particular subject area; however, because graduation credit requirements may only be met by courses taken in grades 9-12, these courses are not included in GPA or credits earned, nor are they listed on the high school transcript.

## Cumulative Grade Point Average and Class Rank

Grade Point Average is an indicator of a student's overall academic performance, taking into account all courses that he/she has completed during the academic school year. The final grade in each course is used in the calculation. The student with the highest Grade Point Average will be ranked as number 1, the second as number 2, etc. Two or more students having the same GPA will share the same class rank.

- GPA and class rank will be calculated at the conclusion of each school year and after first semester senior year;
- The Valedictorian and Salutatorian will be determined after first semester senior year;
- Final GPA will be determined at the conclusion of senior year and final transcripts will be sent to colleges and universities.

## How to calculate GPA:

1. To calculate GPA, begin with the Quality Point (QP) value for each grade. Ex: If a student earned an 85 in an Honors course, the Quality Point value is 3.5. If a student earned an 85 in a College prep course, the Quality Point value is a 3.0;
2. Calculate the Quality Point value for each final grade;
3. Multiply the QP value by the credits attempted, which is 5 for each full year course, 2.5 for a semester/half year course, 1.25 for Health and 3.75 for Physical Education;
4. The total (QP x credits attempted) is divided by the credits earned for the year to determine yearly GPA;
5. The cumulative total (QP X credits attempted) is divided by the total cumulative credits earned to determine the Cumulative GPA.

\*\*GPAs are updated at the completion of each school year and at the mid year senior year. \*\*

Letter Grade	College Prep Quality Points	Honors Quality Points	AP Quality Points
A+ (97-100)	4.0	4.5	5.0
A (94-96)	3.87	4.37	4.87
A- (91-93)	3.67	4.17	4.67
B+ (88-90)	3.33	3.83	4.33
B (85-87)	3.0	3.5	4.0
B- (82-84)	2.67	3.17	3.67
C+ (79-81)	2.33	2.83	3.33
C (76-78)	2.0	2.5	3.0
C- (74-75)	1.67	2.17	2.67
D+ (72-73)	1.33	1.83	2.33
D (70-71)	1.0	1.5	2.0
F Below 70	0	0	0

### Grade Point Average Calculation Example:

Course:	Final Grade	QP	Credits	Total QP x Credits Attempted
English 9 CP	88	3.33	5	16.65
Modern World History H	89	3.83	5	19.15
Algebra 1	93	3.67	5	18.35
Spanish 2 H	94	4.37	5	21.85
Health 9	100	4.0	1.25	5.00
Physical Education	98	4.0	3.75	15.00
Lab Biology CP	85	3.0	5	15.00
Art Experience	94	3.87	5	19.35
Freshman Seminar	96	3.87	2.5	9.675
Personal Financial Literacy	91	3.67	2.5	9.175
				<u>149.20</u>

Total QP= 149.20

Number of credits earned= 40

149.20/40= 3.73      Cumulative GPA= 3.73

## Change of Address

It is important that a guardian [notify the Office of Registrar immediately](#) of any change of address or guardianship. Any other information can be changed in the Genesis Parent Portal, such as telephone number, email, and contacts.

## Withdrawal from School

A student who is withdrawing from school for any reason must do the following:

- Arrange a parent conference with the appropriate counselor and administration and obtain the Withdraw from School Form;
- Return all books and equipment to the appropriate teachers who will initial the Withdrawal Form and record the grade up to that date;
- Return the Withdrawal Form signed by the appropriate school personnel and by a parent or guardian to the Office of School Counseling. When transferring to another school, the student withdrawing will receive a copy of their health records, transcript and the withdrawal form.

## Dissection – Student “Opt-Out” Law

In response to legislation enacted on January 5, 2006, PL 2005, Chapter 266 (C.18A:35-4.24 & C.18A:35-4.25), which requires all New Jersey school districts to provide alternative education projects for those pupils who choose not to participate in dissection and related activities; schools are required to notify pupils and their parents or guardians at the beginning of the school year of the students' right to refuse to dissect, vivisect, incubate, capture, harm or destroy organisms. Students' grades will not be affected by their decision not to participate in the lab experience. Their grades may be impacted only if they do not master the agreed upon learning objectives and expectations. The law does not distinguish between elective courses and required courses.

Students will receive a letter from their science lab teacher describing course requirements and “opt-out” procedures. The process is “opt-out”, not “opt-in”, therefore, the parent or guardian must notify the school in writing within two weeks of receipt of the above referenced letter of their intention to select alternate projects in lieu of dissection or related activities.