

Welcome 7th Grade students
and parents

KITTATINNY REGIONAL HIGH SCHOOL
2019



People you should know...

- Junior High Office: Sharon Falchetta: 1270
– Cindy Bizik: 1290
- Guidance: Katie Lasso: 1250
- Our school nurse: MaryEllen Leppert
ext:1460.
- Our Transportation Coordinator: MaryJo
VanKirk ext:1510.

People you should know:

- Attendance Coordinator: Michelle Bakker
ext: 1280.
- Department Supervisors:
 - Carol Fishbone ext: 1320 (Eng & SS)
 - Gene McNicholas ext: 1370 (Music, Fine Arts, Sci)
 - Andy VanOrden ext: 1330 (Math, WL & Bus)
 - Chris Carroll ext: 1500 (PE/ Health)

People you should know:

- Director of Special Services:
Deirdre Mastandrea: Ext: 1430

Child Study Team:

Mrs. Amy Dippel: Ext: 1410

Mrs. Kathleen Simpson: Ext: 1260

Mr. Shawn Tuit: Ext: 1420

Bus situations

- If your child needs to take another bus—you must submit a signed and written note to KRHS Transportation Coordinator:
- Mrs. MaryJo Van Kirk
- Ext: 1510
 - Please note 3:30 buses leave students off at different stops than the 2:15 bus. Please contact Mrs. Van Kirk about stops.

Can a student stay after school for any reason?

- A student must make plans with a teacher to stay after. The student must be with the teacher from 2:20-3:20. A pass will be given to the student by the teacher to board the bus.
- A student can work quietly in the LIB but must stay from 2:20—3:20. The teacher in the LIB will provide a bus pass.

Staying after school

- Students must have a purpose to stay after.
- Students are not allowed to stay after to hang out with their friends.
- If students disobey the rules: They will not be allowed to stay after for any reason.

Kittatinny Lunch

- Students choose their seats for lunch, and are then added to a lunch table list. However, students are allowed to change seats if they feel the need. They just need to change their name on the seating charts.
- Lunch is \$3.00: This includes only the lunch plus a milk.
 - Any snacks or drinks are extra and students must pay separately.

Kittatinny lunch

- Please contact Mrs. Kathy Matlock at ext: 1470.
 - Any questions about lunch accounts please call Mrs. Matlock.
 - Lunch menus are posted on our school website and on the café door.
 - There is an on-line payment option as well.

Kittatinny lunch

- I have a lunch fund in my office that I tell the students during our assemblies about.
 - Students can borrow \$\$ from this fund.
 - I explain to students that I do not want them asking other students for \$\$. Students feel uncomfortable.
 - That's why I have the fund in my office that all students can borrow from.

Cell phones

- Cell phone usage is allowed before and after school.
- Students are not to use cell phones...
 - In classes without teacher permission.
 - In bathrooms
 - In locker rooms
- Any violation of cell phone policy will result in discipline and restriction of cell phone usage in the building.

Cell phones:

- Students are not allowed to take random pictures throughout the day.
- Students are not allowed to video tape classes or other students.
- Please help us: Students are allowed to use any phone to call their parents for any reason. Please call our office instead of texting and calling your child during the school day.

Important Information

- Attendance:
 - Please review our strict Attendance Policy in the School Handbook.
 - Chronic Absenteeism: 10% of the school year which equates to 18 days.
 - We have a 5 pronged approach to attendance here at Kittatinny.

Kittatinny Attendance:

- **Step 1:** If a student starts a pattern of days out we send home a letter from the Attendance Coordinator: Ext: 1590. Letters are sent throughout the year.
- **Step 2:** The pattern of concern continues: Care & Concern via guidance.
- **Step 3:** Dangerously close to the 18 days: Vice Principal will make contact with parent.

Kittatinny Attendance

- **Step 4:** Student continues to be absent and all other interventions have not been productive: A meeting with parent, student, and our Attendance Committee.
 - Attendance Recovery Program
- **Step 5:** Court and DCP&P
- Please note we are here to help create solutions.

Attendance Recovery Program:

- If students exceed the 17 day state limit students must give back the time they've missed.
 - According to the state 1 day = 4 hours.
- Students must stay with a certified teacher in order to receive credit for the time.
- There are a variety of different options that a student can choose.

Attendance Recovery:

- Options of earning time:
 - Math Round Table
 - English Writing Lab
 - After school Homework Help Club
 - Tutoring via ARP with Mr. Butler

Attendance:

- Temporary or chronic illness:
 - Must have a valid and up to date doctor note explaining the medical diagnosis.
 - Tutoring must occur or...a signed contract must be presented to the VP's office signing off on the tutoring and acknowledging that if the student exceeds the 17 day limit the student will then need to make up the time via Attendance Recovery Program.

Parent Contact

- Please make sure that Kittatinny has all up to date phone numbers and email addresses.
- The Mailbox is Full: It is important that we can reach you, please delete messages so that your mailbox is not full.
- Please make sure that you set up the mailbox to receive messages.

Naviance

- Please make sure you set up the Naviance so that you will receive all pertinent blasts that we send out throughout the school year.
- If you have any questions about the Naviance System: Please reach out to Guidance ext 1200.

Parent Portal

- The Parent Portal is key to finding out answers regarding student grades and assignments.
 - Please make sure that you set up a login so that you can check the Parent Portal periodically.
 - The Portal can tell you a variety of different things.

Parent Portal

- Student Grades
- Student Obligations
 - If a student has an obligation you will be locked out of Portal Access
- Food Service Fund

School Store

- Please check out the school store on-line.
 - Please visit the school web site to find the school store tab.
 - Sam Lupo ext: 1580 is in charge of the school store.

Dress Code

- If a student has on revealing and/or inappropriate content clothing...
 - Students will be required to change.
- Hats are not allowed to be worn in the school.
 - Hoods are not allowed to be up during the school day.

HIB Definition:

“Harassment, intimidation or bullying” means any gesture, any written, verbal or physical act or electronic communication whether it be a single incident or series of incidents that is reasonably perceived as being motivated either by any actual or perceived characteristic such as race, color, religion, ancestry, national origin, gender...

HIB Definition Continued:

sexual orientation, gender identity and expression or a mental physical or sensory disability or distinguishing characteristic that takes place on school property, at any school- sponsored function, on a school bus or off school grounds that substantially disrupts with the orderly operation of the school or the rights of others and that:

HIB Definition:

- A. A reasonable person should know will have physical and emotional harm to another.
- B. Insulting and demeaning effect
- C. Creates a hostile educational environment.

HIB Criteria:

- Substantial disruption or interference with orderly operation of school.
- Reasonably perceived as motivated by actual or perceived characteristic

If we do not have either of these...the investigation goes through Student Code of Conduct.

What is Student Code of Conduct?

- Any time a student acts in an outrageous and/or inappropriate way as deemed by the BOE approved Student Handbook/ Student Code of Conduct...
 - Consequences are given as per the Student Handbook.
 - Please review Student Handbook with your child.

Important HIB information

- HIB=Harassment, Intimidation, and Bullying
- Any time a parent, student, staff member, really anyone states any of these three words we must by law launch a HIB investigation.
 - There are no exceptions to this rule. This is state law.
 - Even if you feel in the middle or before the investigation that this is not a HIB...

HIB investigations...

- We must proceed with an investigation.
- Where do HIB's go?
 - All HIB cases are reviewed by:
 - The HIB Team (ABC & ABSs)
 - A determination is made
 - Principal & Superintendent
 - HIB Climate & Safety Team
 - BOE
 - SSDS (Student Safety Data System): State reporting

Where to report incidents of HIB:

- 973-383-1800
- HIB Coordinator/ JH VP: Sharon Falchetta
ext: 1270 sfalchet@krhs.net
- HIB ABS/ HS VP : Robert Black
 - Ext: 1150 rblack@krhs.net
- SAC/HIB ABS: Victoria Otto
 - Ext: 1560 votto@krhs.net

HIB education:

- Please review the HIB Flow Chart attached.
- Read and review Tips from the HIB. Various articles are sent out throughout the year via Naviance.
- Please review HIB info on our website.
- Any questions please contact our HIB Team: S. Falchetta, R. Black, V. Otto.

BULLYING INVESTIGATIVE FLOWCHART PROCESS

All acts must be reported verbally to school Assistant Principal and HIB Coordinator **THE SAME DAY** the school employee or contracted service provider witnesses event or receives reliable information. Employee must submit written report to Assistant Principal **WITHIN 24 HOURS.**



Assistant Principal informs parents or guardians **OF ALL STUDENTS** involved in alleged incidents and may discuss availability of counseling and other intervention services.



WITHIN 1 DAY of reported incident Assistant Principal initiates investigation. Code of conduct will be followed HIB Coordinator and HIB Specialist will be involved in investigated case.



Investigation must be completed as soon as possible. Written report **WITHIN 10 DAYS** of incident to Principal.



Superintendent must receive report **WITHIN 2 DAYS** of completion. Superintendent may suggest an intervention service, establish training programs, impose discipline, order counseling, or take other appropriate actions.



School board must receive the report at its **FIRST MEETING** following the investigation, along with information on actions taken to address the incident or incidents.



Parents of students are entitled to information about the investigation and may request a hearing with school board in its executive session. Board may also hear from anti-bullying specialist/coordinator at hearing. At its next hearing, the board must issue a **WRITTEN DECISION** affirming, rejecting or modifying superintendent's decision.

HIB
Flow chart:

If you are unsure...

- Please reach out to me and we can discuss the case.
- For any reason please feel free to reach out always.

Monitoring cells phones is key in preventing Cyber Bullying...

- Cyber situations regarding inappropriate pictures or posts about others even if they are outside of school will be investigated if reports come into the school.
- We need your help with this monitoring.

Twitter



- Follow us on Twitter
 - The Falcon@SharonFalchetta
 - Mrs. Lasso@Mrs. Lasso
 - @KRHSBosworth
 - We post many pictures on Twitter. It's a great way to stay connected to the KRJH.

Junior High Newsletter & Naviance

- A Junior High Newsletter is sent out monthly via Naviance.
 - Please make sure we have your up to date email address.
 - Important information is disseminated via the JH Newsletter as well as highlights of the Junior High Life.

Junior High Yearbook

- Mrs. Allie Conklin is the Junior High Yearbook Advisor.
 - Ext: 6830
 - Aconklin@krhs.net
 - Please send various pictures to Mrs. Conklin for yearbook
 - Online purchasing is available

Summer Assignments

- All students must complete a summer math packet.
- All students must read Small Steps and there are other assignments for reading on the school website.
- Please check the website under the student tab and print the Math and English Summer School assignment document.

Dances and Activity Nights:

- Each month we have a JH dance/ activity night.
- Drinks and Snacks are sold
- Admission = \$8.00
- 7—9 pm
- Pick up and drop off is always in the back where the solar panels are and the Ewing steps.
- Please be prompt for pick up.

Questions, comments, concerns...

- Q & A
- Thanks for attending the 7th Grade Orientation.
- Looking forward to a great school year.