

BLOOMFIELD HIGH SCHOOL

STUDENT & PARENT HANDBOOK 2016-17



160 BROAD STREET • BLOOMFIELD, NEW JERSEY 07003
WWW.BLOOMFIELD.K12.NJ.US

WELCOME TO BLOOMFIELD HIGH SCHOOL

This book has been written to familiarize you with the vast opportunities and activities that are associated with Bloomfield High School where academics are always our first priority. You are encouraged to read and use the information in this book. We have revised the handbook this year to reflect the numerous changes at the high school and our renewed commitment to excellence. We firmly believe that what we respect, reward, recognize, and reinforce will get accomplished.

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MISSION AND BELIEFS

BLOOMFIELD HIGH SCHOOL MISSION STATEMENT

The mission of Bloomfield High School is to empower students to be lifelong learners and decision makers.

LIBERTY ACADEMY AT BLOOMFIELD COLLEGE MISSION STATEMENT

The Liberty Academy at Bloomfield College is an annex of Bloomfield High School which serves as alternate placement for approximately 20 students.

The mission of Liberty Academy is to meet the diverse educational, social, and emotional needs of students in grades 9 through 12. The program seeks to create an educational community in which students have the opportunity to achieve success in school.

BELIEFS

WE BELIEVE

- ☞ A school is a microcosm of society, helping students function as responsible and productive citizens through the development of communication, decision-making and problem solving skills.
- ☞ A school should be an unbiased environment which engenders positive values and democratic principles, and one which develops a strong self-concept within the diverse cultures of the educational community.
- ☞ The unique cultural heritage of each student should be respected and integrated into the learning process.
- ☞ A school should encourage students to develop a life-long love of learning as an ongoing process to achieve their goals and the critical thinking abilities to challenge misconceptions, make decisions and reflect a variety of learned concepts.
- ☞ A school is a community center and education is fostered by positive community involvement through a commitment of financial support.
- ☞ A school should offer a safe, clean, healthy and stable environment for students and staff.
- ☞ Children, our most valuable resources, must develop to their optimum potential given their unique individual talents and needs.
- ☞ A school is a community where the highest standard of teacher expertise is provided and where the academic abilities of staff and students are promoted.
- ☞ A broad based curriculum should be provided which is comprehensive in academic and technical areas.



OUR SEAL & LOGO

Above is a reproduction of the school seal as it was designed by Andrew Tymon of the Class of June, 1931. While the seal remains the official emblem of the high school, a new logo was developed in June of 1998. The logo represents the aggressive nature of the school in its quest for academic excellence in the new century.

Although the virtues embodied in the Tymon work are ageless, they do not depict the ferocity of academic competition and technological leadership which are the hallmarks of our new educational epoch. If we are to truly follow our school motto "Learn to Live," we must be prepared to embrace the vast new technologies which are available to assist us in our quest for knowledge and learning. The Tymon symbol was developed during the industrial age of our community and country. Our new logo represents a more aggressive approach to academics in the midst of the information age.

The new logo designed by Ron Weng of the Class of 1998, depicts the familiar Bengal mascot ferociously seeking knowledge and information. It is a unique blend of the past and present and implies that the same competitive spirit which is applied to athletics should be applied to academics.

Our traditional seal depicts four pillars which represent the four moral ideals upon which our educational system is built: truth, loyalty, courage, and self-reliance. Our new logo graphically illustrates our desire to place academic accomplishment as the number one goal for high school students. Because the traditional seal emphasizes all necessary factors for wholesome living, it will remain the official seal of the district and appear on diplomas and other official documents. The new logo will be found on school stationery and will be displayed throughout the school and community. It is our intention to display publicly our commitment to academics.

Educating Leaders of Tomorrow

IMPORTANT NUMBERS

<u>Administrators:</u>	973-680-8600	Extension	<u>Guidance Services:</u>	973-680-8600	Extension
Christopher Jennings	Principal	4383	Patricia Carter (info)	Secretary	4117
Carol Kane	Secretary	4382	Linda Zygmunt (info)	Secretary	4118
			Guidance Fax	973-680-8568	
Thomas Acton	Assistant Principal	4126	<u>Special Assistance:</u>		
Debbie Salvatoriello	Data Manager	4128	Kathleen Gebhardt	Crisis Intervention Counselor	4276
John Pierce	Assistant Principal	4127			
Debbie Salvatoriello	Data Manager	4128	<u>Health Office:</u>		
Michael Schilare	Assistant Principal	4387	Maribel Rizzuto	Registered Nurses	4283
Pat Brunner	Dean of Students	4386	Margarita Valentin		
Stella Menzel	Secretary	4388	<u>Attendance Office:</u>		4599
Cynthia Schirm	Assistant Principal	4139	Olga Cerefice	Secretary	4271
<u>Supervisors:</u>			<u>Athletic Office:</u>		
Joanne Decker	Technology	4480	Steve Jenkins	Athletic Director & Supervisor of Phys. Ed.	4170
Suzanne Johnson	Language Arts	4384			
Jennifer Khoury	Music & Fine Arts	4392	Karen Centinaro	Secretary	4171
Roger Marchegiano	Mathematics	4273			
Liz Petrangeli	Social Science, Science, World Language	4581	LIBERTY ACADEMY at Bloomfield College	Voorhees Hall 467 Franklin St. 973-748-9000	
Keri Regina	Special Education	4116	Patricia Darata	Secretary	7104
<u>Main Office Staff:</u>			Sandra McClurg	Crisis Counselor	7105
Ann Carell	Secretary	4131			
Patricia Manning	Secretary	4132			
<u>Guidance Counselors:</u>					
Maureen Chauncey	Guidance	4114			
Geri Connors-Lynch	Guidance	4111			
Adrienne Feraco	Guidance	4108			
Steve Gentry	Guidance	4110			
Manuela Gonnella	Guidance	4112			
Emily Roche	Guidance	4115			
Cindy Sherman	Guidance	4109			
Erin Sidie**	Guidance	4113			



EMERGENCY SCHOOL CLOSING

In the event of a severe storm or other emergency, the district's automated CODE RED phone system will be activated. This is our primary means of communication in times of emergency. It is important that the telephone data we have on file for your family is current. We will also notify cable and network TV stations (BETV, WMBA, NJ News 12, FOX News, WABC, WCBS, WNBC). In addition, our website www.bloomfield.k12.nj.us will post all closings.

STATEMENT OF POLICY OF NON-DISCRIMINATION

The Bloomfield Board of Education affirms its responsibility to ensure all students in the public schools of Bloomfield equal educational opportunity regardless of race, color, creed, religion, sex, handicap, ancestry, national origin, and social or economic status. To fulfill this responsibility, the Board has established a plan to review school and classroom practices on a regular basis.

The Superintendent of Schools is authorized to coordinate compliance of alleged discrimination. Anyone wishing to report a suspected violation of this policy should contact the Superintendent at the following address:

Superintendent of Schools
Bloomfield Public Schools
155 Broad Street
Bloomfield, NJ07003
(Telephone: 973-680-8501 x2014)

AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES

Bloomfield High School provides students an equal opportunity to achieve at their maximum level of potential, through programs offered at the school unhindered by discriminatory attitudes or practices based on distinctions of race, color, religion, gender, ancestry, national origin, place of residence, handicap, or social or economic background.

The **Affirmative Action Officer** of the school district coordinates all activities to implement this policy. The location of the affirmative action plans, policies, and procedures for the district are located in that office.

HARRASSMENT, INTIMIDATION, AND BULLYING

Bloomfield High School, in compliance with New Jersey's "Anti-Bullying Bill of Rights Act", joins schools all over the state in bringing awareness to the chronic bullying issues that plague our schools. Our mission is simple: To ensure that every student and staff member, regardless of race, religion, physical/emotion disability, political affiliation or gender identity feels safe and welcome within our school environment. Through educational initiatives and open and honest dialogue, we hope to increase awareness of the isolation and hardships facing anyone who may be the target of harassment or intimidation. For more information and the Bloomfield Board of Education policies about the anti-bullying law, please visit our website at: http://www.bloomfield.k12.nj.us/pages/bloomfield/About_Us/Anti-Bullying_Information

SEXUAL HARRASSMENT

The Board of Education explicitly forbids any conduct or expression that may be construed as the sexual harassment of a pupil, by an employee or the district or by another pupil.

The sexual harassment of a student includes all unwelcome sexual advances or suggestions, requests for sexual favors, and verbal or physical contacts of a sexual nature whenever such contact has the purpose of intimidation or tends to create an intimidating, hostile, or offensive educational environment.

The School strongly encourages students to report any incident of sexual harassment to the Crisis Counselor, Guidance Counselor, teacher or Administrator.

Any student who engages in sexual harassment of another student will be subject to discipline in accordance with Policy No. 5600.

AFFIRMATIVE ACTION GRIEVANCE PROCEDURES

If you believe that your rights in the area of affirmative action have been violated, you should take the following measures.

1. Report the problem to your building **Administrator**. If the problem is not corrected . . .
2. Report the problem to the **Building Principal**. If the problem is not corrected . .
3. Report the problem to the **District Affirmative Action Officer**. If the problem is not corrected . . .
4. Report the problem to the Board of Education through Ms. Pat Wilson, Board Secretary. Meet with the Board to discuss the problem. If the problem is not corrected . . .
5. Report the problem to the Commissioner of Education for adjudication.

ACADEMIC PROGRAM

Bloomfield High School tailors an individual program for each student to meet his or her future goals. Students select their programs with the assistance of their school counselors and their parents/guardians.

BLOOMFIELD HIGH SCHOOL 4 YEAR GRADUATION REQUIREMENTS

120 CREDITS TO GRADUATE

- ☞ **Language Arts Literacy** –20 credits aligned to grade 9 to 12 standards
- ☞ **Math** –15 credits including algebra I content (effective with the 2008-2009 9th grade class), geometry content (effective with the 2010-2011 9th grade class), and a third year of math that builds upon algebra I and geometry and prepares students for college and 21st century careers (effective with the 2012-2013 9th grade class)
- ☞ **Science** –15 credits including laboratory biology (effective with the 2008-2009 9th grade class); chemistry, environmental science or physics (effective with the 2010-2011 9th grade class); and an additional lab/inquiry-based science (effective with the 2012-2013 9th grade class)
- ☞ **Social Studies** –15 credits including World History, US History 1, US History 2 and integrated civics, economics, geography, and global content
- ☞ **Financial Literacy** –2.5 credits in financial, economic, business and entrepreneurial literacy (effective with the 2010-2011 9th grade class)
- ☞ **World Language** – 5 credits
- ☞ **Fine/Performing Arts** –5 credits
- ☞ **21st Century Life and Careers (Practical Arts)** – 5 credits
- ☞ **Physical Education/Health/Driver's Ed.** – 20 credits
- ☞ **Students must take PARCC tests in English 1, 2, 3, Algebra 1, Geometry, and Algebra 2 (or their equivalents).**
- ☞ **Students in the classes of 2016, 2017, 2018, 2019, and 2020 must meet the minimum required scores in English/LAL and Mathematics on at least one of the state designated tests, which includes PARCC tests, SAT, ACT, PSAT, ACT Aspire, Accuplacer, or ASVAB.**

REGULATIONS AND PROCEDURES

REPORTING ABSENCES FROM SCHOOL

Students who are reporting an absence from school must call the Attendance Office at 973-680-8600 x4599 on the day of the absence.

LEAVING SCHOOL BEFORE THE END OF THE DAY

Students who request to leave school before the close of the regular school day must do the following:

1. Present a note requesting early dismissal signed by a parent or guardian. (An eighteen-year-old student may write and sign his or her own note.)
2. The parent or guardian must enter the Central Office to sign the student out of school for the remainder of the day at the time specified in dismissal in the note. Parent or guardian **MUST have I.D.**

Absences will be counted under the Attendance Policy. If possible, medical, dental and legal appointments should be made at times which do not conflict with the regular school day.

Students seeking early dismissal from school for driving permits should follow the procedures for leaving school early. Students requesting to leave school for the road test portion of the driver's license are not allowed to leave with another student.

EARLY ARRIVAL TO SCHOOL

Students arriving early to school will be admitted to the cafeteria at 7:00 a.m. Students are not permitted to go to their lockers or enter any other part of the building until 7:35 a.m. Students involved in the A.M. Physical Education classes are permitted access to the appropriate areas of the building.

Students who wish to meet with teachers prior to 7:35 a.m. should get a pass from their teachers the previous day.

SCHOOL ATTENDANCE

Students must be in First Period by the 7:45 a.m. bell. Students arriving after the bell but during First Period must report to their First Period class. If a student arrives after R.A. period (Registered Attendance at the end of first period), the student **MUST** report to the Attendance Office.

School is a training ground for the adult world of work and business. Just as chronic tardiness is not tolerated in the business world, it is not tolerated in school. Repeated tardiness can result in the assignment to post school/ ISS/ parent conference, or even suspension from school. Since no one wishes matters to go to the extreme, it is imperative that a solid relationship be developed between the home and the school as a preventative measure. Parents are encouraged to stress the importance of punctuality and to reinforce the efforts of the school.

TRANSPORTATION ROUTES 2016-17

Destination: All Routes – Bloomfield High School

ROUTE # DEPARTURE POINTS DEPARTURE TIME

A.M. Routes: Classes begin @ 7:45 a.m.

H-11	Phil Place at Darling Ave.	7:15
H-12	Alexander Ave. @ Broad St.	7:15
	Carol Pl. @ Broad St.	7:18
	Broad St. @ Bellevue Ave.	7:20
H-13	E. Passaic Ave. @ Leo Terr.	7:10
	E. Passaic Ave. @ Watchung Ave.	7:15
H-14	Meadow Lane	7:15
H-15	Abington Ave. @ Ampere Pkwy.	7:20
H-16	First Ave. @ No. 16 th St.	7:20
H-17	Sylvan Rd. @ Oak View School	7:15
H-18	Broughton Ave. @ Pilch St.	7:20
H-19	Bolton Pl. @ Sylvan Rd.	7:10
	Williams St. @ Watchung Ave.	7:15
H-20	Claire St. @ Johnson Ave.	7:20

ON DAYS WHEN THERE IS A DELAYED OPENING, ALL BUSES WILL LEAVE FROM THE ABOVE DEPARTURE POINTS NINETY (90) MINUTES LATER THAN THE LISTED TIMES FOR DEPARTURE.

ROUTE # ARRIVAL POINTS ARRIVAL TIME

P.M. Routes: Classes end @ 2:35 p.m.

All buses depart from Bloomfield High School @ 2:45 p.m.

H-11	Phil Place at Darling Ave.	2:55
H-12	Bellevue Ave. @ Broad St.	2:55
	Carol Pl. @ Broad St.	3:00
	Broad St. @ Alexander Ave..	3:05
H-13	E. Passaic Ave. @ Watchung Ave.	3:00
	E. Passaic Ave. @ Leo Terr.	3:05
H-14	Meadow Lane	3:00
H-15	Abington Ave. @ Ampere Pkwy.	2:55
H-16	First Ave. @ No. 16 th St.	2:55
H-17	Sylvan Rd. @ Oak View School	3:00
H-18	Pilch St. @ Broughton Ave.	2:55
	Williams St. @ Watchung Ave.	2:55
H-19	Bolton Pl. @ Sylvan Rd.	3:05
H-20	Clair St. @ Johnson Ave.	2:55

For Wednesday activity days, buses will leave at 1:50 for students who need to leave immediately after classes. Buses will also do the regular run at 2:45.

Students who ride the school buses are issued bus passes upon their entrance to the high school. Students must carry their bus passes when riding the bus. Students without bus passes will not be permitted to ride the bus. Only one bus pass is regularly issued to students. Students retain the same pass for all years of high school attendance. Only one duplicate pass will be issued without payment of the \$5.00 duplication fee.

STUDENT DISCIPLINE

Each incident of inappropriate behavior is unique in terms of situational variables. Similarly, disciplinary action will reflect consideration of a number of factors specific to the student involved in the misbehavior.

Progressive discipline processes shall be designed to create the expectation that the degree of discipline will be in proportion to the severity of the behavior leading to the discipline, that the previous discipline history of the student being disciplined and other relevant factors will be taken into account, and that all due process procedures required by federal and state law will be followed.

RULES FOR STUDENT BEHAVIOR

The rules for student behavior are predicated upon **respect**. Students should respect other people and themselves. If this philosophy is followed, students will not find themselves having difficulty with school rules or regulations.

REMAIN ON CAMPUS

Students must remain on school grounds during the school day. Students are not permitted to leave the property during lunch. Moreover, students are not permitted to leave until their post school or recall assignments are met. Students who ignore their assignments by not attending post school or recall face suspension from school.

TRUANCY

Students who are truant (missing school without permission) are responsible for all work that is missed. Failure to be prepared for tests or assignments upon returning to class will result in a zero for incomplete work or tests. A student who is truant will receive a cut in each class.

CUTTING CLASS

Students are not permitted to be out of class without permission (cutting class).

Students who feel ill should obtain a pass to the Health Office from their teachers.

BE COURTEOUS AND HONEST

Appropriate behavior is required both during the school day and while attending extracurricular activities. Although popular culture has made foul language part of the vernacular, it is not acceptable at school. Since students at BloomfieldHigh School strive to uphold a higher standard than the popular culture, courtesy and honesty are expected.

REMAIN FREE OF DANGEROUS SUBSTANCES, ALCOHOL, AND TOBACCO

We are committed as an educational community to help students remain free from dangerous substances. Confidential referral can be made to Mrs. Gebhardt at 973-680-8600 x4276. However, students found possessing, using, or distributing alcohol and/or other dangerous drugs or substances will be suspended immediately. Students suspected of being under the influence of alcohol, drugs, or other dangerous drugs or substances will be required to submit to a drug test immediately. If test is positive, student will be suspended as per BOE policy.

Perhaps there is no greater single avoidable health risk than smoking. Students are taught the dangers of smoking and other forms of tobacco use. Because BloomfieldHigh School has a legal and moral obligation to discourage tobacco use among its students, our school is a smoke-free building. No one is permitted to smoke in the building or on school grounds. Failure to comply will result in both school discipline and possible criminal charges.

DEAL WITH CONFLICT PEACEFULLY

Physical violence is never permitted in our school. Students are taught to resolve differences in non-violent ways. However, students who fight are suspended from school for **ten days**, are liable for civil and criminal legal proceedings, and possible BOE hearing to determine alternative placement. Parents of students who were fighting must meet with the principal or his designee prior to the student being permitted to return to school.

Any student who has or uses a weapon in school, on school grounds, or at a school activity will face expulsion proceedings and is liable for other criminal and civil penalties.

RESPECT PEOPLE AND PROPERTY

Teachers and other staff members are deserving of respect. Students who ignore staff members or fail to give their correct names to staff members face suspension from school.

Students are required to follow the directions of faculty, staff, and administrators. Failure to comply will result in disciplinary action.

Students also are required to pay for any property including, but not limited to, textbooks which they lose or damage. All fines for damage to school property must be paid in full before student can secure report card, transcript, attend prom or graduation. Willful damage to property is subject to school discipline in addition to civil and criminal penalties.

ACT AS A YOUNG ADULT

Students are expected to conduct themselves as young adults at all times.

Gambling and other illegal acts are strictly prohibited.

Attendance at school events including the prom, senior fest, and graduation ceremony is a privilege, which can be revoked for disciplinary reasons such as fighting, weapons/drugs, violence in school, multiple suspensions, vulgarity/foul language to staff. Students suspended from school may not participate in any school activity or event during the course of the suspension.

Students who are eighteen years old are legal adults. However, they are also BloomfieldHigh School students and are subject to all rules and regulations of the school.

Students who feel that they have not been treated fairly may appeal to the next higher authority in the school system.

STUDENT CODE OF CONDUCT

STUDENT RIGHTS

- ☞ Students have the right to a free public education.
- ☞ Students have the right to be treated equally under school policies and regulations.
- ☞ Students have the right to a safe environment in which to learn.

STUDENT RESPONSIBILITIES

- ☞ Students have the responsibility to obey school policies and regulations and the school personnel who enforce them.
- ☞ Students have the responsibility to respectfully interact with all members of the school community.
- ☞ Students have the responsibility to respect school property as well as the property of others.
- ☞ Students have the responsibility to conduct themselves in a way that respects the health, safety, and rights of others.

APPROPRIATE BEHAVIOR

Students will:

- ☞ Enter and exit the building at designated times unless attending an authorized activity or with written teacher permission.
- ☞ Be prepared for the day's work with completed assignments as required.
- ☞ Exhibit self-discipline and show respect for teachers, staff members, parents, school volunteers, and fellow students.
- ☞ Use school property and equipment with care and safety.
- ☞ Demonstrate considerate and safe behavior in classrooms, hallways, lavatories, lunchrooms, and all other school facilities.
- ☞ Use respectful language at an appropriate volume level at all times.
- ☞ Wear clothing that is presentable and does not interfere with the educational process. Additionally, the attire should not cause damage to school property or present a safety hazard to oneself or others.
- ☞ Seek teacher, counselor, or medical assistance when necessary.
- ☞ Demonstrate responsible and appropriate conduct while participating in or attending school sponsored events regardless of location.

INAPPROPRIATE BEHAVIORS

According to NJSA 18A:37-2, students will not:

- ☞ Use profanity or obscenity.
- ☞ Cause damage to school property.
- ☞ Be willfully and continuously disobedient.
- ☞ Be openly defiant and disrespectful.
- ☞ Place the physical well being of others in danger.

Furthermore, students will not:

- ☞ Fail to follow school and classroom rules.
- ☞ Harass any student verbally, physically, or emotionally; or extort, or cause willful destruction of another person's property.
- ☞ Commit any criminal act.
- ☞ Possess matches, lighters, alcohol, tobacco, drugs, or any related paraphernalia.
- ☞ Use gang related gestures, signs, or clothing.
- ☞ Wear clothing that promotes alcohol, tobacco, drugs, violence, sexist or racial humor, or obscene messages.
- ☞ Cut scheduled classes or leave the school grounds during the school day without appropriate authorization.

CELL PHONE/IPOD/HAT

Students are not permitted to use cell phones during school hours for any reason. Ipods are allowed during lunch in the cafeteria only! Hats are not to be worn or carried in the building.

1 ST OFFENSE	HELD 24 HOURS
2 ND OFFENSE	HELD 48 HOURS
3 RD OFFENSE	HELD 72 HOURS

Please note: Items can only be picked up by parents/guardians.

DRESS CODE

Students are free to dress and groom themselves as they see fit EXCEPT when their choices affect the educational program, are dangerous, are indecent, are offensive to others, present a safety hazard, or cause excessive damage or wear to school property.

The following attire is **NOT ACCEPTABLE** for students:

Shirts

- ☞ Tank tops, thin-strapped tops, tube tops, mesh, fishnet styles, spandex-type materials or clothing which exposes the back, chest, shoulders or midriff.
- ☞ All shirts, sweaters, and sweatshirts must be no longer than the hip area.

Outerwear

- ☞ Jackets, coats, windbreakers, warm-up jackets, hats, bandanas, gloves, headbands, sweatbands, head coverings which are not worn for bona fide religious reasons, and any type of outer garment may not be worn in the classrooms, hallways, or the cafeteria during the regular school day.

Pants and Skirts

- ☞ Material cannot be sheer, see-through, or spandex-type material. Chain link, metal belts, tight fitting, stretch type material, hip huggers, or pajama pants are not allowed.
- ☞ Shorts must be no shorter than mid-thigh.
- ☞ Skirts must be no shorter than mid-thigh (no slits).
- ☞ Skirts and pants must be no longer than floor length.
- ☞ Width of pant cuffs must be within the heel to toe of student's footwear.
- ☞ Pants must be worn at the waist. Saggy pants are not acceptable.

Miscellaneous

- ☞ Wearing of sunglasses in school unless prescribed by a doctor with documentation on file with the school nurse is not allowed.
- ☞ Garments with obscene, profane, offensive, or otherwise inappropriate comments, patches or pictures are not allowed.
- ☞ Clothing, accessories, or jewelry or wearing such apparel, accessory, or jewelry in a manner, which indicates that the pupil has membership in, or affiliation with any gang associated with criminal activities is not allowed.
- ☞ Articles of clothing, items affixed to an article of clothing, jewelry, or an accessory of any kind that references, expressly or by implication, alcohol, drugs, or sex is not allowed.
- ☞ Chains, pins, razor blades, chokers, or spike jewelry, chain belts, sharp jewelry, metal studs, spikes, dog chains, multi-fingered and oversized rings are not allowed.

CONSEQUENCES

Violations of the dress code will result in one or more of the following consequences:

- ☞ Verbal warning
- ☞ Parent/teacher conference and/or detention
- ☞ Conference with a building administrator or designee
- ☞ Exclusion from extracurricular activities
- ☞ In-school suspension
- ☞ Out of school suspension
- ☞ Referral to outside agencies
- ☞ Expulsion

LUNCH PROCEDURES

Student IDs are required to purchase lunch for all students. We are no longer using lunch cards. Students who forget their IDs will need to provide their Student ID number to purchase lunch.

Students are expected to help maintain a pleasant dining atmosphere in the school cafeteria. To insure a clean and enjoyable lunch, students are required to perform the following duties:

- Dispose of all refuse, cartons, and utensils in appropriate containers.
- Clear table area.
- **Comply with the requests of the cafeteria aides and teachers.**
- Follow directions for dismissal.

Occasionally students may be asked to return a tray or dispose refuse in a receptacle that was not their litter. Students are expected to comply as long as the request is reasonable.

Students are not permitted to have food deliveries from restaurants, including fast food, or family members.

MEDIA CENTER

The Media Center is open from 7:45 a.m. until 3:25 p.m. on Monday, Wednesday, and Friday. On Tuesday and Thursday the media center remains open until 4:45. Students are welcome in the library but are expected to utilize print and non-print materials in a manner that reflects consideration for those patrons who need a quiet environment for research and study. Students who come to the Media Center during the school day must complete an attendance form at the beginning of each period. Students are not permitted into the Media Center without the authorization of their assigned teacher. Students are expected to remain in the Media Center throughout the entire period. If an emergency arises, the student must obtain permission and a pass from the librarian before leaving the Media Center. Students who wish to avail themselves of library media services during the lunch periods must obtain a pass from the librarian before the lunch period and present it to the lunchroom proctor.

Eating is not permitted. Patrons are expected to bring their own paper, pen, pencils, and other related supplies. Students are expected to place chairs and tables in order before leaving and are expected to leave their area litter free. No card playing will be allowed.

Materials to be borrowed should be brought to the Circulation Desk. Student identification cards serve as their library cards. Students should not borrow books for their friends.

Works of fiction circulate for a month and non-fiction for two weeks. In some cases, reference books may be borrowed overnight. A photocopier is available to photocopy magazine articles and other non-circulating materials at five cents per page.

TECHNOLOGY

Access to the district network/technology is provided to all students who have a signed Bloomfield School District Student Telecommunication Contract on file. This contract stipulates that in using district technology all students will:

1. Follow all policies approved by the Bloomfield Board of Education.
2. Be respectful of the rights, the ideas, the information and the privacy of others.
3. Neither send nor receive information that can be hurtful or harmful to others. This includes discrimination by race, disability, religion, ethnic origin, gender and/or sexual orientation. (Students are to understand that this includes the sending or receiving of sexually explicit material).
4. Neither receive nor distribute unauthorized copies of copyrighted software or other copyrighted material.
5. Neither attempt to circumvent or bypass security on the network.
6. If aware of a security problem in the network, students will promptly notify a teacher or system administrator and not demonstrate the problem to other users.

HEALTH OFFICE

973-680-8600 Ext. 4283

The Health Office is open from 7:35 a.m. to 3:30 p.m. In an emergency, ill or injured students may report to the Health Office. In other cases, students must have a pass from their assigned teacher. Students seeking advice or other health information should do so at times which are not in conflict with their classes such as during lunch or after school. Students who go to the Health Office may be charged with an absence from class if it is deemed that the visit was a non-emergency which could have occurred at a time when the student did not have to miss class. Students are required to sign in and out of the Health Office. Students must have ID's on a lanyard and visible.

SCHOOL HEALTH GUIDELINES

Parents frequently ask questions whether they should keep their children home or send them to school when they are ill. Here are a few guidelines to help everyone make the right decision for the benefit of all the children at school.

Please keep your child home:

- ☞ **When your child has a fever above 100 degrees.** This is a clear indication germs have invaded the body and the body is working hard to fight them off. Your child needs rest.
- ☞ **When your child needs medication for a fever in the morning.** Your child needs rest to help the medication to work. Your child will not be able to rest at school and will be spreading germs around the classroom.
- ☞ **If your child has not been fever free for 24 hours.** This may cause a re-infection and your child will miss even more school.
- ☞ **If your child is nauseous, has vomited in the morning or has diarrhea.** Your child will be more comfortable at home and again, will not be spreading germs to the entire class.
- ☞ Your child has a rash of unknown origin. Please have your child checked by a doctor to be certain the rash is not contagious.

PLEASE REMEMBER: IF YOUR CHILD HAS THE COMMON COLD WITHOUT FEVER, HE/SHE SHOULD ATTEND SCHOOL.

Always check with your doctor for the proper medications for your child. Important: do not give your child aspirin for a fever. Use either Tylenol or your preferred brand of Ibuprofen.

EXCUSED EARLY HEALTH OFFICE POLICY

Students who are confirmed ill may leave school only with a parent or guardian who signs them out. Other students or friends are not permitted to accompany students home. Adult students may take responsibility for their own well being, but parents will be informed of the illness and subsequent early dismissal.

MEDICATIONS

Before any medication can be administered to a student by a school nurse, the following information must be provided:

Written Physician's Statement: The physician must provide a written statement which clearly identifies the drug, its purpose, the dosage, and the times when it is to be taken.

Signed Parental/Guardian Authorization: The parent or guardian must complete and sign a District Consent Form which authorizes the nurse to administer the medication.

Original Label and Container: The medication must be in its original container with the original label. Upon request, some pharmacies will give two labeled bottles, one for school and the other for home.

Please note that these rules comply with State Regulations and are enforced to protect your child.

IMMUNIZATIONS

Immunizations are required under New Jersey law. Student health records are reviewed each year for compliance. Students not found in compliance will have notification mailed to their parents detailing the areas of deficiency. If the parent fails to take corrective action, the student will be excluded from school until the action is taken.

USE OF CRUTCHES & ELEVATORS

Medical documentation must be submitted to the nurse for students to use crutches or other appliances and for use of the elevator.

PHYSICAL EDUCATION INFORMATION

A student may request a non-participation day in Physical Education for illness or other good reason. These requests will be honored at the discretion of the teacher.

Extended medical excuses require a physician's note which is to be presented to the school nurse. These notes will be kept on file in the Health Office. The note must contain the following information:

1. The reason for exclusion
2. The specific dates for the exclusion (ex. From 9/8/14 to 9/18/14)

Students excused from Physical Education for an extended period of time should report to the media center. Students may be assigned work by the physical education teacher in lieu of class participation.

IDENTIFICATION CARDS (ID'S)

Upon entering the building, photo ID's must be on a lanyard worn around the neck. During the course of the school day, students must wear their ID at all times. All students are required to swipe their ID's when purchasing lunch in the cafeteria. Students may be required to show ID to staff/security. Photo Identification Cards are issued each year to every student.

If an ID is lost, students are expected to pay for a replacement immediately to avoid post-school detention.

The penalty for not having an ID upon entering school is as follows:

1st offense: Temporary issued

2nd offense: Temporary issued

3rd offense: Temporary issued, 1 day of post school assigned that day. Each and every time thereafter, 1 day of post school. Should student not attend post school without pre-approval from an administrator, student will be suspended out of school upon notification.

PARKING

Students are not allowed to park on school property during school hours.

LOST ARTICLES

Lost articles found in classrooms are given to the classroom teachers. Articles found on the ground and in other areas of the building are submitted to the Central Office. Books are sent to the Media Center and clothing is sent to the Custodians' Office. To avoid problems, students are advised to place their names on their possessions. Texts should have ALL information completed on the inside cover. Students should not bring large sums of money to school. Expensive jewelry should not be worn. Bloomfield High School assumes no responsibility for lost or stolen items.

STUDENT INSURANCE

A student protection plan approved by the Board of Education is available to students in September. Specific details and enrollment forms are sent home with students.

VISITORS

Visitors are to report to the front foyer to obtain a visitor's pass for school related matters. Students are not permitted to bring friends or relatives to accompany them throughout the day.

FIRE AND SAFETY DRILLS

One fire and one safety drill each are held each month in accordance with state laws. Each classroom is provided with an emergency exit card, which indicates the nearest exit for emergency evacuation. All drills are taken very seriously and students who are uncooperative or disruptive will face appropriate disciplinary action.

SCHEDULING INFORMATION

BHS has an Attendance Policy that grants credit for time spent in quarter, semester, and full year courses. Students must also earn a passing grade in a course to earn credit. The policy is designed to maintain the integrity of a course as well as to encourage a student's responsibility for personal choices and efforts. **All schedule changes require parental approval.** Course changes and level changes are dependent upon available seating in the desired courses.

FULL YEAR COURSE

Changes for electives are acceptable up to Day 18 of a full year course for credit. The student's attendance and grades will be carried over into the new class. No full year course changes can take place after the 18th day of classes. **For the 2016-17 School Year, the last day for schedule changes is tentatively September 30, 2016.** Special circumstances will be reviewed on an individual basis by administrators.

Level changes (e.g. honors to CP) are considered on a availability basis and are acceptable tentatively up to October 21, 2016. Level changes can only be accommodated when seats are available in the desired level. **Students are not guaranteed to be able to make a level change,** however, every effort is made to accommodate requests.

SEMESTER COURSE

Enrollment is acceptable up to Day 10 of the semester course for credit. No semester course changes can take place after the 10th day of classes. For changes prior to the 10th day, the student's attendance and grades will be carried over to the new class. **For the 2016-17 School Year, the tentative last day for a first semester schedule change is September 20, 2016, and the last day for a second semester schedule change is tentatively February 10, 2017.** All dates are subject to change.

QUARTER COURSE – HEALTH ONLY

Enrollment is acceptable up to Day 7 of a quarter course for credit. Attendance will be carried over to the new class. Health/Driver's Ed. is required and may not be dropped.

AUDITS

Students who encounter unexpected illness or other drastic life changes and whose course or level cannot be changed may apply for *Audit Status*, which means that students continue to attend class, but will receive no grade or credit. However, unlike a failure, the course does **not** factor into the student's GPA. The requirements of Audit Status are:

1. Students can only make requests between January 1 and the last day of the third marking period.
2. Students must initially make the request to their school counselors, who then must secure approvals from the following people (in this order):
 - a. Counselor (themselves)
 - b. Parent
 - c. Teacher
 - d. Supervisor
 - e. School administrator (principal or assistant principal)
3. Students must follow all teacher requirements for auditing the class and meet the standards for behavior. Each teacher may have his or her own requirements, therefore it is the student's responsibility to discuss these requirements with the teacher prior to applying.
4. Students will receive an "NA" (Non-Credit Audit) for the course on their report cards and transcripts. Students who fail to meet the requirements will receive a "0" **and the course will count in the GPA.**
5. Since no credit is earned when auditing, required courses cannot be audited.
6. Note that students cannot ask to audit on the basis they no longer wish to do the required coursework. There must be a mitigating reason to request the audit, or else the request will be denied.

NEW STUDENTS

New students will be placed in courses per their transcript upon enrollment at BHS. Students will be monitored by their counselors and teachers and adjustments will be made if necessary.

GRADING AND RANKING

COURSE GRADING

For 2016-17 a numerical average is used to determine and report marking period and final grades. Starting in 2016-17 only final exams will be offered and included in final grade calculations; there will be no midterms. Each marking period will count as 22.5% of the final grade for a full year course, and the final exam is worth 10% of the final grade. A floor grade of 50 is used for the first marking period only, with 35 thereafter for the remaining marking periods. Letters will no longer be reported, however, when necessary, BHS converts numerical grades to letters as follows:

Numerical Equivalent	Grade
95-100	A+
90-94	A
85-89	B+
80-84	B
75-79	C+
70-74	C
65-69	D
50-64	F+ (eligible for summer school)
0-49	F (not eligible for summer school)

Numerical grades will no longer be converted to letter grades for the purpose of grade reporting. Final grades are based on numerical averages.

RANKING AND GRADE POINT AVERAGE

Students have a weighted grade point average based on a 4.0 scale. Students are ranked on the weighted grade point average. Grade points are the product of values assigned to a particular passing grade multiplied times the number of attempted credits in a course.

Courses in English, Math, Social Science, Science, World Languages, and selected electives in these areas are included in the weighted GPA, excluding test preparation electives. Each of these full year courses is considered to be one academic unit. All students are ranked.

WEIGHTED GPA

Weighted Grade Point Average (GPA) is the total of the final grade points of all academic units divided by the number of courses taken. Only Weighted GPA is used for ranking. Grade points are the product of the grade earned, the level of the course, and the number of credits. The grade point average is created by dividing the total number of grade points by the total number of attempted credits of weighted courses.

COURSE WEIGHTING FOR GPA

College Preparatory courses are used as the standard for grade points. Honors courses are weighted 12.5% more than College Prep, and AP courses are weighted 25% more than College Prep. Note that the grade points are weighted, not the grade in the course.

The following chart displays GPA values for all passing grades in College Prep, Honors, and AP courses.

Grade	Grade Points		
	CP	H	AP
65	1.000	1.125	1.250
66	1.000	1.125	1.250
67	1.000	1.125	1.250
68	1.300	1.463	1.625
69	1.300	1.463	1.625
70	1.700	1.913	2.125
71	1.700	1.913	2.125
72	1.700	1.913	2.125
73	2.000	2.250	2.500

74	2.000	2.250	2.500
75	2.000	2.250	2.500
76	2.000	2.250	2.500
77	2.300	2.588	2.875
78	2.300	2.588	2.875
79	2.300	2.588	2.875
80	2.700	3.038	3.375
81	2.700	3.038	3.375
82	2.700	3.038	3.375
83	3.000	3.375	3.750
84	3.000	3.375	3.750
85	3.000	3.375	3.750
86	3.000	3.375	3.750
87	3.300	3.713	4.125
88	3.300	3.713	4.125
89	3.300	3.713	4.125
90	3.700	4.163	4.625
91	3.700	4.163	4.625
92	3.700	4.163	4.625
93	3.800	4.275	4.750
94	3.800	4.275	4.750
95	3.800	4.275	4.750
96	3.900	4.388	4.875
97	3.900	4.388	4.875
98	3.900	4.388	4.875
99	4.000	4.500	5.000
100	4.000	4.500	5.000

PROMOTION

To be considered promoted to the next grade level, students must complete the following number of credits:

Grade 9	Promotion from 8th Grade
Grade 10	Minimum of 30 Credits
Grade 11	Minimum of 60 Credits
Grade 12	Minimum of 80 Credits and a plan to complete all graduation requirements by the end of the year

SUMMER SCHOOL

Students who fail courses during the school year must have at least a 50 average in order to be eligible for summer school. Bloomfield High School will not accept credit from outside summer schools unless the student had at least a 50 average for the course at BloomfieldHigh School during the academic year. Students may enroll concurrently at a community college for a course while they are attending BloomfieldHigh School if they have acquired at least 90 credits at BHS. **Students who fail with less than a 50 average or have not taken a course may attend an approved summer school that offers the course for advanced credit and is 120 hours.**

HONOR ROLL

The Honor Roll is designed to recognize students who have achieved academic status by superior performance in their course of study. Outstanding students are recognized by high honors, honors, or honorable mention depending on their grades for each marking period.

High Honors	Minimum 5 courses with grades from 90-100, maximum one course not lower than 70
Honors (minimum)	3 or 4 courses with grades from 90-100, maximum one course not lower than 70
Honorable Mention	Minimum 5 courses with grades from 80-100, sixth course not lower than 70

Students must take at least five courses including Physical Education. Courses which do not meet five days each week are excluded from consideration.

Work experience and time share grades may be doubled or tripled depending on the number of credits assigned to the course.

ASSESSMENT REQUIREMENT FOR GRADUATION

Classes of 2016, 2017, 2018, 2019, and 2020 must meet ONE of the following in each column:	
English Language Arts	Mathematics
Passing score on a PARCC ELA 9 <i>or</i>	Passing score on a PARCC Algebra I <i>or</i>
Passing score on a PARCC ELA 9 <i>or</i>	Passing score on a PARCC Geometry <i>or</i>
Passing score on a PARCC ELA 9 <i>or</i>	Passing score on a PARCC Algebra II <i>or</i>
SAT before March 2016 ≥ 400 <i>or</i>	SAT before March 2016 ≥ 400 <i>or</i>
ACT ≥ 16 <i>or</i>	ACT ≥ 16 <i>or</i>
Accuplacer Write Placer ≥ 6 <i>or</i>	Accuplacer Elementary Algebra ≥ 76 <i>or</i>
PSAT before October 2015 ≥ 40 <i>or</i>	PSAT before October 2015 ≥ 40 <i>or</i>
ACT Aspire ≥ 422 <i>or</i>	ACT Aspire ≥ 422 <i>or</i>
ASVAB-AFQT ≥ 31 <i>or</i>	ASVAB-AFQT ≥ 31 <i>or</i>
Meet the Criteria of the NJDOE Portfolio Appeal	Meet the Criteria of the NJDOE Portfolio Appeal

EXAMINATIONS ADMINISTERED AT BHS

In addition to the required PARCC exams, these optional examinations are given at BloomfieldHigh School as a service and convenience to our students. These include:

- SAT Examinations (fall & spring)
- PSAT/NMSQT Exam (fall)
- Armed Services Vocational Aptitude Battery (ASVAB)
- Accuplacer
- ACT

GRADE REPORTS

Report cards will be issued at the conclusion of each marking period and mailed home. In addition, parents and students are strongly urged to create and use an account in our current student information system, PowerSchool. With this account, there is real time access to grades and attendance in all classes. Students and parents can stay on top of grades on a weekly basis or even more often using this account, rather than relying on printed report cards that arrive approximately every nine weeks. If you need help creating or accessing your account, please contact your school counselor, who can help with the account, as well as give information about student progress.

Parents unable to access the Parent Portal from home are welcome to use the computers in the BHS media center on nights of Home and School meetings, or can ask their children to print out the reports at school and bring them home.

To access the log in screen for PowerSchool accounts go to: <https://ps.bloomfield.k12.nj.us/public>

NOTICE TO PARENTS AND STUDENTS

1. The floor of 50 for grading purposes is for marking period one only. Thereafter, a floor of 35 is in place.
2. Students who fail courses during the school year must have at least a 50 average in order to be eligible for summer school. Students who lose credit in a course(s) due to violation of the Attendance Policy must maintain a 50 average in that course to be eligible for summer school.

Bloomfield Board of Education Regulation No. 5200 for Pupil Attendance

In accordance with the provisions of N.J.S.A. 18A:38-25, every parent, guardian, or other person having control and custody of a child between the ages of six and sixteen shall cause the child to regularly attend school. The Board of Education requires students enrolled in the school district attend school regularly in accordance with the laws of the State.

In accordance with the provisions of N.J.A.C. 6A:16-7.6, a student's absence from school may be excused, unexcused that counts toward truancy, or unexcused that does not count toward truancy.

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. A student who is absent from school for observing a religious holiday shall not be deprived of any award, eligibility, or opportunity to compete for any award, or deprived of the right to take an alternate test or examination that was missed because of the absence provided there is a written excuse of such absence signed by the parent.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive students of the educational and classroom experiences deemed essential to learning and may result in retention at grade level or loss of credit or removal from a course that would count toward the high school diploma in accordance with policies of this Board.

Students shall be subjected to the school district's response for unexcused absences that account toward truancy during the school year as outlined in N.J.A.C. 6A:16-7.6(a)4 and Regulation 5200.

Unexcused absences from school or from classes within the school day may subject a student to consequences that may include the denial of a student's participation in co-curricular activities and/or athletic competition. Repeated absences from school interfere with efforts of this Board and its staff in the maintenance of good order and the continuity of classroom instruction and such absences may result in the removal of the student from a class or course of study.

A. Definitions

1. For the purposes of school attendance, a "day in session" shall be a day on which the school is open and students are under the guidance and direction of a teacher or teachers engaged in the teaching process. Days on which school is closed for such reasons as holidays, teachers' institutes, and inclement weather shall not be considered as days in session.
2. A "school day" shall consist of not less than four hours.
3. "A day of attendance" shall be one in which the student is present for a full day under the guidance and direction of a teacher while school is in session.

B. Excused/Unexcused Absences

1. "Excused 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, for Take Your Child to Work Day, or any other absence determined to be excused by the New Jersey Department of Education.
2. "Unexcused absence that counts toward truancy" is a student's absence from school for a full or a portion of a day for any reason that is not excused as defined above or for any unexcused absence that does not count toward truancy listed below.
3. "Unexcused absence that does not count toward truancy" is a student's absence from school for a full day or a portion of a day for the reasons listed below:
 - a. The student's illness supported by a written letter from the parent upon student's return to school;
 - b. The student's required attendance in court;
 - c. 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 health care plans;
 - d. The student's suspension from school;
 - e. Family illness or death supported by a written letter from the parent upon the student's return to school;

- f. Visits to post-secondary educational institutions;
- g. Interviews with a prospective employer or with an admissions officer of an institution of higher education;
- h. Examination for a driver's license;
- i. Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day;
- j. An absence for a reason not listed above, but deemed unexcused that does not count toward truancy by the Principal upon a written request by the student's parent stating the reason for the absence and requesting permission for the absence to be an unexcused absence that does not count toward truancy;

C. Notice to School of a Student's Absence

- 1. The parent or adult student is requested to call the school office before the start of the student's school day.
- 2. The parent of the student or an adult student who will attend the morning session, but will not attend the afternoon session should call or provide notice to the school office before the start of the afternoon session.
- 3. The parent or adult student who anticipates a future absence or anticipates that an absence will be prolonged should notify the school office to arrange make-up work.

D. Readmission to School After an Absence

- 1. A student returning from an absence of any length of time must provide a written statement that is dated and signed by the parent or adult student listing the reason for the absence.
- 2. A note explaining a student's absence for a noncommunicable illness for a period of more than five (5) school days must be accompanied by a physician's statement of the student's illness with medical clearance to return to school.
- 3. A student who has been absent by reason of having or being suspected of having a communicable disease must present to the school nurse written evidence of being free of communicable disease, in accordance with Policy 8451.

E. Denial of Course Credit

- 1. The teacher will determine the credit to be awarded a student for make-up 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 excused absences or absence for a suspension from school will not adversely affect the student's grade. The teacher may record an incomplete grade for a student who has not had a full opportunity to make up missed work.
- 2. A secondary student may be dropped from a course or denied course credit when he/she has been absent from 18 days or more of the class sessions, whatever the reason for the absence, except that excused absences or absences caused by a student's suspension will not count toward the total.
 - a. 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.
 - b. A secondary student denied course credit after completing the course will be permitted to attend a credit completion session.

F. Discipline

1. Students may be denied participation in co-curricular activities if the Board establishes attendance standards for participation.
2. Students may be denied participation in athletic competition if the Board establishes attendance standards for participation.
3. 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.

SMOKING

Smoking by students of *any* type, including electronic cigarettes, is not permissible:

1. In school building or vehicles at any time.
 2. On school grounds during the school day, which includes the time of arrival on school property in the morning through the time of departure from school property.
 3. At school sponsored events held on school premises.
 4. By participants in curricular and extracurricular events away from school.
 5. Students caught smoking in school buildings, vehicles, or on premises during the school day shall receive the following disciplinary action:
 - a. First Offense: One day in-school suspension.
 - b. Second Offense: Three days in-school suspension.
 - c. Third Offense: Saturday detention.
- Additionally, second and subsequent offense smokers will be reported to the Bloomfield Board of Health who will issue a summons for appearance in Municipal Court where a penalty will be assessed in accordance with applicable statutes and ordinances.
 - Students observed smoking at school-sponsored events on school premises would be asked to stop by the observing staff member. Failure to do so will be considered insubordination and the student shall be disciplined accordingly.
 - Students smoking while participating in curricular and extracurricular activities away from school will be subject to the same disciplinary actions as if they were smoking in school and will additionally receive a warning after the first offense and be suspended from the extracurricular activity after the second offense.

BLOOMFIELD HIGH SCHOOL STUDENT FOOD AND DRINK POLICY

FOOD

No food of any kind will be permitted in any class.

DRINKS

No coffee, tea, hot chocolate, juice, iced tea, Snapple, cans or bottles will be permitted in school (halls, classes).

WATER BOTTLES

Only labeled clear water bottles are allowed in school. Drinking of water in class is allowed with the permission of the teacher. Under no circumstances should water bottles be used to throw water on another person. Should this occur, that person will be disciplined.

MISCELLANEOUS INFORMATION

PUBLICATIONS AND POSTERS

No materials may be distributed at Bloomfield High School without the authorization of the school administration. Authorized materials can only be placed on bulletin boards.

GRIEVANCES

The Board of Education or its employees will hear the complaints and grievances of students of the district provided that those complaints are made according to the procedures established by the building principal.

PHONE MESSAGES

Bloomfield High School accepts messages for students only from parents/legal guardians for bona fide emergencies.

STATE LAWS IN EFFECT FOR THE SCHOOL YEAR

State laws that were enacted starting with the 1996-97 school year are supportive of the Safe Schools Initiative to remove students from the regular education program who possess firearms or who commit violent acts with weapons other than firearms.

Any pupil who is convicted or found to be delinquent for the following offenses shall be immediately removed from the school's regular education program for a period of **not less than one calendar year** and placed in an alternative education program pending a hearing before the district Board of Education to remove the pupil:

- Possessing a firearm on any school property, on a school bus, or at a school sponsored function; or
- Committing a crime while possessing a firearm.

Any pupil who assaults another pupil, teacher, administrator, board member, or other school district employee with a weapon other than a firearm on school property, on a school bus, or at a school-sponsored function, must be immediately removed from the school's regular education program and placed in an alternative education school or program, pending a hearing before the district Board of Education.

It should be noted that none of the above procedures prohibit the Board of Education from expelling a pupil.

STUDENT SERVICES INFORMATION

(973) 680-8600 x4117 or 4118

STUDENT SERVICES AND PROGRAMS

The Student Services Department, inclusive of Guidance and Counseling, the Child Study Teams, Crisis Counselor, and Student Assistance Counselor, provides support for students and their families. Academic and career goals are fostered through interaction with Counselors, as well as discovery options through the Internet connected COIN program, for which every student and his/her family has access through his/her student ID. College Admissions counselors visit BHS for recruitment throughout the year. Students and parents have access to Naviance, online high school and college planning software. Evening programs for parents and students include Freshman Parent Orientation, Financial Aid Night, and College Information Night. Also, in-school programs are presented every year: Making High School Count and Making College Count.

Counselors are available throughout the day for individual and group sessions. Parents are encouraged to communicate with their son's/daughter's counselor directly through e-mail and/or telephone. Parent and student conferences are encouraged.

THE STUDENT ASSISTANCE PROGRAM

The Student Assistance Program is designed to offer direct assistance, support, and confidential referral services to those students whose lives are negatively impacted by their own substance abuse or the abuse of a friend or family member. Confidential assistance is available for students and concerned family members. For further information, contact **Ms. Kathleen Gebhardt at 973-680-8600, ext. 4276.**

CRISIS INTERVENTION

Crisis intervention services are available to all students and school personnel in times of extreme personal crisis. The counselor is available to provide mental health assessments for K-12 students who are believed to be at risk to harming themselves or others. The crisis counselor may recommend additional services and appropriate referrals to other agencies. **For further information, contact Ms. Kathleen Gebhardt at 973-680-8600, ext. 4276.**

SCHOOL BASED YOUTH SERVICES PROGRAM (THE DEN)

Our mission is to empower Bloomfield High School students, with the support of the community, to make responsible choices by providing services to enhance their social and emotional skills. All students must have signed parental consent forms in order to receive ongoing services. The Den offers the following programs: Individual and Family Counseling, Groups, Life Skills Training, Recreational Services, and Field Trips.

For further information, please call 973-680-8600, ext. 4161.

ACADEMIC PROGRAM PLANNING

Students should take the process of scheduling seriously. Course decisions should only be made with thought and good planning. The counselors assist students and parents in making scheduling choices that will best meet the needs of the students. Students may only request a schedule change via email with a counselor, and parents must approve all changes. All deadlines are held firm for entering and dropping classes.

GUIDANCE RECORDS

Upon graduation from Bloomfield High School, students may request their Guidance folders. The folder includes grades, standardized test results, warning notices, and scheduling information for grades 9 – 12. Graduating seniors interested in obtaining their folders should contact the Guidance Office by the last day of school.

STUDENT ACTIVITIES

NATIONAL HONOR SOCIETY

National Honor Society membership is extended to juniors who achieve the high standards of the society. Members are required to maintain a 3.7 GPA (on the 4.0 scale) and demonstrate the ideals of character, leadership, and service as stipulated by the National Charter. Prospective members are invited to join in the spring. Students may not apply. Students will not be eligible if they have a final grade equivalent of "F" or "F+" in any course during their freshman or sophomore year.

The selection process commences with the generation of a list of juniors who have met the grade requirements. The GPA is based on grades achieved from grades nine and ten. Additionally, students must demonstrate excellence in leadership and character as well as participation in community organizations and/or projects.

A committee comprised of teachers, counselors, and supervisors will decide on admission to the organization. The decision is final.

SCHOOL PUBLICATIONS

Students can gain a variety of experiences by writing for several school publications. The student newspaper, *The Student Prints*, is published five times during the academic year.

Memories, the yearbook of Bloomfield High School, is published at the end of the school year and gives an overview of student life at the high school for the academic year. A literary magazine "*Writers Illustrated*" is also published.

OCCUPATIONAL/VOCATIONAL STUDENT ORGANIZATIONS

For those who wish to pursue specific career interests, there are several vocational student organizations. Future Business Leaders of America – Phi Beta Lambda (FBLA-PBL) and Family Career and Community Leaders of America (FCCLA) help students develop leadership and career supportive skills. In addition, they improve student citizenship and provide relevance for instruction through integration of activities into the instructional program.

ACADEMIC TEAMS

Students who enjoy academics and wish to participate in interscholastic competition are invited to join the various teams and clubs that meet regularly at Bloomfield High School. Students interested in the sciences can look toward our Chemistry, Biology, or Physics Teams for great intellectual stimulation. Those with a proclivity toward mathematics might enjoy our Math Team or the American Computer Science League in which our Computer Team competes. If Social Science is the area of interest, BHS offers our own chapter of Amnesty International, Model UN, and Mock Trial. Students, who have a developed general knowledge base, may wish to join our Academic Team, which competes against other high schools throughout the state.

WORLD LANGUAGE CLUBS/HONORS SOCIETY

Our high school offers a number of clubs designed to improve interest in the culture and language of Spanish, French, and Italian speaking countries. These clubs include the Italian Club, Circle Francais, and La Alianza Hispanica. Some students in these organizations provide tutoring services for those having difficulty with foreign languages.

MUSIC

Bloomfield High School has long been noted for its outstanding music programs. Throughout the state and nation, Bloomfield High School students can be seen and heard in performance. Our Marching Band is a tradition and the highlight of half-time activities at football games both at home and away. Requests for our select group of singers, the Madrigals, are too numerous to fill. Our Orchestra continuously produces outstanding performers who receive both regional and national acclaim. The Musician's Club offers an opportunity for students to perform at monthly meetings. An active parents' organization has helped finance worthwhile performance excursions to other states and Canada.

CHEERLEADER/BAND FRONT

Cheerleaders promote school spirit and enthusiasm by leading cheers at pep rallies and athletic contests. Members of the Band Front (flag wavers, twirlers, color guard, Bengal banners, and the Bengal Tiger) perform at varsity football games and parades. In addition, they perform with the marching band throughout the school year at various games and events.

2016-2017 TIME SCHEDULES

Monday, Tuesday, Thursday, Friday SCHEDULE A

AM	6:50	-	7:30
1	7:45	-	8:33
RA	8:33	-	8:38
2	8:43	-	9:31
3	9:36	-	10:24
Lunch A	10:29	-	10:59
4B	11:04	-	11:52
5B	11:57	-	12:45
6B	12:50	-	1:38
7	1:43	-	2:35

SCHEDULE B

AM	6:50	-	7:30
1	7:45	-	8:33
RA	8:33	-	8:38
2	8:43	-	9:31
3	9:36	-	10:24
4	10:29	-	11:17
Lunch B	11:22	-	11:52
5B	11:57	-	12:45
6B	12:50	-	1:38
7	1:43	-	2:35

SCHEDULE C

AM	6:50	-	7:30
1	7:45	-	8:33
RA	8:33	-	8:38
2	8:43	-	9:31
3	9:36	-	10:24
4	10:29	-	11:17
5	11:22	-	12:10
Lunch C	12:15	-	12:45
6B	12:50	-	1:38
7	1:43	-	2:35

SCHEDULE D

AM	6:50	-	7:30
1	7:45	-	8:33
RA	8:33	-	8:38
2	8:43	-	9:31
3	9:36	-	10:24
4	10:29	-	11:17
5	11:22	-	12:10
6	12:15	-	1:03
Lunch D	1:08	-	1:38
7	1:43	-	2:35

Wednesday SCHEDULE A

AM			
1	7:45	-	8:25
RA	8:25	-	8:30
2	8:35	-	9:15
3	9:20	-	10:00
Lunch A	10:05	-	10:35
4B	10:40	-	11:20
5B	11:25	-	12:05
6B	12:10	-	12:50
7	12:55	-	1:40

SCHEDULE B

AM			
1	7:45	-	8:25
RA	8:25	-	8:30
2	8:35	-	9:15
3	9:20	-	10:00
4	10:05	-	10:45
Lunch B	10:50	-	11:20
5B	11:25	-	12:05
6B	12:10	-	12:50
7	12:55	-	1:40

SCHEDULE C

AM			
1	7:45	-	8:25
RA	8:25	-	8:30
2	8:35	-	9:15
3	9:20	-	10:00
4	10:05	-	10:45
5	10:50	-	11:30
Lunch C	11:35	-	12:05
6B	12:10	-	12:50
7	12:55	-	1:40

SCHEDULE D

AM			
1	7:45	-	8:25
RA	8:25	-	8:30
2	8:35	-	9:15
3	9:20	-	10:00
4	10:05	-	10:45
5	10:50	-	11:30
6	11:35	-	12:15
Lunch D	12:20	-	12:50
7	12:55	-	1:40

DELAYED OPENING SCHEDULE (PERIODS LA/4 THROUGH 7 ACCORDING TO REGULAR SCHEDULE)

<u>PER</u>	<u>BEGIN</u>	<u>END</u>
AM	CANCELLED	
1	9:15	9:35
2	9:40	10:00
3	10:05	10:24
4 - 7	REGULAR SCHED.	

Dismissal time for early dismissal days is 12:15.



ALMA MATER

(WORDS AND MUSIC BY A.D. CROSTY, 1931)

There's a High School in New Jersey,
Dear Old Bloomfield, bless her name,
And we've loved her, yes, we've loved her
Since the day when first we came.
So all hail to Alma Mater,
And pledge eternally
To live and die for Bloomfield High
In love and loyalty.
Soon the time will come when leaving
Brings sorrow to each heart.
And we'll say good-bye to Bloomfield.
Let us promise, ere we part,
Though the years be long, whenever
We may meet we'll join in praise
And thank our Alma Mater for
Our good old high school days

EVACUATION SITES 2016-2017

Sites are assigned by Safe Haven rooms, which can be found on students' schedules. ID cards are also color coded to correspond with the students' evacuation sites.

SITE	SACRED HEART 1	CIVIC CENTER 2	PARK METHODIST BASEMENT 3	BLOOMFIELD COLLEGE GYM 4
	DR. PIERCE	MS. SCHIRM	MR. ACTON	MR. SCHILARE
	E/ARTS	WL/SOC	SCIENCE+	PE/M/INTEC
***	YELLOW	BLUE	WHITE	GREEN
	A300 E	B450 SS	A200 V	A103 IA
	A301 E	B472 W	A201 V	A106 IA
	A304 E	B550 SS	A206 ESL	A203 PE
	A307 A	B551 SS	A310 MD	A208 CS
	A308 A	B552 SS	A313 V	A209 CS
	A309 A	B553 SS	B250 V	A210 CS
	A310 A	B554 SS	B255 SCI	A211 CS
	A312 E	B555 SS	B256 SCI	B251 M
	B351 E	B556 W	B257 SCI	B254 M
	B352 E	B557 W	B258 SCI	B261 M
	B353 E	B558 W	B259 SCI	B262 M
	B354 E	B559 W	B358 SCI	A302 PE
	B355 E	B560 W	B360 SCI	A303 PE
	B356 E	B561 W	B361 SCI	B452 B
	B357 E	B563 W	B362 SCI	B453 M
	B363 E	B564 SS	B461 SCI	B454 M
	B364 E	B566 SS	B462 SCI	B455 M
	B365 E	B567 SS	B463 SCI	B456 M
	B366 E	B568 SS	B464 SCI	B457 M
	B367 E	B571 SS	B465 SCI	B459 M
	B368 E			B460 M
	B467E		A207 CS	B468 B
			(Pre-School)	B469 PR
				B471 M