

# CLIFFSIDE PARK HIGH SCHOOL

## STAFF AUGUST NEWSLETTER

The mission of CPHS is to provide a safe, academically focused environment within our culturally diverse community. We will challenge each student to confidently achieve his or her educational and personal goals as well as acquire the work and social skills essential to become a productive member of society.

AUGUST 2009

### OPENING REMINDERS FOR ALL STUDENTS

Seniors are to report to the auditorium of the school at 8:00 a.m. **on Wednesday, September 2. All other students are to report to school on Wednesday, September 2 at 9:00 a.m.** At the 9:00 a.m. bell all students are to go directly to their **homerooms** where they will receive their class schedules. Please note that the attendance policy and dress code regulations will be in effect for all students on September 4th.

**Guidance counselors will return to school on Tuesday, August 25th.** Only conflicts and problems regarding courses failed will be adjusted. You will not be able to see your counselor without an appointment prior to the opening of school.

### INCOMING FRESHMEN

**There will be a special orientation program on Tuesday, September 1 at 11:30. (see schedule on cover page).**

All freshmen are to report directly to the auditorium for a meeting. Following the meeting, freshmen will report to their homerooms where schedules will be distributed. We will then run through the schedule with ten minute periods to provide the opportunity for students to familiarize themselves with the building layout.

The following is an extract from the

newsletter that was sent to parents to address ID, dues and attendance policies.

### Student ID Policy

ALL students are required to carry a school issued ID during school hours. If a student forgets to bring his or her ID card to school a temporary sticker can be obtained from the main office between the hours of 7:30 AM and 8:48 AM without consequence. A sticker indicating student ID, name and date will be issued. The sticker must be attached to a shirt, blouse, etc. so that it is visible to all staff.

At the beginning of 2<sup>nd</sup> period staff members **MUST** send any student who does not have an I.D. the main office in order to receive a temporary ID. All students will receive one hour of detention.

After 2<sup>nd</sup> period students without IDs **MUST** be sent to the main office.

**Student MUST have an ID or temporary when purchasing lunch in the cafeteria.**

Students who are repeat offenders will be suspended from school. Student ID checks will randomly take place during school hours. If a student ID card is lost, stolen or damaged, a replacement card and/or lanyard must be obtained from the audiovisual office

**Mr. George J. Fabiano,**  
Principal  
**Mr. James Shelley,**  
Vice Principal  
**Mr. Kenneth Schmitt,**  
Vice Principal

**From the Desk of:**  
**Mr. G. J. Fabiano, Principal**

Dear Staff,

I hope that your summer vacation was enjoyable and that each of you are looking forward to the 2009-10 school year.

On Tuesday, September 1, Department Heads will meet in my office at 8:00 a.m. and then all staff will report to the high school cafeteria for our annual 9:00 a.m. breakfast meeting.

Many Freshman have already enjoyed a pre-induction program presented during the summer with the help of Mr. Bargna, Mr. Bracco and Mr. Mandile. To finalize the process we will present our 9th Grade Orientation Program the afternoon of September 1st.

When you return please remember my office door will be open so please feel free to speak with me about any concerns, questions or recommendations you might have regarding our school.

Enjoy the remainder of the summer!!

### CPHS PHONE NUMBERS

Main Office	313-2370
Guidance	313-2376
	313-2368
Attendance	313-2372
Nurse's Office	313-2366
Principal's Office	313-2370
Vice Principal	313-2372
Athletic Office	313-2377

## ATTENDANCE POLICY

The State of New Jersey mandates that every high school adopt a student attendance policy. Below is a summary of our policy at CPHS. Please be reminded that **school attendance is the legal responsibility of every parent and/or guardian.** **The allotment is not to be used without just cause. If a student uses days indiscriminately early in the year they may find that they will have no days left when they really need them.** The following is an absence allotment guide for this school year: **Allotment includes sick and personal days— college visits, placement tests, funeral days, etc.**

### Full Year Course

Allotted	20 days
Notification letters are sent at:	10 days
	20 days
<b>(Withdrawal)</b>	<b>21 days</b>
<b><u>Students are limited to 5(five) allotted absences during the 4th marking period.</u></b>	

Allotted	5 days
Notification letters are sent at:	3 days
	5 days
<b>(Withdrawal)</b>	<b>6 days</b>

### Half Year Course

Allotted	10 days
Notification letters are sent at:	5 days
	10 days
<b>(Withdrawal)</b>	<b>11 days</b>

### Quarter Year Course

Allotted	6 days
Notification letters are sent at:	3 days
	6 days
<b>(Withdrawal)</b>	<b>7 days</b>

### Physical Education

Allotted	15 days
Notification letters are sent at:	7 days
	15 days
<b>(Withdrawal)</b>	<b>16 days</b>

### ABSENCES

**In the event that a student will be absent from school, a parent or guardian must call the Attendance office before 10:00 a.m.**

## LATE TO SCHOOL POLICY

**Students arriving late to school must report to the ATTENDANCE OFFICE for a pass before reporting to class.**

### I. The late point for Period 1 is: 8:08 a.m.

A student signing in after 8:08 a.m. will be given a late pass to report to class immediately. Lateness **will be** noted in teacher's grade book and may affect grade.

b. Any student arriving to class after 8:28 a.m. will be considered absent from period one.

### II. The late point for Period 2 is 8:51 a.m.

a. A student signing in after 8:52 a.m. (without a period 1 class) will be given a pass to report to class immediately. Lateness **will be** noted in teacher's grade book and may affect grade.

b. Any student arriving to class after 9:15 a.m. is considered absent from period 2.

## LATE TO CLASS POLICY

Students should make every effort to be in class before the late bell. This will prevent a disruption of the lesson and enable the student to avoid the following disciplinary actions.

A. An ATTENDANCE REPORT will be submitted to the VP's office when a student accumulates **3 lates** resulting in 2 days detention. At **7 lates**, a parent will be contacted and additional detention will be assigned.

B. An ATTENDANCE REPORT will be submitted when the total reaches **10 lates in any one period.** A one day in-school suspension will be issued and the parent notified.

C. Additional suspensions will be assigned when the student reaches **15 and 20 lates.**

D. Any student accumulating more than **20 lates** will not be admitted to class. The student will be marked absent for the period and must report to the attendance office. ■

### LEAVING SCHOOL EARLY

Students who need to be excused early from school **MUST** have a parent call the Attendance Office prior to their departure. Students must sign out in the Attendance Office before leaving the building. **Any student leaving school without permission will be considered truant.** ■

## DISCIPLINARY CODE

The following group of violations could result in one or more of the disciplinary actions described above.

**INSUBORDINATION:** Refusing to follow faculty or staff instructions regarding classroom or other school area behavior.

**USE OF VULGAR LANGUAGE:** Any use of vulgar language is a violation of the Disciplinary Code.

**LEAVING CLASS WITHOUT PERMISSION:** Only authorized faculty passes may be used in the halls.

**LATE TO CLASS:** See separate policy.

**REFUSING TO ATTEND TEACHER'S DETENTION:** Students must adhere to teacher request to report after school.

**FAILURE TO CLEAN CAFETERIA DEBRIS:**

Every student is responsible for his/her debris.

Use of the cafeteria is a student privilege that can be revoked at any time.

**CUTTING CLASS:** Students should attend every class on time and for the entire period. See Attendance Policy.

**SMOKING:** The use of tobacco products is prohibited in or on school property. Students in violation of this policy will serve one (1) day in-school suspension for each offense. In addition, the administration will file a complaint with the local police department. This policy is in accordance with both state and local ordinances regarding the use of tobacco in a public facility or on its grounds.

**FAILURE TO WEAR I.D. BADGES:** See separate policy.

The following violations will result in suspension from school (in-school or out-of-school)

**FIGHTING:** In most cases both parties suspended.

**FAILURE TO ATTEND DETENTION:** detention must be done on a daily basis or result in suspension.

**DESTRUCTION OF SCHOOL PROPERTY:** Willful destruction of school property (including graffiti) could result in both suspension and/or restitution of damaged property.

**STEALING:** results in out-of-school suspension and/or restitution.

**GAMBLING:** any form of gambling in or on school grounds will result in suspension.

**Note: Hats, MP3 players, radios, winter jackets, beepers, and cellular phones should not be worn in the building. Any of these items will be confiscated by a faculty member or administrator and returned only after a parental conference. Refusal to surrender item will result in automatic suspension.**

**LEAVING SCHOOL GROUNDS:** leaving anytime during the day will result in one-day in-school suspension.

**FAILURE TO ADHERE TO DRESS CODE:** not being in compliance with the dress code will result in out-of-school suspension.

### CLASS DUES

All students are **required** to pay a \$25 annual fee that will be used towards the purchase a yearbook and cap/gown in their senior year. Students may be assessed an **additional fee** in their senior year if the cost of the yearbooks and/or gowns increase. **Fee must be paid by JUNE 1st.**

## DEFICIENCY NOTICE & REPORT CARD MAILING DATES

<u>Marking Period</u>	<u>Progress Reports</u>	<u>Report Cards</u>
1	Oct 13	Nov 16
2	Dec 17	Jan 29
3	Mar 5	Apr 15
4	May 13	June 25

### CLIFFSIDE PARK HIGH SCHOOL PERFORMANCE OBJECTIVES 2009-10

#### AYP Objectives

By July 1, 2010, students will achieve the benchmarks necessary to pass in tested disciplines, or, reach "safe harbor" on the HSPA.

#### Performance Objectives

- By June 2010, the combined Total Score Average Percent of Points Earned in Mathematics and Language Arts for all students taking the Grade 10 NJ Pass High School Edition will increase by 5%. The targeted population of about 240 students will be administered the test in March 2009 and March 2010. Student deficiencies will be identified after the first administration and a plan of remediation will be instituted in all tenth grade English and mathematics classes. A statistical analysis of scores will be completed after the second test administration to determine the variation in scores between the first and second test.
- By June 2011, students at CPHS will demonstrate improved academic performance as measured by increased performance on the New Jersey High School Proficiency Assessment indicated by an 8% increase in the percentage of all students passing the New Jersey High School Proficiency Assessment by the end of their senior year. The targeted population of about 220 students will be administered the test in March 2010, October 2010 and March 2011. Student deficiencies will be identified after the first administration and a plan of remediation will be instituted in all twelfth grade English and mathematics classes. A statistical analysis of scores will be completed after the second test administration to determine the variation in scores between the first and second test and a revised plan of remediation will be instituted. A statistical analysis of scores will be completed after the third test administration to determine the variation in scores between the first and third test.

Welcome to new Staff:

#### Physical Education

**Mr. Eugene Pinkney**

### CALENDAR of EVENTS

August 27 & 28  
**I.D. PHOTOS**

SEPTEMBER 1st  
**GRADE 9 ORIENTATON**

SEPTEMBER 2nd  
**STUDENTS REPORT**

SEPTEMBER 24th  
**PARENT VISITATION EVENING**

September 21  
**Eid, Last Day of Ramadan**

September 28  
**Yom Kippur**

OCTOBER 12th  
**COLUMBUS DAY**

OCTOBER 17th  
**PSAT ADMINISTRATION**

OCTOBER 29th  
**COLLEGE FAIR & GRADE 8 ORIENTATION**

NOVEMBER 3rd  
**ELECTION DAY**

NOVEMBER 5th-6th  
**NJEA CONVENTION**

NOVEMBER 7th  
**SAT ADMINISTRATION**

NOVEMBER 26—27  
**THANKSGIVING RECESS**

DECEMBER 10  
**HS WINTER CONCERT**

DECEMBER 15th  
**FALL SPORTS DINNER**

DECEMBER 24th-JANUARY 3rd  
**HOLIDAY RECESS**

JANUARY 7th  
**Financial Aid Workshop**

JANUARY 12th  
**HALF DAY/STAFF-IN-SERVICE**

JANUARY 18th  
**MLK Jr's Birthday**

FEBRUARY 15th-19th  
**WINTER BREAK**

FEBRUARY 25th  
**COLLEGE INFORMATION NIGHT**

**CLIFFSIDE PARK HIGH SCHOOL**  
***PALISADE and RIVERVIEW AVENUES***  
***CLIFFSIDE PARK, NJ 07010***

Annual Integrated Pest Management Notice  
For School Year 2009-2010

Dear Parent, Guardian, or Staff Member:

This notice is being distributed to comply with the New Jersey School Integrated Pest Management Act. Cliffside Park has adopted an Integrated Pest Management (IPM) Policy and has implemented an IPM Plan to comply with this law. IPM is a holistic, preventive approach to managing pests that is explained further in the school's IPM Policy which is available on our web site.

All schools in New Jersey are required to have an Integrated Pest Management Coordinator (IPM Coordinator) to oversee all activities related to IPM and pesticide use at the school.

The IPM Coordinator for Cliffside Park High School is:

Name of IPM Coordinator: Mario Brando

Business Phone Number: 201-313-2370

Business Address: 64 Riverview Ave. Cliffside Park, NJ 07010

The IPM Coordinator maintains the pesticide product label, and the Material Safety Data Sheet (MSDS) (when one is available), of each pesticide product that may be used on school property. The label and the MSDS are available for review by a parent, guardian, staff member, or student attending the school. Also, the IPM Coordinator is available to parents, guardian and staff members for information and to discuss comments about IPM activities and pesticide use at the school.

As part of a school pest management plan Cliffside Park High School may use pesticides to control pests. The United States Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in accordance with instructions printed on the label does not pose an unreasonable risk to human health and the environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, persons who are potentially sensitive, such as pregnant women, infants and children, should avoid unnecessary pesticide exposure.

The school districts IPM Policy is posted on the Cliffside Park Web Site.

The following low impact chemicals are used in our buildings only when absolutely necessary by Western Termite and Pest Control in accordance and compliance with the New Jersey Department of Environmental Protection guidelines: Insect Control Ant Killer Gel, Insect Control Roach Killer Bait Gel, & Fine Granule Insect Bait.

Thank you.

Mr. G. J. Fabiano,  
Principal

## TUESDAY, SEPTEMBER 1, 2008

8:00 a.m. – 8:45 a.m. - 9:00 a.m. -	Department Head meeting in Mr. Fabiano’s office. Faculty sign-in.  Coffee and.....in the cafeteria.  <u>Please check your mailboxes.</u>  <u>Supplies may be picked up on the counter in the main office.</u>
9:15 a.m. - 10:00 a.m. - 11:00 a.m. -	Faculty meeting in Cafeteria. Departmental meetings/classroom organization. <u>Coaches</u> will meet with Mr. Taibi in Room 129. <u>Co-curricular and class advisors</u> will meet with Mr. Fabiano & Mr. Schmitt in Room 130.
11:15 a.m. - 11:30 a.m. -	Staff members who have been assigned a <u>hall duty</u> or <u>cafeteria duty</u> will meet in Room 130 with Mr. Fabiano & Mr. Schmitt. Staff members who have been assigned a <u>study hall</u> or <u>in-school suspension</u> duty will meet in Room 130 with Mr. Fabiano & Mr. Schmitt
11:40 a.m. – 12:40 p.m. -	LUNCH
11:30 a.m.-	Freshmen Orientation begins in the auditorium. <u>Administration will welcome grade 9 students.</u>  <u>Staff members not involved with grade 9 orientation should prepare rooms, books, etc.</u>
12:45 p.m.-	All Freshmen Homeroom teachers please meet in the auditorium to escort your homeroom students to their class.
12:45 p.m.- 2:54 p.m.-	Freshmen Homeroom and..... <u>Please follow the schedule on the bottom left for the remainder of the day.</u>
3:00 p.m. -	All non-tenure staff will meet in Room 130 with Mr. Fabiano, Mr. Shelley & Mr. Schmitt for a brief meeting.

### GRADE 9 ORIENTATION SCHEDULE

Auditorium	11:30 – 12:40
Per. 2 & HR	12:40 - 1:10
Period 1	1:13 – 1:23
Period 3	1:26 - 1:36
Period 4	1:39 - 1:49
Period 5	1:52 - 2:02
Period 6	2:05 - 2:15
Period 7	2:18 - 2:28
Period 8	2:31 - 2:41
Period 9	2:44 - 2:54