

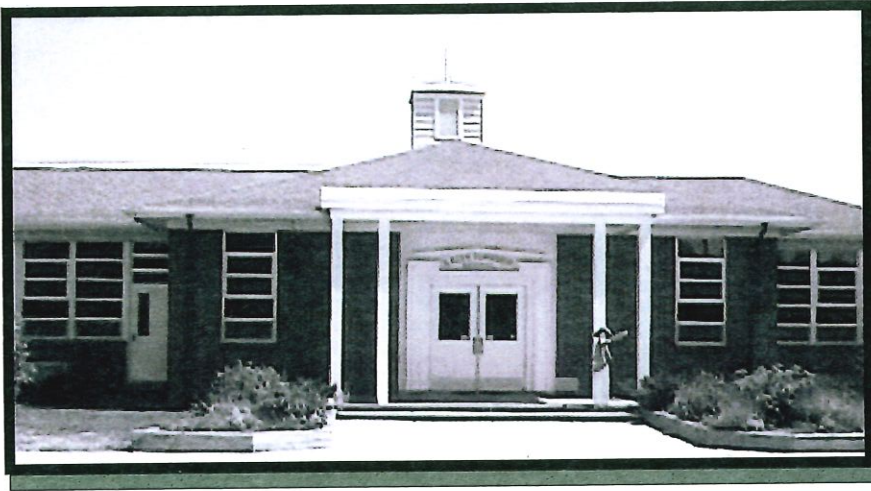


Lacey Township School District



Handbook/Calendar 2020 – 2021

***Please refer to the Lacey Township School Reopening Plan, located on the District website, which includes district-specific protocols related to the 10 critical areas of operations outlined in the New Jersey Department of Education Restart and Recovery Plan.**



Grades K-4
Forked River Elementary School
 110 Lacey Road, Forked River
Eric Fiedler - Principal
 609-971-2080



Grades K-4
Lanoka Harbor Elementary School
 281 Manchester Ave., Lanoka Harbor
Jeffrey Brewer - Principal
 609-971-2090



Grades K-4
Cedar Creek Elementary School
 220 Western Blvd., Lanoka Harbor
Jacqueline Ranuska - Principal
 609-971-5850



Grades 5-6
Mill Pond Elementary School
 210 Western Blvd., Lanoka Harbor
Holly Niemiec - Principal
 609-971-2070



ELEMENTARY SCHOOL HOURS



Elementary Hours --	Mill Pond School	Lanoka Harbor School	Cedar Creek School	Forked River School
Grades 5 - 6	8:00 a.m. – 2:30 p.m.			
Grades K - 4		8:25 a.m. – 2:55 p.m.	8:50 a.m. – 3:20 p.m.	9:15 a.m. – 3:45 p.m.
Delayed Openings	10:00 a.m. – 2:30 p.m.	10:25 a.m. – 2:55 p.m.	10:50 a.m. – 3:20 p.m.	11:15 a.m. – 3:45 p.m.
Early Dismissals	12:00 p.m.	12:25 p.m.	12:50 p.m.	1:15 p.m.
Pre-School Program (located at Mill Pond School)				
Session	Pre-School Hours	Delayed Openings	Scheduled Half Day	Early Dismissal
AM Session 1 - 3	8:25 a.m. – 10:55 a.m.	Cancelled	8:25 a.m. – 9:50 a.m.	10:55 a.m.
AM Session 4 - 5	8:50 a.m. – 11:20 a.m.	Cancelled	8:50 a.m. – 10:15 a.m.	11:20 a.m.
PM Session 1 - 3	11:35 a.m. – 2:05 p.m.	11:35 a.m.	10:05 a.m. – 11:30 a.m.	Cancelled
PM Session 4 - 5	12:00 p.m. – 2:30 p.m.	12:00 p.m.	10:35 a.m. – 12:00 p.m.	Cancelled
Session A	8:00 a.m. – 1:00 p.m.	10:00 a.m.	8:00 a.m. – 11:00 a.m.	11:00 a.m.

NOTE:

Delayed Openings
Early Dismissals

- > AM Pre-School (Sessions 1-5) are cancelled
- > PM Pre-School (Sessions 1-5) are cancelled

EMERGENCY CLOSING OF SCHOOL

Except in cases of emergency, schools will be kept open in accordance with the school calendar. When it becomes necessary to close school because of inclement weather or other emergencies, you will receive an automated phone call from the school district. Emergency closings will be posted on our district website as well as announcements being made on radio stations WOBN 92.7 (FM), WJRZ 100.1 (FM) and our school district's WLTS Channel 21. Arrangements must be made for supervision of children in the event of an emergency early dismissal.

SCHOOL CALENDAR 2020 - 2021

September	Staff In-Service School Opens	September 1 - 3, 2020 September 8, 2020
October	Early Dismissal Students/Staff In Service Closed for Students/Staff In-Service – Columbus Day	October 9, 2020 October 12, 2020
November	Closed – NJEA Convention Parent/Teacher Conferences – Student Early Dismissal Early Dismissal Closed – Thanksgiving	November 2 - 6, 2020 November 18 - 20, 2020 November 25, 2020 November 26 - 27, 2020
December	Early Dismissal Closed – Winter Recess	December 23, 2020 Dec. 24 - Jan. 1, 2021
January	School Reconvenes Closed – Martin Luther King's Birthday	January 4, 2021 January 18, 2021
February	Closed – President's Day	February 15, 2021
March	Early Dismissal Students/Staff In-Service	March 12, 2021
April	Closed Spring Recess School Reconvenes	April 2 - 9, 2021 April 12, 2021
May	Early Dismissal Closed – Memorial Day	May 28, 2021 May 31, 2021
June	Student Half Days Last Day of School	June 15 - 18, 2021 June 18, 2021

The school calendar and all activities are subject to modification due to emergency school closings/weather.



Lacey Township School District

September 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Staff In-Service	2 Staff In-Service	3 Staff In-Service	4	5
6	7 	8 SCHOOL OPENS 	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24 Middle School Back to School Night	25	26
27	28 Lanoka Harbor Back to School Night	29 High School Back to School Night	30 Forked River Back to School Night			

Please visit our District or School websites for the most up-to-date online calendar of events at www.laceyschools.org

LACEY TOWNSHIP BOARD OF EDUCATION



Linda A. Downing, President
Robert C. Riggs, Vice-President
Regina Discenza, Board Member
Frank Palino, Board Member
Donna McAvoy, Board Member
Harold (Skip) Peters, Board Member
Edward Scanlon, Board Member



The Board of Education Agenda and Regular meetings will be held on the third Monday of each month. Agenda meetings will begin at 6:00 p.m. Regular meetings will begin at 7:00 p.m. These meetings take place in the Lacey Township High School Lecture Hall.

SAFE SCHOOL INITIATIVE

In accordance with the Zero Tolerance for Guns Act, pupils who possess a firearm or who commit assaults with a weapon other than a firearm will be removed from the regular education program and provided with an alternative program, pending a district Board of Education hearing.

Possession, under the influence/use, and/or distribution of alcohol, other drugs, or tobacco will result in an immediate suspension from school.

The **Uniform State Memorandum of Agreement between Education and Law Enforcement Officials** requires school officials to report to police incidents involving planned or threatened violence by students.

REPORT CARDS AND MARKING PERIODS

First Marking Period	
Begins	September 8, 2020
Ends	November 17, 2020
Parent Portal Opens	**November 24, 2020
Second Marking Period	
Begins	November 18, 2020
Ends	February 2, 2021
Parent Portal Opens	**February 9, 2021
Third Marking Period	
Begins	February 3, 2021
Ends	April 15, 2021
Parent Portal Opens	**April 22, 2021
Fourth Marking Period	
Begins	April 16, 2021
Ends	June 18, 2021
Parent Portal Opens	**June 18, 2021

**These dates are approximate and may be adjusted.



Lacey Township School District

October 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Cedar Creek Back to School Night	2	3
4	5	6	7 Mill Pond Back to School Night	8	9 Early Dismissal For Students Staff In-Service	10
11	12 SCHOOL CLOSED 	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

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HARASSMENT, INTIMIDATION AND BULLYING (HIB)

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

Reporting Procedures

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this Policy to the Principal or the Principal's designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, volunteers and contracted service providers who have contact with students, also shall submit a report in writing to the Principal within two school days of the verbal report. The Principal will inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation. Students, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident. Students, parents, and visitors may report an act of harassment, intimidation, or bullying anonymously. Formal action for violations of the Code of Student Conduct may not be taken solely on the basis of an anonymous report.

Anti-Bullying Coordinator

Stephen J. Decker
Assistant Superintendent of Schools
609-971-2000, ext. 1003

Anti-Bullying Specialists

Cedar Creek School – 609-971-5850
Brooke Borel
bborel@laceyschools.org

Forked River School – 609-971-2080
Brittney Hintz
bhintz@laceyschools.org

Lanoka Harbor School – 609-971-2090
Cristin Conigliaro
cconigliaro@laceyschools.org

Mill Pond School – 609-971-2070
Alissa Fisher
arisden@laceyschools.org

Lacey Township Middle School – 609-242-2100
Loren Heuschkel
lheuschkel@laceyschools.org

Lacey Township High School – 609-971-2020
Craig Cicardo
ccicardo@laceyschools.org





SCHOOL AFFIRMATIVE ACTION

The Affirmative Action Officer (AAO), is a member of the professional staff who has responsibility to coordinate and implement the district's efforts to comply with the regulations of N.J.A.C. 6A:7 and to promote a working and learning environment free of discrimination on the basis of race, color, national origin, religion, gender, sexual orientation, age or disability. This person also serves as the district's Title IX Coordinator. All complaints alleging discrimination should be reported to the Affirmative Action Officer Stephen J. Decker, at the Board of Education Office. The telephone number is 609-971-2000, ext.1003.



Lacey Township School District

November 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 	2 SCHOOL CLOSED	3 SCHOOL CLOSED	4 SCHOOL CLOSED	5 SCHOOL CLOSED NJEA Convention	6 SCHOOL CLOSED NJEA Convention	7
8	9	10	11 Veterans Day 	12	13	14
15	16	17	18 Early Dismissal Elementary & MS Teacher Conferences	19 Early Dismissal Elementary & MS Teacher Conferences	20 Early Dismissal Elementary & MS Teacher Conferences	21
22	23	24	25 Early Dismissal	26 SCHOOL CLOSED 	27 SCHOOL CLOSED	28
29	30					

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STUDENT CODE OF CONDUCT

The Lacey Township Elementary Schools have implemented an academic curriculum based on developmentally appropriate practices and a social curriculum that builds a caring, respectful, and safe community. This involves the development of strategies that delicately balances both their academic and social skills.

The focus of the social curriculum will emphasize ethical behavior, classroom management, and team building. All of our students are involved in such a way that they feel ownership and responsibility for their behavior within our school community. The home and school have shared responsibility in achieving this goal.

Parents are the first and most basic source of learning. Their cooperation is vital to all school endeavors and their role of "facilitator" should be clearly understood by the student. Any and all assistance that parents can lend to the school district in helping to promote positive behavior will certainly be invaluable to the entire school community.

Every school district has the right and responsibility to establish standards for acceptable student behavior within the school setting. Every student has the potential for choosing appropriate behavior and for becoming a responsible citizen for their school community. To assist students and parents, we list below the elementary schools' behavioral expectations for our students.

RESPECT: I will treat everyone with respect and courtesy.

- Use good manners
- Acknowledge others
- Treat others the way you would like to be treated
- Respect school property

RESPONSIBILITY: I will act responsibly and accept the consequences for my actions.

- Be prepared
- Care for your property and the property of others
- Maintain self-control

- Be honest in words and actions
- Make good choices

SAFETY: I will create and maintain a positive and safe environment.

- Listen and follow directions
- Keep hands, feet, and objects to yourself at all times
- Sit appropriately
- Walk quietly and orderly throughout the school building
- Do not leave the classroom or school without permission

RESOLUTION: I will solve my problems in an appropriate manner.

- Share at class meetings
- Stop and think before acting
- Speak with an adult; ask for help
- Mediate with peers

COURAGE: I will trust in myself, my peers, and my school to help prevent and/or stop bullying.

- Be aware of my own actions and words towards others
- Help and support a student when they are in need
- Tell a safe adult
- Be an "Upstander" and have confidence to stand up to anyone who teases, threatens, name calls or starts rumors








The basic student rights include: the right to due process, the right to a safe environment, the right to freedom from discrimination, the right to educational opportunities, and the right to inquiry and expression.

The privileges and rights to students may not, however, interfere with the rights of others. The right to freedom of expression does not condone abusive, physical, or verbal expression infringing on the rights of others. Therefore, the privileges of rights carry with them the task of responsibility. The students have the responsibility to adhere to school rules.



Lacey Township School District

December 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Happy Holidays		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 	22	23 Early Dismissal	24 	25 	26
27	28 	29 	30 	31 		

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DISCIPLINARY PROCEDURES

It is the student's responsibility to obey school regulations and school authorities. To avoid complicating a disciplinary infraction, students are advised that they are obligated to follow instructions of all Board of Education employees (teachers, office staff, paraprofessionals, cafeteria workers, custodians, and transportation). This responsibility extends to conduct to and from school, school-sponsored activities, field trips, and at all times within the school building.

Students who seriously violate school rules will be referred to the administration. Appropriate disciplinary measures will be imposed, taking into consideration the severity of the violation and the student's previous citizenship record. More specific information for Mill Pond School is provided in their rules, expectations and consequences handbook.

AVENUE OF APPEAL FOR DISCIPLINARY ACTION

Students and parents have the right to appeal school-based disciplinary actions according to the following "chain of command" structure. At whatever level of initial action is taken, the appeal would be to the next level on the chain:

1. Classroom Teacher
2. Supervisor
3. School Principal
4. District Supervisor or Assistant Superintendent
5. Superintendent of Schools
6. Board of Education

TRANSPORTATION

Edward Hannan, Transportation Coordinator
Municipal Lane, Behind the Municipal Building
609-971-2000, ext. 1043

School bus safety is a matter for parent and pupil cooperation. Safety on the school bus is not the sole responsibility of the administration and the bus driver. Safety is a matter of teamwork and requires the constant support and attention of the pupils, parents and school personnel. These guidelines will clarify the responsibilities contributing to our students' safety.

SCHOOL BUS SAFETY

Children are asked to arrive at their bus stops five (5) minutes before the scheduled bus arrival. It is most important that all students wait on the side of the street, do not stand, run or play in the roadway, and are always considerate of the property around the bus stop. Do not approach the bus until it comes to a complete stop and then enter in single file.

SAFETY RULES FOR RIDING THE BUS

PARENTS PLEASE REVIEW THESE IMPORTANT SAFETY RULES WITH YOUR CHILD

1. Walk to or from the bus.
2. Stand back from the curb.
3. Wait for the driver's signal before crossing.
4. Always cross at least 10 feet in front of the bus and never behind the bus.
5. Always stay within sight of your driver's view.
6. After boarding, walk to your seat and fasten seatbelt.
7. While riding the bus, no loud noises are permitted.
8. No food or beverage is permitted on the bus.
9. When exiting the bus – walk immediately away. Never walk behind the bus.
10. Obey your driver's direction.

SECURITY & VIDEO CAMERA

A variety of strategies are used to ensure student and staff safety and to deter property damage. Video cameras are used to record activity in school common areas such as hallways, gyms, cafeteria, and around the exterior of the school grounds. Video cameras may also be used on school buses. Recorded activity may be referenced during investigations. Most students respect others and appropriately care for property. Video cameras serve as a deterrent for potential abusers and support of those who take pride in their school.

PARENT TRANSPORTATION

Parents transporting their children to school should not arrive more than 15 minutes before the start of school to ensure proper supervision and to prevent unnecessary tiring of the child. All driveways must remain clear for arriving buses.



LOST AND FOUND

Parents may call the Transportation Office at 609-971-2000, ext. 1043 to check for items that may have been left on the school bus.



Lacey Township School District

January 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 	2
3	4 School Reconvenes	5	6	7	8	9
10	11	12	13	14	15	16
17	18 SCHOOL CLOSED 	19	20	21	22	23
24	25	26	27	28	29	30
31						

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SCHOOL HEALTH SERVICES

Because the health of a child is closely related to his or her adjustment to school and to the ability to participate in the total school program, the school staff joins you, the parent, in your efforts to promote health, growth and development.

After your child enters school, the school nurse may conduct vision and hearing tests, weigh and measure your child, and at all times be alert to any apparent deviations from good health which might interfere with your child's school progress.

Periodic physical examinations will also be made. School health services are conducted by the school physician and assisted by the school nurse. The nurse is available for first aid and for conferences with the parents and teachers concerning your child's health problems.

HEALTH APPRAISALS – K - 6

Vision Screening	-	K, 2, 4, 6, 8, 10
Hearing Screening	-	K, 1, 2, 3, 5, 7, 11
Height and Weight	-	K - 12
Scoliosis screening	-	10 – 18 years old bi-annually

ADMINISTERING MEDICATION

Before any medication may be administered to or by any student during school hours, the Board of Education shall require the written request of the parent/guardian, which shall give permission for such administration and relieve the Board of Education and its employees of liability for administration of medication. In addition, the Board of Education requires the written order of the prescribing physician, which shall include:

1. The name of the medication;
 2. The purpose of the medication;
 3. The dosage and frequency;
 4. The length of time for which medication is prescribed;
 5. The possible side effects of the medication.
- Both documents shall be kept on file in the office of the school nurse.

As per NJAC 16A:16-2, the district school physician shall develop procedures, which provide that:

- A. All medications, whether prescribed or over the counter, shall be administered by the school nurse, the parent/guardian or school physician;
- B. Medication shall be securely stored and kept in the original labeled container;
- C. The school nurse shall maintain a record of the name of the student to whom medication may be administered, the prescribing physician, the dosage and time of the medication and a notation of each instance of administration;
- D. All medication shall be brought to school by the parent/guardian and shall be picked up at the end of the school year or the end of the period of medication, whichever is earlier.

STUDENT SELF-ADMINISTRATION OF MEDICATION



The Board of Education shall permit self-administration of medication for asthma or other potentially life-threatening illnesses such as anaphylaxis by students both on school premises during regular school hours, off-site or after regular school hours when a student is participating in field trips or extracurricular activities. Parent/guardian of the student must meet the following conditions:

1. Provide the Board of Education with written authorization for the student's self-administration of medication;
2. Provide written certification from the student's physician that the student has asthma or another potentially life-threatening illness and is capable of and has been instructed in the proper method of self-administration of medication;
3. The parent/guardian shall be encouraged to provide an additional inhaler or epi-pen identical to the one which the student is authorized to carry, which shall be retained by the school nurse;
4. Sign a statement acknowledging that the district shall incur no liability as a result of any injury arising from the self-administration of medication by the student and that the parent/guardian shall indemnify and hold harmless the district and its employees or agents against any claims arising out of the self-administration of medication by the student. Every waiver shall be reviewed and co-signed by the school physician.



Lacey Township School District

February 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14 ♥HAPPY Valentine's DAY♥	15 SCHOOL CLOSED  Presidents Day	16	17	18	19	20
21	22	23	24	25	26	27
28						

Please visit our District or School websites for the most up-to-date online calendar of events at www.laceyschools.org

PHYSICAL EXAMINATIONS

As per N.J.A.C. 6A:16-2.2, all medical examinations for students, must be performed in the medical home (Family Doctor) of the student. Only in cases where the student does not have a medical home, will the school physician perform the examination. Suggested grade level examinations are Grades 3, 6, 8 and 10.



CONTROL OF COMMUNICABLE DISEASES AMONG SCHOOL CHILDREN

The prevention of the spread of communicable diseases among children in any community calls for cooperation between the home and the school. Please notify the school nurse if your child has a communicable disease. The rules and regulations of communicable diseases are taken from the New Jersey Department of Health and Sr. Services, NJSA 18A:40-6-12.

DISEASE

CHILD REMAINS AT HOME

Chicken Pox

*7 days after the appearance of the 1st vesicles

Streptococcal Infection
Scarlet Fever
Strep Throat

Until recovered. Certificate from doctor and medicine 24 – 48 hours.

Impetigo & Ringworm

*Must show proof that he/she is under continuing doctor's care. Lesions must be covered at all times.

Lice

*Medicated shampoo used as directed and all eggs (nits) removed.

Scabies

*Until appropriate treatment has been used and a doctor's note is presented to school nurse.

Parents are encouraged to keep their child home for 24 hours and to consult with a physician if your child has any of the following: open or wet sores, bare spots on scalp, sore throat, fever, suspicious rash, diarrhea, vomiting, earache, persistent cough and/or temperature (100 degrees or more).

* Returning students must be brought to school by their parent/guardian and examined by the school nurse before they may ride the bus and attend class. Exposure notices will be distributed to classmates or made available.

INSURANCE

- A. The Board of Education provides a Full Excess Accident Insurance Program that provides medical benefits for those medical expenses that are not covered by other applicable insurance plans during the normal school day. It is suggested that additional insurance can be carried by parents for all children.
- B. Insurance materials will be distributed to students by their teacher at the opening of school.
- C. Parents may also voluntarily take out additional insurance available through the insurance company. Information regarding this coverage is available in the main office of each school.

PHYSICAL EDUCATION

In order to avoid slipping on the multi-purpose room floor, all students must wear slacks/shorts and sneakers with laces or velcro when engaged in any physical education activity.

PHYSICAL EDUCATION – EXCUSES

Excuses will be accepted from the parent for a maximum of three days. Prolonged excuses from Physical Education class must be submitted by a physician. A student who is excused from physical education will not participate in recess.



MESSAGES





Every attempt will be made by the Main Office staff to deliver messages from parents to students; however, because these deliveries necessitate the interruption of classes, it is requested that parents avoid calling in messages to students and limit them to emergencies only. Your continued cooperation is always appreciated.

Often students will leave home without lunch, books or other articles needed for school. Parents may deliver these to the Main Office. Once again, every attempt will be made to get these items to the student; however, we would appreciate limiting the requests to emergencies.



Lacey Township School District

March 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12 Early Dismissal For Students Staff In-Service	13
14 	15	16	17 	18	19	20 
21	22	23	24	25	26	27
28	29	30	31			

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ENTRANCE POLICY

Children five years of age as of October 1st who have never attended a private or public school may be admitted on or before October 1st following the opening of school for the fall term.

New Jersey State Sanitary Code – Immunization of Pupils, Chapter 14, requires as of August 2000 that all children in New Jersey schools have the following immunizations:

- DPT Series plus booster after age four (4-5 doses)
- Oral Polio – 4 (four) doses
- Measles, Mumps, and Rubella (MMR) after age one and booster of Measles preferably with MMR
- Tuberculin Test (Mantoux) is recommended
- Hepatitis B – Series 3 (three)
- Varicella (Chicken Pox) – 1 (one) dose for every child born on or after January 1, 1998.
- Hib - Every child from 12-59 months enrolling in school shall have received at least 1 dose of Hib, on or after their 1st birthday.
- Influenza – for children enrolled in childcare, preschool on or after 9/1/08, 1 dose to be given between 9/1 and 12/31 of each year from age 6 months to 59 months annually.
- Pneumococcal – Minimum of 1 dose of Pneumococcal is needed after the first birthday. A minimum of 2 doses are necessary if given between the ages of 2 and 11 months.
- Tdap and Meningococcal – Pupils entering grade 6 on or after 9/1/08 and born on or after 1/1/97.

The child's *original* birth certificate must be presented at the time of registration. A physical exam is also required before starting school.

ATTENDANCE / TARDIES

Regular attendance and being on time for school is necessary if students are to be successful in their academics, including state mandated testing. All absences/tardies become part of a student's permanent record and are considered unexcused, except for mitigating circumstances where special arrangements or permission has been granted by the administration. If your child is absent from school, it is requested that you notify the Health Office (CCS – 971-5850; FRS – 971-2080; LHS – 971-2090; MPS – 971-2070) before 9:00 a.m. regarding the nature of the absence. Upon his/her return, an absentee should bring a note signed by the parent or guardian, stating the reason for the absence. Any child absent from school due to a contagious disease (regardless of the number of days) must present a doctor's certificate before he/she may return to school. Please refer to Lacey Township School District's Regulation 5200.

All students with pediculosis (nits), ringworm, scabies or conjunctivitis shall be excluded from school and may return after examination by the school nurse or upon receipt of a doctor's certificate. At the administrator's discretion, based on excessive absences/tardies, legal notice

may be sent to the parent/guardian, and/or filed in Municipal Court for violation of N.J.S.A. 18A:38-25, 18A:31.

REGISTRATION OF PUPILS

A pupil who transfers from another district should register as soon as possible at the office of the school which he/she will attend. Pupils registering for the first time should present the following:

1. Birth Certificate
2. Proof of mandatory immunizations (required by law)
3. Transfer card, report card, health & dental card, etc. from former district
4. Proof of Residency

TRANSFERS

When a family plans to move to another school district, a transfer must be made out for each child. The following information should be given to the school office at least one week in advance, if possible: destination, name of new school, and last day of attendance.

EARLY DISMISSAL

Any child who is excused early from school must be picked up and signed out at the office. Please send written permission to the school notifying us in advance.

CARE OF SCHOOL MATERIALS

Appropriate fines will be assessed in the case of damage to or loss of school books and other school property. Students are to keep all textbooks covered at all times.

BEFORE AND AFTER SCHOOL ACTIVITIES

Students absent from school may not be permitted to participate in after-school or evening activities on the date of the absence unless approval is granted by the building principal.

PARTIES

Parties may be held to celebrate various holidays and special days throughout the year. Arrangements for parties are at the discretion of the principal and classroom teachers. Class parents assisting the classroom teacher may not bring other children to the parties.







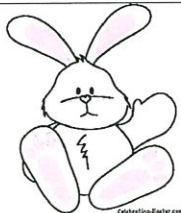
BICYCLE PROCEDURES

Elementary Schools that are zoned for walking permit children to ride their bicycles on good weather days. A request to do so must be submitted **in advance** to the main office and approval given by the Principal. Students riding a bike must wear a helmet by law and it is recommended that the bicycle be locked during the school day. Students on bicycles must be crossed by the Crossing Guard and bicycles walked at all times on school property.



Lacey Township School District

April 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 	3
4	5 	6 	7 	8 	9 	10
11	12 School Reconvenes	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Please visit our District or School websites for the most up-to-date online calendar of events at www.laceyschools.org

GUIDANCE

Counselors are available at each school to assist students on an individual basis or in groups:

1. To encourage appropriate growth and responsible decision making.
2. To explore the uniqueness of individuality and the consequent respect for self and others.
3. To recognize the responsibilities involved in being successful in school.
4. To work toward the identification of personal and educational problems.

Cedar Creek School – Brooke Borel, Counselor - 609-971-5850

Lanoka Harbor School – Cristin Conigliaro, Counselor - 609-971-2090

Forked River School – Brittney Hintz, Counselor - 609-971-2080

Mill Pond School - Alissa Fisher, Counselor - 609-971-2070

ELEMENTARY SCHOOL AGE CHILD CARE PROGRAM

A Before/After School Child Care Program is available for children in Kindergarten through 6th grade in each of the Lacey School District's elementary schools. All programs open at 6:45 am and close at 5:45 pm. Parents / Guardians will be responsible for picking up their children at the school by 5:45 pm. For further information and enrollment, parents should contact Discover Champions Before & After School Program at 908-309-1329 or 1-800-246-2154 or www.discoverchampions.com For questions or concerns please contact Ann Leonardi 609-664-7388 or aleonardi@discoverchampions.com

LOST AND FOUND

A lost and found section is maintained in each building. Articles of clothing, books, school bags, lunch boxes and the like should be properly marked.

USE OF SCHOOL FACILITIES

Organized community groups who wish to use school facilities may apply to the school principal. Approval of such requests is determined by the Board of Education. All groups using our school facilities must have insurance.

MAKE-UP WORK

Any child who is absent from school will be provided the opportunity to make-up work missed.

MONEY & VALUABLES

It is suggested that large amounts of money and valuable items, such as electronics, not be brought to school. Any monies should be brought in an envelope with the student's name, homeroom or teacher's name clearly indicated.





CELL PHONES

Cell phones may not be used during the school day unless under the direct supervision of a staff member.



Lacey Township School District

May 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9 	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28 Early Dismissal	29
30	31 SCHOOL CLOSED 					

Please visit our District or School websites for the most up-to-date online calendar of events at www.laceyschools.org

INTERVENTION AND REFERRAL SERVICES

The Intervention and Referral Services (I&RS) is a multi-disciplinary team in each school that is composed of building administrators, school counselors, classroom teachers, and support staff. The team welcomes requests for assistance from school staff or parents that are experiencing education difficulties with their student(s), in which traditional attempts to ameliorate the situation have not met with success.

SPECIAL EDUCATION

The Lacey Township Board of Education is committed to providing a free and appropriate public education to **all** students with disabilities. The district offers a full-continuum of special education programming and related services to meet the individualized needs of all of our students. Children, ages 3-21 with potential disabling conditions, may be referred to the district Child Study Team for a comprehensive evaluation.

ASSESSMENT PROCEDURES

Our school system has a comprehensive program which is used by the teacher to monitor student progress and the effectiveness of the curriculum. In addition to program and teacher-developed evaluation and instruments, benchmarks, quarterlies, and a variety of assessment tools are used to monitor student progress. We continue to develop more authentic assessment techniques which enable us to differentiate instruction to meet the specific needs of students.

SCHOOL DRESS

Students are expected to exercise good taste regarding appropriate dress at school. Clothing should be determined in accordance with weather patterns to promote good health and safety conditions for the children. Emphasis should be placed on having the child accept the responsibility of buttoning and zipping coats, raincoats, jackets and sweaters; or wearing hats in cold weather and wearing appropriate footwear to prevent slipping or tripping.

FIRE / SECURITY DRILLS

New Jersey laws require that each school will hold one fire drill and one emergency type drill per month. These drills are held at various times under varying conditions.

VISITORS

All parents and visitors must report to the main office upon entering the school building and are requested to sign the school's Visitor Book. For the protection of the children, parents are asked not to go directly to their child's classroom prior to signing in.

SCHOOL LUNCH

All students are to eat lunch in school. A lunch may be purchased on a daily or weekly basis or brought from home. Free and reduced meals are available to those who qualify.

ELEMENTARY PARENT / TEACHER ASSOCIATIONS AND ORGANIZATIONS

Each elementary school maintains an active parent organization dedicated to providing value added programs.

CHANGE OF ADDRESS

All parents are asked to report any change in their address or phone number to the Main Office and provide appropriate documentation.



Lacey Township School District

June 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 Student Half Day	16 Student Half Day	17 Student Half Day	18 Last Day of School	19
20  HAPPY FATHER'S DAY	21 	22	23	24	25	26
27	28	29	30			

Please visit our District or School websites for the most up-to-date online calendar of events at www.laceyschools.org

Section 504 of the Rehabilitation Act

Section 504 of the Rehabilitation Act requires the Board to address the needs of children who are considered handicapped/disabled under 504 and do not qualify for services under the Individuals with Disabilities Education Act. A pupil may be handicapped/disabled within the meaning of 504, and therefore entitled to regular or special education and related aids and services under the 504 regulation, even though the pupil may not be eligible for special education and related services under Part B of the Individuals with Disabilities Education Act.

No pupil will be denied, because of his/her educational handicap/disability, participation in co-curricular, intramural, or interscholastic activities or any of the services offered or recognitions rendered regularly to the pupils of this district.

There will be grievance procedures for persons alleging discriminatory acts by the Board and/or staff. The due process rights of pupils with handicaps/disabilities and their parents will be rigorously enforced.

Mary Esch, Supervisor of Guidance Counseling, is designated as district coordinator for matters dealing with 504. The district coordinator shall act as a compliance officer and can be contacted at the following address or telephone number:

Mary Esch, 73 Haines Street, Lanoka Harbor, New Jersey 08734
Phone: 609-971-2020, ext. 2019

LACEY TOWNSHIP SCHOOL DISTRICT
200 WESTERN BOULEVARD
LANOKA HARBOR, NJ 08734

Vanessa P. Clark, Ph.D.
Superintendent of Schools
(609) 971-2000, ext. 1002

Re: Student Records



Dear Parents:

In accordance with requirements as set forth in the New Jersey Administrative Code Title 6, Chapter 3, Subchapter 2, entitled "Student Records", local school districts including the Lacey Township School District are required to notify parents of their rights with respect to their child's "student records" at least once a year and, upon a parent's request, to make copies of the applicable State and federal laws and local policies available to them.

The Lacey Board of Education supports the need for and usefulness of keeping educational records for each student which will reflect the physical, emotional, social and academic aspects of a student's development in the educational process and which shall be used for the student's welfare. As parents, you have a right to know this information. These records require safeguards to protect the privacy and confidentiality of the student and his or her parents. This protection should help you maintain faith and trust in your local school system and assists school administrators and other staff members to maintain effective functioning of our educational institutions.

State law places the responsibility for compiling and maintaining information from educational records regarding students on each school district. The school districts must assure security of that information by following the procedures set forth in these laws which regulate access to and/or disclosure of that information. Lacey Township's "student records" are intended to contain only such information as is relevant to the education of the student and is objectively based on the personal observations or knowledge of the certified school personnel who originates the record. The Lacey Township School District may not compile any other records except those mandated and/or permitted by law.

Mandated student records are those records which the schools have been directed to compile by New Jersey Statute, regulation, or authorized administrative directive. Examples are: identifying date, student's name, address, date of birth, name of parents and/or guardians, citizenship and sex of pupil; record of daily attendance; description of pupil progress; history and status of physical health compiled in accordance with State regulations and all other records required to be kept by the State regarding the education of handicapped individuals. Permitted student records are those which a local board of education, by resolution adopted at a regular public meeting, has authorized the district to collect to promote the educational welfare of the students. Examples are: group achievement and intelligence tests; aptitude tests and interest inventories; systematically gathered teacher or counselor ratings; and observations and verified reports of serious or recurrent behavior patterns. "Student directory information" is not confidential. "Student directory information" means a publication of a district board of education which includes the following information relating to a student: the student's name, address, telephone number, grade level, date and place of birth, dates of attendance, major field of study, participation in officially recognized activities, weight and height relating to athletic team membership, degrees, awards, the most recent educational agency attended by the student and other similar information. The Lacey Township School District, at present, does not maintain student directory information in this format. If, in the future, the District compiles such a directory, parents will be notified and given a 10 day period in which to request that any or all of the student's information not be included in the directory before allowing access to the directory.

Generally student records may only be disclosed to authorized individuals or entities which include parents; students with written authorization of the parent and/or students whose relationship to the district will terminate at the end of the term and who are at least 16 years old; certified school district and educational personnel as well as supervised secretarial and clerical personnel; the district board of education and various other State and federal representatives under appropriate circumstances with appropriate authority to receive the information.

Parents have the right to review, challenge and comment upon their child's student records. The Lacey Township School District has a policy which outlines the procedures for exercising such rights. Outside persons or organizations may have access to the records only upon a request made in writing with the written consent of the parents and/or by court order and such outside persons and organizations may not further disclose this information without appropriate authorization to do so. Parents will be notified of such requests at least three (3) days prior to the release of records and may oppose the disclosure. However, the Lacey Township School District may exercise its discretion to release information to appropriate parties in the event of an emergency. Adult students do not require parental consent to review their educational records. However, their parents also have this right regardless of the student's consent if the adult student is financially dependent on the parent(s) and/or not legally competent.

If you have any questions about these policies or would like to examine your child's student records, you may arrange to do so at any time by making an appointment with the appropriate school principal. A copy of the Board of Education policy and regulations for student records may be obtained by contacting the Superintendent's Office.

Sincerely,
Vanessa P. Clark, Ph.D., Superintendent of Schools



LACEY TOWNSHIP SCHOOL DISTRICT
ACCEPTABLE USE POLICY (AUP) STUDENT AGREEMENT

As a student user of Lacey Township School District's technology resources, I agree to the following rules and provisions. Please refer to District Policy and Regulation #2361 for further information.

As a student, I will:

1. only use the computer account provided to them by the district and will take the responsibility to protect their account from unauthorized access. Students will not give their personal password to anyone and will take steps to prevent others from learning their password. Students who become aware of attempts to violate or bypass security mechanisms will promptly report such attempts to their teacher or building administrator;
2. respect the privacy of information stored and accessed through Lacey Township School District's technology resources. Students will not acquire or modify, in any way, information that belongs to another person, nor will they attempt to access restricted portions of the technology infrastructure;
3. only use the software to which express rights have been granted by the school administration;
4. not copy unauthorized software onto the available data storage devices;
5. agree not to copy, disclose, modify, or transfer any materials that they did not create without the express consent of the original owner or copyright holder. Students agree not to use Lacey Township School District's technology resources to violate the terms of any software license agreement, or any applicable local, state, or federal laws;
6. agree not to use Lacey Township School District's technology resources for any purpose other than that for which they were intended;
7. not use district technology resources for personal use, personal gain, harassment, or cyberbullying;
8. use good judgment to access only information having sound educational value. Students understand that accessing illegal or inappropriate materials may result in disciplinary action;
9. understand that any violation of any provision of this agreement may result in disciplinary and/or legal action as outlined in district Policy and Regulation 2361 and 2531;
10. understand that this Acceptable Use Policy (AUP) Student Agreement remains in force as long as the student makes use of any of the available Lacey Township School District technology resources, to include, but not be limited to devices and network access, either in school or at home.

LACEY TOWNSHIP SCHOOL DISTRICT CONTACT INFORMATION

LACEY TOWNSHIP SCHOOL DISTRICT

200 Western Blvd.
Lanoka Harbor, NJ 08734

Vanessa P. Clark, Ph.D., Superintendent
Stephen J. Decker, Asst. Superintendent
Patrick DeGeorge, Business Admin/Board Secretary

609-971-2000 x1002
609-971-2000 x1003
609-971-2000 x1001

DISTRICT SUPERVISOR'S OFFICE

73 Haines St.
Lanoka Harbor, NJ 08734

Michelle Amos, K-6 District Supervisor
William Zylinski, 7-12 District Supervisor

609-971-2000 x1019

SPECIAL SERVICES

73 Haines Street
Lanoka Harbor, NJ 08734

Joseph Bond, Director
Mallory Krakovsky, Supervisor

609-971-2000 x1021
609-971-2000 x1021

TRANSPORTATION DEPARTMENT

Edward Hannan, Transportation Coordinator

609-971-2000 x1043

FOOD SERVICES

Crystal DeCaro, Director

609-971-2000 x2046

CEDAR CREEK SCHOOL

220 Western Blvd.
Lanoka Harbor, NJ 08734
609-971-5850

Jacqueline Ranuska, Principal
Joanie Donohue, Supervisor

LACEY TWP. MIDDLE SCHOOL

660 Denton Avenue
Forked River, NJ 08731
609-242-2100

Jason King, Principal
Edward Subokow, Asst. Principal

FORKED RIVER SCHOOL

110 Lacey Road
Forked River, NJ 08731
609-971-2080

Eric Fiedler, Principal
Jessica Cellini, Supervisor

LACEY TWP. HIGH SCHOOL

73 Haines Street
Lanoka Harbor, NJ 08734
609-971-2020

Gregory Brandis, Principal
Mark Angelo, Asst. Principal
Timothy Dowd, Asst. Principal
Margaret Molloy, Supervisor

LANOKA HARBOR SCHOOL

281 Manchester Avenue
Lanoka Harbor, NJ 08734
609-971-2090

Jeffrey Brewer, Principal
Theresa Kilmurray, Supervisor

GUIDANCE DEPARTMENT

609-971-2000 x2013

Mary Esch, Supervisor

MILL POND SCHOOL

210 Western Blvd.
Lanoka Harbor, NJ 08734
609-971-2070

Holly Niemiec, Principal
Paul O'Neill, Supervisor

ATHLETIC DEPARTMENT

609-971-2000 x2043

Aimee DelVento, Director