



**Richard M. Teitelman
Middle School**

**2011 – 2012
STUDENT HANDBOOK**

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Principal

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You're invited to visit the school via the World Wide Web

www.rmtschool.org/media.htm Or <http://www.lcmrschool.org>

Teitelman Mission Statement

It is our mission to create a diverse learning environment in which all are motivated to find their purpose, to see their worth, to realize their full potential in this community of caring, and to race toward excellence.

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP _____

PHONE _____

STUDENT ID. _____



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FOREWORD

This student handbook is a revised edition of previous handbooks. The purpose is to acquaint new students with the customs and regulations of the school and to remind current students of their responsibilities and privileges. Good citizenship requires a thorough knowledge and acceptance of customs, traditions, and rules which advance the best interest of the majority. Some of the policies have been abbreviated to provide a “student friendly” version. You will find the policies mentioned in this handbook, in their entirety, in the Student/Parent Handbook.

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SCHEDULE

2011 – 2012 Regular Bell Schedule

Time Slot 1 8:27 – 9:14
 Time Slot 2 9:17 – 10:00
 Time Slot 3 10:03 – 10:46

Periods 4, 5 and lunch

First Lunch – T		Second Lunch - R		Third Lunch - M	
1 st lunch	10:49 – 11:14	Period 4	10:49 – 11:32	Period 4	10:49 – 11:32
Period 4	11:17 – 12:00	2 nd lunch	11:35 – 12:00	Period 5	11:35 – 12:18
Period 5	12:03 – 12:46	Period 5	12:03 – 12:46	3 rd lunch	12:21 – 12:46

Time Slot 6 12:50 – 1:32
 Time Slot 7 1:35 – 2:18
 Time Slot 8 2:21 – 3:05

Early Dismissal Schedule

Time Slot 1 8:27 – 9:00
 Time Slot 2 9:03 – 9:32
 Time Slot 3 9:35 – 10:04
 Time Slot 6 10:07 – 10:36



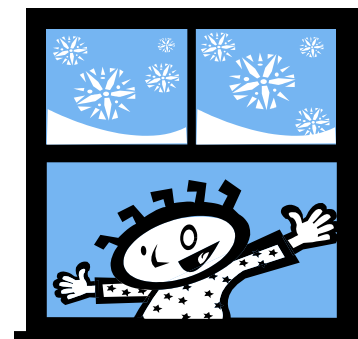
Periods 4, 5 and lunch

First Lunch - T		Second Lunch - R		Third Lunch - M	
1 st lunch	10:39 – 11:04	Period 4	10:39 – 11:08	Period 4	10:39 – 11:08
Period 4	11:07 – 11:36	2 nd lunch	11:11 – 11:36	Period 5	11:11 – 11:40
Period 5	11:39 – 12:08	Period 5	11:39 – 12:08	3 rd lunch	11:43 – 12:08

Time Slot 7 12:11 – 12:39
 Time Slot 8 12:42 – 1:12

2011 – 2012 Delayed Opening Schedules

In the event of a delayed opening, simply add the number of minutes school is delayed to your regular bus pick-up time.



ONE HOUR DELAY

Time Slot 1 9:27 – 10:04

Time Slot 2 10:07 – 10:43

Periods 4, 5 and lunch

First Lunch - T		Second Lunch - R		Third Lunch - M	
1 st lunch	10:46 – 11:11	Period 4	10:46 – 11:22	Period 4	10:46 – 11:22
Period 4	11:14 – 11:50	2 nd lunch	11:25 – 11:50	Period 5	11:25 – 12:01
Period 5	11:53 – 12:29	Period 5	11:53 – 12:29	3 rd lunch	12:04 – 12:29
Time Slot 3	12:32 – 1:08				
Time Slot 6	1:11 – 1:47				
Time Slot 7	1:50 – 2:26				
Time Slot 8	2:29 – 3:05				



2 Hour Delay

Time Slot 1 10:27 – 11:00

Periods 4, 5 and lunch

First Lunch - T		Second Lunch - R		Third Lunch - M	
1 st lunch	11:03 – 11:28	Period 4	11:03 – 11:31	Period 4	11:03 – 11:31
Period 4	11:31 – 11:59	2 nd lunch	11:34 – 11:59	Period 5	11:34 – 12:02
Period 5	12:02 – 12:30	Period 5	12:02 – 12:30	3 rd lunch	12:05 – 12:30
Time Slot 2	12:33 – 1:01				
Time Slot 3	1:04 – 1:32				
Time Slot 6	1:35 – 2:03				
Time Slot 7	2:06 – 2:34				
Time Slot 8	2:37 – 3:05				

SCHEDULE OF EVENTS SEPTEMBER 2011 – JUNE 2012

Aug.	31	Staff only in-service	Feb.	18,21	President's Weekend – No school
Sept.	1	Staff only In-service		15	RMT Parent's Advisory – 6:30
	5	No School Labor Day		16	Early dismissal – teacher in-service
	6	School reopens- Full Day		22	NJHS Induction – 6:30
	21	Back to School Night – 7:00		23	BOE meeting – 7:00
	22	BOE meeting – 7:00			
	27	Picture Day	Mar	9	Family Fitness Night- 6:30
				18	Early Dismissal- In-Service
Oct.	7	Teacher In-Service- No school		22	BOE meeting – 7:00
	10	Columbus Day – No school		29	InterDistrict Band Concert
	12	Family Fitness Night- 6:30			
	19	RMT Parent's Advisory- 6:30	Apr.	3	End of 3 rd Quarter
	27	BOE meeting – 7:00		5	Early Dismissal – Spring Break
				6-13	Spring Break
Nov.	1	Make-up Picture Day		16	School reopens
	9	End of 1st Quarter		23-26	NJ ASK Testing
	10,11	NJEA Convention – No school		26	BOE meeting – 7:00
	16	RMT Parent Advisory			
	17	BOE meeting – 7:00	May	1-4	NJ ASK Make-up Testing
	23	Early Dismissal for Thanksgiving		11	Early dismissal – teacher in-service
	24,25	Thanksgiving Break		10	RMT Spring Concert – 7:00
Dec.	2	Early dismissal – teacher in-service		21	7 th Grade Awards- 6:30
	3	West Cape May Christmas Parade		23	8 th Grade Awards- 6:30
	8	RMT Winter Concert – 7:00		24	BOE meeting – 7:00
	10	LT Holiday Parade		28	No School – Memorial Day
	15	BOE meeting – 7:00			
	23	Early Dismissal	June	4	Wildwood Elks Parade –Band
	24-31	Winter Recess		14	End 4 th Quarter
Jan.	3	School reopens		14	Last day of school
	11	Family fitness Night – 6:30		28	BOE meeting – 5:30
	13	Early dismissal – teacher in-service			
	16	No School – Martin L. King Day			
	26	End of 2 nd Quarter			
	26	BOE meeting – 7:00			

STUDENT/PARENT/PRINCIPAL CONTRACT FOR ELIMINATING GUNS AND WEAPONS FROM SCHOOLS

Guns and other weapons clearly are a hazard to a safe learning environment and the welfare of human beings. According to the National Center for Health Statistics, every day 14 young people, age 19 and under, are killed as a result of gun use. In a single year, more than 3,000 children and teens were killed by gunfire in the United States, according to the latest national data released in 2005. In addition, every year at least 4 to 5 times as many kids and teens suffer from non-fatal firearm injuries (Children's Defense Fund and National Center for Health Statistics). While the elimination of guns and weapons from schools is the responsibility of all segments of the school and society, three individuals have especially crucial responsibility: the student, principal, and parent. This contract draws attention to the specific responsibilities of those three individuals.

WE AGREE TO THE FOLLOWING COMMITMENTS:

STUDENT

- * I agree not to communicate about weapons inappropriately.
- * I agree not to bring a gun or any weapon to school or to any school event.
- * I will tell my peers to seek adult assistance when conflict situations begin to get out of control.
- * I will not carry another person's gun or weapon.
- * If I see a gun or other weapon on campus or at a school event, I will alert an adult about its existence immediately.

PARENT/GUARDIAN

- * I will teach, including by personal example, my teenagers about the dangers and consequences of guns and weapons use, and I will keep any guns and all weapons I own under lock and away from my children.
- * I will support the school's policies to eliminate guns and weapons and work with the school in developing programs to prevent violence.
- * I will carry out my responsibility to teach my children how to settle arguments without resorting to violence, to encourage him/her to use those ideas when necessary, and to follow school guidelines for reporting guns and weapons they see to an appropriate adult.

PRINCIPAL

- * I will ensure that students have an anonymous way to report to an adult any guns or other weapons they see on campus.
- * I will promote conflict resolution instruction for all students as part of the curriculum.
- * I will communicate the school's policies on guns and weapons to all participants in the school community and focus upon the responsibilities we all have.
- * I will use the school's student leadership groups and student meetings to obtain ideas to develop a safe school environment.
- * I will report all guns and other weapons violations to law enforcement officials, according to established procedures.

Board of Education

Richard Hooyman - President

Gary Playford - Vice President

Robert Osborn Vicki Clark Gary Douglass Tom Connelly Garry Gilbert Kathleen Elwell Helen Wallace

Central Administration

Jack Pfizenmayer Superintendent
 Christopher Kobik . . Dir. Of Curriculum & Instruction
 Dr. Ethel Lippman .. Ass't. Super. for Support Services
 Frank Onorato..... School Business Admin.
 Holly Catanese..... Substance Awareness Coord.
 Mark Schiffbauer Athletic Director
 Debra Gager..... Web Coordinator
 Jim Mendicino Computer Technician
 Steve Mueller.....Computer Technician
 Gina Girone Computer Support
 Mike Eiler.....Computer Technician

Secretary / Support Staff

Lori Bedell..... Principal's Secretary
 Gloria Lugo-Thomas Asst. Principal's Secretary
 Joseph BattleTransportation Supervisor
 Victor FaisonCafeteria Manager
 Tom Frisoli..... Supervisor of Building and Grounds
 JoAnn Laputka Transportation Secretary
 Lorraine Bianco.....Athletic Trainer
 Roseanne CasielloNurse
 Roy Olsen.....Custodial Supervisor
 Anthony Tanghare, Larry Brown, Cathy Sweeten- Custodial Staff

Guidance / Support Services

Tara Samaniego Guidance Counselor
 Angela Mannello Guidance Counselor
 Shannon Garrabrant Guidance Secretary
 Myra BelascoChild Study Team
 Brianna Flynn-TurnerChild Study Team
 Lynda FraizerChild Study Team
 Heidi McGarveyChild Study Team
 Robin Mintz.....Child Study Team
 Sherri Barber.....Child Study Team Secretary
 Michael Perry..... Police Liaison Officer

School Phone #: 884 - 3475
Guidance: Ext: 274
Child Study Team: Ext: 234
Mr. Lasher, Principal: Ext: 214
Mr. Simonsen, Assistant Principal: Ext: 226
Homework Hotline: Ext: 2 Option 1
Mrs. Casiello, Nurse: Ext. 275
Cafeteria: Ext. 276
School Based Youth Services: Ext. 361

RMT Teitelman Staff

Sandra Adams	John Gerolstein	Kathy McDuell	Colleen Sorenson
Mary Frances Batten	Dana Gleason	Heidi McGarvey	Amy Souder
Robert Bonner	Donna Hansen	Linda Merlino	Elizabeth Suter
Lyndsay Brunner	Lauren Hansen	Rachel Morrell	Donna Szemcsak
Shannon Bucko	Julie Heck	Debra Neill	Jason Tabler
Mark Conley	Maryann Heishman	Susan Noble	Janice Utsch
Elizabeth Connelly	Lori Jargowsky	Kimberly Pullyblank	Shelley Vogeley
Tracy Crouthamel	Bethany Johnson	Robert Pullyblank	Roy Wright
Norma Cruz	Debra Keeler	Mark Ridgway	Sally Yerk
Anthony D'Aleo	Tami Kern	Virginia Rutherford	
Deborah Decker	Joan Klaver-Caniz	Jack Ryan	
Barbara DePasquale	Cynthia Kline	Lori Schulte	
Dawn Dolinsky	Heather Lewis	Paul Schulte	
Charlsie Downing	Veronica Lindemon	Anna Shustack	
Colleen Ferraro		George Simmons	

ATTENDANCE EMERGENCY CLOSING

If the school is closed during the day, or severe inclement weather develops, check the TV (Channels 3, 6, 9 and 10); FM radio stations 94.3, 95.1, 96.9, 97.3, 98.3, 99.3, 100.7, 101.5, 102.3, 103.7 and 106.3; AM radio stations 1230, 1340, 1400, 1450; and the Internet <http://lcmr.capemayschools.com>. We will also use our automated calling system.

ATTENDANCE REGULATIONS

Regular attendance is essential for doing satisfactory schoolwork. Classes start promptly at 8:27 a.m. Students are expected to be seated in the classroom at that time prepared for learning. Absence from school also violates New Jersey State Law (NJSA 18A:38-25 and 26).

It is imperative to provide notes for your child's absence from school such as:

1. illness (with a doctor's note)
2. death in the family
3. court appearance (complying with a subpoena)
4. religious holidays
5. quarantine of the home

Official notes indicating the above mentioned reasons are the only way that absences can be considered excused.

These notes should be turned in to the main office upon the student's return to school. Families should keep track of their child's attendance.

School attendance is required by law for all children up to the age of 16 years. Beyond this age, school privileges are contingent upon regular attendance. This attendance is required "all the days and hours that school is in session." Recent legal decisions have strengthened the compulsory education laws.

With continued or frequent absence from school due to illness, a physician's statement is requested for readmission. This requirement applies to absence caused by contagious diseases such as measles, small pox, impetigo, etc.

The school attendance officer or representative investigates absences by telephone, by home visit or by letter. **When your child has accumulated 15 unexcused absences, a criminal complaint charging you with allowing truancy, 18-A:38-25, will be filed with the court by the Lower Township Police Department.** 18A:36-25.2 requires that schools investigate unexcused absences of five consecutive school days which could result in a report to the Division of Youth and Family Services (DYFS)

DOCTOR'S NOTES: Any student who has seen a doctor and was out of school due to illness must present a copy of the doctor's note to the attendance secretary in the main office. A copy of the note may be provided to the Health Office as needed for medical purposes and/or guidance counselor.

TARDINESS



If pupils enter school after 8:27 a.m. they must report to the main office to obtain a pass for admission to class. The Board of Education provides transportation for all students. Therefore, unless a bus is delayed, students who arrive at their assigned bus stop punctually will rarely be late. **Tardiness on three or more occasions per marking period will result in disciplinary consequences.**

Incomplete School Day

- Students who arrive before 11:00 a.m. are considered tardy.
- Students who arrive after 11:00 a.m. will be counted absent for ½ day.
- Students who leave school prior to 1:00 p.m. will be counted absent for ½ day.

PROCEDURE FOR EARLY DISMISSAL

In **RARE CASES** where students must be excused from school early, the student must bring a note signed by either parent or guardian stating the reason for the early dismissal. The note will be presented at the main office prior to the 1st period of the day. The student's name will appear on the daily absentee list indicating the time the student is to be excused. The parent or guardian must pick up the student in the main office and sign the student out in the register provided. A student will not be permitted to leave without being signed out by his/her parent, guardian or other adult designated in writing by parent or guardian. Parents and guardians will be asked by the office personnel for identification.

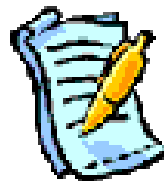
FAMILY VACATION

Students should put a priority on attending school. **The administration does not recommend taking vacation when school is in session.** In the event that students decide to take a vacation while school is in session, the following provisions should be met:

1. Provide the school principal with parental request of intent **at least two weeks in advance.**
2. Subject assignments will be provided to the student upon his or her request and assignments are due upon return.
3. Teacher and administrative recommendation concerning the vacation request will be forwarded to the parent.
4. **Only one vacation period** (up to 5 consecutive school days per year) can be excused.

MAKE-UP WORK

Students are provided an opportunity to complete assignments missed because of their absences. The time allowed to make up work missed is equal to the amount of time absent. Arrangements to make up work missed while absent are the responsibility of the student. Students choosing to cut classes, or otherwise found to be truant, will not be given credit for work missed during these infractions. Students



may make up assignments for time missed due to actions initiated by the authorities of the school, for example a suspension. Students who are going to miss classroom assignments due to a field trip must get their assigned work the day prior to the excused absence. The assignment will be due upon their return to class the following school day.

Parents may call the guidance office to request work to be provided when a student is absent. Only requests made prior to 9:15 am will be available the same day. Work should be picked up in the front office. Homework request for one day absent will not be honored. When absent for one day only students will get their assignment upon return. Students may call the homework hotline for that day's assignment.



SCHOOL NURSE

A school nurse is available in the Health Office for school related injury or illness during school hours. A student whose illness necessitates his/her leaving school **MUST** have that fact recorded in the Health Office and sign out in the main office for attendance purposes. Students who feel ill must have the nurse excuse them from school.

MEDICATIONS: Students are not permitted to have in their possession or take **ANY** medication in school except under the nurse's supervision. All medication must be kept with the school nurse. If a student has medication in his/her possession, severe disciplinary actions will be taken.

Any student required to take medication in school must have it **IN WRITING and ON FILE** in the nurse's office, the reason for the medication, type and dosage, and the medication must be in the original prescription bottle. This also includes over-the-counter medication. For any self-administered medication such as inhalers for asthma or other life-threatening illness, the parent must present written authorization for the medication. The child's physician must certify IN WRITING that the child has the illness and is capable of self-medication. The parent must renew this policy annually.

TRANSFER STUDENTS LEAVING TEITELMAN SCHOOL

A pupil who moves out of the district is required to:

1. Return all books and school materials to the teachers and settle all fines and obligations with the front office.
2. Supply the guidance office with his/her new address as soon as possible, so records may be completed. Parent/guardian must sign a release form, so records may be sent to the new school. The pupil will be given his report card to present to the new school. Any additional information will be sent to the new school at their request.

CHANGE OF ADDRESS

Every pupil is required to keep the guidance office informed of his/her current legal address. Therefore, report any change of address to that office as soon as it is known.

VISITORS

The school policy is to accept only those visitors who have legitimate reasons to be at the school. Guests and visitors must register in the office and receive a building pass if permission is granted by the administration. **Students are not permitted to bring guests to spend the day in classes with them.** All visitors should expect to provide identification.

No visitor or parent shall go beyond the main office without the expressed permission of the administration or an authorized staff member.

SCHOOL FIELD TRIPS & PARENT PERMISSION FORMS

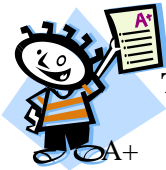


Field trips are a rewarding and enriching experience designed to enhance the classroom curriculum. Students attending field trips must have demonstrated the ability to act appropriately and positively represent our school in the public. Eligible pupils wishing to participate in any authorized school trip must secure their parent's signature on the parent permission form before they may participate. Teachers and staff members act as chaperones on all trips and their instructions must be complied with at all times.

***ELIGIBILITY FOR FIELD TRIPS WILL BE DETERMINED BY COMPLIANCE WITH SCHOOL RULES AND REGULATIONS.** Misconduct on previous school trips can make a student ineligible for future trips. Additionally, students with one or more of the below incidents of misconduct which occur within 45 school days prior to the date of the field trip will be excluded from field trips:

- Accrual of three (3) or more 5:15 detentions or six (6) or more 4:00 detentions; or any combination which totals more than 6 hours of detention time
- Stellar attendance – no more than 4 unexcused absences per marking period (cumulative for the year)
- Out of School Suspension
- Failing two or more classes
- Other reasons deemed appropriate and approved by the administration

ACADEMICS



TEITELMAN SYSTEM OF GRADING

A+	98 – 100	A	96 – 97	A-	93 – 95
B+	90 – 92	B	88 – 89	B-	85 – 87
C+	82 – 84	C	80 – 81	C-	76 – 79
D+	74 – 75	D	72 – 73	D-	70 – 71
F	0 – 69				

- *I = Incomplete
- S = Satisfactory
- U = Unsatisfactory
- P = Pass
- ME = Medical Excuse

*All incomplete grades must be made up within 10 days of the end of the marking period otherwise a failure grade will be recorded.

ACADEMIC RECOGNITION

It is the pleasure of the administration and the faculty to recognize a job well done through two academic citation rolls. Students achieving 1st and/or 2nd honors for the year will be eligible for awards presented at a ceremony near the end of the school year. The standards are as follows:

HONORS

1. 1st Honors– All A’s, no more than one B.
- 2nd Honors– All A’s and B’s, no more than one C.
1. All students recognized for honors should also demonstrate good citizenship and respect for self and others.

NATIONAL JUNIOR HONOR SOCIETY

The Teitelman School is proud to have a chapter of the National Junior Honor Society. Admissions are open to qualified eighth grade students. The following criteria will be used:

1. A cumulative A- average. All subjects are included.
2. Participation in at least one school or community activity.
3. Demonstrated qualities of leadership.
4. Recommended by a member of the faculty.
5. No discipline infractions.

Students who transfer to Teitelman and have been selected by their previous schools may transfer their membership by contacting the chapter advisor.

CLOSING EXERCISES

A closing ceremony is held at the end of the school year for the eighth grade students. Students who fail two or more academic subjects WILL be prohibited from attending the ceremony.



SPORTS PHYSICALS

Any student participating in a school sport MUST have a sports physical prior to try-outs. As of 2002 the State of New Jersey has issued guidelines requiring a physical examination to be done by the “home physician” (primary care provider) on each student.

EXTRACURRICULAR ACTIVITIES

Athletics

- Baseball
- Basketball
- Field Hockey
- Softball
- Track
- Soccer
- Cross Country
- Wrestling



Extra-Curricular

- Band
- Literary Magazine
- Yearbook
- Newspaper
- Student Government
- Cheerleaders
- RMTV

School Clubs

- Math Club
- Multi-Cultural Club
- Builders Club
- Surf Club
- Art Club
- Mock Trial



- Science Club
- Homework Club
- Intramural Sports
- Fishing Club



Student/Community-Run Clubs

- The Word

TRANSPORTATION TO AND FROM EVENTS

As pursuant to the Lower Cape May Regional School District Board of Education policy, all students participating in extracurricular activities must use Lower Cape May Regional transportation. However, exceptions can be made in extenuating cases on an individual basis. This must be approved by the advisor or coach, athletic director and/or a building administrator. It is further understood that in such a case only the parent/guardian may transport their own child. **It is also important that parents drop off and pick up their child in a timely fashion for field trips, dances, and other after school events.**

STUDENT GOVERNMENT

The student government of the Teitelman School is made up of one student delegate and one alternate from each homeroom. They are elected to this post at the beginning of each school year and must remain in good academic and behavioral standing. Students wishing to run for the office of president, vice president, secretary, or treasurer must fill out a petition and turn it into the faculty advisor. Only one student may hold each position. Any student having a suggestion which they feel the student government should address should seek out his or her delegate.

STANDARDS FOR SPORTS AND OTHER EXTRA-CURRICULAR ACTIVITIES

A review of the student's academic standings will be conducted by the coach and guidance office to determine if the student is eligible to participate in an activity. All first semester 7th grade students are eligible for participation in September. For participation in September all 8th grade students must have passed 6 subjects from the previous year. At the end of the first marking period all students in all grades must be passing 6 subjects. Those not passing 6 will be ineligible until they bring all grades up to passing. If a student is failing, they may practice with a team but not participate in games, contests or performances until they receive a passing grade in 6 or more subjects. Students are only eligible to participate in school sports for two academic years. The administration reserves the right to apply this standard to spectator students as well. Students staying as spectators for various school events are expected to follow all school rules. They must stay in the area of the event and provide their own transportation to and from the event. Students are only authorized as spectators during actual games or events. Students are not authorized to attend practices as spectators.

PARTICIPATION IN AFTER SCHOOL ACTIVITIES & DANCES

Participation in these activities is a privilege and must be earned by students. While attending such activities, students must follow these guidelines:

1. Students must inform parents of their planned after school activities.
2. Students may stay after school only when participating in an activity sponsored by the school staff or other Board of Education acknowledged program.
3. Students may not leave and return to a dance.
4. Dances that are organized for Teitelman students are for them alone.
5. Students on suspension or those students restricted from extracurricular activities are denied the privilege of attending school functions.
6. Students who have not followed school rules may be denied the privilege of extra-curricular activities, as participants and spectators. **ELIGIBILITY WILL BE DETERMINED BY COMPLIANCE WITH SCHOOL RULES AND REGULATIONS.**
7. All school rules are in effect.

8. If a student is absent, he/she may not attend a dance, sports event, or performance on the days of the absences.
9. Students are not authorized to wander the building after school is dismissed. Students found in the building after school without proper supervision will be placed with the detention supervisor.

CAFETERIA

Your school cafeteria has an automated register system. Students use their 5 digit student ID number daily on a key pad. Upon entering their ID, the cashier will debit the appropriate amount. Any number of lunches can be prepaid and students are encouraged to bring lunch money to the cafeteria on the first day of the week or any morning to the Food Service Office. Please include student ID number with payment, checks are accepted.



There is also a breakfast program before school.

All school rules are in effect.

1. Students are expected to leave their eating area the way they found it.
2. All food and drink is to remain in the cafeteria.
3. Students who fail to conduct themselves appropriately may be assigned to sit apart from classmates.
4. Students are discouraged from bringing any canned or bottled beverages to school. ***Consumption of any type of caffeinated energy drink is not allowed at Teitelman.***

CORRIDOR TRAFFIC

Keep to the right whenever moving through the halls; **running in the halls, pushing, shouting, and general "horse play" are not permitted.** Students are permitted to go to their lockers during the passing of classes, however, they must report to class on time.

SUPPORT SERVICES

Richard M. Teitelman School provides the following support services for 7th and 8th grade students;

- Substance awareness counseling
- Gifted and talented support
- Peer leadership
- Extended day
- Homework club
- Math club

Some of these involve voluntary group counseling. If you or your child is interested in receiving assistance, please call the Guidance Office.

Cape May School Based Youth Services

The primary goal of Cape May School Based Youth Services is to provide activities, life skills, and mentoring to help our young people complete their education, enrich their physical and emotional health, and to realize their greatest potential. Cape May School Based Youth Services provides a variety of programs, services, and activities to achieve these goals. Students can easily access our services and recreation programs as we are conveniently located on school grounds. The Cape May School Based Youth Services Program is located in the Lower Cape May Regional High School E-Wing in Room E-7

Recreation – School Based Youth Services offers a wide variety of recreational and educational activities and events, designed to improve self-esteem and to provide an atmosphere for creativity, exploration, and healthy peer relationships.

Counseling Services – School Based Youth Services provides supportive counseling as well as referral and access to individual, group, and family counseling. All counseling services are confidential.

Youth Advocacy – Advocacy for education, credit restoration, and reference support for school and employment.

Life Skills/Career Development – Our goal is to encourage and develop the life skills needed to take advantage of educational, employment, and career opportunities.

Conflict Resolution, Mediation, and Anger Management – School based Youth Services provides supportive Counseling for youth who have been involved in conflicts, or who are having difficulty managing their anger.

Wellness Awareness & Education – School Based Youth Services promotes healthy lifestyles, proper nutrition and exercise, and provides medical referrals.

Substance Abuse Awareness & Education – School Based Youth Services provides counseling, information, and referral for youth and their families.

For more information about Cape May School Based Youth Services please call 884-3475 extension 361.

Student Grievance Procedure

If a student has a complaint or grievance resulting from a school rule, the following procedure must be followed in the order listed.

1. The student will confer with the staff member involved.
2. If the student is not satisfied with the result, he/she will meet with the teacher and the principal.
3. If the student is still not satisfied, he/she will meet with parents, teacher, and the principal.
4. If the student is still not satisfied with the result, he/she will meet with parents, teacher, principal and superintendent.
5. If the student is still not satisfied, he/she will meet with the Board and all previously mentioned persons.
6. If the student is still not satisfied, he/she will confer with the Office of the County Superintendent.

VANDALISM

The Board of Education believes that the school should help pupils learn to respect property and to develop a feeling of pride in community institutions. The Board of Education charges each pupil with the responsibility for the proper care of school property and the school supplies and equipment entrusted to his/her use. In accordance with law, pupils who cause damage to school property or the property of others within the jurisdiction of the school shall be subject to disciplinary measures, and their parents/guardians shall be financially liable for such damage. The Board of Education authorizes the imposition of fines for the loss, damage or defacement of textbooks, and reserves the right to withhold a diploma from any pupil whose payment of such fine is in arrears.

POLICIES




For full information regarding the governing guidelines for the Civil Rights, Drug and Alcohol, Sexual Harassment and Bullying Policies please refer to the Student/Parent Handbook. The following are the key points in each of these policies. The School District Affirmative Action Officer can be reached at 884-3475.

BULLYING AND HARRASSMENT POLICIES

What is bullying? Bullying is when someone keeps doing or saying things to have power over another person.

What is sexual harassment? Sexual harassment is unwelcome behavior of a sexual nature that interferes with a student's ability to learn, study, work or participate in school activities.

Bullying includes things like:		
Teasing, calling you names	saying things to put you down	making fun of how you look
pushing or hitting you or being violent in some other way	demanding money, food or other items	excluding you from groups or activities
damaging, hiding or breaking your things	forcing you to do silly or dangerous things	belittling your abilities and achievements
making threats or saying things that make you or others scared	Writing mean or spiteful notes or graffiti about you or other	making mean comments because of your race or your sex or your sexuality

<p>Did you know "Bullying" can be a</p>  <p>criminal offense if it includes violence or threats of violence?</p>	  <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 60%;"> <p>Bullying can include harassing someone on-line.</p> </div>
<p>"Bullying" can even be a hate crime if it is based on race or religion.</p>	<p>If "Bullying" includes unwanted sexual discussion or actions, it is called Sexual Harassment <i>and that's against the law!</i></p>

Have any of these things happened to you?????

Have you done any of these things to someone else?????

Bullying or sexual harassment is unacceptable behavior which makes the person being bullied or harassed feel afraid or uncomfortable.

What can you do if you are being bullied?

- Coping with bullying can be difficult, but remember, you are not the problem, the bully is. You have a right to feel safe and secure.
- Spend time with your friends - bullies hardly ever pick on people if they're with others in a group.
- You've probably already tried ignoring the bully, telling them to stop and walking away whenever the bullying starts.
- If someone is bullying you, you should always tell an adult you can trust. This isn't telling tales. There's a difference between tattling to get someone in trouble and telling an adult you need help. You have a right to be safe and adults can do things to get the bullying stopped.
- **Talk with an adult you can trust. This might be a teacher, guidance counselor, case manager, school principal, parent, or someone from your family. If you find it difficult to talk about being bullied, you might find it easier to write down what's been happening to you and give it to an adult you trust.**

How can you help stop bullying?

By demonstrating good student responsibilities such as:

- Not bullying other students.
- Helping students who are bullied.
- Making it a point to include ALL students who are easily left out of social groups.
- When you know someone is being bullied, tell a teacher or an adult at home.

CIVIL RIGHTS POLICY

The Lower Cape May Regional Board of Education affirms its responsibility to ensure all students in its public schools will have equal educational opportunities regardless of race, color, creed, religion, sex, ancestry, national origin, social or economic status and handicap. The Board also affirms the same opportunities to all its employees.

The Board will adhere to all state and federal guidelines governing Civil Rights in the school and the workplace. For more information regarding the governing guidelines, see the Student/Parent Handbook.

The Affirmative Action Officer can be contacted at 884-3475.



SUBSTANCE ABUSE POLICY AND PROCEDURES ANABOLIC STEROIDS

For the safety, well being, health, and welfare of its students, the Board of Education has adopted a policy and established procedures to aid students in the prevention and intervention of substance abuse, dependence, and other substance related problems. The Board of Education endorses a philosophy of prevention and intervention and adopts the following procedure:

UNDER INFLUENCE - Reporting, notification, and examination of students suspected of being under the influence of alcohol or other drugs of abuse.

1. A staff member that suspects a pupil may be under the influence of alcohol or other drugs shall report the matter to the building principal. In the case of class trips, athletic events or other away activities, the person in charge is to be notified.
2. The principal (or designee) shall immediately notify the parent/guardian and the chief school administrator to arrange for an immediate examination of the student. If available, the parent/guardian should accompany the child.
3. The student will be examined as soon as possible to determine if they are under the influence.
4. The examination may be performed by a physician of the parent/guardians choice. If the parent/guardian chooses a physician, such examination shall not be at the expense of the District Board of Education.
5. The examination will include urine screening.
6. A written report of the examination will be furnished within 24 hours to the parent/guardian and to the Superintendent or administrative principal.
7. If there is a positive diagnosis to indicate that the student is under the influence of drugs, the pupil shall be returned to the care of the parent/guardian as soon as possible. Local law enforcement agencies may be notified. Attendance at school shall not resume until a report certifies that the substance abuse no longer interferes with the pupil's physical and mental ability to perform in school. In all instances, a parent-student-administrator conference is required before being readmitted.
8. If the parents are unwilling to seek appropriate help, or if the student refuses help, the school shall take the appropriate action based upon the advice of the board attorney. This may include suspension or expulsion.
9. If it is determined that the student has been using anabolic steroids, the student shall be interviewed by a Substance Awareness Coordinator or another certified person who may conduct a reasonable investigation which may include interviews with the pupil's teacher and parents.
10. If it is determined that the pupil's involvement with and use of these substances represents a danger to the pupil's health and well-being, the coordinator or other certified person shall refer the pupil to an appropriate treatment program.



MEDIA CENTER CIRCULATION POLICIES

1. Materials may be borrowed for two weeks and renewed if no one has requested the same title.
2. Reserve books (those that teachers have requested to be put on special loan) and reference books may be checked out during the 7th time slot and must be returned before the 1st period of the next day.
3. Lost books must be paid for before final grades are released.
4. Mutilation or removal of materials from the media center without properly checking them out will be considered damaging or stealing school property. Violators will be treated accordingly.

COMPUTER USE AND REQUIREMENTS

There will be times when students are asked to use a computer to complete assignments. When this is the case, teachers will make the appropriate time and equipment available during the school day. Additional time and resources can be made available after school as needed.



If students choose to use their home computer please be aware that the school district software supports Microsoft Word, Microsoft PowerPoint or WordPad. Students who use other programs will not be able to print their work at school. ***Students are not allowed to bring their home computer into the school for personal use***

INTERNET USE POLICY

The Lower Cape May Regional Board of Education believes that the Internet offers vast, diverse, and unique resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation and communication. All students are made aware of the term “classroom appropriate use” when offered availability of technology at Richard M. Teitelman School. Using computers for games, listening to CDs, personal e-mail service and/or browsing unauthorized, unacceptable sites for middle school aged students will affect grades in class and future opportunity for computer use. It should be noted that the Intranet/Internet system is the property of the Lower Cape May Regional School District and as such, system users will be subject to routine monitoring of files and correspondence.

An individual search will be conducted if there is a reasonable suspicion that a user has violated the law and/or the Acceptable Use Policy. If any violation of the established regulations occurs, access privileges may be

revoked, school disciplinary action (in accordance with district discipline code) and/or appropriate legal action may be taken. Students’ rights are limited by the need of the school to uphold these standards and expectations. They are also limited by the need to uphold the laws of the State of New Jersey. The safety of your child is a priority.

FIRE DRILL/EMERGENCY RESPONSE PLAN

NJ 2C:33-3. False Public Alarms. This law states that it is a crime if someone initiates or circulates a report or warning of an impending fire, explosion, bombing, crime, catastrophe or emergency knowing that the report or warning is false or baseless and that it is likely to cause evacuation of a building, etc. The school will take severe disciplinary actions and notify the appropriate authorities. The purpose of fire drills is so that we will be prepared in the event of a real emergency. Cooperation is needed from all students if panic is to be avoided. Below are a few simple rules to follow. The signal of such a drill shall be a loud alarm and flashing of alarm light.

1. All students should be familiar with the fire drill procedure for each of the classrooms. These are posted in each room and the students should study them the first day of the school year. When the signal sounds, STOP WORK IMMEDIATELY and follow the directions of the classroom teacher. Any student who is not with his/her class (on the way to another class, in the lavatory, etc.) will return to class immediately.
2. Walk quickly to the appropriate exit. Pushing, shoving, and yelling are to be avoided at all costs as those actions could cause injuries.
3. Once outside the school move at least 50 feet away from the building. Note- Avoid standing in the parking lot areas, as this would hinder the fire engines.
4. When outside students must stay with their assigned group.
5. Return to the building when the appropriate signal is given.



Other Emergency Drills

Other types of drills that will be practiced during the year include but are not limited to: evacuation drill, shelter in place drill, and lockdown drill. Information will be given to students, parents, and staff in advance of each drill until the drill becomes routine in nature. To the greatest extent possible, one emergency drill will be held each month.

LOCKERS

Lockers are furnished by the school as a storage place for a student's books,



clothing, etc. Each student will have a locker equipped with a confidential combination lock. Lockers are to be kept clean and may be inspected by the administration. Do not place any other lock on a locker, as it will be removed by school authorities. **VALUABLES BROUGHT TO SCHOOL ARE DONE SO AT THE STUDENT'S OWN RISK.** School lockers remain the property of the district even when used by pupils. Lockers are subject to administrative search in the interest of school safety, sanitation, discipline, enforcement of school regulations and to search by law enforcement officials on presentation of a proper warrant.

SEARCH & SEIZURE

Lockers are also subject to periodic inspection by the administration, PL. 1985, Chapter 198 18A: 36-19.2.

A pupil's personal possessions may be searched by a school official provided that the official has reasonable grounds to suspect that the search will turn up evidence that the pupil has violated or is violating either the law or the rules of the school. The extent or scope of the search shall be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the pupil and the nature of the infraction. A physical search may only be conducted by an appropriate authority of the same sex as the pupil. Before instituting such a search, except in the cases of emergency, the principal shall try to inform the parents/guardians and request their presence.

Students need to understand that they are responsible for items in their locker.

CELL PHONES, MONEY, VALUABLES, and PERSONAL ITEMS



Money or jewelry in excess of what is appropriate for daily personal use should not be brought to school. All items are the responsibility of the students and should be locked in their assigned lockers. Students

wishing to secure items in physical education lockers need to provide their own lock.

The sale of any materials by students is limited to school-sponsored fundraising activities and is not allowed during class time.

Any item that creates a disturbance to the educational environment such as: cell phones, digital /video cameras, skate boards, water pistols, chains, weapons of any type, cigarettes, smokeless tobacco, laser pointers, squeeze bottles, mace, and any item judged by the administration to be inappropriate for school are prohibited on school grounds. Disciplinary action will be taken.

Students are discouraged from bringing iPods, CD and MP3 players to school. If a student decides to bring any of these items to school, he or she must store it in their locker for the duration of the school day. The school is not responsible for the theft or loss of these items.

Cell phones are not permitted for use in school or on school grounds either prior or during normal school hours. Once the dismissal bell at the end of the day has sounded, students are permitted to activate their cell phones. No permission to bring or possess any cell phone or remotely activated paging device on school property shall be granted unless and until a student shall have established to the satisfaction of the school authorities a reasonable basis for the possession of the device on school property. This can only be done with a signed parent request stating such need and reasons for use after school hours. Unauthorized cell phones will be collected and held in the main office until it is picked up by a parent or guardian. Any student found using his/her cell phone in an unauthorized manner will be assigned a disciplinary consequence.

SCHOOL OWNED MATERIAL & EQUIPMENT

Students will be issued textbooks at the beginning of the year. The teacher will record the book number and its condition. Students are responsible for payment for lost and damaged books and will be put on the fines and obligations list until payment is made. All records will be held until that account is settled. Fines may also be assessed for misuse of other school owned equipment.

TRANSPORTATION

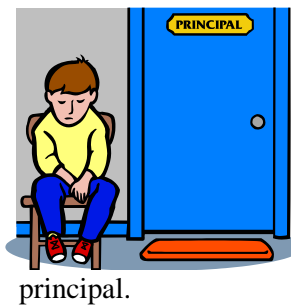
Lower Cape May Regional School District provides transportation for 100% of its students. Therefore, other methods of arrival and departure from school, such as walking or riding bicycles, are not allowed.

- While the law requires the school district to furnish transportation, it does not relieve parents of students from the responsibility of supervision. Once a student boards the bus, and only at that time, he or she becomes the responsibility of the school district. Such responsibility shall end when the student is delivered to the regular bus stop at the close of the school day. Parents are hereby made aware that each bus has videotaping capabilities. However, the school shall hold pupils accountable for inappropriate behavior at school bus stops in accordance with the law (18: A 25-2).
- Since a bus is considered an extension of the classroom, the Board of Education shall require students to conduct themselves in a manner consistent with established standards for classroom behavior. All school rules are in effect on school busses.



- In cases when a student does not conduct him/herself properly on a bus, a report will be filled out by a bus driver and the discipline code will be carried out by a building level administrator.
- Students who become serious disciplinary problems on the school bus may have their riding privileges suspended. In such cases, the parents of the student involved become responsible for the transportation of their child.
- Parent(s) shall be held liable for paying damages incurred.
- No students may ride a bus other than his/her own or get on or off at other than his/her own assigned bus stop without written permission from the school administration. This will be done only in the case of an emergency.

DISCIPLINE CODE



Referral to the office for inappropriate conduct may at any time result in suspension. Penalty for any infraction not listed below is subject to the judgment of the assistant principal and/or the principal.

The Lower Cape May Regional Board of Education acknowledges that student conduct is closely related to the learning process and that an effective instructional program requires an orderly school environment. The Board of Education requires each student to adhere to the rules and regulations established by the administration. They must comply with all disciplinary measures assigned for infractions of these rules, which will be implemented in a fair and consistent manner.

In addition, the administration reserves the right to disallow students to participate in field trips, awards and graduation ceremonies, and extracurricular activities as consequences to discipline code infractions. Students who are habitual discipline offenders or who commit a serious offense may be placed in an alternate educational setting.

A parental conference is mandatory before a student returns to school from suspension. Conferences can be scheduled by calling the school between the hours of 8:00 AM and 3:05 PM.

Whenever a student is referred to the office for disciplinary action, it is considered to be a serious problem. As the primary source of educational responsibility, teachers expect and must receive cooperation and respectful behavior from the students. After the instructor or administrator has contacted parents and assigned corrective action, the following consequences may occur:

- After-school detention - 3:05 to 4:00 PM
- Lunch-Time Detention
- After-school detention - 3:05 to 5:15 PM
- Morning detention – 7:30 to 8:25 AM
- Saturday school detention -8:30 – 12:30 PM
- Out of school suspension
- Off bus suspension

Additional individualized disciplinary consequences may be assigned by the administrative staff as appropriate.

VIOLENCE

STUDENT DISORDERS & DISTURBANCES

Failure to report to detentions and other assignments will result in a doubling of the consequence. If a student is absent on the day of a detention that detention will be served on the next detention day.

The teachers, guidance department, school resource officer and administration are available to assist students, so that misconduct and/or conflict may be avoided.

The Teitelman School staff recognizes the unique social, emotional, academic and developmental needs of students as they go through adolescence. Many times student behavior is an outgrowth of those needs. Therefore, when a student is given repeated consequences and does not demonstrate any significant behavioral change, additional strategies of a different nature will be employed:

- Behavioral Plan – Students with repeat offenses for violation of the student discipline code may be provided with a behavior intervention plan and/or attend counseling with School Based Youth Services.
- Academic Plan – Students not responding to multiple interventions for their academic performance could be assigned to after-school support programs.

Parents interested in helping to develop, monitor and receive training to facilitate these programs may contact the school at any time to register as a member of our Parent's Advisory Committee.

The Lower Cape May Regional Board of Education hereby affirms its belief in and support of those individual human rights which have been established by the Constitution of the State of New Jersey, and federal as well as state statutes. The Board further recognizes and accepts the prerogative of individuals to exercise these rights in a peaceful manner to support views or positions which are not contrary to the Federal or State Constitution, existing statutes or policies, rules, and regulations of the local Board of Education.

The Board further expresses, however, the disapproval of those who would forcibly impose their views on others or who would in other ways violate the individual dignity or rights of other persons. Above all, the Board of Education of the Lower Cape May Regional School District abhors and therefore cannot condone mass hysteria or violence in pursuing any cause or proposition regardless of its merits or the parties of interest.

To this end the superintendent, with his staff, is directed to take such full and appropriate action as shall be necessary to quell disturbances including the lodging of formal complaints and administering appropriate discipline against those persons identified as parties to the disorder or disturbance and other such legal redress as may be warranted.

FIGHTING POLICY

The Lower Cape May Regional Board of Education and administration identify student fighting and student violence as an extremely serious problem. Therefore, students involved in fights will be dealt with in a strict fashion. Please refer to the letter under separate cover "Student Fight Policy" that was mailed home during the summer for full details. In the event of a fight, a student's parents/guardians are reminded that they may be instructed to pick up the students at the Lower Township Police Department. Full details describing administrative penalties and police involvement will be communicated to the parent/guardian.

1. First offense – Up to 5 days out of school suspension. The student may also be assigned to anger management training with the School Based Youth Services staff. Possible referral to Lower Township Police Department for action.

2. Second offense – Up to 10 days out of school suspension. Further anger management counseling could be assigned with the School Based Youth Services staff. Parent(s) may also be required to attend a 2-hour evening session for anger management training co-facilitated with School Based Youth Services and district staff. Administration may deem that the student can return to school only after both the student and parent/guardian sessions are completed. Referral to Lower Township Police Department for possible criminal charges.

3. Third offense - Out of school suspension for up to 10 days and referral to police agency for appropriate action, including possible criminal charges consistent with N.J. State Code of Justice 2C:12-1(a), 2C:12-1(b). NOTE: If a serious injury occurs and or a weapon is used during the course of a fight, steps one and two may be waived. When step three is used, the following procedure will be implemented:

- a. The local police agency will be notified.
- b. The police will be asked to transport the attacker(s) to the station for processing.
- c. Charges will be processed by the school administrator or designee signing the complaint on behalf of the juvenile or the attacked juvenile's parent may sign the complaint.
- d. The attacker's parent or guardian will be contacted to pick up the child at school or the police facility.

VERBAL OR PHYSICAL ABUSE

Verbal or physical abuse to a staff member will not be tolerated and will result in up to 5 days Out-of-School Suspension for verbal and 10 days Out-of-School Suspension for physical abuse.

Any pupil who commits an assault (as defined by NJSA 2C:12-1) upon a board member, teacher, administrator, or other employee of the Board of Education, shall be suspended from school immediately according to procedural due process, and expulsion proceedings shall begin no later than 21 calendar days from the date of the pupil's suspension.

Any pupil who commits disorderly conduct (2C:33-2), harassment (2C:33-4), or any other illegal actions will be subject to the filing of complaints resulting in police investigation under criminal justice code.

TRUANCY

The first offense for truancy will result in disciplinary action and contact with appropriate agencies. The second offense will result in disciplinary action and a juvenile complaint will be filed.

SMOKING ON SCHOOL GROUNDS

Smoking is not permitted on school district property by anyone at anytime. Consequences for students include 2 days Out-of-School Suspension for the 1st offense and 3 days Out-of-School Suspension for each offense thereafter. Consequences for adults include a complaint filed with the Lower Township Police Department. Students will be referred to School Based Youth Services for support in quitting smoking.

There is no reason for matches, lighters, cigarettes or other tobacco products in school. If a student is found to be in possession of any of these, he/she will be suspended from school. Smoking is against the law. Therefore complaints to local police may also be filed.

Backpacks - We recognize the utility of backpacks as they help students carry books and materials to and from school. However, backpacks need to be stored in lockers during the school day.



INVOLVEMENT WITH DRUGS and/or ALCOHOL

10 days Out-of-School Suspension

CONFIDENTIAL HELP

Confidential help for drug and alcohol problems is available by contacting the Substance Awareness Coordinator at 884 - 3475 ext 231.

POSSESSION OF DRUGS, ALCOHOL, WEAPONS OR CONTROLLED DANGEROUS SUBSTANCES (C.D.S.)

Involvement with or possession of drugs, paraphernalia, alcohol, or C.D.S. will result in all of the following: 10 days out-of-school suspension, charges filed with police and referral to the Substance Awareness Coordinator.

Use of language or actions that are threatening to the health and well being of the student or another person will result in appropriate disciplinary action. These include the threat of possession or use of weapons. Weapons, including but not limited to knives, guns, starter pistols, tasers etc. are not permitted on school property. In addition, carrying and/or using mace is illegal. Any student found with any of these items will be suspended for a minimum of 10 days, and a complaint will be filed with the police. A meeting will be held with the superintendent for possible expulsion.

DRESS AND GROOMING

Styles and fads are constantly changing and cannot possibly be anticipated and covered by specific rules and regulations. The building principal or his/her designee shall assume responsibility for ruling on specific items of clothing and general appearance for reasons of safety and health, avoidance of distractions to the learning process, or for the order, well-being, and general welfare of students.

Students should adhere to the following rules:

Students may not wear any clothing that causes a distraction to the learning environment or might cause excessive wear or damage to school property. Clothing and actions of any nature that becomes a trademark representing intolerance, disrespect, ignorance, hate or cruelty is prohibited. This includes but is not limited to:

- a) Racial or ethnic slurs/symbols,
- b) Gang affiliations,
- c) Profane or obscene language.
- d) Subversive or sexually suggestive language, symbols or pictures, or words.
- e) Clothing that advertises tobacco, alcoholic beverages or illegal drugs.



Dresses, skirts or shorts shall not be shorter than mid-thigh. **These garments must fall beyond the fingertips when fitted at the natural waist.**

Muscle shirts, spaghetti straps, halter tops, tube tops, bare midriffs, or other strapless dress and tops are prohibited. Tops should have straps at least two inches wide. No see-through clothing or clothing with plunging necklines is to be worn. Neither should pajamas, other sleepwear, nor slippers be worn. Exposure of undergarments of any type is prohibited. Pants and shorts must be worn at the natural waistline. If fashionable "ripped jeans" are worn, the rips cannot be higher than ones fingertips when fitted at the natural waist. No jewelry that could be considered offensive or unsafe. This includes heavy chains and jewelry that is studded or pointed.

It is expected that personal cleanliness will be observed. Grooming aids such as brushes, combs, perfumes, lip stick, nail polish and make-up are not to be used in the classroom or cafeteria.

Hats, scarves, bandanas or hoods are not to be worn or carried in school at any time. Students should remove their hats upon entering the building. Students may not wear jackets or coats to class.

Any continued occurrence of inappropriate dress will be considered willful disobedience and will result in disciplinary action to include detention or suspension.

Physical Education Dress - Students have Physical Education classes daily. Students must have a change of dress. Change of dress means clothing not worn to school. Acceptable clothing will be: shorts (to mid-thigh), T-shirt, securely tied sneakers, and socks. Sweat suits are recommended for outdoor activities in late fall and early spring. Students may not wear jewelry during physical education activities.



R.M. Teitelman Middle School

OUTLINE OF INFRACTIONS AND CONSEQUENCES

Infraction	Consequence
Weapons	Suspension- 10 days
Involvement with or Possession of Drugs or Alcohol	Suspension- 10 days
Fighting	Suspension 3-10 Days
Verbal or Physical Abuse to a Staff Member	Suspension Verbal -5 days Physical – 10 days
Cell Phone Use – Calling, texting, ringing Cell Phone possession in unauthorized area such as classroom or lunchroom	Detention (1)5:15 1 st time, (2) 5:15 2 nd time, suspension 1 day 3 rd time Detention- 4:00
Video recording/picture taking with cell phone or camera without authorization	Suspension 1-3 days
Sexual, racial harassment	Detention or suspension based on policy
Bullying	Detention or suspension based on policy
Theft, Vandalism and/or destruction of property	Suspension 1-5 Days
Smoking	Suspension – 1-2 days
Possession of cigarettes, smoking paraphernalia, other tobacco products	Suspension – 1 day
Leaving School without authorization, Truancy	Detention – 5:15
Cutting Class	Detention – 5:15
Dress Code	1 st Incident – Warning 2 nd Incident- 4:00 3 rd Incident – 5:15
Inappropriate language/Disruptive Behavior	Detention – 5:15
Disrespect/Defiance of Authority	Detention – (1-2) x 5:15
Failure to Serve Detention (5:15)	Detention – 5:15
Failure to Serve Detention (4:00)	Detention – 5:15
Bus Conduct	Detention or Suspension –Could include loss of bus privileges
Possession of iPods, MP3 player, cameras and other audio equipment	1 st incident- Confiscation of item w/ warning 2 nd Incident 5:15 Detention
Late to School – After 3 rd incident	Detention – Same Day Detention (4:00)
Excessive Unexcused Tardiness (3x) to class	Detention – 4:00
Inappropriate Display of Affection	1 st incident- Warning 2 nd incident 5:15 detention
Note: Administration will have the authority to assign different consequences based upon the situation or the severity of the incident. Penalty for any infraction not listed above is subject to the judgment of the assistant principal and/or the principal.	

*NOTE- For full information regarding the governing guidelines and policies, please refer to our Student/Parent Handbook that is posted on our website.

PowerSchool- Online Grading

Lower Cape May Regional School District’s Student Information System. “PowerSchool” will give you the ability to check your student’s grades and attendance from any Internet connection. With your help we will use this to create a stronger partnership with a focus on student achievement.

- Parents are provided a username for their child. We encourage you to share this information with your student so that they can also monitor their grades and attendance.

Getting Started:

- Go to www.lcmrschools.org and click on the “PowerSchool Parents” link along the right side of the page.
- Enter your child’s username and password. Click “Enter”. Be sure to keep the password in a secure location. Lost passwords will take time to reset.
- Once logged on, the Grades and Attendance window will appear. Use the icons at the top to view different screens.
- **Grade History:** Provides a transcript of your child’s term grades throughout the year.
- **Attendance History:** Displays your child’s attendance for the entire school year.
- **Teacher Comments :** Provides comments left by your child’s teachers
- **School Bulletin:** Contains general announcements for the general public.
- **My Calendars:** This advanced function uses an outside program to create a calendar with all assignments and scores. We will provide more detail on this function later in the year. Feel free to explore.
- Anytime you want to get back to the main page just click on the word PowerSchool.

Example of student’s initial log on screen- Grades and Attendance

Grades and Attendance

Attendance By Class

Exp	Last Week					This Week					Course	Q1	Q2	Q3	Q4	E3	Y3	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F									
P1(ALL)											Advanced Pre Algebra 7 Pullyblank, Robert	C 81	B+ 91	C+ 84	A- 93	B 88	0	0	
P2(ALL)											Spanish 7 Stetser, Natalie	B+ 91	B+ 90	B+ 92	A- 93	B+ 92	0	0	
P3(ALL)											Physical Education/Health Yerk, Sally D	A+ 100	A+ 100	A+ 100	A+ 98	A+ 100	0	0	
P4(ALL)											Language Arts 7 Ackley, William F	B 88	B+ 91	A- 93	A- 94	B+ 92	0	0	
P5(ALL)											Science 7th Hansen, Rachel	A- 93	A 97	A 97	A 96	A 96	0	0	
P6(ALL)											Social Studies 7th Tabler, Jason	B+ 90	A- 95	A 96	A 96	A- 95	0	0	
P7(ALL)											Industrial Arts Drawing Hemway, Lewis C					A- 94	0	0	
P7(ALL)											Music Jeck, Julie					A- 95	0	0	
P8(ALL)											RMT TV Girone, Gina	A+ 99	A+ 98	A+ 98	A- 95	A+ 98	0	0	
Attendance Totals																	0	0	

Annotations:

- Absence and tardy totals:** Points to the 'Absences' and 'Tardies' columns.
- Schedule, period by period.:** Points to the 'Exp' column.
- Schedule with course names and teachers. Teachers name are also email links.:** Points to the 'Course' column.
- Student’s current average. Click on average to see assignments:** Points to the grade cells in the 'Q1' through 'Q4' columns.