



2017 – 2018

Student Handbook

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Section A

BRADLEY BEACH ELEMENTARY SCHOOL

Mission Statement

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

ADMINISTRATIVE OFFICES

Stephen T. Wisniewski, Ed.D.
Superintendent/Principal
732-775-4413, ext. 110

Mr. Michael Liebmann
Supervisor of Curriculum & Instruction
732-775-4413, ext. 212

Mrs. Bridget Antonucci
Supervisor of Special Services
732-775-4413, ext. 115

Mr. David Tonzola,
Business Administrator/Board Secretary
732-775-4413, ext. 111

Mrs. Kelli O'Keefe,
School Nurse
732-775-4413, ext. 117

Main Office
732-775-4413, extension 115 or 110
Fax: 732-775-2463

Attendance
732-775-4413, ext. 115

BRADLEY BEACH BOARD OF EDUCATION

Dr. Susan Monroe President
Dr. Denise Rodriguez Vice President
Mr. Thomas Bardinias
Mrs. Barbara Carlucci
Mr. Dwight Gerdes
Mr. Stephen Lozowick
Mrs. Margaret Merenda
Mr. Donald Warnet
Mr. John Young
Mr. David Tonzola, Business Administrator/Board Secretary

CALENDAR OF BOARD MEETINGS

2017

September 19, 2017
October 17, 2017
November 21, 2017
December 19, 2017

2018

January 4, 2018 (Reorg. Mtg.)

**Meetings are held in the School Media Center
at 7:00 p.m.**

Bradley Beach Elementary Parent Teacher Organization (PTO)

PTO_bbes@yahoo.com

OFFICERS

Mrs. Bonnie Bardinas – President

Mrs. Rosie Disbrow – Treasurer

The Bradley Beach School PTO conducts monthly meetings held in the school building as listed below, unless otherwise noted. For additional information, meeting schedule, and PTO events, you may visit the PTO site by clicking the PTO link on the Bradley Beach School website at www.bbesnj.org.

*PTO 2017-2018 Meeting Dates – All meetings at 7:00 PM

September 13, 2017

October 4, 2017

November 1, 2017

January 3, 2018

February 7, 2018

March 7, 2018

April 11, 2018

May 2, 2018

June 6, 2018

*Meeting dates subject to change.

SCHOOL STAFF

Staff Member	Grade Level/Subject	Extension
Mrs. Amy Roth	Pre-K	234
Mrs. Laurel Degnan	Pre-K	234
Mrs. Diana Rodrick	Kindergarten	210
Ms. Ashley Girard	Kindergarten	211
Ms. Donna Hamernick	First Grade	209
Mrs. Isabel Segoviano	First Grade	208
Mrs. Marissa Vitale	Second Grade	220
Mrs. Cindy Aurilio	Second Grade	214
Mrs. Marjorie Zaccaro	Second Grade	220
Ms. Donna Maggio	Third Grade	221
Mrs. Jennifer Pingitore	Third Grade	222
Mrs. Heidi Kobb	Fourth Grade	224
Ms. Carolyn Power	Fourth Grade	223
Mrs. Michelle Sprengel	Fifth & Sixth Grade ELA	228
Mrs. Kristin Krupa	Fifth & Sixth Grade Math	227
Ms. Morgan Maclearie	Fifth & Sixth Grade Science/Math	201
Ms. Christina Boyle	Fifth & Sixth Grade Social Studies	202
Ms. Jeanne Acerra	Seventh & Eighth Grade Social Studies/ELA	203
Ms. Heather Ross	Seventh & Eighth Grade Science	204
Mrs. Kirsty Sucato	Seventh & Eighth Grade ELA	205
Mrs. Cara Vilardi	Seventh & Eighth Grade ELA	205
Mr. Scott Taylor	Seventh & Eighth Grade Math	207
Mr. Kevin Cosgrove	Inclusion/Resource Room	225
Ms. Heather Keith	Inclusion/Resource Room	217
Mrs. Alisyn Morder	Inclusion/Resource Room	215
Ms. Jaclyn Gebbia	ESL/Bilingual Instruction	211
Ms. Jillian Kreutzer	ESL	221
Mrs. Patricia Orlando	World Language	216
Mr. Christopher Ott	Physical Education/Health	232
Ms. Ashley Gianfrancesco	Computer Technology/Math	206
Mrs. Jennifer DiZefalo	Art Education	229
Mr. Anthony LeProtto	Music Education/Band	230
Mr. Paul Mulligan	STEM	124

Mrs. Alison Zylinski	Social Worker	119
Ms. Jessica Stephan	School Psychologist	120
Mrs. Kellie O'Keefe	School Nurse	117
Mrs. Patricia Hunter	Kitchen Manager	113
Mrs. Sonali Khatri	Occupational Therapist	231
Mrs. Julie Ferwerda	Speech Language Specialist	231
Mrs. Barbara O'Boyle	Physical Therapist	231
Mrs. Patricia Hannah	Crisis Counselor	213

INSTRUCTIONAL SCHEDULE

Regular Daily Schedule:

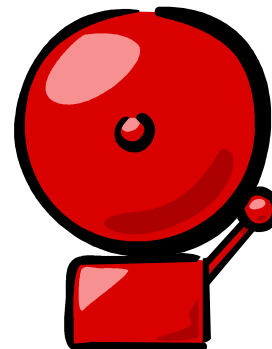
Preschool through Grade 8 8:40 a.m. – 3:10 p.m.

Half-Day Schedule:

Preschool through Grade 8 8:40 a.m. – 1:00 p.m.

Delayed Opening Schedule:

Preschool through Grade 8 10:10 a.m. – 3:10 p.m.





Homework

Bradley Beach Board of Education believes that homework relevant to material presented in class provides an opportunity to broaden, deepen, and reinforce a pupil's knowledge. Homework is generally given to reinforce the lesson taught that day – completing it at a later date would not serve the same purpose. The next lesson is usually dependent on the practice from the previous night. The work handed in also helps the teacher know if the student understands the lesson or needs more help. The student is expected to complete homework neatly and accurately, and to submit it on the due date. More specifically, the philosophy and expectations for each school level are outlined below:

Homework Should:

1. Reinforce and extend concepts as needed by the student.
2. Include “real experiences” as well as recreational reading.
3. Be assigned only if necessary and meaningful.
4. Help students to be responsible and organized.
5. Show parents what the child is studying. (Parents should have an active interest in homework.)
6. Emphasize the quality rather than the quantity of effort.

Further Thoughts About Homework:

7. There is life after school, on weekends, over vacations.
8. Long-Term assignments should be remembered when other homework is given.
9. Family homework can be assigned. This helps with communication and helps parents assess student understanding.

Reasonable expectations for students' time devoted to meaningful homework tasks are noted for grades K to 8:

Pre-Kindergarten & K	10 minutes/day
First Grade:	10 minutes/day
Second Grade:	20 minutes/day
Third Grade:	30 minutes/day
Fourth Grade:	40 minutes/day
Fifth Grade:	50 minutes/day
Sixth Grade:	60 minutes/day
Seventh Grade:	70 minutes/day
Eighth Grade:	80 minutes/day

Should you find that your child is spending inordinate amounts of time in completing homework, please inform your child's teacher immediately.

SECTION B

ATTENDANCE

Something exciting happens in your child's class every day. Please make every effort to see that your child is in attendance and arrives on time for school each day. We strongly suggest that whenever possible, you schedule family vacations during scheduled periods when school is not in session. (ATTENDANCE POLICY 5200 attached)

Unacceptable reasons for tardiness or absence:

- Sleeping late
- Vacation
- Baby-sitting responsibilities

Parents/guardians are to call the main office (732) 775-4413, Ext. 115 before 8:30 a.m. to report an absence. Voicemail is on this line so calls can be received at any time. When reporting an absence, please state: the student's name, your relationship to the student, the date and expected duration of the absence, and the reason for the absence.

*****Notes to homeroom teachers following absences should contain this same information**

If your child is going to be absent from school for an extended period of time during which classes are in session (more than one week, for any reason other than a medical one), please contact the school secretary or attendance officer. It may be necessary for you to complete paperwork in order to ensure your child's smooth reinstatement upon your return.

When your child returns to school, it is important to send him or her with a note explaining the reason for the absence. Schools are now required by the state to report numbers of unexcused absences. In the case of illness, an absence is usually considered as excused with a doctor's note. Bringing in a doctor's note is especially important in the case of an extended absence. Parent notes should be submitted in the case of student illness when the child is absent for one day and does not go to the doctor; however, the ultimate determination of absences as excused or unexcused is, according to policy, left to the principal's discretion.

EXCUSED ABSENCES

An absence may be excused for the following reasons:

- Illness (a doctor's note will be required after 3 consecutive days of absence)
- Funeral/Death in the family
- Religious observances pursuant to N.J.S.A. 18A:36-14 through 16.
- Court obligations
- Take Your Child to Work Day
- Approved Home Instruction
- Exemptions as per Individualized Education Plans or other school-approved accommodation plans for individual disabilities.

ATTENDANCE MONITORING PROCEDURES

In accordance with adopted policy and administrative procedures, all student absences must be monitored on a cumulative basis beginning on the first day of school. Absences are to be recorded and monitored. Specific action(s) to improve attendance patterns for each child will be required as the number of absences increases throughout the year.

Excuses for a child's absences, such as sleeping late, family vacations, babysitting responsibilities, etc., will not be recognized as valid by the school. The only acceptable excuses will be those for absences due to: illness (followed by a parent or physician's note), religious holiday(s) (accompanied by a parent's note), or death in the family (followed by a parent note).

Guidelines for the monitoring procedure are as follows:

- 1st-4th Absences** - Attendance Officer telephones to home and/or visits home.
Unexcused absence #2 – Attendance Officer holds conference with child to inform child of absence policy and to inquire as to reason for absence.
- 5th – 9th Absence** - Child placed on Absence Control
A. Notification to parent
B. Home visitation requirement for each absence by Attendance Officer
- 10th Absence** - Warning Letter No. 1
- 11th Absence** - Parent/Administrator conference
- 12th Absence** - Warning Letter No.2
- 13th Absence** - Appearance before Student Advisory Committee of the Board of Education and/or 5-day legal notice
- 14th Absence** - 5-day notice issued/or court appearance
- 15th Absence** - Court appearance or follow-up

LATE ARRIVALS TO SCHOOL

All students are encouraged to arrive to school on time and ready to start their day; however, we realize that there are times when a student may occasionally arrive to school late. **Should your child arrive late to school, please bring the child directly to the Main Office, where a late pass will be issued.**

STUDENT DISMISSAL

Pre-School—3rd Grade

All students in pre-school through the 3rd grade must be dismissed from school to a parent/guardian, older sibling, or other individuals who have been designated in writing on the school dismissal form. If a situation arises when someone other than these individuals is to pick up the student, the parent/guardian must contact the school either in writing or by telephone.

4th Grade

Parents of students in 4th grade must also state in writing the adult(s) and/or responsible sibling designated to meet the student after school and then escort them home. At the 4th grade level, parents also have the option to request that the child can be dismissed to walk home on his/ her own. Parents must state this request in writing.

5th Grade—8th Grade

Students in 5th through 8th grade levels will be dismissed at the end of the school day to go home on their own. If a parent/guardian or other designated individual is to meet the child after school, those arrangements must be made directly with the student.

Students are generally dismissed at 3:10 pm each day. In the event of an early dismissal due to holidays, weather, parent-teacher conferences or other special circumstances, these same procedures will apply.

EMERGENCY SCHOOL CLOSING

If the need arises (usually weather), to either close school or schedule a delayed opening, students and parents will be informed by a telephone call to your home from the school's automated communication system (Honeywell Notification System) . A notice will also be posted on the school website, www.bbesnj.org. *Please refer to the directions below for the instant alert system to register or update your contact information. Please contact the office if you need assistance.*

Directions for Instant Alert System:

Website URL: <https://instantalert.honeywell.com>

Minimum Requirements

Register and create your account

1. Go to the Honeywell Instant Alert for Schools website listed above.
2. If you are not a staff member in the school, click on 'Parent' in the New User box.
3. If you are a staff member in the school, use the user name and password given to you by the school.
4. Complete the student information form. Click 'Submit.'
5. Complete the corresponding screen. Click 'Submit.'
6. After receiving the Confirmation message, click 'Proceed' to get started with Instant Alert.
7. *Note:* Remember your Login Name and Password so you may use it to update your profile.

View and check details about yourself and your family members

1. Upon successful login, click on 'My Family.'
2. Click on a parent name to view and edit parent details.
3. Click on a student name to view details about your children enrolled in this school.

Configure alert settings for yourself

1. Click on 'Alert Setup.'
2. Click on the check boxes to select which alert type you would like to have sent to which device. Click on 'Save' when complete.
3. If you would like to add another contact device, select the device type and enter the device details. Select the person to whom the device belongs and click on 'Add.'
4. For e-mail, text messaging and pagers you may send yourself a test message. Click on 'Send Test Message' to send yourself a message.

Additional Functions

View History of Alerts

Click on 'Alert History' to view Alerts that have been sent to you. Use the calendar icons and 'Alert Type' list to filter the Alerts.

Identify key contacts for your children

1. Click on 'Other Contacts.'
2. Click on 'Add New Contact' and complete the form.
3. Click on the 'Pick Up Rights' check box if you wish to allow this person the right to pick up your child from school. This person's name will appear on a report for the school.
4. Click on 'Save' when complete.

5. If you would like this person to receive Alerts from the school, return to the 'Alert Setup' page to configure this person's alert settings.

You may also get details about the delayed opening or school closing by tuning into:

RADIO

FM 94.3 [The Point]

FM 107.1 [The Breeze]

AM 1310 [WADB]

TELEVISION

CBS [WCBS] Channel 2

NBC [WNBC] Channel 4

Fox [WNYW] Channel 5

ABC [WABC] Channel 7

NEWS 12 NJ Channel 12

EMERGENCY DRILLS

To ensure preparedness for emergencies, the State of New Jersey requires all schools to conduct two emergency drills each month. These drills include one fire drill, as well as one other drill which includes lockdown drills, as well as evacuation drills.

During fire drills: Students file out of the school by class and assemble off school property until a bell sounds to call students and teachers back into the building

During lockdown drills: Students are secured inside classrooms to ensure safety in case of potential danger either inside or outside the school.

During evacuation drills: Students and staff leave the school to ensure safety in case the school is no longer a safe place to be. By class, students and staff walk together to our evacuation site at a location to be announced at a future date. Students assemble briefly and then return to the school.

BREAKFAST PROGRAM

Only children in PK-8 who are purchasing breakfast will be allowed in the cafeteria in the morning. The cost of breakfast is \$1.50 daily.

Breakfast is served in the cafeteria from 8:15 until 8:40 a.m. No students will be admitted after 8:30 a.m. Breakfast is important to all students. Research has shown that children have better test scores and are more attentive after a nutritious breakfast.

LUNCH PROGRAM

If your child is purchasing lunch from the school cafeteria, please note that it costs \$3.25 per day. You may put money on account for students in Preschool-8. Please send money in an envelope that is clearly marked with your child's name, class and the amount you are enclosing. If you are paying by check, please make the check payable to Bradley Beach BOE Cafeteria Fund.

Monies put on account may only be used to purchase complete lunches at a cost of \$3.25 per lunch (\$.40 for reduced) or complete breakfasts at a cost of \$1.50 per breakfast (\$.30 for reduced). All other items, including snacks, must be paid for in cash at the register.

You will be advised when your child's account balance is low.

LUNCH SESSIONS

Preschool – Grade 1	10:58-11:38 a.m.
Grade 2 - Grade 4	11:40-12:20 p.m.
Grade 5 - Grade 6	12:22-1:02 p.m.
Grade 7 – Grade 8	11:04-11:44 p.m.

<u>COST</u>		DAILY	WEEKLY
BREAKFAST	Paid	\$1.50	\$7.50
	Reduced	\$0.30	\$1.50
LUNCH	PAID	\$3.25	\$16.25
	REDUCED	\$0.40	\$2.00

*** WATCH THE DISTRICT WEBSITE FOR MONTHLY BREAKFAST AND LUNCH MENUS***

NUTRITION - Continuing in the 2017-2018 school year, schools across the country must follow United States Department of Agriculture regulations. Schools cannot serve through their lunch programs or distribute through special events (class parties, Halloween, holidays, birthdays and/or fund-raising) any food or beverage listing sugar in any form as its first ingredient. These foods are considered ‘foods of minimal nutritional value’.

Such foods would include candy, soda and water-ices. Cakes and cupcakes with icing are discouraged.

PROMOTING IMPROVED STUDENT NUTRITION

Some healthy snack ideas to consider for school, classroom and birthday celebrations would include:

- * Fresh fruit
- * Baked chips
- * Juice boxes (100% juice)
- * Bottled water
- * Pizza
- * Cheese & crackers
- * Pudding
- * Popcorn (low fat)
- * Baby carrots or other vegetables (and dip).
- * Dried fruit
- * Granola bars
- * Trail mix
- * Pretzels
- * Bagels
- * Yogurt

Since our school is governed by both federal and state nutritional laws and guidelines, any foods of ‘minimal nutritional value’ sent to school for distribution, will be sent back home with the student.

SCHOOL PLAYGROUND RESTRICTIONS

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

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

Skateboards - If students have been given permission by parents/guardians to ride their skateboard to school, they are to pick up their boards at the edge of the school property and carry it into the school. If a student is found skateboarding on school property, the skateboard will be confiscated and the parents will be called to come to the school to retrieve it.

Roller-Skates, Roller-Blades

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

NO DOGS - Dogs are not permitted on school property. Although dogs are well liked by many people, not everyone likes them, regardless of size. Parents walking dogs to school to drop off or pick up students must remain outside of the school’s fence on sidewalks with their dogs.

LOST AND FOUND

We strongly suggest that you label all jackets, sweaters, lunchboxes, backpacks, etc. that your child brings to school each day. Our lost and found bin can be accessed by asking our main office staff. It often fills up with items that go unclaimed. Several times during the year we forward these items to a charitable organization.

MEDICAL HELP

Our school nurse Mrs. O'Keefe works with all of us to make sure that we are all healthy and safe.

You should see the Mrs. O'Keefe if:

- You are injured
- You are feeling sick
- You need to take medicine

Your families need to let Mrs. O'Keefe know:

- When you receive any immunizations (please also supply doctor's certificate)
- Who the school should call if we cannot contact them
- If you have had any serious accidents or illnesses or if you have allergies of any kind
- What medications you need to take at school so she can administer them (form available from the nurse)

SPORTS TEAM PARTICIPATION

Students wishing to participate on any of Bradley Beach's sports teams require a physical examination by a doctor or advanced practice nurse, as well as a health history questionnaire completed by the parent/guardian. The school doctor is available for this examination if necessary (contact Mrs. O'Keefe).

This physical examination must be conducted within 365 days prior to the first practice session of the sport and must be documented on the N.J. Department of Education Pre-participation Physical Evaluation form which is available from the school nurse, coach or on our website in the Health Office Forms section.

ADMINISTRATION OF MEDICATION – Please see attached Policy 5330

MANAGEMENT OF LIFE-THREATENING ALLERGIES IN SCHOOLS – See attached Policy 5331

2NDFLOOR New Jersey's Youth Helpline

The New Jersey Youth Helpline, 2NDFLOOR, is a toll-free, anonymous and confidential helpline available 24 hours a day, 7 days a week, 365 days a year to all New Jersey young people, ages 10 to 24. Youth can call 2NDFLOOR at 1-888-222-2228 to speak with professionals and trained volunteers who listen attentively, non-judgmentally and compassionately to issues and problems they are facing. Visit www.2ndfloor.org for more information and try the message board.

SECTION C

STUDENT RESPONSIBILITY

Being responsible results from making good choices; good choices that affect you, others and property or things.

Being responsible to:

YOURSELF

- Come to school on time every day
- Do your best every single day
- Work hard on everything you do both in school and work done at home
- Do work that makes you, as well as your parents and teachers proud
- Come to school every day
- Be prepared by having all the supplies you need to do a great job. That includes having materials like pencils or pens, notebooks, clothes and shoes for physical education
- Stop and Think. When faced with choices, do the right thing!
- Treat others the way that you want others to treat you

Being responsible results from making good choices; good choices that affect you, others and property or things.

Being responsible to:

OTHERS

- ✓ Be respectful of all other students whether they are bigger or smaller than you, whether they are a boy or a girl, whether their skin color is the same or different from you, whether they speak the same way as you or speak a different language or have an accent, or whether they can do all the things you can do.
 - ✓ Think of others' feelings.
 - ✓ Help others.
 - ✓ Solve disagreements and arguments in ways where people cannot get hurt, either their feelings or physically. If you ever need help, ask an adult.
 - ✓ Treat other people the way you want others to treat you.
 - ✓ Work hard to live the 'Six Pillars of Character'.
 - Be respectful
 - Be responsible
 - Be trustworthy
 - Be a good citizen
 - Be fair
 - Be caring

Being responsible results from making good choices; good choices that affect you, others and property or things.

Students who make good choices and demonstrate responsibility to themselves and others will be considered for participation in:

- After-school clubs, recreational sports and activities
- School teams
- School dances (for students grade 5-8)
- Field trips
- Leadership responsibilities with younger students

Participation on all school teams is dependent upon maintaining academic success in all subject areas!

Students who do not make good choices may be excluded from participation in one or more of those activities listed above.

IN THE LUNCHROOM

Good choices in the lunchroom include:

- Using good manners with other students, food service and lunch aide staff
- Using the hand-sanitizing dispenser to kill germs every day before you eat lunch
- Using inside voices to quietly talk with your friends and classmates at your table
- Making sure the area where you ate lunch is clean when you leave which includes putting all trash and recycling materials into the proper containers before you are dismissed

ON THE PLAYGROUND

Good choices on the playground include:

- Playing and having fun with your friends and others
- Allowing others to join your games and activities
- Helping another student, whether you know them or not, when they need it
- Getting the help of an adult when someone is hurt or there is a problem. Several adults will always be on the playground for safety.

Students who do not make good choices in demonstrating responsibility to themselves and others will have consequences for their poor choices.

Consequences WILL include:

Contacting Parents

When a student makes poor choices, parents will be contacted. It is through teachers and parents working together that students effectively learn responsibility. Teacher contact with parents will occur by telephone, email and/or conference here at the school.

Consequences can also include:

Teacher or Office Assigned Detention

Detentions may be assigned at the staff's discretion when a student chooses to: be disrespectful; behave inappropriately; be unprepared for class; disregard the dress code; or be disruptive. Students in grades 4-8 can be detained up to 15 minutes after the close of school. When a teacher wants to detain a student longer, contact with the home will be made to seek parent support. Teachers in grades 1-3 will make arrangements with parents in advance to detain students. When poor student decisions are made at recess or lunch, students will be assigned to the office to eat their lunch and/or for recess periods.

Students who do not make good choices in demonstrating responsibility to themselves and others will have consequences for their poor choices.

Consequences can include:

Suspension

Suspension from school means the temporary denial of a student's right to attend school. Suspension will only be considered for very serious offences resulting from very bad choices made by a student. Students can be given either an in-school suspension or an out-of-school suspension. Behaviors where suspension may be considered as a consequence include: gross disrespect to a teacher, fighting, bullying, willful assault and/or injury of another student, vandalism, theft, use of illegal substances on school premises, disregard and lack of corrected behavior resulting from office detentions, continued and willful disobedience.

A suspension in any marking period will result in denial to participate in any extra student activity, club, team, or school dance in that marking period.

Please refer to the 'Code of Student Conduct' and HARASSMENT, INTIMIDATION AND BULLYING POLICY 5512.01, at the back of this handbook, as well as on the school district's website at www.bbesnj.org.

Being responsible results from making good choices; good choices that affect you, others and property or things.

Being responsible for:

PROPERTY & THINGS

- Treat our school like the special place that it is. Keep it free of litter, graffiti and any type of vandalism. The citizens of Bradley Beach have spent a lot of money to improve the school building for you. Let's keep it looking great! [If you see someone damaging any part of our school, tell an adult in private immediately]
- Complete all assignments neatly
- Keep your own notebooks and papers neat and well organized
- Keep lockers clean and well organized
- Recycle
- Put trash into containers. If you see papers or other waste on the floor or ground, stop, pick it up and put it into a garbage can. Our environment will benefit from your thoughtfulness and responsibility!

Treat all school books and materials as if they belonged to your family. Make sure they don't get damaged. Don't write or make marks in them. They will be used by someone else after you have used them.

CELL PHONES

Cell phones are discouraged in school.

If parents insist that students must bring their cell phone to school, the phone must be turned off during school hours and stored in students' lockers or coats. If a student is found with either the telephone turned on or is using it during school hours, the telephone will be confiscated, the parent will be called to pick it up from the office, and that student will not be permitted to bring a cell phone to school.

PORTABLE MUSIC PLAYERS

Students should leave all portable music players (iPods, portable media players, CD and tape players) at home, except as requested by classroom teacher for academic purposes in the classroom. There will never be a part of the school day when they will be needed! These items cost a lot of money and should be handled with care. Bringing such items to school increases the chances of damage or loss.

VIDEO GAMES

Any type of hand-held video game is not allowed at school. There will never be a part of the school day when they will be needed! After a hard day of school-work, enjoy them at home!

SECTION D

STUDENT ACHIEVEMENT

(Grades 4-8)

High Honor Roll

In order to be recognized as a “high honor roll” student for any marking period, a student must have all “A” grades in the major academic areas (Reading, Language Arts, Spelling, Mathematics, Social Studies and Science). Grades not lower than “B” must be earned in all other subject areas.

Honor Roll

In order to be recognized as an “honor roll” student for any marking period, a student must have all “A” and “B” grades in the major academic areas (Reading, Language Arts, Spelling, Mathematics, Social Studies and Science). Grades not lower than “B” must be earned in all other subject areas.

Parent-Teacher Conferences

Parent-teacher conferences will be conducted twice each school year. Conferences for all students will be scheduled November 20-21, 2017. Conferences will also be scheduled March 28, 2018 for specified students.

PARENTS ARE REMINDED THAT CONFERENCES WITH THEIR CHILD’S TEACHERS CAN BE REQUESTED AT ANY TIME.

STUDENT ACHIEVEMENT REPORTING

Student achievement is reported quarterly. Although parent-teacher conferences are scheduled twice during the school year, parents may be contacted at any time if issues arise. The schedule for this communication is:

PROGRESS REPORTS	MARKING PERIOD CLOSES	REPORT CARD DATE
October 6	November 11	November 17
December 15	January 26	February 2
March 2	April 11	April 20
May 18	June 14	June 19

STUDENT ACHIEVEMENT

STANDARDIZED TEST DATES

PARCC Testing will be administered to grades 3-8 between the dates of April 16, 2018 and May 25, 2018. Parents will be notified of the actual dates of testing prior to the test dates.

Bradley Beach Elementary School
Code of Conduct for Students
2017-2018

The Bradley Beach Elementary School community believes that a desirable teaching and learning environment is the work of many people – parents, pupils, teachers, administrators, members of the Board of Education, and members of the community. Habits learned by a pupil at school and at home will be carried throughout that student’s life.

Pupil behavior directly affects the climate of the school; thereby affecting its purpose and the achievement of those in it. Student behavior is the responsibility of all of the school’s stakeholders.

Since appropriate school behavior is essential to creating an optimum environment for the social, emotional, and academic growth of all students, each student is asked to discuss the attached “Shared Values Statement” with his or her parents or guardians. This statement summarizes this extensive “Code of Conduct” and gives families the chance to discuss what is acceptable and what is unacceptable behavior.

Section 1 - Student Rights and Responsibilities

Each student attends school so that he or she may develop their individual talents to the fullest and become the best person that they can. In order for this to be possible, the student has certain rights that must be protected and certain responsibilities that he or she must accept and abide by. This can most easily be done by having each student display the “six pillars of character” on a consistent basis.

“As a student of Bradley Beach Elementary School, I will display the six pillars of character.

*I will show **TRUSTWORTHINESS** by:*

- *being where I am supposed to be, when I am supposed to be there.*
- *telling the truth.*
- *keeping my word and doing the things I say that I will do.*
-

*I will show **RESPECT** by:*

- *using good manners when speaking.*
- *listening to teachers, staff members, and other students.*
- *accepting others for who they are and what they believe.*
- *taking proper care of school property and the property of other people.*

*I will show **RESPONSIBILITY** by:*

- *working to the best of my ability within my classroom.*
- *completing both schoolwork and homework.*
- *keeping track of and assuring the proper care of my personal belongings.*

*I will show **FAIRNESS** by:*

- *sharing with others.*
- *following the same rules that everyone else is required to follow.*
- *waiting my turn.*

*I will show **CARING** by:*

- *making sure that I include others in the things I am doing.*
- *using kind words when speaking to others.*
- *helping others when they need help.*

*I will show **CITIZENSHIP** by:*

- *following the laws of society and the rules of the school.*
- *helping to make school a safe place.*
- *doing what I can to help the community and those around me.”*

Section 3 – Guidelines for Student Dress

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

Throughout many school systems in the United States, schools have found a relationship between proper school dress and proper school behavior and grades. Therefore, students are encouraged to be neat, clean, and well-groomed when attending classes, representing the school on field trips, and at all school functions. Clothing must be neat and not distracting or offensive to the students, staff, citizens of the school community, or visitors to the school.

While Bradley Beach Elementary School does not have an official dress code for students, there are underlying guidelines as to what the administration believes constitutes “appropriate dress”. You will find this philosophy as well as specific definitions listed below. Be advised that any students who are in violation of these guidelines will be asked to call their parents who would then have to bring in appropriate attire. In order to avoid that annoyance, be sure to familiarize yourself and have your children adhere to the following expectations:

1. PANTS/SHORTS:

- a. Must be worn at waist level
- b. Shorts are to be of an appropriate length (use the old “fingertip” rule)
- c. Undergarments are not to be visible
- d. No chains may be worn as belts or as accessories to pants/shorts.

2. DRESSES/SKIRTS:

- a. Must be worn at waist level and be of an appropriate length (use the old “fingertip” rule)
- b. Undergarments are not to be visible

3. SHIRTS/BLOUSES

- e. Must be “tuckable”, but not necessarily tucked in
- f. No half shirts exposing the midriff or shirts that expose the midriff when hands are raised straight up above the person’s head
- g. If “spaghetti straps” are worn (more than sleeveless type of shirt), a double shirt must be worn. Appropriate undergarments are to be worn and not visible.
- h. Fishnet shirts (with holes or see through) – must have a shirt underneath any skin-tight tops (i.e. leotard, swimwear, spandex, etc.) must have a double shirt worn

4. FOOTWEAR/SHOES:

- a. Must be firmly attached to the foot, minimally with a back strap
- b. No flip-flops

5. OTHER:

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

POLICY

(press Ctrl to hyperlink)

- 5200 [*Attendance*](#)
- 5512.01 [*Harassment, Intimidation and Bullying*](#)
- 5330 [*Administration of Medication*](#)
- 5331 [*Management of Life-Threatening Allergies In Schools*](#)
- 5600 [*Student Discipline/Code of Conduct*](#)