

8th GRADE GUIDE

BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT

Where Inspiring Excellence is our Standard and Student Achievement is the Result



Highland Alma Mater

Highland, Highland, we salute thee
Alma Mater, Tartan Pride, blue and blue our
Inspiration, loyal and true, we'll e'er abide
Spark our minds with goals for the future
Fire our hearts with love and zeal
Pledge us to a new tomorrow
Bright in promise, hope most real
Hear our bagpipe's urgent calling
Cheer our noble tartan plaid
March we on in royal colors
Of our heritage ever glad
Fill our souls with humble virtue
Keep our spirits ever high
Bind us close in strength and courage
May our glory never die!



TABLE OF CONTENTS

- I. Board of Education & Administration
- II. Graduation requirements
- III. Attendance/Lateness
- IV. Grading
- V. National Honor Society
- VI. Honor Roll Recognition
- VII. Valedictorian & Salutatorian
- VIII. Athletic Eligibility
- IX. Counseling Office
- X. Testing
- XI. Dress Code
- XII. Acceptable Use Policy
- XIII. Parent Access & *Naviance*

I. Board of Education & Administration:

BOARD OF EDUCATION:

President: Mr. Jay McMullin
Vice-President: Mr. Bill Murray
Board member: Mr. Kevin Bucceroni
Board member: Ms. Jill Dawson
Board member: Dr. Joyce W. Ellis
Board member: Mrs. Dawn Leary
Board member: Mr. Kevin McElroy
Board member: Mrs. Jennifer Storer
Board member: Mrs. Patricia Wilson

BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT:

Superintendent of Schools: Dr. Brian Repici, Ed.D
Business Administrator & School Board Secretary: Frank Rizzo
Director of Special Services & Policy: David Cappuccio, Jr.
Director of Curriculum & Instruction: Matthew Szuchy
Director of Personnel Management: Julie Scully

HIGHLAND REGIONAL HIGH SCHOOL:

Principal: Lisa Owen
Vice-Principal: Daniel Beaver
Vice Principal: Christina Collazo
Vice Principal: Michael Jones
Vice Principal: Ronald Strauss

II. GRADUATION REQUIREMENTS:

- + Meet all NJ requirements for PARCC and other state assessments
- + Students MUST earn 130+ credits of both required and elective courses

Successfully complete the following:

- + 4 years of English
- + 4 years of Health & Physical Education
- + 3 years of Mathematics – including Algebra I and Geometry or the content equivalent and a third year of math that builds on the concepts and skills of Algebra and Geometry
- + 3 years of Science – including at least five credits in laboratory biology/life science or the content equivalent and one additional laboratory/inquiry-based science course which shall include chemistry, environmental science, or physics
- + 2 years of US History and 1 year of World History – integration of civics, economics, geography and global content in all course offerings. 40 hour service learning project (grades 10-11)
- + 1 Year of 21st Century Life and Careers, or Career Technical Education
- + 1 Year of Visual/Performing Arts
- + 1 Year of World Language
- + 1/2 year of Financial Literacy
- + 1/2 year of Career Education (infused)

Meet all provisions of District Attendance Policy #5113

All years listed above are the minimum number of years required for graduation

III. ATTENDANCE/LATENESS:

Please note points are assigned with Please note points are assigned with all disciplinary actions (Policy 5600)

ABSENCES

Parents are asked to follow these basic procedures:

- ✚ Please call (856) 227-4100 before 9:00 AM to report an absence. Provide the following information: Name of Student, Grade, and Reason for Absence. When your child returns to school, a note explaining the reason for the absence must be presented to the homeroom teacher. A doctor's note is necessary for re-admittance to school if a student has been absent five or more days. Students who are absent for any reason, must take it upon themselves to make up all work missed in each class.
- ✚ By law, all students are required to attend school for 180 days. The Board cannot condone or permit excessive and unnecessary absence from school and has established the following attendance requirements. Per Policy 5200 Student Absences and Excuses, credits will be denied to pupils who do not meet these requirements.

All students must be in school at least 4 hours to be counted present for the day

Pupils shall not receive credit in any course from which they are absent:

- ✚ more than 15 unexcused absences in any course

Absences for the following verified reasons will not toll in maximums:

- ✚ illness documented by a physician's written certification, received within five school days after return from that absence;
- ✚ illness or disability requiring assignment of home instruction by the Child Study Team;
- ✚ absence excused in advance to meet religious obligations permitted by statute;
- ✚ legitimate school activity approved in advance by the principal;
- ✚ death in immediate family.

Note: a parent/guardian note is not considered an excused absence

LATENESS TO CLASS:

The Board cannot condone or permit excessive and unnecessary lateness to class and has established the following rules. Lateness to class should be treated according to provision of Board Policy 5200; however, pupils who are tardy to class shall be assessed 1/3 absence for each ten minutes (or majority fraction thereof) of lateness up to a maximum of one full absence per class period. Rules relating to tolling of absences also shall apply to tardiness.

- ✚ First OffenseTeacher Detention
- ✚ Second OffenseTeacher Detention & Parent Phone Call
- ✚ Third OffenseAdministrative Detention

LATENESS TO SCHOOL

Any student who does not report to school on time, after homeroom, must sign in at their Vice-Principal's office.

- ✚ Late to SchoolSame Day Detention
- ✚ 3 Times Late to HomeroomAdministrative Detention

Excessive lateness to school may result in Administrative Detention, Full Day Detention or Suspension.

All disciplinary actions are at the Vice Principal's discretion

GRADING:

Class of 2018 and Beyond				
Numerical Average	Letter Grade	CP & Accelerated Courses	Honors Courses	AP Courses
93-100	A	4.00	5.00	5.00
90-92	A-	3.67	4.67	4.67
87-89	B+	3.33	4.33	4.33
83-86	B	3.00	4.00	4.00
80-82	B-	2.67	3.67	3.67
77-79	C+	2.33	3.33	3.33
73-76	C	2.00	3.00	3.00
70-72	C-	1.67	2.67	2.67
67-69	D+	1.33	2.33	2.33
65-66	D	1.00	2.00	2.00
Below 65	F	0.00	0.00	0.00
<i>Classes prior to the class of 2018</i>				
Numerical Average	Letter Grade	College Prep & Accelerated Courses	Honors Courses	AP Courses
<i>90-100</i>	<i>A</i>	<i>4.00</i>	<i>5.00</i>	<i>5.00</i>
<i>80-89</i>	<i>B</i>	<i>3.00</i>	<i>4.00</i>	<i>4.00</i>
<i>70-79</i>	<i>C</i>	<i>2.00</i>	<i>3.00</i>	<i>3.00</i>
<i>65-69</i>	<i>D</i>	<i>1.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Below 65</i>	<i>F</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>

V. NATIONAL HONOR SOCIETY:

The National Honor Society is an organization sponsored by the National Association of Secondary School Principals. This prestigious organization seeks to recognize students who have exemplified the qualities required for admission. Those qualities are as follows: Character, Scholarship, Leadership and Service.

In order to qualify for admissions to Highland's Chapter of the National Honor Society, students must meet the following criteria:

- ✚ The student must be a member of the Junior or Senior Class.

- ✚ The student must be enrolled at HHS for at least one full semester prior to admission.

- ✚ The student must have a cumulative grade point average of 3.5 or higher (NO rounding up – a student's GPA MUST be at least 3.50).

- ✚ The student must have exhibited service to school through participation in various sports and/or co-curricular activities (students must be actively involved in TWO activities prior to their junior year to qualify and THREE activities prior to their senior year to qualify. Service in the community is also required.

- ✚ The student must obtain faculty and advisor recommendations attesting to outstanding leadership qualities and unquestionable character.



VI. HONOR ROLL RECOGNITION:

Students should always come to school striving to do their personal best. In recognition of scholastic achievement there exist three honor roll lists:

- + Principal's List - Straight "A" Grades
- + First Honors - All "A" and "B" Grades
- + Second Honors - One "C" Grade among all "A" and "B" Grades

PROMOTION REQUIREMENTS

The following are the number of credits required each year to be promoted to the next grade level:

- + 30 Credits are needed to be a Sophomore
- + 65 Credits are needed to be a Junior
- + 90 Credits are needed to be a Senior
- + A total of at least 130 credits are needed to graduate (+)

VII. VALEDICTORIAN AND SALUTATORIAN:

The Valedictorian(s) and Salutatorian(s) shall be the graduating seniors who have respectively, the highest and second highest grade point average after eight semesters. These awards will be determined by the Director of School Counseling in consultation with the Ranking Committee and the school Principal.

**Grade 9 Honors selections are determined by district supervisors as per district guidelines*

Note:

To date, the maximum number of Honors classes a student can be recommended for in grades 9 and 10 is four (English, Mathematics, Science and Social Studies).

In most cases, future valedictorians and salutatorians have had the maximum number of AP/Honors courses in all grades. A fifth AP/Honors course should be considered both junior and senior years if becoming a valedictorian and/or salutatorian is a goal.

Ranking (in accordance with Board Policy #2624)

VIII. ATHLETICS and CO-CURRICULAR ACTIVITIES:

Eligibility Requirements

Any student interested in participating in an athletic program or activity must meet eligibility requirements adopted by the Board of Education.

- ✚ All students must be passing 30+ credits at the end of the previous school year for fall and winter eligibility. ALL freshman are automatically academically eligible for their first semester. ALL students are required to have earned 15+ credits in the first semester to participate in spring sports.

- ✚ The use of alcohol or other drugs will result in disciplinary measures as specified in District Policy. In addition, students may also suffer an immediate loss of eligibility. This loss may exclude the student from participating in any sports or co-curricular activity for a specified period of time including the remainder of the season, semester or year.

Responsibility of Equipment

- ✚ In order to properly equip all of our teams, we must ask the cooperation of athletes and parents in returning equipment at the end of the season. Every Highland student along with their parent/guardian must sign a statement assuming responsibility for all uniforms and equipment.

NOTE: Materials should be returned to your coach, not a manager, another coach or teacher, nor are they to be left unattended. Don't assume anything. This equipment and the uniforms are expensive – we have an obligation to protect the taxpayers' money – help us help you!

IX. COUNSELING OFFICE:

School counselors meet regularly with students to help them in their academic, career, and personal/social development. Students can obtain a request for an appointment from the Counseling Office before or after school, online or during lunch & learn. Fill in the appointment form and leave it with the secretary. The counselor will issue a pass showing the time and date of the appointment. In case of emergency, the student may come to the Counseling Office and ask for an appointment with his/her counselor.

Parents are welcome to call 227-4100 ext. 4036 or 4037 to confer with counselors or to make an appointment. Conferences are held on Mondays at 2:05 p.m.

Request for student class work and homework assignments due to medical absences are made through the Vice-Principal's office. It takes 24 hours to process this request.

COUNSELOR'S NAME	Alpha Breakdown	EXTENSION
Mr. Arthur Alessandroni	Director of Counseling	Ext: 4036
Mrs. Lisa Casares	Administrative Assistant	Ext. 4037
Mrs. Maryann Miller	Administrative Assistant	Ext. 4036
Mrs. Alicia Kohn	(A - COH)	Ext: 4042
Mr. DJ Gore	(COI - GLA)	Ext: 4041
Mrs. Tiffany Strauss	(GLB - LAN)	Ext: 4040
Mr. Christopher Bennett	(LAO - OC)	Ext: 4038
Ms. Ashley Balzer	(OD - SHE)	Ext. 4039
Ms. Sarah Smith	(SHF - Z)	Ext: 4030
Mrs. Jeanette Vizoco	Student Assistant Coordinator	Ext: 4011
Mrs. Lauren McElroy	Career Exploration Counselor	Ext. 4114

Conferences can be made anytime through the teacher's e-mail or voicemail.

X. TESTING:

- ✚ Highland's CEEB Code is 310101

- ✚ The PSAT is offered in October at Highland High School to all 10th and 11th grade students.

- ✚ The SAT and ACT tests are offered at various local high schools throughout the school year. Please register directly through the test websites at www.collegeboard.com and www.actstudent.org

- ✚ Advanced Placement Exams (AP) are offered in May. Students register for AP exams in January with a pre-administration in February.

- ✚ Accuplacer is offered in conjunction with Camden County College through our Mathematics and Special Education programs.

- ✚ The Armed Services Vocational Aptitude Battery (ASVAB) is offered to students who intend on enlisting in the armed forces. In addition, students in the classes of 2021 and prior may also register for the ASVAB to fulfill a graduation requirement.

XI. Dress Code Policy 5511:

The Board has a responsibility to ensure the health, safety, and welfare of pupils in the school and to maintain the environment conducive to the educational process. To that end, the Board establishes the following rules and regulations for those who need direction in determining what constitutes appropriate school and field trip attire.

- + Clothing must be clean, in good repair, and worn neatly. Torn clothing is unacceptable.
- + Safe footwear is required. Pupils may not go barefoot or in stocking feet. Specific footwear may be required for certain courses (physical education, shops, science labs, etc.). Flip flops/slippers are not acceptable.
- + Hats, bandannas, headbands, and any other headwear deemed inappropriate or disruptive by the administration must be removed upon entering the school building. Exceptions may be made for specific religious reasons (yarmulke, hijib, etc.). Hair bands used to control hair are acceptable.
- + Clothing which causes a disruption or distraction may not be worn. Examples of this type of clothing include, but may not be limited to the following: tube tops, halter tops, see-through tops, bare back or midriff tops, fishnet or mesh tops. Students' shoulders and backs must be completely covered at all times.
- + Students are prohibited from wearing any type of clothing, apparel or accessory which indicates that the student has membership in, affiliation with, or promotion of any gang associated with criminal activity. Obscene, indecent, or suggestive graphics and/or messages are not permitted. The same applies to messages favoring substance abuse, illegal activities, violence, or intolerance.
- + Sunglasses may not be worn in the building unless prescribed by a physician. Prescription lenses, which darken with increased light, are acceptable.
- + Coats, jackets, and hooded shirts or hooded sweatshirts are to be stored in pupil lockers during the school day.

- ✚ Undergarments and sleepwear may not be worn as outer clothing at any time. This includes pants that are worn low to expose undergarments.

- ✚ Chain belts, cleated shoes, sharp jewelry, and other items which pose a danger to others or to school property are prohibited.

- ✚ Proper protective clothing is required in shop and laboratory areas as directed by teachers, including, but not limited to, headgear, coveralls, smocks, aprons, shoes, and safety goggles or glasses.

- ✚ Specific attire will be required to participate in Physical Education activity classes. Jewelry, including body piercing, may not be worn in physical education classes. Medical bracelets may be worn. Religious medals may be worn, but must be taped to the body and worn under the gym clothing. Failure to comply with the clothing requirement will result in exclusion from the activity, which will affect the pupil's grade.

- ✚ The final decision for suitability for attire rests with the building administrators. A vice-principal's decision may be appealed to the building principal. The administration further reserves the right to determine if any article of clothing creates, or has the potential to create, a significant disruption or distraction to the school's learning environment.

- ✚ For special dress or spirit days, the school principal may waive one or more of these rules and regulations.

- ✚ When a pupil's attire does not comply with these rules and regulations, teachers shall send a pupil to the designated vice-principal's office. When appropriate, the vice-principal shall contact the parents/guardians of the pupil to require proper attire be brought to the school for the pupil as soon as possible. For repeat offenders, the vice-principal may invoke disciplinary measures such as administrative after school detention, full day detention, out-of-school suspension and/or issuing misconduct discipline points.

XII. ACCEPTABLE USE POLICY (AUP) VIOLATION

Use of Highland's computer network and the Internet is a privilege, not a right. Use of the Internet will be monitored; files stored in computers are not private. By signing the Acceptable Use Policy in order to gain access for educational purposes, a student and his/her parent or guardian agree that the student will treat our network responsibly and well. SOME inappropriate uses of the network/Internet that carry disciplinary consequences are:

- ✚ Accessing e-mail without teacher permission
- ✚ Message board activity
- ✚ Computer games
- ✚ Shopping
- ✚ Filling out Internet forms with personal information
- ✚ Degrading or disrupting computers or network performance

Consequences for minor offenses:

- ✚ 1st offense: disciplinary referral – consequences may include, but not be limited to AW, AC, AD, PB & student is prohibited from using school computer for one week.
- ✚ 2nd offense: disciplinary referral – consequences may include, but not be limited to AW, AC, AD, PB & student is prohibited from using school computers for one marking period.
- ✚ 3rd offense: disciplinary referral – consequences may include but not be limited to AW, AC, AD, PB & student is prohibited from using school computers for remainder of school year.

Consequences for major offenses: (such as altering or damaging software or hardware)

Disciplinary referral – consequences may include but not be limited to AW, AC,

AD, PB, PC, LB, RR, OSS & student is restricted from

use of school computers for remainder of school year/career.

AW – Administrative Warning

AC – Administrative Call

AD – Administrative Detention

PB – Probation

PC – Parental Conference Required

LB – Referral to Twp/Borough Fine

RR – Restitution Required

FDD – Full Day Detention

OSS – Out of School Suspension **Note: points are assigned with all disciplinary actions (Policy/Regulation 5600)**

XIII. Parent Access & Naviance:



Parent Access is a Web-based tool to help parents stay informed and engaged with their students' education. Parent Access allows parents to view their students' class assignments, attendance, grades and discipline from any internet email account through our district's website. The Parent Access home page lists your student or students. One log-in links parents to all students in their family.

To register for Parent Access, go to www.bhprsd.org and click on the Parent Access icon. Fill out the form online and return it. Your temporary password will be emailed to you. Within one week, you will receive a letter that needs to be signed and returned. Within two days of receiving the letter back from the parent, your account will be activated. You can then go to www.bhprsd.org, click on Parent Access, then Click Here to log in. If you have any problems registering for Parent Access, send an email to parentaccess@bhprsd.org.

NAVIANCE

The Highland Regional High School Counseling Office has selected *Naviance's* Family Connection to assist our students in managing the college career planning process. Family Connection is a comprehensive website that students and parents can use as a tool in planning for their future. We encourage our students to utilize this website throughout their high school years.

To locate *Naviance*, visit <http://www.bhprsd.org/Highland/>, click on the counseling tab and then select *Naviance*. Log in using the user name and password. If the student has not had a chance to register, they should click "I need to register". Each student's initial registration code is their student ID number. He/she needs to have a valid email address to complete the registration process.