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NOTICE

Pursuant to Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, the following is a list of regular public meetings to be held at 6:30 PM Executive Session and 7:30 PM Public Session. These meetings shall be held at the Dr. Marie Parnell Media Center at the Sayreville War Memorial High School located at 820 Washington Road, Parlin. Meeting dates are also posted on the district website at www.sayrevillek12.net.

Tuesday, July 19, 2011
Tuesday, August 16, 2011
Tuesday, September 6, 2011
Tuesday, September 20, 2011
Tuesday, October 4, 2011
Tuesday, October 18, 2011
Tuesday, November 1, 2011
Tuesday, November 15, 2011

Tuesday, December 13, 2011
Tuesday, January 17, 2012
Tuesday, February 7, 2012
Tuesday, February 21, 2012
Tuesday, March 6, 2012
Tuesday, March 20, 2012
Tuesday, April 3, 2012

Sayreville Board of Education
P.O. Box 997
Sayreville, New Jersey 08871
Emidio D'Andrea, School Business
Administrator/Board of Education Secretary

Voting Information

Voters choose members of the Board of Education and cast ballots for the amount of money to be raised through local taxation to support the proposed budget for the coming year. This election is normally held each year on the third Tuesday in April. Any registered voter residing in the Borough of Sayreville may vote in this election.

New voters may register at the Borough Hall on Main Street or by mail. To be eligible to vote, residents must be at least 18 years old, citizens of the United States, must have been living in the state and the county for 30 days and must have registered at least 30 days before the election.

GRADUATION REQUIREMENTS

Graduating Class:	2010 and 2011
English	4 years
Mathematics	3 years
Science	3 years
U.S. History	2 years
World History	1 year
World Language	1 year
Performing Arts	1 year
Practical Arts	1 year
Phys. Ed. and Health	4 years
Total Credits Completed	120

Graduating Class:	2012 and 2013
English	4 years
Mathematics including Algebra 1	3 years
Sciences: lab sciences including Biology	3 years
U.S. History	2 years
World History	1 year
World Language	1 year
Performing Arts	1 year
Practical Arts	1 year
Phys. Ed. and Health	4 years
Total Credits Completed	120

Graduating Class:	2014 and 2015
English	4 years
Mathematics including Algebra I and Geometry	3 years
Science: lab sciences including Biology and a choice among Chemistry, Physics or Environmental Science	3 years
U.S. History	2 years
World History	1 year
World Language	1 year
Performing Arts	1 year
Practical Arts	1 year
Phys. Ed. and Health	4 years
Economics/Financial Literacy	½ year
Total Credits Completed	120

Graduating Class:	2016
English	4 years
Mathematics including Algebra I and Geometry and a third year of math that builds upon these two courses	3 years
Science: lab sciences including Biology and a choice among Chemistry, Physics or Environmental Science and a third inquiry-based lab or technical science	3 years
U.S. History	2 years
World History	1 year
World Language	1 year
Performing Arts	1 year
Practical Arts	1 year
Phys. Ed. and Health	4 years
Economics/Financial Literacy	½ year
Total Credits Completed	120

WELCOME BACK

In Sayreville, we recognize that a varied and comprehensive curriculum that meets the needs of each student, provides the greatest opportunity for their individual growth and also contributes to the overall success of our educational community. We, the members of the Sayreville Board of Education, school administrators, principals and staff are committed to fostering an educational system that delivers quality instruction and a learning environment that is both inviting and efficient.

I would like to welcome our returning and incoming students as we begin the new school year. We would also like to invite you to become involved in our educational system by attending our monthly Board of Education meetings, joining school organizations, such as the PTO, and being a part of the many student and parent activities that are hosted throughout the school year.

In closing, we remain committed to providing a quality educational experience to each of our students and strengthening the cooperation, communication and trust we have developed between you, our parents and residents, and the entire Sayreville educational system.

Phyllis Batko
President, Sayreville Board of Education

Administrative Personnel

Dr. Frank R. Alfano.....Superintendent of Schools
Mrs. Marilyn Zeichner-Shediack.....Assistant Superintendent of Schools
Mr. Emidio D'Andrea.....School Business Administrator/Board of Education Secretary
Mrs. Carol Duffy.....Director of Special Services
Mr. Dennis Pantiliano.....Director of Facilities and Operations
Mrs. Sandra Paul.....Director of Technology
Mr. Edward Aguiles.....Director Curriculum and Instruction
Mrs. Michelle Jenkins.....Director of Food Services
Mrs. Debra Shedlock.....Transportation Coordinator

Principals

Mr. James Brown..... Sayreville War Memorial High School525-5254
Ms. Donna Jakubik..... Sayreville Middle School..... 525-5290
To Be Announced..... Samsel Upper Elementary School316-4050
Mr. Timothy Byrne Arleth School..... 525-5245
Mr. Justin Fiory Eisenhower School..... 525-5230
Mrs. Linda Coffey..... Truman School..... 525-5215
Mrs. Georgia Baumann..... Wilson School..... 525-5240
Mrs. Carol Duffy, Director..... Project Before..... 525-5538

The Tuition Pre-School and SAT Director is Mrs. Michele Kraivec. She may be reached at (732) 525-5200 Extension 2266.

The Transportation Department may be reached at either of the following two telephone numbers:
(732) 316-4044 or (732) 316-4045

Superintendent's Message

The "Our Schools Guide" represents one of the ways in which we work to communicate with the educational community. It contains a great deal of information that we believe will be useful to you. You are encouraged to carefully read this guide. Please have a wonderful and healthy school year.

Dr. Frank R. Alfano

School Hours Effective for the 2011-2012 school year are listed below:

		REGULAR	EARLY DISMISSAL
<u>Elementary</u>	Kindergarten to Grade 3 & Sp. Ed. Arleth, Eisenhower, Truman, and Wilson Schools	8:45 A.M. - 3:00 P.M.	8:45 A.M. - 1:15 P.M.
<u>Upper Elementary</u>	Grades 4-5 & Sp. Ed. Project Before - Full Day Project Before - A.M. Project Before - P.M.	8:45 A.M. - 3:00 P.M. 8:55 A.M. - 2:30 P.M. 8:55 A.M. - 11:20 A.M. 12:40 P.M. - 3:10 P.M.	8:45 A.M. - 1:15 P.M. 8:55 A.M. - 12:45 P.M. 8:55 A.M. - 10:40 A.M. 11:40 A.M. - 1:25 P.M.
	Note: An early dismissal for inclement weather only will result in a cancellation of Project Before PM classes.		
<u>Middle School</u>	Grades 6-8 & Sp. Ed.	7:45 A.M. - 2:19 P.M.	7:45 A.M. - 12:46 P.M.
<u>High School*</u>	Grades 9-12 & Sp. Ed.	7:45 A.M. - 2:30 P.M.	7:45 A.M. - 12:54 P.M.

* Senior students (Grade 12) may elect to attend classes from 7:45 A.M. to 12:52 P.M. if they have met their schedule requirements.

NOTE: Times are subject to change.

DELAYED OPENING

This schedule will be in effect only if it is announced on radio stations WCTC (1450 AM), WMGQ (98.3 FM) or New Jersey 101.5 FM. It will also be posted on the district's website at www.sayrevillek12.net.

<u>SCHOOL</u>	<u>SCHOOL STARTING TIME</u>	<u>PICKUP TIME FOR BUS STUDENTS</u>	<u>TOTAL SCHOOL HOURS</u>
** Parochial	9:30 A.M.	90 mins. later than regular	4 hr. 30 min.
High School	9:15 A.M.	90 mins. later than regular	5 hr. 15 min.
Middle School	9:15 A.M.	90 mins. later than regular	5 hr. 2 min.
Arleth, Eisenhower, Truman & Wilson	10:15 A.M.	90 mins. later than regular	4 hr. 45 min.
Upper Elementary	10:15 A.M.	90 mins. later than regular	4 hr. 45 min.
Project Before Full Day	10:25 A.M.	90 mins. later than regular	4 Hr. 5 min.
Project Before A.M.	10:25 A.M.	90 mins. later than regular	2 hrs.
Project Before P.M.	1:40 P.M.	55 mins. later than regular	1 hr. 30 min.

**This includes St. Stanislaus, Our Lady of Victories and Sacred Heart Schools. All other private, parochial and vocational out-of-district schools will start on an automatic 90 minute delay in transportation to their respective schools. If there is a delayed opening, any scheduled early dismissal and/or event is cancelled.

Welcome Back!
Superintendent's Message

Administrative Personnel
School Hours

Principals
Delayed Opening

No Child Left Behind

The Sayreville Public Schools have traditionally had a strong basic skills curricula. Under the No Child Left Behind statute we provide an Academic Support Instruction (ASI) Program in grades K-12 with the assistance of federal and state funding. Each year the district develops an application for Title I funds which covers both public and non-public schools. Program eligibility is based on state/standardized test scores, teacher recommendation, grades, etc. Questions about the ASI Program should be directed to the building principal. Also, the district is a member of the Middlesex Regional Educational Services Commission which provides services for Sayreville students in non-public schools in the following areas: Child Study Team classification and services, Speech, and Home Instruction. Each year, the Board of Education holds a public meeting to discuss its ASI Program, test results and Thorough and Efficient activities (Chapter 212). This year's meeting is scheduled for October 5, 2010. The district has an ASI Title I Parent Involvement Council which annually approves the Parent Involvement Policy which is sent home to all parents with children in the program. Under federal law, all parents of students in a Title I school district, such as the Sayreville School District, are entitled to request information regarding the professional qualifications of their child's classroom teachers. Should you be interested in receiving this information, please direct your request to the principal of your child's school.

2011-2012 Test Schedule

<u>TEST</u>	<u>GRADE</u>	<u>DATE</u>
Testing of Students New to District	1-12	September 2011
High School Proficiency Assessment (HSPA)	12 & Ret. 11 Graders	October 4, 5, 6, 2011 Make-ups: October 11, 12, 13, 2011
Scholastic Aptitude Test I and II	11-12	October 1, November 5, December 3, 2011, January 28, March 10, May 5, June 2, 2012
Preliminary Scholastic Aptitude Test/ National Merit Scholarship Qualifying Test	11 (9-10 Optional)	October 15, 2011
High School Proficiency Assessment (HSPA)	11-12	March 6, 7, 8, 2012 Make-ups: March 13, 14, 15, 2012
Grade 9 and 10 District Assessments	9-10	March 6, 7, 8, 2012 Makeups: March 13, 14, 15, 2012
ACCESS Test for English Language Learners	K-12	March 12 – April 27, 2012
Grades 1 and 2 District Assessments	1-2	March 26, 27, 28, 29, 2012 Makeups: April 2, 3, 4, 5, 2012
District Kindergarten Assessment	K	May 21, 22, 23, 24, 2012
NJ Assessment of Skills & Knowledge (NJASK 7-8)	7-8	April 23, 24, 25, 26, 2012 Make-ups: April 30, 2012; May 1, 2, 3, 4, 2012
NJ Assessment of Skills & Knowledge (NJASK 3)	3	May 7, 8, 9, 10, 2012 Make-ups: May 14, 15, 16, 17, 18, 2012
NJ Assessment of Skills & Knowledge (NJASK 4)	4	May 7, 8, 9, 10, 11, 2012 Make-ups: May 14, 15, 16, 17, 18, 2012
NJ Assessment of Skills & Knowledge (NJASK 5)	5	April 30, 2012, May 1, 2, 3, 2012 Make-ups: May 7, 8, 9, 10, 11, 2012
NJ Assessment of Skills & Knowledge (NJASK 6)	6	April 30, 2012, May 1, 2, 3, 2012 Make-ups: May 7, 8, 9, 10, 11, 2012
New Jersey Biology Competency Test	10-12	May 15, 16, 2012 – Make-up: May 17, 18, 2012
Advanced Placement Tests	11-12	May 7-18, 2012
ACT	11-12	September 10, October 22, 2011, June 9, 2012

Student Expectations

The Sayreville Board of Education believes that positive student commitment and behavior are essential to effective learning. With the support and assistance of school personnel and parents, all students have the capacity to demonstrate actions which contribute to the effectiveness of schools and the worth of learning experiences. Commensurate with their maturational levels and individual abilities, all students can behave in ways that enhance the social relationships of the school and facilitate learning. Students are expected to demonstrate the following behavior, reflective of the district's core ethical values, while in school, on a school bus and at school activities in and out of district:

1. **Caring** for all members of a diverse school community which includes but is not limited to students, administrators/supervisors, teachers, advisors/coaches, support staff, volunteers, and PTO representatives. They must also demonstrate tolerance and acceptance of classmates who are the same and different in ability, aptitude, cultural ethnicity, and socio-economic background.
2. **Trustworthiness** in assuming responsibility for their educational successes and failures. When working alone or in groups, they must be trusted to be responsible for their work and the results of their efforts.
3. **Respect** for all members of the school community, its facilities and property.
4. **Responsibility** in adhering to school rules and regulations which are designed to provide a safe and appropriate environment for learning.
5. **Fairness** in their treatment of staff, classmates, competitors, and the public.
6. **Citizenship** by fulfilling their educational goals to become a productive member of the borough, state, nation, and world. This can be accomplished by attending school daily and mastering the NJ Core Curriculum Content Standards and proficiencies for their courses.

Kindergarten Entrance Requirements

Students entering Kindergarten **MUST** be five years old on or before October 31. **ALL NEW** students entering first grade **MUST** be six years old on or before October 31. Children will not be registered for the Sayreville Public Schools unless all the following items are presented at time of registration:

1. Child's official birth certificate.
2. Physician's certificate indicating that the child has received the following immunizations as required by the New Jersey State Department of Health:
 - a) Diphtheria, Pertussis and Tetanus (D.P.T.) – a minimum of four (4) doses, one dose having been given on or after the fourth birthday or a total of five doses.
 - b) Polio – a minimum of three (3) doses of Polio vaccine, one dose having been given on or after the fourth birthday or a total of four doses.
 - c) Measles – two (2) doses given at least one month apart, both doses being given after the first birthday or laboratory evidence of immunity in place of 2nd dose.
 - d) Rubella – one (1) dose on or after the first birthday.
 - e) Mumps – one (1) dose on or after the first birthday.
 - f) Hepatitis B – three (3) doses Hep B vaccine or laboratory evidence of immunity.
 - g) Chickenpox - one (1) dose on or after the first birthday or proof of disease immunity.
3. Physician's certificate indicating the child has received a Mantoux test for Tuberculosis within six months of the start of school year unless he/she is not required under current state regulations.
4. Certificate indicating that the child has had a complete physical examination by his personal physician including a vision and hearing screening, within a year of September entrance (e.g., the twelve months preceding start of school).
5. Proof of residency as documented by a certificate of occupancy, deed, mortgage agreement, borough tax bill, lease, etc. as per N.J.A.C. 6A:28-2.5.

**No Child Left Behind
Student Expectations**

**Test Schedule
Kindergarten Entrance Requirements**

School Health Services

The pupils attending the Sayreville Public School System are provided with health services in accordance with state requirements.

A student entering the school district for the first time must submit a health record from the previous school attended. The immunization record shall include dates of each individual immunization:

1. D.P.T. – Children less than seven (7) years of age need four (4) doses (1 dose after age 4) or any five (5) doses. Children seven (7) years or older a minimum of 3 doses.
2. Polio – Children less than seven (7) years of age need three (3) doses (1 dose after age 4) or any four (4) doses. Children seven (7) years or older a minimum of three (3) doses.
3. Measles Vaccine – Children born before 1990 are required to have 1 dose. Children born on or after January 1, 1990 will be required to have 2 doses given after the first birthday separated by at least one month or laboratory evidence of immunity in place of the 2nd dose.
4. Rubella Vaccine – Administered after first birthday.
5. Mumps Vaccine – Administered after first birthday.
6. Hepatitis B – Three doses of HepB vaccine or laboratory evidence of immunity is required of all students.
7. Chickenpox - one (1) dose on or after the first birthday or proof of disease immunity.
8. DTaP - (Ages 1-6 years) 4 doses, with 1 dose given on or after the 4th birthday, OR any 5 doses. (Ages 7-9 years) 3 doses of Td or any previously administered combination of DTP, DTaP, and DT to equal 3 doses. Laboratory evidence of immunity is also acceptable.
9. Tdap- Grade 6 (or comparable age level for Special Education students): 1 dose for pupils entering Grade 6 on or after 9-1-08 and born on or after 1-1-97. A child does not need a Tdap dose until 5 years after the last DTP/DTaP or Td dose.
10. Pneumococcal - (Age 12-59 months) Minimum of 1 dose of Pneumococcal vaccine is needed after the first birthday for all pre-school students.
11. Meningococcal - 1 dose for students entering Grade 6 (or comparable age level for Special Education students) born on or after 1-1-97.
12. Influenza - 1 dose annually given between September 1 and December 31 for all pre-school students (Ages 6-59 months).
13. A physical examination certificate dated within one (1) year prior to admission.

A child may be excused from these requirements only if a parent objects, in a written statement, on the grounds that it interferes with his/her religious beliefs. A statement from the family physician stating that the child cannot be immunized for medical reasons also relieves the child of this requirement.

Parents are requested to alert the school nurse of any pertinent facts relating to a pupil's well-being, especially medications, appliances or previous operations.

An emergency form, filled in and signed by a parent at the time of pupil admission, will be used if it becomes necessary to contact a parent. If a parent is not at home, a neighbor designated on the emergency form, will be called to care for the child. A local telephone number is necessary for such emergency contacts.

The School Health Program includes the following:

- A. Physical Examination/Medical Evaluation (By School Physician*) according to state regulations for:
 1. Members of athletic teams prior to the first practice session, if they qualify.
 2. Pupils with special health problems.
 3. Any pupil who is a habitual absentee.
 4. Any pupil having difficulty with class work.
- B. Tuberculosis Detection Program:
 1. Mantoux Tuberculin Testing as determined by state regulations.

- C. Eye Screening: Available to pupils in the pre-school program and selected grades, as well as pupils who have been referred.
- D. Audiometric Screening: Pre-school, K-4 and Grades 6, 8 and 10, as well as pupils who have been referred.
- E. Height and Weight: Grades Kindergarten through 12.
- F. Scoliosis Screening: As scheduled.

The above information is noted on the pupil's health record. Parents are notified of irregularities found in any of the above screening programs.

Parents are advised of the importance of obtaining subsequent medical examinations of the student at least one time during each developmental stage at early childhood (pre-school through grade three), pre-adolescence (grades four through six), and adolescence (grades seven through twelve). Proof of these physicals should be given to the school nurse.

There are recommended procedures classified as standing orders to care for the ill or injured at school. These procedures are followed, until the parent or other designated person might be contacted.

Administration of medication to pupils shall be done only in exceptional circumstances wherein the child's health might be jeopardized without it. Before the nurse can administer any medication, she must have written directions from the family physician and written permission from a parent to give the medication. The family physician must also identify type, dosage, and purpose of the medication.

There is an exclusion period for each communicable disease. Please consult your family physician or the school nurse.

An explanatory note from home is required following all absences. Pupils returning to school following an absence of 3 or more days for illness must submit a doctor's note to the nurse.

If because of illness or physical condition, it becomes necessary for a pupil to remain at home, parents are urged to contact the school to plan for appropriate ways to continue the child's education (See Home Instruction.)

Each pupil throughout the school system shall participate in the physical education program unless a written excuse is obtained from the family physician as to the reason for non-participation and its duration.

Health and safety classes are conducted throughout the school year. Subject matter is applicable to the age and the grade of the pupil.

A "Kindergarten Registration" is conducted each year, to determine the number of children expected to enter Kindergarten in the Fall. Announcement of the procedure and entrance requirements are made in advance.

*A note from the family physician will be accepted in lieu of this.

School Health Services

Attendance

The New Jersey school laws require every parent, guardian, or other person having control of a child between the ages of 6 and 16 to send such child to school. Once a parent elects to send his/her child to school, the child must attend continuously until he/she becomes 16 years of age.

Absence (Call-In)

To ensure the safety of your child, parents of elementary school children especially, are requested to call the school when a daughter/son will be absent from school. Call between 8:15 a.m. and 9:30 a.m. to advise the school of said absence, the reason and the probable length of absence. Elementary schools have answering machines which may be used between 6:00 a.m. to 9:30 a.m. After taking attendance, we will call those parents who have not reported their child absent.

When reporting your child absent please call the following numbers:

Arleth School	(732) 525-5242	Samsel Upper Elementary	(732) 316-4058
Eisenhower School	(732) 525-5231	Middle School	(732) 525-5291
Truman School	(732) 525-5213	High School	(732) 525-5250
Wilson School	(732) 525-5237	Project Before	(732) 316-4083

Absence

A child absent from school must present a written excuse, stating the reason for his/her absence and signed by the parent according to New Jersey school laws. All absences are unexcused except those for the observance of religious holidays recognized by the State Board of Education, or court appearance. Parents of children enrolled in Grades 9 through 12 should be aware of the attendance and credit policies in the High School. Parents should be aware that poor attendance shall be a factor in the determination of a child's promotion or retention. Attendance for fewer than 160 days during the school year may result in a child's retention.

Emergency School Closings

When it is necessary to close schools for the day and/or implement an emergency early dismissal schedule because of weather, road conditions or other emergencies, radio stations WCTC 1450 AM, WMGQ 98.3 FM or New Jersey 101.5 FM will be contacted to make this announcement. It will also be posted on the district's website at www.sayrevillek12.net and announced in a ParentLink contact.

Student Group Accident Insurance

The Board of Education provides Student Group Accident Insurance for each pupil at no cost to the parent. There are certain limitations in the plan. Be sure to read the provisions of the policy offered. An explanation of the plan is sent home early in the school year with complete instructions.

Accidents should be reported immediately to the principal or the school nurse. A written report will be prepared which, if the child is insured, will be forwarded to the insurance company and the doctors. The Board of Education assumes no responsibility for settlement of claims.

Website for Sayreville Public Schools

Information about district-wide and individual school activities can be found on our website, www.sayrevillek12.net. To provide better communication between parents and educators, email addresses of appropriate school personnel are located here for your reference, as well as links to each individual school's web page.

Telephone Regulations

School telephones are to be used only for official school business. Parents should not call the school and ask to speak to their children or expect staff to deliver personal messages to them, except in emergency situations. All instructions should be given to children before they leave home for school.

Transfers

When a family plans to move to another school district, a transfer must be made out for each child. The following information must be given to the school secretary at least a week in advance of leaving: new home address, name and address of school which your child will be attending, and the last day the child will attend school in Sayreville.

All books and materials must be returned to your child's teacher in satisfactory condition, and other forms must be filled out before the transfer card can be issued.

Home Instruction

Home instruction will be provided to any pupil confined to his/her home or hospital, upon the recommendation of the attending physician, if the confinement is expected to extend to a period of 10 consecutive school days. When the physician's form, which may be secured from the school nurse, is completed, the Special Services office will proceed in obtaining a certified teacher to work with the pupil.

Sending Money to School

You will find it necessary to send money to your child's teacher for various reasons, including lunch, milk, etc. Please send the exact amount in an envelope properly marked with the child's name, teacher, room number, and school.

Early Release

If a parent wishes to have a child released from school early, the parent is required to send a written note requesting that the child be excused. The parent or guardian must call for the child at the school office, present an acceptable form of identification and sign out the child. Children will be released into the custody of their parent or guardian only from the Principal's Office. This is done to ensure the safety of the youngsters. No pupil may leave school before the regular hour of closing, except for some extraordinary reason. Parents of children enrolled in grades 9 through 12 should be aware of the attendance and credit policies in the High School.

Classroom Visitation

Classroom visitation days are scheduled in conjunction with American Education Week during the month of November. Each school will issue visitation notices prior to the start of American Education Week.

Visitors to School

All visitors are required to report at the Principal's Office prior to visiting any teacher or classroom. Visitors' tags and registration are required. Conferences with teachers should be requested by note, email or through the school office.

**Absence
Insurance**

**Call-In Numbers
Telephone**

**Emergency School Closings
Website**

Working Papers

Working papers are required by law for pupils under the age of 18 who seek employment. The necessary forms for high school or middle school students are available at their respective schools. Working papers are processed during regular school hours. The school is responsible only for the processing of working papers. The New Jersey Department of Labor approves or disapproves them. The following forms are required:

1. **Promise of Employment:** This form is completed by the pupil's prospective employers.
2. **Physician's Statement:** Each pupil making an initial application must have a physical examination. (This may be completed by the School Medical Inspector.)
3. **Proof of Age:** Birth certificates must be supplied for this purpose when application for working papers is made. Birth certificates will be returned after the application is completed.
4. **School Record:** This form is completed by the pupil and signed by the school principal.

Special Services Department

Special Services incorporates a variety of services which are available to the children in Sayreville Schools. Evaluation, instruction and counseling are provided for pupils whose particular needs require attention beyond that provided in the regular school program. The Special Services staff includes five Child Study Teams, each consisting of a psychologist, learning disabilities teacher-consultant and social worker, speech therapists, special education teachers and outside consultants. These consultants such as psychiatrists, neurologists and physicians are employed as needed.

Pupils are evaluated by a Child Study Team only if parental permission has been obtained. Due process procedures are followed.

In our school district, there are resource, learning and/or language disabled, and in-class support programs to serve the following classifications: Pre-school, Specific Learning and/or Multiply Disabled, Auditorily, Cognitive, Communication, Orthopedically, Other Health, Visually Impaired, Autism, Emotionally Disturbed, and Traumatic Brain Injured. Those pupils requiring specialized programs beyond those provided in this district are placed in out-of-district public and private placements.

Child Find

In New Jersey, each public school district must provide a free appropriate public education (FAPE), to eligible students ages three through twenty-one. Individuals and/or families with knowledge of a child within this age range with a suspected known disability, should call the Sayreville Special Services Department at (732) 525-5538.

Guidance

The nine counselors at the Middle School and High School and two at the Upper Elementary and Elementary schools work on an individual and group basis with students to help resolve personal and academic problems. Counselors also work with the school administrator on testing and scheduling. At the High School level, college counseling and placement is also provided by the guidance staff. Job placement counseling services are offered at the High School. Student Assistance Counselors are employed to work with students with substance abuse problems. Parents who wish information on substance abuse should call the school.

Change of Address and Phone Number

Parents are requested to notify the school of any change in address or phone number. Current addresses and phone numbers are most helpful to the school administration and are of particular importance to the pupil and parent in times of emergency. Emergency forms must be completed for each pupil enrolled in school and updated by the parent/guardian as necessary.

Care of School Property

Pupils are expected to take proper care of books, materials, equipment and other school property. Appropriate fines will be assessed for loss or damage to school property resulting from misuse.

Report Cards - Parent Conferences

Report cards will be issued and conferences held during the 2011-2012 school year as follows:

<u>School</u>	<u>Progress Reports Issued</u>	<u>End of Marking Period</u>	<u>Report Cards Issued</u>	<u>Conferences</u>
High School	Oct. 7	Nov. 9	Nov. 23	**Nov. 30 (1:00-2:45 p.m.) * Dec. 1 (7:00-9:00 p.m.)
Middle School	Oct. 7	Nov. 9	Nov. 23	**Nov.28 (12:50-2:34 p.m.) *Nov.29 (7:00-9:00 p.m.)
Upper Elementary	Oct. 7	Nov. 9	Nov. 23	* Nov. 28 (7:00-9:00 p.m.) **Nov. 29 (1:25-3:15 p.m.)
Elementary	Oct. 7	Nov.9	Nov. 23	* Nov. 30 (7:00-9:00 p.m.) **Dec. 1 (1:25-3:15 p.m.)
High School	Dec. 16	Jan. 24	Feb. 6	*Feb. 29 (7:00-9:00 p.m.) * *Mar. 1 (1:00-2:45 p.m.)
Middle School	Dec. 16	Jan. 24	Feb. 6	**Feb. 15 (12:50-2:34 p.m.) *Feb.16 (7:00-9:00 p.m.)
Upper Elementary	Dec. 16	Jan. 24	Feb. 6	*Feb. 15 (7:00-9:00 p.m.) **Feb. 16 (1:25-3:15 p.m.)
Elementary	Dec. 16	Jan. 24	Feb. 6	**Feb. 29 (1:25-3:15 p.m.) *Mar. 1 (7:00-9:00 p.m.)
Project Before				**Nov. 30 (1:25-3:15 p.m.) *Dec. 1 (7:00-9:00 p.m.) *Feb. 29 (7:00-9:00 p.m.) **Mar. 1 (1:25-3:15 p.m.)
High School	March 9	April 2	April 18	---
Middle School	March 9	April 2	April 18	---
Upper Elementary	March 9	April 2	April 18	---
Elementary	March 9	April 2	April 18	---
All Schools Only	May 22	June 8	June 15	Last Day of School for Students

*Early Dismissal - Students and Teachers

**Early Dismissal Students only

In the event of a delayed opening, the early dismissal and/or conferences are cancelled.

Back- to-School Night

Project Before	September 27, 2011	Upper Elementary	September 21, 2011	High School	Sept. 27, 2011
Elementary	September 19, 2011	Middle School	September 22, 2011		

Note: An Early Dismissal Schedule will be held on Friday, September 30, 2011.

Parents need not wait until the end of the marking period to arrange for a teacher conference. Rather they are encouraged to make an appointment to confer with their child's teacher, principal or guidance counselor at any time during the school year.

Working Papers

Special Services

Guidance

Change of Address & Phone

Care of School Property

Report Cards

Parent Conferences

Code of Student Conduct

Parents will receive a copy of the Code of Student Conduct to read and discuss with their child, as well as sign annually. Policies 6146.2 "Promotion, Remediation and Retention", 5131.1 "Harassment, Intimidation and Bullying" and 5131.61 "Substance Abuse" will also be provided on the district website and available in print if you don't have internet access.

School Bus Safety Parent Responsibility

The Transportation Regulations and the Policy adopted by the Board of Education should be stressed to the students not only for their safety but to protect the lives of all students riding the school bus.

- Help your student(s) be on time at bus stop.
- Do not ask the driver to stop at places other than the designated stop.
- Assume responsibility in training your child to cooperate with the school bus driver.
- Insist on correct behavior in waiting for and riding the school bus.
- Accompany very young students to the bus stop each morning and meet the bus in the afternoon.
- Cooperate with school officials in discharging discipline requirements in support of the Transportation Safety Program. Parental attitude in this matter is extremely important.

NOTE - Students are not allowed to change their bus. When your child is not going to take the bus home, please notify the school. **Parents should remind their children that they should not cross roads in order to get the bus until such time as the bus arrives, the red blinking lights are flashing, and the traffic is stopped, so that the driver can watch the students safely cross the street.**

The Transportation Department may be reached at either of the following two telephone numbers:
(732) 316-4044 or (732) 316-4045

Comprehensive Equity Plan 2007-2012

The district's Comprehensive Equity Plan was approved by the NJ Department of Education on May 4, 2007. It ensures that the district will achieve and maintain compliance with all applicable laws, codes, regulations, and guidelines governing equity in education including, but not limited to N.J.S.A.18A:36-20; N.J.S.A.10:5; N.J.A.C. 6A:7; Guidelines for the Desegregation of Public Schools in New Jersey (1989); Title VI and VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; The Americans with Disabilities Act of 1990 and the Individuals with Disabilities Education Act (I.D.E.A.) of 2004. Copies of the plan are available to the public at the office of the Affirmative Action Officer and Title IX Coordinator, Mrs. Marilyn Zeichner-Shediack, located at 150 Lincoln Street, South Amboy. All equity issues should be directed to her by calling (732) 525-5226.

Community Right-to-Know Notice of any construction or other activities involving the use of any hazardous substance will be posted on a bulletin board in the school. Hazardous substances may be stored at various times throughout the year and fact sheets for any of these hazardous substances being stored or used are available in the school.

Parent Involvement Council

The Board believes that participation by parents is integral to the effective functioning of the educational programs offered to the district's pupils. To that end, the Parent Involvement Council has been formed by Board policy to afford a forum to share best practices and related opportunities for district growth. This information will also be posted on the district website. The Council will meet at 6:30 p.m. with the Superintendent of Schools at the Selover School on the following dates:

September 12, 2011	January 9, 2012	May 7, 2012
October 17, 2011	February 13, 2012	
November 7, 2011	March 12, 2012	
December 5, 2011	April 2, 2012	

**School Bus Safety
Code of Student Conduct**

Comprehensive Equity Plan

Parent Involvement Council

Bus Routes

SAYREVILLE PUBLIC SCHOOL BUS ROUTES 2011-2012

*Pickup times for all schools are approximate. Adjustments will be made according to length of route.

Sayreville Public Schools
P.O. Box 997
Sayreville, NJ 08872

School Calendar 2011-2012

				Days
September	5	Monday	Labor Day – Schools Closed	
	6-7	Tues. – Wed.	Pre K-12 All Staff Report/Workshops – Schools Closed	
	8	Thursday	All Students Report	
	29	Thursday	Rosh Hashanah – No School	
	30	Friday	Early Dismissal	17
October	10	Monday	Columbus Day – Staff Development Day for Staff and No School for Students	20
November	10-11	Thurs. - Fri.	N.J.E.A. Convention/Veterans Day – Schools Closed	
	23	Wednesday	Early Dismissal	
	24-25	Thurs. - Fri.	Thanksgiving – Schools Closed	18
December	23	Friday	Early Dismissal	
	26-30	Mon.-Fri.	Winter Recess – Schools Closed	17
January	2	Monday	New Years Recess – Schools Closed	
	3	Tuesday	Schools Reopen	
	9	Monday	Early Dismissal – *PLC Meeting	
	16	Monday	Martin Luther King – Schools Closed	20
February	20	Monday	Presidents Weekend – Schools Closed	20
March	12	Monday	Early Dismissal – *PLC Meeting	22
April	6-13	Fri. – Fri.	Spring Recess – Schools Closed	15
	16	Monday	Schools Reopen	
May	21	Monday	Early Dismissal – *PLC Meeting	
	28	Monday	Memorial Day Weekend – Schools Closed	22
June	15	Friday	TENTATIVE Last Day for Students	
June	18	Monday	TENTATIVE Last Day for Staff	11
			Total Pupil Days	182
			Total Teacher Days	186

The above calendar does not allow for snow days. If schools are closed for any reason, then some of the days *may be made up* at the end of the school year or on January 16, February 20, April 10, 11, 12, 13, 2012. Make up days will impact the day of graduation.

In the event that the State Legislature and the Governor mandate State Holidays which are not listed on the above calendar, these days would be celebrated and added to the make-up days.

In the event that any of the above dates are not mandated by the State Legislature, Governor or State Department of Education, then school could be open and all employees shall be expected to report for work.

Approved Board of Education April 12, 2011