



PISCATAWAY TOWNSHIP SCHOOLS

Code of Student Conduct

*Approved by the
Piscataway Township Board of Education
May 21, 2015*

Board of Education

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Dear Parents and Guardians:

Certainly we would all agree that one factor leading to school success is providing a safe and orderly environment for student learning.

We are entering our eighth year of implementation of the Code of Student Conduct. This document has assisted tremendously in providing clear standards for behavior and fair consequences should infractions occur. The Code has been reviewed and updated annually based on feedback from principals, administration, staff, and the community.

The Piscataway Board of Education, in accordance with state law, has adopted this Code and we have made it available for you. **Consistent with state law, please understand that school officials may impose consequences on a student for conduct away from school grounds or misuse of social media, including on a school bus or at a school-sponsored function.** Please read the materials and have discussions with your child as you see fit. We, in turn, will emphasize these guidelines each year as school begins and throughout the semester as needed.

Again, our mutual goal is to make certain our schools and our children have the best climate and atmosphere for learning and growing. Thank you for your continued support.

Sincerely,
Teresa M. Rafferty
Superintendent of Schools

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Table of Contents

	Page
SECTION I – Student Rights	
• Student Rights.....	2
SECTION II – Responsibilities	
• Administrator.....	3
• Staff.....	5
• Parent.....	6
• Student.....	7
SECTION III – Definitions.....	8
SECTION IV - Due Process/Suspension Procedures	
• Due Process/Suspension Procedures.....	15
• Attendance.....	15
• Short-term Suspension.....	21
• Long-term Suspension.....	22
• Offenses with Firearms.....	26
• Offenses with Other Weapons.....	28
• Assaults on Board of Education Members or Employees.....	30
• Discipline of Special Education Students.....	31
SECTION V – Infractions/Consequences	
• Quick Glance Infractions with Consequences.....	33
SECTION VI – Community Resources	
• List of Community Resources.....	52

Introduction

The Piscataway School District is committed to providing every student with the opportunity to attend school in an environment that is safe, free of violence and drugs and conducive to learning. This goal is of the highest priority because excellence in education cannot be achieved unless schools and classrooms are safe and orderly. **The Code of Student Conduct was developed to foster positive student development and define student behavioral expectations on school grounds including on school buses or at school-sponsored functions and, as appropriate, conduct away from school grounds.** All students, staff, and parents of the district must fully understand the expectations for student behavior while in attendance in our schools, while attending school-sponsored activities, or while riding on transportation systems serving the school district.

When a student's behavior falls short of expectations, it must be corrected if all students are to obtain maximum benefit from our educational offerings. The Piscataway School District is prepared to assist these students with fair and consistent discipline strategies designed to change undesired behavior while ensuring the rights of all. We expect all students, staff and parents to fully comply with the regulations and procedures contained in this Code of Student Conduct so that our schools will be free of any activity that threatens the health, safety or welfare of the school community.

We understand the importance of regular student attendance at school. Therefore, whenever appropriate, we will exercise a variety of disciplinary interventions to correct student misbehavior, in lieu of exclusion from school. However, some misconduct is of such a serious nature that a student must be removed from the school in order to preserve the safety and order of the school and the well being of the student and others.

We entrust the safety of each of our children to the principals of our schools. We support principals/administrators' efforts to maintain safe and caring learning environments, where students and staff can interact free of disruption and unnecessary distractions. The Code of Student Conduct is applicable in all situations where principals and school staffs have jurisdiction over students, while they are in our schools, on the way to or from our schools, on our school buses, on our school premises and at all of our school-sponsored events on and off premises.

The responsibility to create and maintain a safe school environment rests with the principal/administration in collaboration with staff, students, parents, and the school community. Effective schools have established practices and routines that teach and reinforce appropriate school and classroom behavior. These practices and routines pertain to each school, and we expect that they will be fully supported by all members of the school community. The Code of Student Conduct represents a proactive approach to safe school development that encourages student self discipline, thereby minimizing the use of exclusionary interventions for violations of the Code of Student Conduct.

SECTION I - STUDENT RIGHTS

All students within the Piscataway School District have the following rights:

- All persons over the age of 5 and under the age of 20 are entitled to a free and full education in the public schools that support development into productive citizens.
- Students have the constitutional right to express themselves unless such expression interferes with the educational process, threatens immediate harm to the welfare of the school or community, encourages unlawful activity, or interferes with another individual's rights.
- Students may use publications, such as handbills, announcements and other means of common communication, so long as the use of school facilities is approved by the authority in charge of those facilities. The constitutional right of freedom of speech guarantees the freedom of public school students to publish materials on their own; however, the school has no responsibility to assist students with, or to provide facilities for the publishing of such materials. The students themselves have sole responsibility for any statements published. Approval procedures must be followed prior to distribution or display of materials on school property.
- It is the responsibility of every student to show proper respect to his/her country and its flag. Students may:
 - Decline to recite the Pledge of Allegiance and may refrain from saluting the flag on the basis of personal belief or religious convictions.
 - Choose to refrain from such participation but shall respect the rights and interests of classmates who do wish to participate.
- No student, whether married or unmarried, who is otherwise eligible to attend the district's school shall be denied an education solely because of pregnancy, childbirth, pregnancy-related disabilities, or actual or potential parenthood.
- A confidential communication made by a student to school personnel will not be revealed in legal proceedings, absent a compelling need to do so, even in that circumstance, only to the extent required by law. However, information received in confidence from a student may be revealed to the student's parents, the principal or other appropriate authority where the health, welfare or safety of the student or other persons is clearly in jeopardy.

SECTION II – RESPONSIBILITIES

ADMINISTRATOR

The principal must develop and implement procedures and routines to ensure that the school maintains a safe and drug-free environment. It is the principal's responsibility to make certain that the entire school environment is conducive to learning. The principal must also make sure that all students, staff, and parents are fully aware of school rules, procedures and routines for maintaining student discipline and decorum.

Every principal must:

- Develop and implement a school safety plan.
- Make available a copy of school rules and procedures to all students, staff and parents.
- Visit classrooms and other areas in and around the school regularly to monitor instruction and safety of staff and students.
- Respond to all serious cases of student misconduct and to student misbehavior that persists after other appropriate measures of progressive discipline utilized by staff have been exhausted.
- Ensure that parents and students are afforded the appropriate rights of due process prior to suspensions or expulsions.
- Ensure that various resources are available to correct academic and behavioral difficulties and that these resources are used when appropriate, prior to out-of-school suspensions.
- Submit an annual report to the Office of Pupil Services specifying the various intervention strategies and corrective measures available at the school for addressing students with academic or behavioral difficulties.
- Communicate with parents using written, verbal, and face-to-face contact.

All school property, such as lockers, desks, etc., assigned to students is the property of the Piscataway School District. The student is given a temporary privilege to use the property and this privilege may be revoked at any time. School property should not be used to store materials, objects, etc. that are in violation of this Code, school rules, or any statutes or ordinances. The school administrator may authorize the search of school property temporarily assigned to students. Prior to a search of said property, the student(s) involved shall be notified and given an opportunity to be present.

However, where school authorities have a reasonable suspicion that the property contains materials that pose a threat to the health, welfare or safety of students in the school, it may be searched without prior warning.

ADMINISTRATOR (continued)

Students shall have no expectation of privacy as to lockers, desks, or other school property temporarily assigned for personal use. School personnel may remove from lockers or desks any articles that are prohibited at school or could be used to interfere with or disrupt the educational process.

Students may be searched in accordance with the administrative guidelines. Copies of the guidelines are available in the Main Office (Board Policy 5145.12). No student may conceal on his/her person or in a purse, handbag, book bag etc., any weapon, narcotic, dangerous drug, drug paraphernalia, alcohol, pagers or any other substance or object that is in violation of this Code, local statutes, ordinances or school rules. If the building administrator has reasonable suspicion that a student is in possession of an item that constitutes a violation of the Code of Student Conduct, a search of the student's person may be authorized. Students' motor vehicles parked on school premises are also subject to search.

In accordance with applicable law, the District may and, where legally required, must report to law enforcement any of the following offenses: drugs, imitation drugs and paraphernalia; guns (including BB, air, unloaded and inoperable); weapons other than guns; incidents involving planned or threatened violence to others or self; crimes involving sexual penetration or contact; hate crimes; suspected abused, neglected or missing children; hazing; catastrophic school incident; offenses involving computers, the internet and technology; bias related acts (which do not constitute hate crimes); and alcohol offenses.

All visitors must register in the school office and state the purpose of the visit. The principal has the prerogative to approve, disapprove or reschedule the visit for a more appropriate time. All visitors or other persons on school premises must identify themselves when requested by school personnel. This includes school-sponsored activities and events. If the person does not properly identify himself or herself, or his or her purpose, the person is trespassing, and the appropriate legal action will be taken. Any person whose actions or language threatens the health, safety, or welfare of students or staff will be barred from visiting a school or attending a school-sponsored event.

STAFF

Each member of the school staff must understand and consistently enforce the Code of Student Conduct and all school rules and regulations. In efforts to enforce district and school rules and regulations, staff persons must respect the rights of students and parents. It is the responsibility of each staff member to utilize the various components of progressive discipline and involve students, parents and support staff in the process.

Each staff person must:

- Dress in professional and appropriate attire for school environment.
- Treat each student with respect and as an individual.
- Refrain from racially or culturally insensitive remarks.
- Refrain from obscene and indecent language.
- Communicate with parents with both positive and constructive feedback.
- Respond to parents' communication in a timely and appropriate manner.
- Develop and implement procedures and routines to maintain school and classroom environments that are conducive to learning.
- Review school and classroom rules and regulations with students regularly.
- Notify parents and administrators when a student's misbehavior is persistent or of a serious nature.
- Maintain composure when disciplining students and avoid verbal or physical confrontation.
- Respond to disciplinary situations in the school, on school grounds or at school-sponsored events.

PARENT

Parents should teach their children honesty and respect for the law and the property of others. When parents and schools work diligently toward these obligations, each individual benefits.

Every parent must:

- Ensure that their children attend an approved educational institution, unless legally excused.
- Familiarize themselves with the Code of Student Conduct and discuss its contents with their children.
- Familiarize themselves with the student handbook of the school where their children are in attendance and discuss its contents with their children.
- Send their children to school in the proper state of health, clean and well groomed, and appropriately dressed.
- Provide a proper home environment and adequate time for students to study and to complete homework on a daily basis.
- Keep the school apprised of changes in factors in the home situation which may affect student conduct or performance.
- Inform the school of any changes in legal custody of the student.
- Encourage positive attitudes toward learning.
- Encourage respect for school personnel and other students.
- Familiarize themselves with the services available to students through the school, its partners and community agencies with whom the school collaborates.
- Work cooperatively with school personnel to maintain and/or improve student attitudes and behavior.
- Motivate students in their quest for excellence.
- Promote involvement in extracurricular activities.
- Attend conferences related to their child's academic performance or behavior.
- Request conferences with school personnel when questions or concerns arise regarding their child's academic performance, behavior, safety, or well being.
- Educate students to respect other people's property.

STUDENT

In American society, all citizens have certain rights that are closely associated with corresponding responsibilities.

All students within the Piscataway School District have the following responsibilities:

- Attend school regularly and make a conscientious effort in the classroom.
- Help maintain a climate within the school that is conducive to wholesome learning and living.
- Respect the rights of teachers, students, administrators, and all others who are involved in the educational process.
- Express ideas and opinions in a respectful manner.
- Be aware of and comply with all rules and regulations for student behavior.
- Volunteer information in matters relating to the health, safety, and welfare of individuals and the school community and the protection of school property.
- Dress and groom to meet standards of safety, health, and cleanliness and not cause disruption to the educational processes and follow specific dress code of each school.
- Assist the school staff in operating a safe school for all students enrolled therein.
- Exercise proper care when using public facilities and equipment.
- Be on time for all classes and other school functions.
- Make up work when absent from school.
- Pursue and attempt to complete satisfactorily the courses of study prescribed by the Piscataway School District.
- Report information accurately and not use indecent or obscene language in student newspapers or publications.
- Refrain from using indecent or obscene language during daily communication on school grounds or off campus while attending school sponsored activities.
- Be aware of the feelings and opinions of others and to give others a fair opportunity to express their views.
- Refrain from remarks likely to offend others based on their race, ethnicity, sex, or membership in a legally-protected group.

SECTION III – DEFINITIONS

The purpose of the Piscataway School District's Code of Conduct is to provide a safe, violence and drug-free environment for all students to achieve excellence in education. The following definitions, which are based on legal requirements and the Board of Education's policies, are being included in the Code of Student Conduct along with the applicable consequences if not followed.

ABSENCE FROM SCHOOL – BOE Policy 5113

Non-attendance in regular classes and assigned locations for less than four (4) hours (excluding lunch) will be considered an absence from school. For shortened days, students must be in attendance for the entire time to be considered present. Absence from school is either excused or unexcused.

ADMINISTRATOR

When used in these procedures, the term "administrator" shall refer to the principal, assistant principal, administrative practitioner, responsible teacher or any other person to whom the principal may legally delegate his/her authority.

ALLEGATIONS

Statements made against another person.

ASSAULT OF A SCHOOL EMPLOYEE - BOE Policy 5131.5

Intentionally causing or attempting to cause physical injury to any school employee is prohibited.

ASSAULT OF A PERSON NOT EMPLOYED BY THE SCHOOL - BOE Policy 5131.5

Intentionally causing or attempting to cause physical injury to any person while present on school grounds is prohibited.

ATTENDANCE – BOE Policy 5113

Being present for all classes in accordance with the approved instructional schedule.

BOMB THREATS - BOE Policy 5131.5

Initiating or being an accomplice to the execution of bomb threats on district schools is illegal and is prohibited.

BUS CONDUCT - BOE Policy 5131.5

School rules and regulations apply to all students riding school buses to and from school or related activities. Please refer to the detailed Student Transportation guidelines on the district's website www.piscatawayschools.org.

CHEATING - BOE Policy 5131

Cheating is the use of inappropriate and unacknowledged materials, information, or study aids in any academic exercise. The use of books, notes, certain informational websites, calculators and conversation with others is restricted or forbidden in certain academic exercises. Their use in these cases constitutes cheating.

CUTTING CLASS – BOE Policy 5113

Unexcused or unexplained absence from school, class(es) or assigned location.

CYBER-BULLYING - BOE Policy 5131

Any willful and reoccurring or repeated harm inflicted through the use of electronic devices.

Harassment by computer, 'cyber-bullying' on school grounds is explicitly forbidden by the Piscataway School District. Any off-campus cyber-bullying activity that can have an adverse affect on the safety and well being of a student while on school grounds will have the same consequences as those occurring on school grounds. Such activities are but not limited to:

- Threatening emails
- Communication of obscene, vulgar, profane, lewd or indecent language
- Suggestions or proposals of obscene nature
- Threat of illegal or immoral acts
- A website/webpage set up to mock others
- 'Borrowing' someone's screen name and pretending to be them while posting harassing messages
- Forwarding of private messages, pictures or video to others.

DESIGNEE

When used in this document, the term "designee" shall refer to any administrator who has been designated to act on behalf of the Superintendent in matters of student discipline.

DISORDERLY CONDUCT- BOE Policy 5131

Any act or behavior which disrupts the orderly conduct of the school function or learning environment; poses a threat to the health, safety and/or welfare of students, staff or others is prohibited.

DISRUPTION OF SCHOOL - BOE Policy 5131 & 5131.5

Use of violence, force, noise, profanity, defiance, coercion, threats, conspiracy, fear, passive resistance, harassment (racial, gender, ethnic or sexual), intimidation, or any such conduct that causes the disruption or obstruction of the mission, process, policy or function of the school or the school district is prohibited. No student shall engage in or urge other students to engage in such conduct.

DUE PROCESS

Respect of all of a person's rights to guarantee fairness and justice.

ELECTRONIC DEVICES - BOE Policy 5131

We realize in this modern day that the use of technology is essential. Students may have mobile devices, including but not limited to cellphones, smartphones, and personal digital assistants (PDAs) but they must adhere to individual school regulations regarding their use. In cases where school rules are not observed, the device will be confiscated and must be picked up by the student's parent/guardian. The Piscataway School District is not liable if any electronic devices are stolen.

EXTORTION - BOE Policy 5131

Taking or attempting to take property or money from another individual by force or intimidation is strictly prohibited.

FALSE ALLEGATIONS - BOE Policy 5131

A claim made from deliberate, fantasy or mistake against another person(s) without proven or supported facts resulting in that individual's reputation being adversely affected.

FIGHTING - BOE Policy 5131.5

Initiating or responding to physical confrontation is prohibited. Since play fighting has caused many confrontations, it will be treated according to the district's discipline policy. Legal charges may be filed as a result of such an action.

FIRE ALARMS - BOE Policy 5131.5

Tampering with the district's fire alarms is illegal and is prohibited.

FIREWORKS/CHEMICALS - BOE Policy 5131 & 5131.5

The possession or activation of explosives or chemicals anywhere on school grounds is illegal and will result in prosecution according to the Laws of the State of New Jersey.

FOOD FIGHTING - BOE Policy 5131

Inappropriate handling of food is prohibited anywhere on school grounds.

FORGERY - BOE Policy 5131

An alteration made to any type of school material, e.g. passes, notes, grades, etc., is strictly prohibited.

GAMBLING - BOE Policy 5114

Wagering of money or something of material value with the primary intent of winning additional money or material goods. Any form of gambling is strictly prohibited.

GANG

A group of loosely organized individuals controlling a territory or 'turf' through readiness to use violence against others.

GANG/GROUP FIGHTING - BOE Policy 5131 & 5131.5

A fight between two or more members of identified groups or an assault by two or more members of one group upon members of another group is prohibited.

HARASSMENT, INTIMIDATION AND BULLYING (HIB) - BOE Policy 5131.1

In accordance with state law and code, the Piscataway School District has developed policy and procedures that outline the definition of Harassment, Intimidation, and Bullying. This policy and procedures have been developed locally through a process that includes representation by parents, other community members, employees, volunteers, students, and school administrators. The Code of Student Conduct, which includes the HIB policy, is based on locally determined and accepted core ethical values adopted by the Piscataway Board of Education. For a full reading of the law and code, see NJSA 18A:37-15 (a), and NJAC 6A:16-7.1(a)1. To read the full school district policy, visit www.piscatawayschools.org, and access policies under District Information, Policies and Regulations.

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

Any student who witnesses or experiences bullying, intimidation or harassment activity on campus should immediately report the incident to their counselor or administrator.

HAZING

The performance of any act or forcing another to perform acts of initiation into any class, club, or activity.

HEARING OFFICER

When used in this document, the term “hearing officer” shall refer to board attorney, Superintendent or his/her designee, any administrator, and the Board of Education as a whole.

HIGH TECH TAMPERING - BOE Policy 6142.10

Willful and deliberate access and tampering with school/district databases is prohibited. Criminal charges may be filed and an alternate educational placement may be sought.

ICE

Isolated classroom experience, also known as in-school suspension.

INFORMAL HEARING

A discussion between a school administrator and a student regarding the alleged misconduct of the student, in which the student is informed of his or her alleged violation of the district’s Code of Student Conduct, and the basis for the accusation. The student is given the opportunity to explain his or her version of the facts and events regarding the alleged violation.

INTENT

When used in this document, the term "intent" shall mean that the student purposefully engaged in the conduct causing the violation or contributing to the circumstances that resulted in the violation of a rule of student conduct.

LONG-TERM SUSPENSION

The removal of a student for more than 10 consecutive school days from the general education program, or the special education program when the appropriate procedures have been followed. This does not signal the end of the student's educational services.

OFFENSES

Repeated violations to the disciplinary regulations of the school.

OPEN DEFIANCE/INSUBORDINATION - BOE Policy 5131

Negative or inappropriate responses to reasonable requests from an adult are prohibited.

PARENT

When used in this document, the term "parent" shall include every parent, guardian or person in parental relation, having control or charge of any child or children in attendance at a school in the Piscataway School District.

PLAGIARISM - BOE Policy 5131

The representation of the words or ideas of another as one’s own in any academic exercise. To avoid plagiarism, every direct quotation must be identified by quotation marks or by appropriate indentation and must be properly cited in the text or in a footnote. Acknowledgement is required when material from another source stored in print, electronic or other medium is paraphrased or summarized in whole or in part in one’s own words.

PROFANITY/INAPPROPRIATE LANGUAGE - BOE Policy 5114

The use of obscene language, gesturing, racial slurs, profanity, suggestive comments, either written or verbal, is prohibited anywhere on school grounds.

SELLING OR DISTRIBUTING ALCOHOL OR OTHER DRUGS - BOE Policy 5131 & 5131.6

Selling or distributing drugs or alcohol on school grounds is strictly prohibited. Any student found responsible for or involved in such an act will be subjected to a short-term suspension and referred to the Superintendent for further action. Parent/guardian and police will be contacted. A complaint will be signed and home instruction will commence on the 5th day of the suspension.

SEXUAL HARASSMENT POLICY - BOE Policy 5145.4

Unwelcome attention or advances of a sexual nature to another individual.

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

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

The Superintendent shall direct the instruction of all pupils in their right to be free of sexual harassment and innuendos and shall encourage pupils to report to the high school's Affirmative Action Officer, their grade level administrator, teacher or school principal any incident of sexual harassment.

SHORT-TERM SUSPENSION

Removal of a student for 10 consecutive school days or fewer from the general education program or the special education program, but not the end of the student's educational services.

SMOKING - BOE Policy 5131.6

Smoking is not permitted in school buildings or anywhere on school grounds or on school busses. Carrying of tobacco products is prohibited while attending school functions.

SNOWBALL THROWING - BOE Policy 5131

Throwing of snowballs is prohibited anywhere on school grounds.

SPECIAL EDUCATION STUDENT

A student deemed eligible for special education and related services pursuant to N.J.A.C. 6A:14, or otherwise protected by the due process requirements for that chapter.

SRO

School Resource Officer

STUDENT

When used in this document, the term "student" shall refer to any person enrolled in any of the district's programs, whether in comprehensive elementary, middle, or high school

SUBSTANCE ABUSE - BOE Policy 5131 & 5131.6

Students are prohibited from possessing, consuming or distributing drugs or alcohol in any form while at school, on school grounds, while attending a school related function on or off campus, and when coming to and going from school.

Substance shall mean alcoholic beverages, controlled dangerous substances as defined in N.J.S.A. 24:21-2 or any chemical compound which releases vapors or fumes causing a condition of intoxication, inebriation, excitement, stupefactions, or dulling of the brain or nervous system, including, but not limited to, glue containing a solvent having the property of releasing toxic vapors or fumes as defined in N.J.S.A. 2A:170-25.9. Anabolic Steroids - All aspects of the Substance Abuse Policy and Regulations apply to incidents of suspected anabolic steroid use.

Any student suspected of being under the influence of a substance will be brought to the attention of an administrator. An immediate medical examination and drug and alcohol testing of the student needs to be administered for the purposes of providing appropriate health care and for determining whether the student is under the influence of any illegal substance. A written report of the medical examination and drug and alcohol tests shall be submitted to the administrator within 24 hours of the referral of the student for suspected alcohol or other drug use.

Under N.J.S.A. 6A:16-4.3(g), a student's refusal to cooperate in the substance screening procedures will be treated as a "policy violation" and will be treated as a "positive" test. Appropriate discipline consequences will be rendered.

When testing is positive, the student may not return to school until medical documentation is submitted certifying that the student is physically and mentally able to return to school. Suspension, police report (to the extent required by Uniform Memorandum of Agreement), counseling, and random drug procedures are in place for students who have a positive result to drug testing.

Failure of parents to comply with the provisions of the district's substance abuse policy and regulations will result in a referral for child neglect to the Division of Child Protection and Permanency.

TAMPERING

Illegal access to unauthorized items.

TARDINESS TO SCHOOL – BOE Policy 5113

Not being in an assigned seat or at an assigned station in accordance with the building's bell schedule constitutes tardiness.

TERRORISTIC THREATS - BOE Policy 5131.5

Threatening to commit one of the following criminal offenses - homicide, assault, sexual assault, robbery, kidnapping or arson - with the purpose of placing others in imminent fear is illegal and strictly prohibited.

THEFT - BOE Policy 5131

Unauthorized taking of another's belongings or school property is strictly prohibited.

THREATS: Declaration of intent to inflict punishment or harm on another individual or property.

TRUANCY - BOE Policy 5114 & 6146

Being on school grounds without signing in, or being away from school or class without authorization resulting in unexcused absences is prohibited.

VANDALISM - BOE Policy 5131 & 5131.5

Damaging or defacing of school property or any individual's property is strictly prohibited. Compensation for damages will be required of the student or parent.

WEAPONS AND DANGEROUS INSTRUMENTS - BOE Policy 5131 & 5131.7

A student shall not possess, handle or transmit a weapon or firearm while on any school property, while at any school-sponsored or approved activity or while walking or being transported in any manner to or from a school or school-sponsored or approved activity. The term "weapon," as used in this Code of Student Conduct shall include but shall not be limited to any knife, cutting instrument, cutting tool, explosive, mace, firearm, shotgun, rifle and any other tool, instrument or implement capable of inflicting serious bodily injury. The term "firearm" means any weapon (including, but not limited to, a starter gun) that is designed to or may be readily converted to expel a projectile by the action of an explosive. **This includes BB guns and air guns, according to New Jersey statute.** This rule also includes the frame or receiver of any such weapon, firearm muffler, firearm silencer or any destructive device. This rule does not apply to a student's use of a weapon as part of a program approved by a school when the student is participating in an approved program.

SECTION IV - DUE PROCESS/SUSPENSION PROCEDURES

When there is sufficient evidence that a student's misconduct warrants discipline, the following options may be recommended:

- Counseling
- Peer Mediation
- Community Service
- Teacher Detention
- Central Detention
- Extended Wednesday Detention
- ICE – Isolated Classroom Experience
- In-School Suspension (where possible)
- Short-Term Suspension – 1-10 days
- Long-Term Suspension – 10+ days
- Transfer
- Expulsion
- Alternative Education Placement

ATTENDANCE

The Board of Education requires students enrolled in the Piscataway School District to attend school regularly in accordance with the laws of the State. A minimum of four (4) hours of instructional time in school is necessary for the pupil to be counted present for the day. For a half-day schedule, the student must be in attendance for the entire time to be considered present for the day.

1. Tardiness to class or school – is defined as not being in an assigned seat or at an assigned station in accordance with the building's bell schedule.
2. Cutting - is defined as unexcused or unexplained absence from school, class(es) or assigned location(s). It generally takes the form of selectively missing one or more assigned class(es) or assigned location(s) while being present for the school day or selectively cutting class(es) or assigned location(s) as a result of deliberately missing homeroom.
3. Truancy - is defined as any unexcused or unexplained absence from school or class(es) or assigned location(s). It generally takes the form of an unexcused/unexplained absence for the whole school day and is recorded as a "cut" in all missed classes. **NOTE: There is NO such thing as an authorized "senior cut day." Seniors who cut school may jeopardize their privilege to walk in the graduation ceremony.**

ATTENDANCE (continued)

4. Regular attendance - A day in session for purposes of attendance 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.

A school day shall consist of not less than four hours of actual instruction.

Where there are two sessions in a day due to overcrowding, either session of four hours or more, exclusive of lunch or recess, shall be the equivalent of a full day's attendance.

A student shall be recorded as absent in the school register when not in attendance at a session, except students excused due to religious holidays who shall be recorded as excused. An excused absence for any reason other than due to religious holidays shall not be counted as a day of attendance in the school register.

The mere presence of a student at roll call shall not be regarded as sufficient attendance for compliance with law (N.J.A.C. 6A:32-8.3). In a school which is in session during both the forenoon and the afternoon, a student shall be present at least one hour during both the forenoon and the afternoon in order to be recorded as present for the full day. In a school which is in session during either the forenoon or the afternoon, a student shall be present at least two hours in the session in order to be recorded as present for the full day.

A student not present in school because of his or her participation in an approved school activity, such as a field trip, meeting, cooperative education assignment, or athletic competition will be considered to be in attendance.

5. Absence from school - A student shall be recorded as absent in the school register when not in attendance at a session, except students excused due to religious holidays who shall be recorded as excused. An excused absence for any reason other than due to religious holidays shall not be counted as a day of attendance in the school register. Absence from school is either excused or unexcused.
6. Excused absence according to Piscataway Board Policy - An absence shall be considered an "excused absence" for the purpose of determining promotion, retention, truancy, grades, course credit, eligibility to make up missed assignments and tests for full credit, and violations of the school code of conduct for attendance, for the following reasons:

ATTENDANCE (continued)

- i. A parent note is acceptable for an absence of no more than two consecutive days, twice per marking period. In all other circumstances, a note signed by a licensed medical physician must be provided disclosing the specific illness or injury preventing school attendance, and the specific days of absence required. In all cases, the required note must be submitted to the school office within ten days of the commencement of the absence;
- ii. Requirements of a student's Individual Health Care Plan;
- iii. A death or critical illness in the student's immediate family, or of others with permission of principal;
- iv. Quarantine;
- v. Observance of the student's religion on a day approved for that purpose by the State Board of Education;
- vi. The student's suspension from school;
- vii. Requirements of the student's Individualized Education Program (IEP); Alternate short or long term accommodations for students with disabilities;
- viii. The student's required attendance in court;
- ix. Interviews with an admissions officer of an educational institution;
- x. Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day; or
- xi. Such good cause as may be acceptable to the superintendent or designee.

Attendance need not always be within the school facilities. A pupil will be considered to be in attendance if he/she is present at any place where school is in session by authority of the board. The board shall consider each pupil assigned to a program of independent study, with parent/guardian permission, to be in regular attendance for that program, provided that he/she is under the guidance of a staff member so assigned, reports daily or weekly, as prescribed, to such staff member the place in which he/she is conducting his/her study, and regularly demonstrates progress toward the objectives of his/her course of study.

7. Unexcused absence - An "unexcused absence" is a student's absence for all or part of a school day for any reason other than those listed as excused absences in "A" above. An unexcused absence may be counted toward retention, truancy, loss of course credit, ineligibility to make up missed assignments and tests for full credit, and violations of the school code of conduct for attendance. Absence is expressly not excused for any of the following reasons (this list is intended to be illustrative and is not inclusive):

1. Family travel;
2. Performance of household or babysitting duties;
3. Other daytime activities unrelated to the school program;
4. Leaving school without permission when school is still in session;
5. Leaving class because of illness and not reporting to the school nurse as directed; or
6. Being present in school but absent from class without approval. Such absence from class is a "class cut."

ATTENDANCE (continued)

When responding to students' requests to forward High School transcripts to colleges and universities, the High School staff will, upon written request by the student, identify any absences deemed "excused" hereunder.

8. Procedures for Persistent Absences

If a pattern of unexcused absences arises and five to nine unexcused absences are accumulated the district shall:

- A. Make a reasonable attempt to notify the student's parents/guardians of each unexcused absence prior to the start of the following school day;
- B. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parents to address patterns of unexcused absences previously;
- C. Evaluate the appropriateness of action taken as identified in consultation with the student's parents; and
- D. Develop an action plan to establish outcomes based upon the student's patterns of unexcused absences and to specify the interventions for supporting the student's return to school and regular attendance, which may include any or all of the following:
 1. Refer or consult with the building's intervention and referral services team;
 2. Conduct testing, assessments or evaluations of the student's academic, behavioral and health needs;
 3. Consider an alternate educational placement;
 4. Make a referral to or coordinate with a community-based social and health provider agency or other community resource;
 5. Referral to the court program as follows:
 - a. When the unexcused absences are determined to be violations of the compulsory education law and board policy;
 - b. When there is evidence of a juvenile-family crisis the student may be referred to Superior Court, Chancery Division, Family Part. "Juvenile-family crisis" pursuant to N.J.S.A. 2A:4A-22(g) means behavior, conduct or a condition of a juvenile, parent or guardian or other family member which presents or results in a threat to wellbeing and safety of the juvenile, serious conflict regarding the juvenile's conduct, unauthorized absence from home, pattern of unauthorized absence from school, or human trafficking;
 6. The implementation of all required procedures for potential abuse, neglect or missing child including cooperation with law enforcement and other authorities and agencies, as appropriate; and/or
 7. Engage the student's family.

ATTENDANCE (continued)

9. Discipline - All discipline regarding the attendance of students shall be consistent with the board policy 5131 Conduct and Discipline and the Code of Student Conduct.

Consequences for absences may include:

- i. Students may be denied participation in extracurricular activities if their attendance fails to meet the standards set forth herein;
- ii. Students may be denied participation in athletic competition if their attendance fails to meet the standards set forth herein;
- iii. Loss of partial or total course credit; or
- iv. Detention or suspension.

No student who is absent from school for observance of a religious holiday or other excused absence shall be disciplined and/or deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

Students, parents and guardians shall be notified of disciplinary actions for attendance including loss of credit and may appeal this determination through the procedure as set forth in board policy 5145.6 Student Grievance Procedure.

10. Truancy - For cumulative unexcused absences of 10 or more, the student between the ages of six and 16 is truant, pursuant to law. The district shall:

- i. Make a determination regarding the need for a court referral for the truancy;
- ii. Make a reasonable attempt to notify the student's parents of the mandatory referral;
- iii. Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;
- iv. Cooperate with law enforcement and other authorities and agencies, as appropriate;

Follow all procedures required by N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School and other applicable state and federal statutes.

1. An attendance officer who finds a truant child, shall take the child and deliver him/her to the parent/guardian or other person having charge and control of the child, or to the teacher of the school which such child is lawfully required to attend;
2. The attendance officer shall examine all violations and shall warn the child, the parent/guardian or other person having charge and control of the child of the consequences of the violation if persisted in;
3. The attendance officer shall notify the parent/guardian or other person having charge and control of the child in writing, to cause the child to attend school within five days from the date on which notice is served, and regularly thereafter;

ATTENDANCE (continued)

4. The attendance officer shall have full police power to enforce the provisions of this article and may arrest without warrant any vagrant child or habitual truant or any child who is habitually incorrigible or who is vicious or immoral in conduct or illegally absent from school;
 5. The sheriff and his officers and all police officers and constables shall assist the attendance officer in the performance of their duties;
 6. A parent, guardian or other person having charge and control of a child between the ages of 6 and 16 years, who shall fail to comply with any of the provisions of this article relating to his duties, shall be deemed to be a disorderly person and shall be subject to a fine of not more than \$ 25.00 for a first offense and not more than \$ 100.00 for each subsequent offense, in the discretion of the court. In any such proceeding, the summons issuing therein, or in special circumstances a warrant, shall be directed to the alleged disorderly person and the child.
11. Unexcused Absences for Students in Special Education - The attendance guidelines, discipline and remedial measures set forth in this policy shall apply to classified students where appropriate and in accordance with the student's:
- A. Individualized Education Program (IEP);
 - B. The Individuals with Disabilities Education Act (IDEA);
 - C. Procedural protections set forth in N.J.A.C. 6A:14;
 - D. Alternate short or long term accommodations for students with disabilities as required by law;
 - E. Requirements of a student's individual health care plan and individualized emergency healthcare plan.
12. Late Arrival and Early Dismissal -The board recognizes that from time to time compelling circumstances will require that a pupil be late to school or dismissed before the end of the school day.

As agents responsible for the education of the children of this district, the board shall require that the school be notified in advance of such absences by written request of the pupil's parent/ guardian, which shall state the reason for the tardiness or early dismissal. Justifiable reasons may include:

- A. Medical or dental appointments which cannot be scheduled outside of school hours;
- B. Requirements of a student's individualized health care plan and individualized emergency healthcare plan;
- C. Requirements of the student's Individual Education Program (IEP);
- D. Alternate short or long term accommodations for students with disabilities;
- E. Medical disability;
- F. Motor vehicles driver's test;
- G. Interview for college entrance or employment;
- H. Family emergency;
- I. Court appearance;
- J. Such good cause as may be acceptable to the administration.

ATTENDANCE (continued)

13. District Sending and Receiving Relationships - The receiving school shall report attendance problems to the sending district responsible for the student. Following five or more cumulative unexcused absences school officials from the sending district shall proceed in accordance with the sending district's board attendance policy and procedure.
14. Regular Release of Pupils Before the End of the Normal School Day - There are varying situations which may justify release of certain pupils from schools before the normal time for closing. Such situations are justifiable only if the release does not jeopardize the pupil's educational program and the reason for such release can be shown to have a positive benefit for the pupil.

SHORT-TERM SUSPENSION

- (A) In each instance of a short-term suspension, the Board of Education shall assure the rights of a student suspended for 10 consecutive school days or fewer by providing for the following:
1. As soon as practicable, oral or written notice of charges to the student. When charges are denied, an explanation of the evidence forming the basis of the charges also shall be provided;
 2. An informal hearing prior to the suspension in which the student is given the opportunity to present the student's version of events regarding the student's actions leading to the short-term suspension and provided notice of the school district's actions as otherwise provided in this Code of Student Conduct;
 - i. The informal hearing shall be conducted by a school administrator or his or her designee;
 - ii. To the extent that a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the educational process, the student may be immediately removed from the student's educational program and the informal hearing shall be held as soon as practical after the suspension;
 - iii. The informal hearing should take place even when a school staff member has witnessed the conduct forming the basis of the charge; and
 - iv. The informal hearing and the notice given may take place at the same time.
 3. Oral or written notification to the student's parents of the student's removal from the student's educational program prior to the end of the school day on which the school administrator makes the decision to suspend the student, which shall include an explanation of:
 - i. The specific charges;
 - ii. The facts on which the charges are based;
 - iii. The provision(s) of the Code of Student Conduct the student is accused of violating;
 - iv. The student's due process rights; and
 - v. The terms and conditions of the suspension.

SHORT-TERM SUSPENSION continued

4. Appropriate supervision of the student while waiting for the student's parent to remove the student from school during the school day; and
 5. Academic instruction either in school or out of school that addresses the Core Curriculum Content Standards, may include a public education program provided in accordance with law.
 - i. Home Instruction shall be provided commencing no later than the fifth school day that suspension is in effect. No services are provided but student can access classwork/homework during out of school suspension Days 1-4. For Days 5-10, home instruction would start on Day 5.
 - ii. Educational services provided to a student with a disability shall be provided consistent with the student's Individualized Education Program;
 - iii. At the completion of a short-term suspension, the district shall return the general education student to the general education program.
- (B) The suspending principal shall immediately report the suspension to the Superintendent who is required to report it to the Board of Education at its next regular meeting;
- (C) The Board of Education may deny participation in extracurricular activities, school functions, sports or graduation exercises as disciplinary sanctions, where such measures are designed to maintain the order and integrity of the school environment.
- (D) For a student with a disability, the provisions set forth in this section shall be provided in addition to all procedural protections set forth in State Board of Education regulations governing special education.

LONG-TERM SUSPENSION

- (A) In each instance of a long-term suspension, the Board of Education shall assure the rights of a student suspended for more than 10 consecutive school days by providing the following:
1. Immediate notification to the student of the charges, prior to the student's removal from school;
 2. An informal hearing prior to the suspension in which the student is given the opportunity to present the student's version of events regarding the student's actions leading to the long-term suspension and provide notice of the school district's actions as otherwise provided in the Code of Student Conduct;
 3. Immediate notification to the student's parents of the student's removal from school;
 4. Appropriate supervision of the student while waiting for the student's parents to remove the student from school during the school day;
 5. Written notification to the parents by the Superintendent or his or her designee within two school days of the initiation of the suspension, stating:
 - i. The specific charges;
 - ii. The facts on which the charges are based;
 - iii. The student's due process rights; and

LONG-TERM SUSPENSION (continued)

- iv. That further engagement by the student in conduct warranting expulsion shall amount to a knowing and voluntary waiver of the student's right to a free public education, in the event that a decision to expel the student is made by the Board of Education, pursuant to law.
 - (1) The Board of Education shall request written acknowledgment of the notification of the provisions of (A)4 above from the parents and the student subsequent to the removal from the student's educational program, pursuant to this section;
- 6. A list of witnesses and their statements or affidavits, if any, no later than five days prior to the formal hearing, pursuant to (A)10 below;
- 7. A student with a disability, a manifestation determination, pursuant to State Board of Education regulations governing special education and the Federal regulations incorporated by reference therein;
- 8. Information on the right of the student to secure an attorney and legal resources available in the community identified;
- 9. Educational services, either in school or out of school, that are comparable to those provided in the public schools for students of similar grades and attainments, which may include a public education program provided in accordance with law.
 - i. The services shall be provided on the 5th day of the suspension.
 - ii. The Board of Education shall make decisions regarding the appropriate educational program and support services for the suspended general education student, at a minimum, based on the following criteria:
 - (1) A behavioral assessment or evaluation including, but not limited to, a referral to the child study team, as appropriate;
 - (2) The results of any relevant testing, assessments or evaluations of the student;
 - (3) The student's academic, health and behavioral records;
 - (4) The recommendation of the Superintendent, principal or other relevant school or community resource;
 - (5) Considerations of parental input; or
 - (6) Consultation with the Intervention and Referral Services team, as appropriate.
 - iii. Educational services provided to a student with a disability shall be provided consistent with the student's Individualized Education Program, in accordance with State Board of Education regulations governing special education.

LONG-TERM SUSPENSION (continued)

10. A formal hearing before the Board of Education, which, at a minimum, shall:
 - i. Be conducted by the Board of Education, or delegated by the Board to a Board committee, a school administrator or an impartial hearing officer for the purpose of determining facts or making recommendations;
 - (1) The Board of Education as a whole shall receive and consider either a transcript or detailed report on such hearing before taking final action;
 - ii. Include the opportunity for the student to:
 - (1) Confront and cross-examine witnesses, when there is a question of fact; and
 - (2) Present his or her own defense and produce oral testimony or written supporting affidavits;
 - iii. Take place no later than 30 calendar days following the day the student is suspended from the general education program;
 - iv. Not be subject to the provisions of the "Open Public Meetings Act"; and
 - v. Result in a decision by the Board of Education, which at a minimum, shall be based on the preponderance of competent and credible evidence;
 11. A written statement to the student's parents of the Board of Education's decision within five school days after the close of the hearing that includes, at a minimum:
 - i. The charges considered;
 - ii. A summary of the documentary or testimonial evidence from both the student and the administration that was brought before the Board of Education at the hearing;
 - iii. Factual findings relative to each charge and the Board of Education's determination of each charge;
 - iv. Identification of the educational services to be provided to the student, pursuant to (A)9 above;
 - v. The terms and conditions of the suspension; and
 - vi. The right to appeal the Board of Education's decision regarding the student's general education program to the Commissioner of Education.
 12. Immediate return to the general education program if at any time it is found that the general education student did not commit the offense.
 13. For a student with a disability found not to have committed the offense, the student's program shall be determined in accordance with the provisions of State Board of Education regulations governing special education.
 14. At the completion of a long-term suspension, the Board of Education shall return the general education student to the general education program.
- (B) Any appeal of the Board of Education's decision regarding the general education student's program shall be made to the Commissioner of Education in accordance with applicable regulations of the State Board of Education.

- (C) Suspension of general education students shall not be continued beyond the Board of Education's second regular meeting following the suspension, unless the Board so determines, pursuant to applicable law.
1. The Board of Education shall determine whether to continue the suspension, pursuant to (A) above, based on the following criteria:
 - i. The nature and severity of the offense;
 - ii. The Board of Education removal decision;
 - iii. The results of any relevant testing, assessments or evaluations of the student; and
 - iv. The recommendation of the Superintendent, principal or director of the alternative education program or home or other out-of-school instruction program in which the student has been placed
 2. The Board of Education shall develop and adopt policies and procedures providing for action on the continuation of student suspensions in the event of cancellation of the first or second regular board meeting pursuant to applicable law.
- (D) When the Board of Education votes to continue the suspension of a general education student, the Board, in consultation with the Superintendent, shall review the case at each subsequent Board meeting for the purpose of determining:
1. The status of the student's suspension;
 2. The appropriateness of the current educational program for the suspended student; and
 3. Whether the suspended student's current placement, pursuant to (A)9 above, should continue or whether the student should return to the general education program.
- (E) When the Board of Education votes to continue the suspension of a general education student, the Board, in consultation with the Superintendent, shall make the final determination on:
1. When the student is prepared to return to the general education program;
 2. Whether the student shall remain in an alternative education program or receive home or other in-school or out-of-school instruction, based on the criteria set forth in (c)1i through iv above; or
 3. Whether to initiate expulsion proceedings.
- (F) The Board of Education shall provide a general education student suspended under this section with an appropriate educational program or appropriate educational services, based on the criteria set forth under (A)9ii above, until the student graduates from high school or reaches the age of 20, whichever comes first.

LONG-TERM SUSPENSION (continued)

1. The educational program shall be consistent with applicable regulations of the State Board of Education.
 2. The educational services provided, either in school or out of school, shall be comparable to those provided in the public schools for students of similar grades and attainments.
- (G) For a student with a disability who receives a long-term suspension, the Board of Education shall proceed in accordance with State Board of Education regulations governing special education in determining or changing the student's educational placement to an interim or alternate educational setting.
1. All procedural protections set forth in State Board of Education regulations governing special education and this section shall be afforded to each student with a disability who is subjected to a long-term suspension.
 2. All decisions concerning the student's educational program or placement shall be made by the student's Individualized Education Program team.
 3. The provisions of (b) through (g) above shall not apply to students with disabilities.

OFFENSES WITH FIREARMS

- (A)
1. A student who is convicted or adjudicated delinquent for possession of a firearm (see definition on page 15), on any school grounds, including on a school bus or at a school-sponsored function; or
 2. A student who is convicted or adjudicated delinquent for committing a crime while in possession of a firearm on school grounds, including on a school bus or at a school-sponsored function; or
 3. A student who is found knowingly in possession of a firearm on any school grounds, including on a school bus or at a school-sponsored function, and is not a student with a disability as defined in regulations of the State Board of Education governing special education, shall immediately be removed from the school's general education program for a period of not less than one calendar year.

The Superintendent may modify the removal of a student on a case-by-case basis. The Superintendent shall develop and maintain a written record of any case-by-case modifications of the removal requirement in this subsection.

Nothing in this section shall be construed to prohibit the expulsion of a general education student.

- (B) The Board of Education shall immediately remove students with disabilities for offenses involving firearms in accordance with the provisions of N.J.A.C. 6A:14 and the applicable Federal regulations incorporated therein.

OFFENSES WITH FIREARMS Continued

- (C) The principal or his or her designee shall:
1. Remove any student as set forth above;
 2. Isolate the student and place the student under the supervision of school staff until such time as the student's parent or a law enforcement official takes custody of the student;
 3. Immediately report the removal of the student to the Superintendent;
 4. Notify the appropriate law enforcement agency of a possible violation of the New Jersey Code of Criminal Justice; and
 5. Notify the student's parent of the following information:
 - i. The removal action;
 - ii. The law enforcement notification;
 - iii. The change of custody, if it occurs; and
 - iv. The general education student's due process rights, as set forth in N.J.A.C. 6A:16-7.2 through 7.6 or, in the case of a student with a disability, the student's due process rights, as set forth in N.J.A.C. 6A:14-2.7 through 2.8 and N.J.A.C. 6A:16-7.2 through 7.6.
- (D) Any student, other than a student with a disability, removed from the general education program pursuant to this section shall be placed in an alternative education program, according to the requirements of N.J.A.C. 6A:16-9.
1. If placement in an alternative education program is not available, the general education student shall be provided home or other out-of-school instruction, according to N.J.A.C. 6A:16-10, until placement is available.
- (E) Any student with a disability removed pursuant to the above sections shall receive a placement in accordance with N.J.A.C. 6A:14.
- (F) Any student removed pursuant to the above sections shall be entitled to a hearing before the district Board of Education in accordance with N.J.A.C. 6A:16-7.2 through 7.6, except where otherwise provided by law for a student with a disability.
- (G) If it is found that the removed student did not commit the offenses set forth above, the student shall be immediately returned to the program from which the student was removed.
- (H) The Superintendent shall make the final determination on whether the general education student is prepared to return to the general education program or whether the student shall remain in an alternative education program, pursuant to N.J.A.C. 6A:16-9, or receive home or other out-of-school instruction, pursuant to N.J.A.C. 6A:16-10, based on the following criteria:

OFFENSES WITH FIREARMS Continued

1. The nature and severity of the offense;
 2. The district Board of Education removal decision;
 3. The results of any relevant testing, assessment or evaluation of the student; and
 4. The recommendation of the principal or director of the alternative education program or home or other out-of-school instruction program in which the student has been placed.
- (I) This section does not apply to a firearm that is lawfully stored in a locked vehicle on school grounds, or when it is for activities approved and authorized by the Board of Education, so long as the Board adopts appropriate safeguards to ensure student safety.
1. All students must obtain written authorization from the Superintendent to possess a firearm stored inside a locked vehicle on school grounds or used for participation in a school-sponsored function.
 - i. The Superintendent shall not provide such authorization to any student who has been convicted or adjudicated delinquent for possession of a firearm or for a crime involving the use of a firearm.
- (J) The Superintendent shall submit a report annually to the Commissioner of Education on each incident under this section utilizing the Electronic Violence and Vandalism Reporting System pursuant to N.J.A.C. 6A:16-5.3(e)1.
- (K) The Board of Education shall annually disseminate its adopted policies and procedures for implementing this section to all school staff, students, and parents.

OFFENSES WITH OTHER WEAPONS

- (A) Any student who commits an assault, as defined under N.J.S.A. 2C:12-1(a)1, with a weapon (see definition on page 15), which includes, but is not limited to, those items enumerated in N.J.S.A. 2C:39-1(r), except a firearm, upon a teacher, administrator, board member, other employee of a school board or another student on any school grounds, including on a school bus or at a school-sponsored function, and is not a student with a disability, shall be immediately removed from the school's general education program for a period not exceeding one calendar year.
1. The Superintendent may modify the removal of a general education student on a case-by-case basis.
 2. Nothing in this section shall be construed to prohibit the expulsion of a general education student.
- (B) The Board of Education shall immediately remove students with disabilities for assaults with weapons offenses in accordance with the provisions of N.J.A.C. 6A:14 and the applicable Federal regulations incorporated therein.

OFFENSES WITH OTHER WEAPONS (continued)

(C) The principal or his or her designee shall:

1. Remove any student, other than a student with a disability, as set forth above;
2. Isolate the student and place the student under the supervision of school staff until such time as the student's parent or a law enforcement official takes custody of the student;
3. Immediately report the removal of the student to the Superintendent;
4. Notify the student's parent of the following information:
 - i. The removal action;
 - ii. The law enforcement notification;
 - iii. The change of custody, if it occurs; and
 - iv. The general education student's due process rights, pursuant to N.J.A.C. 6A:16-7.2 through 7.6 or in the case of a student with a disability, the student's due process rights, as set forth in N.J.A.C. 6A:14-2.7 through 2.8 and N.J.A.C. 6A:16-7.2 through 7.6.

(D) Any student, other than a student with a disability, removed from the general education program shall be placed in an alternative education program, according to the requirements of N.J.A.C. 6A:16-9.

1. If placement in an alternative education program is not available, the general education student shall be provided home or other out-of-school instruction, according to N.J.A.C. 6A:16-10, until placement is available.

(E) A student with a disability removed pursuant to the above provisions shall receive a placement in accordance with N.J.A.C. 6A:14.

(F) Any student, other than a student with a disability, removed pursuant to the above provisions shall be entitled to a hearing before the Board of Education, pursuant to the requirements set forth at N.J.A.C. 6A:16-7.2 and 7.3.

(G) If it is found that the removed student did not commit these offenses, the student shall be immediately returned to the program from which the student was removed.

(H) The Superintendent shall make the final determination on when the general education student is prepared to return to the general education program or whether the student shall remain in an alternative education program or receive home or other out-of-school instruction based on the following criteria:

1. The nature and severity of the offense;
2. The Board of Education removal decision;
3. The results of any relevant testing, assessment or evaluation of the student; and
4. The recommendation of the principal or director of the alternative education program or home or other out-of-school instruction program in which the student has been placed.

(I) This section does not apply to any student who has obtained the written authorization of the Superintendent to lawfully possess a firearm or other weapon while participating in a school-sponsored function.

1. The Superintendent shall not provide such authorization to any student who has been convicted or adjudicated delinquent for possession of a firearm or weapon or for a crime involving the use of a firearm.

OFFENSES WITH OTHER WEAPONS (continued)

- (J) The Superintendent shall submit a report annually to the Commissioner of Education on each incident and the circumstances surrounding the removal of students pursuant to the above provisions, utilizing the Electronic Violence and Vandalism Reporting System pursuant to N.J.A.C. 6A:16-5.3(e)1.
- (K) Each district Board of Education shall annually disseminate its adopted policies and procedures for implementing this section to all school staff, students and parents.

ASSAULTS ON BOARD OF EDUCATION MEMBERS OR EMPLOYEES

- (A) Any student who commits an assault, as defined under N.J.S.A. 2C:12-1(a)1, not involving the use of a weapon or firearm, upon a teacher, administrator, Board member or other employee of the Board acting in the performance of his or her duties and in a situation where his or her authority to act is apparent, or as a result of the victim's relationship to the school district, according to the requirements of N.J.S.A. 18A:37-2.1 other than a student with a disability, shall be immediately removed from school consistent with due process procedures, pending a hearing, pursuant to N.J.A.C. 6A:16-7.2 through 7.6. Nothing in this section shall be construed as prohibiting the expulsion of a general education student.
- (B) Any student with a disability who commits an assault pursuant to (a) above shall be removed in accordance with N.J.A.C. 6A:14.
- (C) The principal or his or her designee shall:
 - 1. Remove any student as set forth in (a) above;
 - 2. Isolate the student and place the student under the supervision of school staff until such time as the student's parent or an appropriate agency takes custody of the student;
 - 3. Immediately report the removal of the student to the Superintendent; and
 - 4. Notify the student's parent of the removal action and the student's due process rights.
- (D) The Board of Education shall provide due process proceedings for a general education student in accordance with N.J.A.C. 6A:16-7.2 through 7.3 and 7.5 through 7.6, or in the case of a student with a disability, in accordance with N.J.A.C. 6A:14-2.7 through 2.8.
- (E) The Superintendent shall submit a report annually to the Commissioner of Education on each incident and the circumstances surrounding the removal of students, utilizing the Electronic Violence and Vandalism Reporting System, pursuant to N.J.A.C. 6A:16-5.3(e)1.
- (F) The Board of Education shall annually disseminate its adopted policies and procedures for implementing this section to all school staff, students and parents.

DISCIPLINE OF SPECIAL EDUCATION STUDENTS

- (A) For disciplinary reasons, school officials may order the removal of a student with a disability from his or her current educational placement to an interim alternative educational setting, another setting, or a suspension for up to 10 consecutive or cumulative school days in a school year. Such suspensions are subject to the same Board of Education procedures as non-disabled students. However, at the time of removal, the principal shall forward written notification and a description of the reasons for such action to the case manager and the student's parent(s).
1. Notwithstanding (a) above, preschool students with disabilities shall not be suspended, long-term or short-term, and shall not be expelled.
 2. The Board of Education is not required to provide services during periods of removal to a student with a disability who has been removed from his or her current placement for 10 school days or less in that school year, provided that, if services are provided to general education students for removals of 10 or fewer days duration, students with disabilities shall be provided services in the same manner as students without disabilities during such time periods for removals of 10 or fewer days.
- (B) School district personnel may, on a case-by-case basis, consider any unique circumstances when determining whether or not to impose a disciplinary sanction or order a change of placement for a student with a disability who violates the Code of School Conduct.
- (C) Removals of a student with a disability from the student's current educational placement for disciplinary reasons constitutes a change of placement if:
1. The removal is for more than 10 consecutive school days; or
 2. The student is subjected to a series of short-term removals that constitute a pattern because they cumulate to more than 10 school days in a school year and because of factors such as the length of each removal, the total amount of time the student is removed and the proximity of the removals to one another.
 - i. School officials in consultation with the student's case manager shall determine whether a series of short-term removals constitutes a pattern that creates a change of placement.
- (D) Disciplinary action initiated by the Board of Education which involves removal to an interim alternative educational setting, suspension for more than 10 school days in a school year or expulsion of a student with a disability shall be in accordance with federal law. However, the period of removal to an interim alternative educational setting of a student with a disability shall be for a period of no more than 45 calendar days.

DISCIPLINE OF SPECIAL EDUCATION STUDENTS (continued)

- (E) In the case of a student with a disability who has been removed from his or her current placement for more than 10 cumulative or consecutive school days in the school year, the Board of Education shall provide services to the extent necessary to enable the student to progress appropriately in the general education curriculum and advance appropriately toward achieving the goals set out in the student's IEP.
1. When it is determined that a series of short-term removals is not a change of placement, school officials, in consultation with the student's special education teacher and case manager, shall determine the extent to which services are necessary to enable the student to progress appropriately in the general curriculum and advance appropriately toward achieving the goals set out in the student's IEP.
 2. When a removal constitutes a change of placement, and it is determined that the behavior is not a manifestation of the student's disability, the student's IEP team shall determine the extent to which services are necessary to enable the student to progress appropriately in the general curriculum and advance appropriately toward achieving the goals set out in the student's IEP.
- (F) In the case of a removal for drug or weapons offenses, or because the student caused a serious bodily injury as defined by applicable federal law or a removal by an administrative law judge for dangerousness, the Board of Education shall provide services to the student with a disability as required by law. However, the period of removal to an interim alternative educational setting of a student with a disability shall be for a period of no more than 45 calendar days.

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

These consequences are the **minimum** for the infraction listed; however, the building principal or Administration may enhance the penalty as necessary, in the reasonable exercise of their discretion, to reflect the severity of the offense. In exercising discretion whether to enhance the minimum penalty, the Administration may consider the entirety of a student's disciplinary record throughout his or her enrollment in the school system, to the extent relevant to the proper consequence for the infraction at hand.

OFFENSE	LEVEL	1ST	2ND
Assault on a school employee - crime of violence against another person BOE Policy 5131.5	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district
	HS	⇒ Parent notification ⇒ Long-term suspension ⇒ Police notification ⇒ Possible expulsion	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion
Assault on persons not employed by the district - crime of violence against another person BOE Policy 5131.5	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion
	HS	⇒ Parent notification ⇒ Long-term suspension ⇒ Police notification ⇒ Possible expulsion	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND
Bomb Threats – crime of initiation or accomplice to the execution of bomb threats on school grounds BOE Policy 5131	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district ⇒ Meeting with counselor	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Bullying, Harassment & Intimidation/Hazing – any gesture or written, verbal or physical act perceived as motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory handicap or by any other distinguishing characteristic that takes place on school grounds, at any school sponsored function or while traveling on school transportation. BOE Policy 5131.1 (See full definition on page 11 and the Policy in the district website for additional consequences)	ES	⇒ Parent notification ⇒ Counseling, ⇒ Detention ⇒ Possible Suspension	⇒ Parent notification ⇒ Counseling, ⇒ Possible Suspension	⇒ Parent notification ⇒ Short-term suspension ⇒ Possible School Transfer
	MS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO ⇒ Detention ⇒ Short-term Suspension	⇒ Parent notification ⇒ Counseling ⇒ Short-term suspension	⇒ Parent notification ⇒ Long term suspension ⇒ Police complaint ⇒ School Transfer
	HS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO ⇒ Short-term Suspension	⇒ Parent notification ⇒ Counseling ⇒ Short-term suspension	⇒ Parent notification ⇒ Long term suspension ⇒ Police complaint ⇒ Alternative Placement

OFFENSE	LEVEL	1ST	2ND	3RD
Bus Conduct – causing any disruption while traveling on school transportation which is against the school and student transportation guidelines. (See School Bus Rules and Safety Guidelines listed on the district's Web site.) BOE Policy 5131.5	ES	⇒ Parent notification ⇒ Warning	⇒ Parent notification ⇒ Assigned seat ⇒ Short term removal from bus	⇒ Parent notification ⇒ Indefinite removal from bus
	MS	⇒ Parent notification ⇒ Warning	⇒ Parent notification ⇒ Assigned Seat ⇒ Central detention ⇒ Short term removal from bus	⇒ Parent notification ⇒ Indefinite removal from bus ⇒ Short Term Suspension
	HS	⇒ Parent notification ⇒ One week removal from bus	⇒ Parent notification ⇒ One month removal from bus	⇒ Parent notification ⇒ Indefinite removal from bus ⇒ Short Term Suspension

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Cheating – lying, deceiving, fraud, trickery, imposture or imposition to create an unfair advantage in one's own interest and often at the expense of others BOE Policy 5131	ES	⇒ Parent notification ⇒ Detention or short-term suspension ⇒ Loss of academic credit	⇒ Parent notification ⇒ Detention or short-term suspension ⇒ Loss of academic credit	⇒ Parent notification ⇒ Long-term suspension ⇒ Loss of academic credit
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Loss of academic credit	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Loss of academic credit	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service ⇒ Loss of academic credit
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Loss of academic credit	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Loss of academic credit	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service ⇒ Loss of academic credit

OFFENSE	LEVEL	1ST	2ND	3RD
Cyber-Bullying – harassment by computer on school grounds or any off-campus activity that has adverse affect on the safety and well being of a student while on school grounds. Consequences may be adjusted based on nature of message. BOE Policy 5131 & 5131.1	ES	⇒ Parent notification ⇒ Counseling ⇒ Detention ⇒ Possible Suspension	⇒ Parent notification ⇒ Detention ⇒ Short term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ Possible prosecution
	MS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO ⇒ <u>Detention</u> ⇒ <u>Short-term Suspension</u>	⇒ Parent notification ⇒ Central detention ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ Possible prosecution
	HS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO ⇒ <u>Short-term Suspension</u>	⇒ Parent notification ⇒ Short-term suspension ⇒ Possible Prosecution	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ Possible prosecution

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Disorderly Conduct – any act or behavior that disrupts the orderly conduct of the school function, learning environment, poses a threat to the health, safety and/or welfare of students, staff or others BOE Policy 5131	ES	⇒ Parent notification ⇒ Lunch detention ⇒ Meeting with counselor	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Possible expulsion
	MS	⇒ Parent notification ⇒ Detention	⇒ Parent notification ⇒ Community service ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Possible expulsion
	HS	⇒ Parent notification ⇒ Detention ⇒ In School suspension	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Possible expulsion

OFFENSE	LEVEL	1ST	2ND	3RD
Disruption of school – any act or behavior that disrupts the orderly conduct of the school function, learning environment, poses a threat to the health, safety and/or welfare of students, staff or others BOE Policy 5131 & 5131.5	ES	⇒ Parent notification ⇒ Lunch detention ⇒ Meeting with counselor	⇒ Parent notification ⇒ Short-term suspension ⇒ Counseling	⇒ Parent notification ⇒ Long-term suspension ⇒ Possible expulsion
	MS	⇒ Parent notification ⇒ Detention	⇒ Parent notification ⇒ Community service ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Possible expulsion
	HS	⇒ Parent notification ⇒ Detention ⇒ In School suspension	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Possible expulsion

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Electronic Devices – open display or use of any electronic device not sanctioned by the school district BOE Policy 5131	ES	⇒ Parent notification ⇒ Item confiscated	⇒ Parent notification ⇒ Item confiscated ⇒ Detention	⇒ Parent notification ⇒ Item confiscated ⇒ Detention
	MS	⇒ Parent notification ⇒ Item confiscated	⇒ Parent notification ⇒ Item confiscated ⇒ Detention	⇒ Parent notification ⇒ Item confiscated ⇒ Detention
	HS	⇒ Parent notification ⇒ Item confiscated by teacher, given to student at end of class ⇒ ICE	⇒ Parent notification ⇒ Item confiscated, parent pick up required ⇒ 2 day ICE ⇒ Community service	⇒ Parent notification ⇒ Item confiscated, parent pickup required

OFFENSE	LEVEL	1ST	2ND	3RD
Extortion - Taking or attempting to take property or money from another individual by force or intimidation BOE Policy 5131	ES	⇒ Parent notification ⇒ Conference with counselor ⇒ Conference with SRO ⇒ Police notification	⇒ Parent notification ⇒ Conference with SRO ⇒ Detention ⇒ Police notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district
	MS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO ⇒ Police complaint	⇒ Parent notification ⇒ Central detention ⇒ Police complaint ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district
	HS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO ⇒ Police complaint ⇒ Detention	⇒ Parent notification ⇒ Central detention ⇒ Police complaint ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
False Allegations – claim made from deliberate falsehood against another. The age and developmental maturity of the student should be considered. BOE Policy 5131	ES	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO	⇒ Parent notification ⇒ Detention ⇒ Conference with SRO	⇒ Parent notification ⇒ Short-term suspension ⇒ Conference with SRO
	MS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO	⇒ Parent notification ⇒ Central detention ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Possible expulsion
	HS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO ⇒ Detention	⇒ Parent notification ⇒ ICE ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Possible expulsion

OFFENSE	LEVEL	1ST	2ND	3RD
Fighting – initiating or responding to physical confrontation BOE Policy 5131.5	ES	⇒ Parent notification ⇒ Detention or short-term suspension	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Fire Alarms – tampering of district fire alarms BOE Policy 5131.5	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ 45 day interim placement	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ 45 day interim placement	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement ⇒ Expulsion hearing

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND
Fireworks/Chemicals – criminal possession or activation of explosives or chemicals on school grounds BOE Policy 5131 & 5131.5	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ Possible prosecution	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district ⇒ Possible prosecution
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ Possible prosecution	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district ⇒ Prosecution
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ Possible prosecution	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement ⇒ Prosecution

OFFENSE	LEVEL	1ST	2ND	3RD
Food Fighting – inappropriate handling of food any where on school grounds BOE Policy 5131	ES	⇒ Parent notification ⇒ Detention	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Forgery – alterations made on any type of school material, e.g. Passes, notes, grades, etc. BOE Policy 5131	ES	⇒ Parent notification ⇒ Meeting with counselor ⇒ Lunch detention	⇒ Parent notification ⇒ Lunch detention	⇒ Parent notification ⇒ Short-term suspension
	MS	⇒ Parent notification ⇒ Teacher detention	⇒ Parent notification ⇒ Central detention	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service
	HS	⇒ Parent notification ⇒ Teacher detention	⇒ Parent notification ⇒ Detention	⇒ Parent notification ⇒ In-school suspension

OFFENSE	LEVEL	1ST	2ND	3RD
Gambling – wagering of money or something of material value with the primary intent of winning additional money or material goods BOE Policy 5114	ES	⇒ Parent notification ⇒ Meeting with counselor ⇒ Lunch detention	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension
	MS	⇒ Parent notification ⇒ Detention	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension
	HS	⇒ Parent notification ⇒ Detention	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND
Gang/Group Fight – a group of loosely organized individuals controlling a territory or turf with the readiness to use violence against others BOE Policy 5131 & 5131.5	ES	⇒ Parent notification ⇒ Detention or short-term suspension	⇒ Parent notification ⇒ Long-term suspension
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Possible police charges	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement out of district
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Possible police charges	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement

OFFENSE	LEVEL	1ST	2ND	3RD
Insubordination / Open Defiance – negative or inappropriate responses to reasonable request from any adult BOE Policy 5131	ES	⇒ Parent notification ⇒ Counseling ⇒ Detention	⇒ Parent notification ⇒ Counseling ⇒ Short-term suspension	⇒ Parent notification ⇒ Counseling ⇒ Short-term suspension
	MS	⇒ Parent notification ⇒ Central detention	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Short or Long-term suspension
	HS	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Short or Long-term suspension

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
High Tech Tampering – willful and deliberate access and tampering with district databases including any violations to the Acceptable Use Policy. BOE Policy 6142.10	ES	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities ⇒ Short-term suspension	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities ⇒ Long-term suspension ⇒ Police notification ⇒ Possible prosecution
	MS	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities ⇒ Police notification	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities ⇒ Long-term suspension ⇒ Police notification ⇒ Possible prosecution
	HS	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Supervised computer usage ⇒ Non-participation in school activities ⇒ Long-term suspension ⇒ Police notification ⇒ Prosecution

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Plagiarism – representation of the words or ideas of another as one’s own without their permission or knowledge BOE Policy 5131	ES	⇒ Parent notification ⇒ Detention or short-term suspension ⇒ Loss of academic credit	⇒ Parent notification ⇒ Detention or short-term suspension ⇒ Loss of academic credit	⇒ Parent notification ⇒ Long-term suspension ⇒ Loss of academic credit
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Loss of academic credit	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Loss of academic credit	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service ⇒ Loss of academic credit
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Loss of academic credit	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Loss of academic credit	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service ⇒ Loss of academic credit

OFFENSE	LEVEL	1ST	2ND	3RD
Profanity/Inappropriate Language – use of obscene language, gesturing, profanity, suggestive comments, either written or verbal BOE Policy 5114	ES	⇒ Parent notification ⇒ Lunch detention	⇒ Parent notification ⇒ Lunch detention	⇒ Parent notification ⇒ Lunch detention ⇒ Short-term suspension
	MS	⇒ Parent notification ⇒ Teacher detention	⇒ Parent notification ⇒ Central detention	⇒ Parent notification ⇒ Community service ⇒ Short-term suspension
	HS	⇒ Parent notification ⇒ Teacher detention	⇒ Parent notification ⇒ Central detention ⇒ Detention	⇒ Parent notification ⇒ In-school suspension ⇒ Community Service

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Sexual Harassment – any unwelcome sexual advances or suggestions, request for sexual favors, and verbal or physical contacts of a sexual nature BOE Policy 5145.4	ES	⇒ Parent notification ⇒ Conference with counselor	⇒ Parent notification ⇒ Detention ⇒ Short Term Suspension	⇒ Parent notification ⇒ Long-term suspension
	MS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint
	HS	⇒ Parent notification ⇒ Meeting with counselor ⇒ Conference with SRO	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ 45 day interim placement

OFFENSE	LEVEL	1ST	2ND	3RD
Smoking/Possession of Tobacco Products – criminal possession or use of tobacco products, electronic cigarettes or vaporizers on school grounds BOE Policy 5131.6	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Meeting with counselor	⇒ Parent notification ⇒ Short-term suspension ⇒ Meeting with counselor	⇒ Parent notification ⇒ Long-term suspension ⇒ Meeting with counselor
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Meeting with counselor	⇒ Parent notification ⇒ Short-term suspension ⇒ Meeting with counselor	⇒ Parent notification ⇒ Long-term suspension ⇒ Meeting with counselor
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Meeting with counselor	⇒ Parent notification ⇒ Short-term suspension ⇒ Meeting with counselor	⇒ Parent notification ⇒ Long-term suspension ⇒ Meeting with counselor

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Snowball Fighting – throwing of snowballs any where on school grounds BOE Policy 5131	ES	⇒ Parent notification ⇒ Lunch detention	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service

OFFENSE	LEVEL	1ST	2ND	3RD
Selling/Distributing of Alcohol or other Drugs – criminal possession, consumption or distribution of drugs or alcohol in any form any where on school grounds, while attending school sponsored activities or while traveling on school transportation BOE Policy 5131 & 5131.6	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ Possible expulsion
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ Possible expulsion
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint ⇒ Possible expulsion

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Substance Abuse – criminal possession, consumption or distribution of drugs or alcohol in any form any where on school grounds, while attending school sponsored activities or while traveling on school transportation BOE Policy 5131 & 5131.6	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*	⇒ Parent notification ⇒ Short-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*	⇒ Parent notification ⇒ Long-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*	⇒ Parent notification ⇒ Short-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*	⇒ Parent notification ⇒ Long-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*	⇒ Parent notification ⇒ Short-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*	⇒ Parent notification ⇒ Long-term suspension ⇒ Testing ⇒ Meeting with counselor ⇒ Police notification*

* As required by Uniform Memorandum of Agreement

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND
Terrorist Threats – criminal threat to commit one of the following offenses, homicide, assault, sexual assault, robbery, kidnapping or arson with the purpose of placing others in imminent fear BOE Policy 5131.5	ES	⇒ Parent notification ⇒ Meeting with counselor ⇒ Short-term suspension ⇒ Police complaint ⇒ Possible prosecution	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ Possible prosecution	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police complaint ⇒ Possible prosecution	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion

OFFENSE	LEVEL	1ST	2ND	3RD
Theft – unauthorized taking of another's belongings or school property BOE Policy 5131	ES	⇒ Parent notification ⇒ Detention ⇒ Short-term suspension	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension ⇒ Police complaint
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service ⇒ Police complaint
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Police notification	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service ⇒ Police complaint

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND	3RD
Truancy – being present on school grounds without signing in or being away from school or class without authorization BOE Policy 5114 & 6146	ES	⇒ Parent notification	⇒ Parent notification	⇒ Parent notification ⇒ Conference with principal and Counselor ⇒ Referral to truant officer
	MS	⇒ Parent notification ⇒ Detention	⇒ Parent notification ⇒ Detention	⇒ Parent notification ⇒ Conference with principal and Counselor ⇒ Referral to truant officer
	HS	⇒ Parent notification ⇒ Detention ⇒ Community service	⇒ Parent notification ⇒ Detention ⇒ Community service	⇒ Parent notification ⇒ Conference with principal and Counselor ⇒ Referral to truant officer ⇒ Loss of academic credit

OFFENSE	LEVEL	1ST	2ND	3RD
Vandalism – deliberately damaging or defacing of school property or any individual's property BOE Policy 5131 & 5131.5	ES	⇒ Parent notification ⇒ Detention ⇒ Short-term suspension	⇒ Parent notification ⇒ Short-term suspension	⇒ Parent notification ⇒ Long-term suspension
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Police notification	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service ⇒ Police notification
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service	⇒ Parent notification ⇒ Short-term suspension ⇒ Community service ⇒ Police notification	⇒ Parent notification ⇒ Long-term suspension ⇒ Community service ⇒ Police notification

SECTION V - QUICK GLANCE OF INFRACTIONS WITH CONSEQUENCES

OFFENSE	LEVEL	1ST	2ND
Weapons and Dangerous Instruments – criminal possession or transmitting of any kind of weapon on school grounds. (See page 15.) BOE Policy 5131 & 5131.7	ES	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion
	MS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement out of district ⇒ Possible expulsion
	HS	⇒ Parent notification ⇒ Short-term suspension ⇒ Police notification	⇒ Parent notification ⇒ Police notification ⇒ 45 day interim placement ⇒ Possible expulsion

SECTION VI - COMMUNITY RESOURCE REFERENCES

Haven at Piscataway High School
100 Behmer Road
Piscataway, NJ 08854
(732) 981-0700
haven@pway.org

Chandler Health Center
277 George Street
New Brunswick, NJ
(732) 235-6700

Child Behavioral Health Services
222 South Warren Street
P.O. Box 729, 3rd Floor
Trenton, NJ 08625-0729
www.state.nj.us/dcf/behavioral

Division of Child Protection and
Permanency (DCPP)
53 Knightsbridge Road
Piscataway, NJ 08854
732-980-9312
800-531-1258
Fax: 732-980-0328
www.state.nj.us

Middlesex County Health Department
711 Jersey Avenue
New Brunswick, NJ
(732) 745-8480
www.co.middlesex.nj.us

New Jersey Legal Services
317 George Street, Suite 201
New Brunswick, NJ
(732) 249-7600
www.lsnj.org

Piscataway Welfare Department
455 Hoes Lane
Piscataway, NJ
(732) 562-2302

Plainfield Health Center
1700 Myrtle Avenue
Plainfield, NJ
(908) 753-5522
www.phcmednet.org

NOTE: Additional resources are available by contacting your child's counselor.

Piscataway Township Schools

School Year 2015/2016

Board Approved April 16, 2015

TOTAL SCHOOL DAYS: 183 Students / 188 Teachers

Key:

- × Schools Closed for Teachers & Students
- ▼ Teachers' In-service Day/Schools Closed for Students
- ★ Half Day for Teachers and Students
- Half Day for Students

Students: 18 Days Teachers: 19 Days		SEPTEMBER					FEBRUARY					Students: 19 Days Teachers: 20 Days	
1	▼ Teacher In Service Day – No School for Students		1	2	3	4	1	2	3	4	5	12	▼ Teacher In Service Day – No School for Students
2	First Day for Students	7	8	9	10	11	8	9	10	11	12	15	× Presidents' Day Holiday
7	× Labor Day	14	15	16	17	18	15	16	17	18	19		
14	Rosh Hashanah	21	22	23	24	25	22	23	24	25	26		
23	× Yom Kippur, Eid al-Adha	28	29	30			29						
Students: 22 Days Teachers: 22 Days		OCTOBER					MARCH					Students: 18 Days Teachers: 18 Days	
				1	2			1	2	3	4	25	Good Friday
		5	6	7	8	9	7	8	9	10	11	27	Easter Sunday
		12	13	14	15	16	14	15	16	17	18	25-April 1	× Spring Break
		19	20	21	22	23	21	22	23	24	25		
		26	27	28	29	30	28	29	30	31			
Students: 16 Days Teachers: 17 Days		NOVEMBER					APRIL					Students: 20 Days Teachers: 20 Days	
3	Election Day – General & School Board	2	3	4	5	6					1	1	× Spring Break
5-6	× NJEA Convention	9	10	11	12	13	4	5	6	7	8	22-30	Passover
11	Diwali, Veterans Day	16	17	18	19	20	11	12	13	14	15		
	▼ Teacher In Service Day – No School for Students	23	24	25	26	27	18	19	20	21	22		
TBD	○ 1/2 Day / Daytime Conferences	30					25	26	27	28	29		
TBD	★ 1/2 Day / Evening Conferences												
25	★ 1/2 Day Before Thanksgiving												
26-27	× Thanksgiving Holiday												
Students: 17 Days Teachers: 17 Days		DECEMBER					MAY					Students: 20 Days Teachers: 20 Days	
7-14	Hanukkah		1	2	3	4	2	3	4	5	6	27 & 30	× Memorial Day Holiday
24-31	× Winter Break	7	8	9	10	11	9	10	11	12	13		
25	Christmas	14	15	16	17	18	16	17	18	19	20		
26	Kwanza Begins	21	22	23	24	25	23	24	25	26	27		
		28	29	30	31		30	31					
Students: 19 Days Teachers: 19 Days		JANUARY					JUNE					Students: 14 Days Teachers: 14 Days	
1	Kwanza Ends					1			1	2	3	20	■ Last Day of School Half Day for Students
1	New Year's Day	4	5	6	7	8	6	7	8	9	10	20	Graduation
1	× Winter Break	11	12	13	14	15	13	14	15	16	17	20	End of 4 th Marking Period
18	× M. L. King, Jr. Day	18	19	20	21	22	20	21	22	23	24		
		25	26	27	28	29	27	28	29	30			

There are three snow days built into the calendar. Depending on the severity of winter, even if we have not exhausted snow days, additional instructional days MAY be scheduled in the following order: February 12, May 27, April 1, March 31, 30, 29, 28.

SCHOOLS

EISENHOWER ELEMENTARY SCHOOL (Grades K - 3)

360 Stelton Road, Piscataway, NJ 08854

Colleen Pongratz, Principal - (732) 752-1801 / FAX: (732) 752-7670

GRANDVIEW ELEMENTARY SCHOOL (Grades K - 3)

130 N. Randolphville Road, Piscataway, NJ 08854

William Baskerville, Principal - (732) 752-2501 / FAX: (732) 752-8101

KNOLLWOOD ELEMENTARY SCHOOL (Grades K - 3)

333 Willow Avenue, Piscataway, NJ 08854

Vacant, Principal - (732) 885-1528 / FAX: (732) 885-5831

RANDOLPHVILLE ELEMENTARY SCHOOL (Grades K - 3)

One Suttie Avenue, Piscataway, NJ 08854

Dr. Avi Slivko, Principal - (732) 699-1573 / FAX: (732) 699-1985

MARTIN LUTHER KING INTERMEDIATE SCHOOL (Grades 4 – 5)

5205 Ludlow Street, Piscataway, NJ 08854

Dr. C Alex Gray, Principal – (732) 699-1563 / FAX: (732) 699-1677

ARBOR INTERMEDIATE SCHOOL (Grades 4 - 5)

1717 Lester Place, Piscataway, NJ 08854

Janelle Williams, Principal – (732) 752-8652 / FAX: (732) 752-8102

CONACKAMACK MIDDLE SCHOOL (Grades 6 - 8)

5205 Witherspoon Street, Piscataway, NJ 08854

Donna DeAngelis White, Principal - (732) 699-1577 / FAX: (732) 699-0118

QUIBBLETOWN MIDDLE SCHOOL (Grades 6 - 8)

99 Academy Street, Piscataway, NJ 08854

Deidre Ortiz, Principal - (732) 752-0444 / FAX: (732) 752-5798

THEODORE SCHOR MIDDLE SCHOOL (Grades 6 - 8)

243 N. Randolphville Road, Piscataway, NJ 08854

Richard Hueston, Principal - (732) 752-4457 / FAX: (732) 424-9445

PISCATAWAY HIGH SCHOOL (Grades 9-12)

100 Behmer Road, Piscataway, NJ 08854

Jason Lester, Principal - (732) 981-0700 / FAX: (732) 981-1985

Aaron Eyler, Asst. Principal, Ext. 2218

Dr. Antoine Gayles, Asst. Principal, Ext. 2210

Dr. Matt Ritchie, Asst. Principal, Ext. 2219