

# **Vineland High School**



**2021 - 2022**  
**Student/Parent Handbook**

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## **Welcome Letter**

### **VINELAND HIGH SCHOOL**

2880 East Chestnut Avenue

Vineland, NJ 08360

(856) 794-6800

Website: [www.vineland.org](http://www.vineland.org)

Dear Parents, Guardians and Students,

The items contained in this handbook are a small part of the many policies and regulations that the VPS Board of Education has mandated for Vineland High School. This is not meant to be an exhaustive policy book, but it is a snapshot of the procedures, policies, and regulations that most often affect the students of Vineland High School. All policies and regulations are available on the District Website: [www.vineland.org](http://www.vineland.org).

As a student at Vineland High School, you must be patient, cooperative and understanding. We, in turn, will do the same. This is your school. Likened to a family, its success solely depends on all of us working together. Although there will be an occasional problem, it can be resolved, we can work it out, if we do it together. However, nothing is gained if we are pulling in the opposite directions.

This information has been carefully prepared and presented so that it will be of great value in helping you to adjust to our school and to become an integral part of it. Please read it carefully to become familiar with the important procedures, activities, rules and expectations necessary for the effective operation of our school. Sound decisions are based upon a clear understanding of the outlined expectations.

If you have any questions, always feel free to contact Vineland High School at (856)794-6800.

Best wishes for a successful school year!

Sincerely,

VHS Administration

## **Vineland Public Schools District Mission Statement**

The mission of the Vineland Public Schools is based upon the conviction that all students can learn. We recognize that a quality educational experience is the result of a strong partnership of parents, teachers and the community. We challenge and encourage students to become active participants in the quest for excellence. Our goal is to ensure a safe, creative, stimulating and caring environment which promotes self-esteem, sound character, responsibility and respect for diversity. This atmosphere will enable students to become knowledgeable, skillful, life-long learners who are contributing citizens in our changing society. We expect the best from our students and will give no less of ourselves as educators.

### **BOARD OF EDUCATION**

Mr. Scott English, Board President  
Mrs. Megan Spinelli, Board Vice-President  
Ms. Inez Acosta, Board Member  
Mr. Nicholas Fiocchi, Board Member  
Mr. Cedric Holmes, Board Member  
Mrs. Kimberly Codispoti, Board Member  
Mr. F. John Sbrana, Board Member  
Mr. Alix Silva, Board Member  
Mr. Dennis Rivera, Board Member

### **CENTRAL ADMINISTRATION**

Mr. Alfonso Llano, Superintendent of Schools  
Dr. Danielle F. Sneathen, Assistant Superintendent of Administration  
Mr. Nathan Frey, Assistant Superintendent of Curriculum and Instruction  
Dr. Joseph Rossi, Executive Director of Personnel  
Ms. Dawn Leary, School Business Administrator

### **HIGH SCHOOL ADMINISTRATION**

Mrs. Suzette DeMarchi, VHS Principal  
Mrs. Jacqueline Roman-Alvarez, Assistant Principal  
Mrs. Kristina Craig, Assistant Principal  
Mr. Jarrod Headley, Assistant Principal  
Mr. Justin Adams, Assistant Principal  
Mr. Rich Panas, Assistant Principal  
Ms. Kimberly Rivera, Assistant Principal

### **DIRECTOR OF SECURITY**

Mr. John Provenzano

### **ATHLETIC DIRECTOR**

Mr. Don Robbins

## **VINELAND HIGH SCHOOL VISION STATEMENT**

Vineland High School's vision is to encourage all students to become empowered with knowledge through their active presence and positive contributions to our school and society within an empathetic, safe and equitable environment.

## **VINELAND HIGH SCHOOL ALMA MATER - THE RED AND GRAY**

Though the boys of Millville High School,  
Love the orange and the blue  
And the sturdy sons of Bridgeton  
To the red and white are true;  
We will cheer for dear old Vineland,  
The school we love for aye,  
For all her sons are loyal  
To her colors, Red and Gray.  
Oh, the four brief years of high school  
On the fleeting wings of time,  
Bear us on to fields of vision,  
Where we scale new heights sublime;  
Mid our pleasures, cares and sorrows  
As we toil from day to day,  
Let us cheer for Vineland High School  
And her colors, Red and Gray.  
When the dreams of youth are over,  
And our race is almost run;  
When from life all care we've banished,  
Finished what we've here begun,  
May our fondest memories wander  
To the place we love always,  
That is dear old Vineland High School  
With her colors, Red and Gray.

## **OUR MOTTO**

"Enter to Learn; Go Forth to Serve"

## **ACADEMICS**

### **PARENT - TEACHER COMMUNICATION PROTOCOL**

Vineland High School prides itself in welcoming parent participation and involvement. Throughout the year, our teachers and staff will make every effort to keep you informed of your child's progress. Despite our very best efforts, questions and concerns may arise. In efforts to resolve matters, quickly and effectively, we ask that **parents and/or guardians first contact the teacher or guidance counselor before involving school administration.**

### **ACADEMIC TIMELINE**

The academic calendar is divided into four quarters. Please check the district website for these timelines as they are subject to change due to unforeseen circumstances (weather).

### **GENESIS - STUDENT AND PARENT PORTAL**

The Vineland Public Schools makes available a wealth of information for parents and students. It is a component of the district's Genesis web-based student information system. This site allows parents to view demographic data, grades, attendance, homework assignments, discipline, and schedules. Parents may access the Parent Portal by going to:

<https://parents.genesisedu.com/vineland/parents>. Parents who need to create a log-in to access the Parent Portal, or assistance accessing the system should contact their child's school.

### **CHANGE OF ADDRESS AND/OR PHONE NUMBER**

When moving from one address to another within the district, ensure to change your address with the registration office located at Landis School (61 W Landis Ave, Vineland, NJ 08360 - [\(856\) 794-6700](tel:8567946700)). At this time, proof of residency will be required.

### **GRADUATION REQUIREMENTS**

In order to graduate from Vineland High School, walk in the graduation ceremony and, thus, earn a high school diploma, students must meet all State of New Jersey graduation requirements.

**Walking in the graduation ceremony at Gittone Stadium is a privilege, not a right.**

### **GRADING SYSTEM**

A	90-100 Excellent or Superior
B	83-89 Very Good & Above Average
C	76-82 Good or Average
D	70-75 Fair or Just Passing
F	Below 70 Not Passing

## HONOR ROLL AND MERIT ROLL

A = 4 3.75 or above = Summa Cum Laude  
B = 3 3.50 to 3.749 = Magna Cum Laude  
C = 2 3.00 to 3.49 = Cum Laude  
D = 1  
F = 0

## CREDIT REQUIREMENTS

9th to 10th: 20 credits

10th to 11th: 50 credits

11th to 12th: 85 credits

## SERVICE LEARNING HOURS

***Beginning with the Class of 2023***, students must complete a minimum of 40 Service Learning Hours in order to meet one of their graduation requirements. Due to COVID, the Class of 2022 is ***exempt*** from meeting the service earning requirement for graduation.

**Graduation: 120 credits + Passing of the NJ State Assessment (ELA & Math)  
+40 Service Learning Hours**

## SCHEDULE CHANGES

Vineland High School tries to honor each student's course requests. Course selection is made by the student with the assistance from the school counselor and parent. Students are instructed to pick alternate classes should the desired course not be available. Schedule changes are generally not permitted as students are given multiple opportunities to select their desired classes. However, in extenuating circumstances or to meet graduation requirements, the Principal may permit a schedule change on a case by case basis.

## FOUR-YEAR HIGH SCHOOL PLAN

When planning your course for high school, be sure to choose courses, which meet the graduation requirements, which apply to you. The form below is designed to assist you in fitting in your required courses for graduation. You should revise your four-year plan each year to be sure you complete all graduation requirements. [NJ State Minimum Graduation Requirements](#)

9th Grade	10th Grade	11th Grade	12th Grade
ELA I	ELA II	ELA III	ELA IV
Math	Math	Math	

Science	Science	Science	
World History	US History I	US History II	
Health & PE	Health & PE	Health & PE	Health & PE

### **Additional Graduation Course Requirements**

- Visual and Performing Arts - 5 Credits
- World Language - 5 Credits (We strongly encourage 2 or more years of a WL)
- 21st Century Life and Careers or CTE - 5 Credits
- Financial Literacy - 2.5 Credits

### **SENIORS ONLY - EARLY RELEASE/LATE ARRIVAL**

Vineland High School utilizes multiple and diverse paths for all students to succeed. Students should have the opportunity to explore educational activities that are meaningful and relevant. The Option 2 Program was created to allow senior students a pathway to obtain learning experiences outside of the traditional classroom environment. These experiences provide real-world connections not available in the school setting. Senior students may be permitted an **EARLY RELEASE** or **LATE ARRIVAL** from the school day in order to participate in Option 2.

The safety, cost and transportation, to and from, any Option 2 program and any and all costs for programs, fees, books, supplies, support, tutoring, etc. are the responsibility of the student's parent/guardian.

Option 2 will ONLY be granted to seniors who are in good standing and on track to graduate and have met their NJ State Assessment requirement for ELA and Math. Students must adhere to the mandates of the Option 2 Contract in order to participate in the program. Seniors that fail to comply with the mandatory Option 2 Contract will result in a loss of their early release/late arrival privilege.

### **SCHOOL COUNTS**

Any Cumberland County student who receives FOUR School Counts certificates WILL be eligible to receive a full tuition scholarship to Rowan College of South Jersey.

### **SCHOOL COUNTS AND NJ STARS SCHOLARSHIPS**

The School Counts! Program provides two-year Rowan College of South Jersey-Cumberland Campus (RCSJ-Cumberland) tuition scholarships to county residents who earn four consecutive School Counts! Certificates. In order to earn a School Counts! Certificate, students must:

- Have a 95% or better attendance record
- Have achieved a higher than average GPA
- Have successfully completed Algebra I
- Be scheduled to graduate from high school on time.
- Students must be U.S. citizens, eligible non-citizens or eligible to file the New Jersey Alternative Financial Aid Application.

## **SCHOOL COUNTS WITH ROWAN UNIVERSITY**

Rowan University is proud to join with RCSJ-Cumberland to award School Counts! Scholarships to qualifying students who are accepted to Rowan University upon graduation from RCSJ-Cumberland. Requirements of School Counts! students to receive funding from Rowan University are:

- Must be a resident of Cumberland County
- Must receive an Associates Degree from RCSJ Cumberland
- Must be accepted into Rowan University
- Must achieve and maintain the minimum GPA within the student's chosen major
- The funding pays as a "Last Dollar" scholarship after all applicable financial aid has been applied.
- Students must be U.S. citizens, eligible non-citizens or eligible to file the New Jersey Alternative Financial Aid Application and meet all financial aid requirements.

## **NEW JERSEY STARS SCHOLARSHIPS**

### **NJ STARS I**

The New Jersey Student Tuition Assistance Reward Scholarship (NJ STARS) is an initiative created by the State of New Jersey that provides New Jersey's highest achieving students with free tuition at their local community college.

- Students must be in the top 15.00% of their class at the end of either junior or senior year.
- Students must complete a rigorous high school course of study and achieve the required score on a college placement test to determine college readiness
- Students must be a New Jersey resident for a minimum of twelve consecutive months prior to high school graduation.
- Students must be U.S. citizens, eligible non-citizens or eligible to file the New Jersey Alternative Financial Aid Application.

### **NJ STARS II**

NJ STARS students who graduate from a community college within five semesters with a cumulative GPA of 3.25 or greater **may** qualify for NJ STARS II scholarships.

NJ STARS II will provide a \$2,500 annual scholarship for NJ STARS students who earn their associate degrees at their community colleges with grade point averages of 3.25 or better and successfully transfer to any public or private New Jersey four-year college or university to earn their baccalaureate degrees. Students must be U.S. citizens, eligible non-citizens or eligible to file the New Jersey Alternative Financial Aid Application.

## **COUNSELING DEPARTMENT**

Each VHS student will be assigned a school counselor. Should your child need any assistance with academic planning, course selection, college and scholarship applications, career resources and/or emotional support, please contact your child's school counselor. A complete list of our VHS counselors, email addresses, and their phone extensions can be found in the frequently asked questions.

## **ACADEMIC BELL SCHEDULE**

<b>Period</b>	<b>Full Day</b>	<b>Early Dismissal</b>	<b>90-minute Delay</b>
Warning	7:28am	7:28am	8:58am
Period 1	7:33 - 8:23	7:33-8:08	9:03-9:46
Period 2A	8:27-8:48	8:12-8:27	9:50-10:05
Period 2B	8:51-9:12	8:30-8:45	10:08-10:23
Period 3A	9:16-9:37	8:49-9:04	10:27-10:42
Period 3B	9:40-10:01	9:07-9:22	10:45-11:00
Period 4A	10:05-10:26	9:26-9:41	11:04-11:19
Period 4B	10:29-10:50	9:44-9:59	11:22-11:37
Period 5A	10:54-11:15	10:03-10:18	11:41-11:56
Period 5B	11:18-11:39	10:21-10:36	11:59-12:14
Period 6A	11:43-12:04	10:40-10:55	12:18-12:33
Period 6B	12:07-12:28	10:58-11:13	12:36-12:51
Period 7A	12:32-12:53	11:17-11:32	12:55-1:10
Period 7B	12:56-1:17	11:35-11:50	1:13-1:28
Period 8	1:21-2:10	11:54-12:27	1:32-2:10
Dismissal	2:10	12:27	2:10

### **CLASSES CHANGING**

Four (4) minutes are permitted for passing from one class to the next. Four additional (3) minutes are permitted for only students traveling between buildings. Students must move quickly and quietly to class-no loitering is permitted. Failure to comply will result in administrative action.

# District Calendar

## Vineland Public Schools School Calendar 2021 - 2022

### SEPTEMBER 18 DAYS

S	M	T	W	T	F	S
			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	29	30		

### OCTOBER 20 DAYS

S	M	T	W	T	F	S
				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	29	30
31						

### NOVEMBER 16 DAYS

S	M	T	W	T	F	S
	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	29	30				

## NOTES 2021 - 2022

All buildings will be closed **every Friday** during Summer months starting at the conclusion of the School Year.

July 5, Monday	Observe July 4 <sup>th</sup> Holiday
August 24, Tuesday	Non Tenured Teacher Academy
August 25 & 26 Wednesday & Thursday	New Teacher Orientation
September 2, Thursday	First Day for Teachers Opening Meeting (AM) 8:00-10:30 am (PM) Teacher Preparation/Activities Open House 2:00-3:00 pm
September 3, Friday	Staff Workshop (Thrs. District)
September 6, Monday	Labor Day - Schools Closed
September 7, Tuesday	First Day for Students
October 8, Friday	Legal Attendance Day* - Staff Workshop (PM)
October 11, Monday	Columbus Day - Schools Closed
November 2, Tuesday	Staff Workshop (Thrs DISTRICT) Schools Closed- Election Day
November 3, Wednesday	Recognition of Veterans' Day Schools Closed
November 4 & 5 Thursday & Friday	NJEA Convention Schools Closed
November 25 & 26 Wednesday - Friday	Thanksgiving Recess * (Legal Attendance Day Nov.24 )
December 3, Friday	Legal Attendance Day * - Staff Workshop (PM)
December 24-31 Thursday- Friday	Winter Recess (Legal Attendance Day Dec. 23)
January 1, Saturday	New Year's Day - Classes resume Jan. 3
January 14, Friday	Legal Attendance Day * - Staff Workshop (PM)
January 17, Monday	M.L. King's Birthday Schools Closed

### DECEMBER 17 DAYS

S	M	T	W	T	F	S
			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	29	30	31	

### JANUARY 20 DAYS

S	M	T	W	T	F	S
						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	29
30	31					

**Staff Workshop Days (Blue):**  
Sept 2 First Day for Staff All Day  
Sept. 3 All Day  
Oct.8 -1/2 day (PM)  
Nov 2 All Day  
Dec.3 1/2 day (PM)  
Jan. 14 1/2 day (PM)  
Feb. 18 All Day  
March 25 1/2 day (PM)  
May 27 1/2 day (PM)  
June 17 Last Day for Staff  
(Closing activities for teachers)

NOTE: Students do not report to school on Staff Workshop days.  
Students are only to report in the morning session.

## Vineland Public Schools School Calendar 2021 - 2022

### FEBRUARY 18 DAYS

S	M	T	W	T	F	S
			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				

### MARCH 23 DAYS

S	M	T	W	T	F	S
		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	29	30	31		

### APRIL 15 DAYS

S	M	T	W	T	F	S
				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	29	30

## NOTES 2021 - 2022

February 18, Friday	School Closed Staff Workshop (Full Day)
February 21, Monday	President's Day Schools Closed
March 25, Friday	Legal Attendance Day * Staff Workshop (PM)
April 15 - April 22 Friday - Friday	Spring Recess * Schools Closed (Legal Attendance Day April 14)
May 27, Friday	Legal Attendance Day * Staff Workshop (PM)
May 30, Monday	Memorial Day Schools Closed
June 15, Wednesday	Graduation followed by Project Graduation
June 16, Thursday	Last Day for Students * (Legal Attendance Day)
June 17, Friday	Last Day for Teachers Closing Activities for Teachers

\*Legal Attendance Day - Minimum of 4 hours required.

Legal Attendance Days are as follows:

Oct. 15, Fri.  
Nov. 22, Mon., Nov 23, Tues., Nov. 24, Wed.  
Dec 3, Fri. and Dec. 23, Thurs.  
January 14, Fri.  
Feb. 8 Tues., Feb. 9, Wed. Feb 11, Fri.  
March 25, Fri.  
April 14, Thurs.  
May 27, Fri.  
June 9 Thurs., June 10 Fri., June 13, Mon., June 14 Tues., June 15, Wed.  
June 16, Thurs.

### Key Code:

△ Parent/Teacher Conference  
■ Staff Workshop ■ Graduation ■ Last Day for Students

The last regular school day for pupils will be on June 16, 2022. If days are lost because of inclement weather, extreme heat or other reasons, additional days shall be added to the June calendar. Parents, students and staff should not plan vacation, trips and other activities that call for deposits, non-refundable fees, etc., prior to July 1, as the school year may be extended beyond June 16th. This calendar is subject to change. Anything after June 16th, days will be taken from Spring Recess as follows: April 22, 21, 20, 19 and 18.  
Board Approved 4.14.21

### MAY 21 DAYS

S	M	T	W	T	F	S
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
29	30	31				

### JUNE 12 DAYS

S	M	T	W	T	F	S
			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	29	30		

### △ Parent/Teacher Conference Dates:

Nov. 22, 2021 PreSchool 1:45-3:40 pm  
Elementary 2:30-3:50 pm  
Middle Sch. 6:00-7:20 pm  
High Sch. 6:00-7:20 pm  
Nov. 23, 2021 PreSchool 6:00-7:40 pm  
Elementary 6:00-7:40 pm  
Middle Sch. 1:50-3:05 pm  
High Sch. 12:46-2:23 pm  
(Legal Attendance Days at ALL Schools)

Feb 8, 2022 PreSchool 1:45-3:40 pm  
Elementary 2:30-3:50 pm  
Middle Sch. 6:00-7:20 pm  
High Sch. 6:00-7:20 pm  
Feb. 9, 2022 PreSchool 6:00-7:40 pm  
Elementary 6:00-7:40 pm  
Middle Sch. 1:50-3:05 pm  
High Sch. 12:46-2:23 pm  
(Legal Attendance Days at ALL Schools)

## **REPORT CARDS and MARKING PERIOD DATES**

### **Report Cards**

	Marking Periods Dates	Website Open 6:00 a.m.	Website Closed 11:00 p.m.	Report Cards Available
<b>1st</b>	Monday, September 7, 2021- Monday, November 15, 2021	Thursday, November 11, 2021	Friday, November 19, 2021	Monday, November 22, 2021
<b>2nd</b>	Tuesday, November 16, 2021- Friday, January 28, 2022	Wednesday, January 26, 2022	Friday, February 4, 2022	Tuesday, February 8, 2022
<b>3rd</b>	Monday, January 31, 2022 - Tuesday, April 5, 2022	Monday, April 4, 2022	Tuesday, April 12, 2022	Thursday, April 14, 2022
<b>4th</b>	Wednesday, April 6, 2022 - Thursday, June 16, 2022	Monday, June 6, 2022	Monday, June 13, 2022	Thursday, June 16, 2022

### **Progress Reports**

	Mid. Marking Period Date	Website Open 6:00 a.m.	Website Closed 11:00 p.m.	<u>Progress Reports Available</u>
<b>1st</b>	Wednesday, October 6, 2021	Monday, October 4, 2021	Friday, October 15, 2021	Monday, October 18, 2021
<b>2nd</b>	Tuesday, December 21, 2021	Monday, December 20, 2021	Wednesday, January 5, 2022	Friday, January 7, 2022
<b>3rd</b>	Thursday, March 3, 2022	Tuesday, March 1, 2022	Wednesday, March 9, 2022	Friday, March 11, 2022
<b>4th</b>	Friday, May 13, 2022	Wednesday, May 11, 2022	Wednesday, May 18, 2022	Friday, May 20, 2022

## **PARENT CONFERENCES: DATES AND TIMES**

Mon., Nov. 22, 2021 - 6:00-7:20 p.m.  
Tues., Nov. 23, 2021 - 12:50-2:10 p.m.

Tues., Feb. 8, 2022 - 6:00-7:20 p.m.  
Wed., Feb. 9, 2022 - 12:50-2:10 p.m.

## **VHS BACK TO SCHOOL NIGHT**

Monday, September 27, 2021  
6:00pm - 7:20pm

## **ACTIVITIES @ VHS**

Vineland High School believes that extra curricular activities contribute to a positive school climate. Not only does participating in extracurricular activities increase happiness in school life, it also develops personality, establishes habits of good citizenship, and increases the power of self-direction.

Student activities at VHS provide opportunities for students to engage in special interests in addition to curricular experiences. Student activities help to develop student abilities necessary for leadership as well as those necessary for group participation. Students who have special talents in fields such as music, drama, or athletics are given an opportunity to improve their skills to an extent not usually afforded in the classroom.

While student activities are important for the all-around development of students, regular classroom work must take precedence. The needs and interests of students, the availability of faculty advisors, as well as other factors will determine the program of activities developed in our school. In keeping with the vision of Vineland High School, the administration and staff strive to develop a program of positive social activities planned in such a manner as not to interfere with the academic program. Minimum financial responsibility is placed upon the student, and care is exercised so that no student is excluded for financial reasons.

A minimum requirement of a 2.0 GPA is required to participate in all extracurricular activities. In addition, students who are tardy or absent in excess of 12 times will lose the privilege to participate in extracurricular activities. It is the student's responsibility to check his or her eligibility. Students must be present in school for a legal attendance day in order to participate in an activity on that day. **Participating in clubs and activities is a privilege, not a right.**

### **VHS CLUBS, ORGANIZATIONS, AND ACTIVITIES**

VHS is proud to present to the student body the following description of organizations and extracurricular activities. The goal of each student activity organization should be leadership training and leadership development. A well-rounded and complete activities program consists of a group of strong student organizations working together. Each student is encouraged to participate in and avail himself/herself of the many opportunities provided by the wealth of organizations which are present at VHS. Remember, the classroom gives you knowledge... Student activities build character. Together you have a winner.

## **VHS CLUBS/ACTIVITIES**

**Academic Team (club)** - Prerequisite for membership: The club is open to interested juniors and seniors. Tryout tests are given in June and September. Scores on this test determine team rank. The top 25 are invited to join the team. There are ten competition team members and fifteen substitute members. Some events permit all twenty-five members to participate. Competitions are held mainly after school on Wednesdays. There are eight annual competitions held within the South Jersey area. **Advisor: Vanessa Rasmussen** [vrassussen@vineland.org](mailto:vrassussen@vineland.org)

**African American Cultural Club:**

Advisor: Ms. Linda Johnson [lbjohnson@vineland.org](mailto:lbjohnson@vineland.org)

**Forensics (club)** - The mission of this club will be to: Develop critical thinking skills through problem solving; Perform experiments; Visit Research Centers at local companies and universities; Create a Research Proposal to be used in the following years; Provide career building tools that can help the students get accepted into science based programs. The Alpha Theta Phi, will encourage students to investigate, develop, and formulate conclusions, as well as present their findings to the general public. **Advisor: TBD**

**Art (club)** - This club is open to any student interested in art. Students meet weekly to participate in a variety of projects beyond the normal scope of the classroom. Activities include mural paintings, acrylic painting, sculpture, ceramics, field trips, and community service projects.

**Advisor: South Building- Mrs. Anita Parent** [aparent@vineland.org](mailto:aparent@vineland.org) **Tanner/North building Ms. Lisa Kaler** [lkaler@vineland.org](mailto:lkaler@vineland.org)

**Cap 'n' Dagger (club/schedule B)** - The Cap 'n' Dagger Club is composed of 9-12 graders with a membership of over 100 members. The main thrust or project of the organization is the presentation of the Annual Musical. Students participate in all phases of lighting, sound, publicity, tickets, program ads and the list goes on. Cap 'n' Dagger will promote theatrical consciousness among our high school students. They will discover the world of drama, which requires not only artistry, but also craftsmanship in the disciplines of acting, singing, dancing, costuming, make-up, and set design. Students will gain a life-long learning experience in the visual and performing arts; offer a variety of cultural entertainment and enriching programs to their academic life and to our community. **Advisor: TBA**

**Council for Exceptional Children (club)** - The main objective of the CEC Club is to make VHS 9-12 students aware of the needs of the disabled in our community. The purpose of the Council for Exceptional Children Club is to promote community activities for the handicapped. Activities include: fundraisers, bake sales/ candy sales, Halloween party for the handicapped, Christmas party for the handicapped, Big Brother/Big Sister Program for disabled children, and Easter egg hunt for the handicapped. **Advisors: Mrs. Anna Robbins** [arobbins@vineland.org](mailto:arobbins@vineland.org)

**Gay Straight Alliance: GSA (club)** – The club is open to all students and promotes respect and acceptance, creating a safe haven for all students. It promotes awareness and helps provide understanding that all students are accepted as human beings. It helps to create awareness in order to deter bullying and intimidation against homosexuals. Respect and acceptance are emphasized. **Advisor: Mrs. Anna Robbins** [arobbins@vineland.org](mailto:arobbins@vineland.org)

**Health Occupations Student of America: H.O.S.A (club)** - This is a club with national membership that is offered for students interested in entering the health field.

**Advisor: Ms. Linda Johnson** [lbjohnson@vineland.org](mailto:lbjohnson@vineland.org)

**Interact (club)** - The Interact Club is associated with its sponsoring community club, The Rotary Club of Vineland, New Jersey. The mission of the Interact club is community service with future goals connected to national and international service. Exchange Student programs are available to Grade 11 students who are active and interested. In addition, the Interact club will select one student each year to attend the Rotary Youth Leadership Awards Conference (RYLA). Interact is

looking for committed and dedicated students who wish to give back to the community through volunteerism. Freshmen and sophomores are encouraged to come out and see what we're all about. **Advisors: TBD**

**Key (club)** - Objectives: To develop initiative and leadership. To provide experience in living and working together. To serve the school and community. To accept and promote the following ideals: To give primacy to the human and spiritual, rather than the material values of life. To encourage the daily living of the Golden Rule in all human relationships. To promote the adoption and application of higher standards in scholarship, sportsmanship and social contacts. To develop by precept and example, a more intelligent, aggressive and serviceable citizenship. To provide a practical means to form enduring friendships, to render unselfish service and to build better communities. To cooperate in creating and maintaining that sound public opinion and high idealism which makes possible the increase of righteousness, justice, patriotism and good will. The motto of the Key Club International is "Caring... Our Way of Life." Purpose: Key Club is a service organization for high school students. And, although the club operates under the school's regulations, it is different from the school's other clubs. Key Club is unique in that it is sponsored by a local Kiwanis club, a service club for leading business and professional men in the community. Through this association, you can learn how best to serve your community while gaining knowledge of various professions. Key Club, along with serving the community, also provides many services to the school. The club's service projects, you will hold a great deal of personal responsibility for the club's success. This involvement will help heighten your awareness of your community's needs. **Advisor: Mrs. Tracey Morgado** [tmorgado@vineland.org](mailto:tmorgado@vineland.org)

**Kickboxing (club)** - Kickboxing is a martial art that uses boxing's punches along with karate's kicks. Kickboxing focuses on everything from cardio conditioning, flexibility, self-defense, martial arts, and one on one competition. The kickboxing club will provide a great workout for everyone interested in improving their fitness and stamina, while learning and perfecting the techniques of punching, blocking, and kicking through the principles of the art of kickboxing. **Advisor: Ms. Daun Moir** [dmoir@vineland.org](mailto:dmoir@vineland.org)

**Literary Magazine (schedule B)** - The Phenakistoscope is the Vineland High School's literary magazine which features the poetry, prose, and artwork of our students. Those students with an interest in these areas as well as layout and design are welcome to join the club in order to gather and publish student submissions. Knowledge of Microsoft Word and Publisher would be helpful, but is not required. Frequency of meetings will increase in the spring, as that is when the magazine needs to be finished and sent to the printer. **Advisor: TBD**

**Mock Trial (schedule B)** - Purpose: to learn and experience the American legal system, develop acting and public speaking abilities, and develop analytical and critical thinking abilities. Activities: the Mock Trial team will consist of 10 or more students who take on the roles of attorneys and witnesses in competition against other schools and try a fictional court case written by the New Jersey State Bar Foundation. Mock Trial is much like an intellectual "sport." The Mock Trial "season" starts in November and usually lasts until March. Practices are held three to five days per week. Tryouts for positions are usually held in December. For the competitions, which start in February, we travel to the Cumberland County Courthouse in Bridgeton for the County round; and if we advance, to the New Jersey Law Center in New Brunswick for later rounds. **Advisor: Mr. Anthony Destafanis** [adestafanis@vineland.org](mailto:adestafanis@vineland.org)

**Model Congress (schedule B)** – Model Congress is a student-run simulation of the U.S. Congress. Students compete with schools across New Jersey to create their own political parties, write their own party platforms, and write, debate, and vote on their own legislation. Activities: Weekly Club meetings and three field trips. Professional attire is required on all Model Congress field trips. **Advisor: Mr. Lou Russo** [lrusso@vineland.org](mailto:lrusso@vineland.org)

**National Honor Society (schedule B)** - Prerequisites for membership: 86 or better - extracurricular activities, good character - involvement in community. Students are encouraged to attend ALL NHS meetings. However, it is mandatory that students attend at least fifty percent of the scheduled meetings for the semester (i.e. if 10 meetings are scheduled, then the student MUST attend at least five meetings) in order to maintain his or her eligibility status in the NHS. Objectives: Maintain scholarship - character - leadership in school and community - community involvement. Purpose: To recognize character, scholarship, service, and leadership. Activities: Tutoring, Quest, Food Basket, Visits to Veteran's Home, Fund-raising (raffle) for Gruccio Scholarship (2) seniors of club, Role Modeling Lectures. **Advisor: Mrs. April Marchesano** [amarchesano@vineland.org](mailto:amarchesano@vineland.org)

**Odyssey of the Mind (schedule B)**-is an international problem-solving program. Teams of students choose a problem in the beginning of the school year and work on an original solution that they present at competitions against other high schools in the spring. Problems can include building ride-on vehicles, balsa structures, and technical solutions and always include making props, backdrops, costumes and skits. VHS teams usually do very well and last May sent a team to compete against teams from all over the world at the Odyssey of the Mind World Finals at the University of Maryland. It's a great chance to show your creative side! **Coach: Ms. Sheryl Rasmussen** [srasmussen@vineland.org](mailto:srasmussen@vineland.org)

**Project Graduation (schedule B)** - Prerequisites for membership: all students are invited to participate. Objectives: to plan an after graduation drug and alcohol free party. Purpose: to enhance graduation night by offering a safe and fun alternative to drinking and drug use among graduates. Activities: many fund raising activities and seeking and promoting community support. **Advisors: Mr. Elliott Deshields** [edshields@vineland.org](mailto:edshields@vineland.org) & **Ms. Tracey Morgado** [tmorgado@vineland.org](mailto:tmorgado@vineland.org)

**Search for Conscience (club)** - Search for Conscience club is for the students of the course of the same name. We are involved in gathering goods for organizations that may need extra assistance. In the past we have collected toiletries for victims of sex trafficking, collected food and supplies for the SPCA, collected canned goods for families during the holidays and have raised money for families who have met with tragic circumstances. Veteran's Day we bring handmade cards to the Veteran's home. Sometimes we meet after school to discuss topics brought up in class in order to complete a dialogue. The members of the group are welcome to come up with projects or themes for the club. Sometimes the club serves as an extension of the class. **Advisor: TBD**

**Skills USA (club)** - Chapter 57 "Champions at Work". The SkillsUSA motto is "Preparing for leadership in the world of work." Skills USA is the organization that directly links students with future employment, builds leadership skills, performs community service and provides local, state, national and international competitions in a wide variety of areas. There are over eighty-nine competitions for our VHS students. All students in grades 9-12 are invited to join. Please visit the

state and national websites for more information: New Jersey SkillsUSA [www.nj-skillsusa.org](http://www.nj-skillsusa.org).

**Advisor: Mr. Lou Bramante** [lbramante@vineland.org](mailto:lbramante@vineland.org)

**Spanish (club)** - Prerequisites for membership: must be enrolled in Spanish (I-VI) Objective: The Spanish Club aims to provide activities related to Hispanic culture. Fund-raisers are used to finance these activities as well as to fund annual scholarship donations to students highly motivated in the study of Spanish. **Advisor: Ms. Provis Leon** [pleon@vineland.org](mailto:pleon@vineland.org)

**Student Government Association (schedule B)** - Prerequisites for membership: "C" average; good attendance record. Objectives: To foster leadership and decision-making Purpose: governing body of the entire VHS campus, this organization is involved with both school and community services, concerns and the school environment. The group promotes good citizenship in and out of school. **Advisors: Mrs. Jennifer Lapsley** [jelapsley@vineland.org](mailto:jelapsley@vineland.org) & **Mrs. Miriam Capanna** [mcapanna@vineland.org](mailto:mcapanna@vineland.org)

**Technology Student Association (Perkins grant funded)** - gives students interested in technology and engineering an exciting opportunity to compete in a variety of challenges. Challenges include robotics, movie-making, building CO2 cars, rubber-band propelled gliders, architectural design, animatronics, structures, photography and many others. TSA is a national organization with affiliations to many colleges and offers scholarship money for club participation. **Advisor: TBD**

**Volleyball (club)** - Basic volleyball skills are taught as well as sportsmanship, discipline, self-confidence, teamwork and a mindset of continuous learning and improvement through the sport of volleyball. Additionally, it will provide a healthy supportive atmosphere in which students can dedicate themselves to improving their volleyball skills, and strive to excel and succeed in a semi competitive environment **Advisor: Mrs. Lee Ann Sechrest** [lsechrest@vineland.org](mailto:lsechrest@vineland.org)

**Wizardry 101 (club)** - Wizardry 101 is a chemical demonstration club for students who have enrolled in or have previously taken Honors or AP Chemistry. Members will practice demonstrations once each month from October through March after school. Students achieving "Merlin" status are entitled to perform in the annual Wizardry Play held for elementary school students. **Advisor: Mrs. Miriam Capanna** [mcapanna@vineland.org](mailto:mcapanna@vineland.org)

**Yearbook (schedule B)** - Purpose: The yearbook staff includes students who help to schedule photography, plan and draw layout, undertake sales and make the book a reality. Pre-requisites: Good grades in English, a command of the written language; creativity, responsibility, diligence. Prior yearbook experience is an asset. **Advisors: Ms. Tabatha Haydak** [thaydak@vineland.org](mailto:thaydak@vineland.org) **Mrs. Jennifer Lapsley** [jelapsley@vineland.org](mailto:jelapsley@vineland.org) **Mr. James Lapsley** [jlapsley@vineland.org](mailto:jlapsley@vineland.org) **Ms. Lindsay Thies** [ltbies@vineland.org](mailto:ltbies@vineland.org)

## **ATHLETICS @ VHS**

### **VHS ATHLETIC DEPARTMENT POLICIES AND PROCEDURES**

All athletes for fall and winter sports must have completed 30.0 credits in the previous year. Freshman competing in fall sports are automatically eligible. Athletes competing in spring sports must have passing grades equal to 15.0 credits. Any athlete absent or late for school in excess of

12 days will not be eligible to participate. Students can qualify for an attendance contract as long as their grades and conduct are satisfactory.

ALL athletes are expected to attend all practices. Failure to attend practices will result in disciplinary action by the coaching staff. This action will be at the discretion of the coaching staff and could result in benching for a contest or dismissal from the team. Each coach will inform his or her team of his or her policy at the beginning of the season.

NO athlete is permitted to miss a scheduled athletic event without the direct approval of the Athletic Director. Coaches cannot, under any circumstances, grant permission for students to miss games.

Athletes are NOT permitted to drive to an athletic event in which they are participating.

The athlete must attend school the day of a practice or a game in order to participate. Students must be in school by 10:00AM, religious holidays and excused absences are the exception; requests to be absent from the school must be submitted, in writing, to the Athletic Director for approval.

**Athletes who have been suspended for more than 12 days will be declared ineligible for athletics for the remainder of the school year.**

Any athlete involved in alcohol or drugs will be subject to the Alcohol & Drug policy. This policy includes a six-week suspension from all sports related activities, SAC counseling and student financed a six-week suspension from all sports related activities, SAC counseling and voluntary student financed drug testing for reinstatement. Coaches will distribute the entire policy at their pre-season meetings.

Any athlete displaying unsportsmanlike behavior will be disciplined by the coach and/or the Athletic Director. Disciplinary action may include game suspension and even dismissal from the team.

Any hazing, initiation or any like activity will result in dismissal from the team, suspension from school and possible expulsion.

VHS will not tolerate hazing of any kind! Be advised, that if this activity happens, on or off campus, it is still considered a school function.

**Once the athlete has been issued a uniform or equipment it is his/her responsibility.**

All athletes are expected to turn in uniforms and/or equipment immediately after the season has ended or immediately if they quit the team. Arrangements will be made whenever possible, to have a member of our athletic maintenance staff present for collection the day of the last contest. Failure to turn in equipment or uniforms will require the athlete to PAY the replacement cost of the items lost. Failure to do so will result in after school detentions, be ruled ineligible to participate for any other athletic team and, if not paid by graduation, withholding of diploma.

**Tryout dates for the 2021-22 School Year (subject to change)**

Fall	Football: August 12th All other Fall Sports: August 17
Winter	Swimming: November 9th All other Winter Sports: November 22nd
Spring	March 5th

## **VHS STUDENT/ATHLETE DRUG POLICY**

### **POLICY STATEMENT**

The Vineland Athletic Department recognizes that drug use is a serious threat to the health and safety of all its students, as well as a disruptive influence to the educational process. The risk of physical harm is particularly high with respect to student athletics. Participation in interscholastic sports as a representative of the Vineland School district is a privilege, and not a right, and therefore, zero tolerance to drug use is a requirement for all athletes. The Athletic Department has taken steps to deter and eradicate drug use among student athletes by developing this program. The Purposes of the program established pursuant to this policy are educational, diagnostic, and preventative as opposed to punitive or disciplinary. The Athletic Department's concern is to protect students who do not use drugs/alcohol as well as provide help for those who do.

### **PROCEDURE**

- A. If, at any time during the school year, a student-athlete is involved with drugs or alcohol, the regular school drug and alcohol policy will be enforced. In addition, the students' parents will be contacted and the athlete will be given the following options: The student-athlete will participate in an assistance program with the school Student Assistance Counselor for a period of six (6) weeks. The program will consist of evaluation, education and if necessary, referral. If, at any time, during the six weeks, the student discontinues, is not cooperative or fully engaged in the program, a recommendation will be made for further action. The student athlete will be suspended from the team for (6) weeks. At the conclusion of the six-week program, the student must at his or her own expense, submit to a chain of custody drug screening at an approved testing facility and have the results faxed to the office of the School Nurse. Upon receipt of the results, the School Nurse will notify the Athletic Director. If the test results are negative, the athlete may return to full participation. If the results are positive, option B will be enforced.
- B. The student-athlete will suffer suspension from athletics for the remainder of the current season and the following seasons in which the athlete participates.

## **ATHLETIC WEBSITE**

Please visit our [VHS Athletic Home Webpage](#) for additional athletic information and sports physical packet.

### **Character Education and Leadership (PBSIS/Renaissance)**

**Rock the Roost** is Vineland High School's Character Education Initiative. During the school year, the entire school community will focus on character education traits like: Respect, Tolerance, Responsibility, Teamwork, Leadership and Problem-Solving. It is the goal of Rock the Roost to recognize and reward exhibition of the traits that we respect most. This is defined as responsibility to our academic performance, respect for our school and community and tolerance for the differences that each of us display. Students are encouraged to, and recognized for, demonstrating the traits of our Rock the Roost program.

### **Code of Conduct and Expectations**

It is our goal to develop young adults who are capable of making good, sound decisions regarding both their academic preparation and the manner in which they conduct themselves in our school and outside the Vineland High School walls. It is our expectation that students will conduct themselves as "responsible" young adults. The interventions and consequences imposed adhere to our overarching goal of keeping students in class and engaged in meaningful activities designed by our teachers. We hold students to a very high standard. Those who meet this standard will have opportunities and privileges to participate in activities outside the classroom. However, those students who do not meet the expectations outlined in the code will be held accountable for the decisions they have made and therefore will no longer have access to the multitude of privileges that responsible students will enjoy. The goal will be to guide these students to making more responsible decisions. Disciplinary consequences imposed in response to discipline code infractions are designed, not to "punish," but rather to redirect students to engage in appropriate and productive behaviors. Administrators will apply the discipline code in a manner that is fair and consistent, and above all, with the goal of encouraging appropriate, responsible behavior moving forward.

### **Code of Conduct Interventions**

#### **ADMINISTRATIVE DETENTION (AD)**

Students assigned to administrative after-school detention will be given a 24-hour notice in order to make appropriate arrangements. Students are allowed to travel home by one of several activity buses; or by way of transportation arranged by their parents/guardians. Students who fail to report for administrative after-school detention are subject to IN-SCHOOL SUSPENSION and/or OFF-GROUNDS SUSPENSION at the discretion of administration.

## **IN-SCHOOL SUSPENSION (ISS)**

The pupil may be removed from his/her regular classes and required to report to an In-School Suspension for supervised study. In School Suspension is an effort to avoid out-of-school suspension and maintain the student in school, despite infractions of the Code of Conduct. Students are expected to strictly adhere to the rules for In-School Suspension.

**\*Refusal of ISS is not an option! Students who refuse ISS will be sent home until they are ready to complete their allotted time in ISS.\***

## **OUT OF SCHOOL SUSPENSION (OSS)**

Suspension out of school is assigned by administrators for infractions considered serious in nature, or a result of a pattern of unacceptable behavior. By not being present, the suspended student will receive a zero in class participation but will be provided the opportunity to make up for work missed by way of homework and tests. The student must take the initiative by checking with their teachers immediately upon return from suspension so as to ascertain the make-up time allotted; typically, equal to the number of days assigned to suspension from school.

## **CAMELOT ACADEMY (Alternative School)**

Cunningham Academy, in partnership with the Vineland High School, provides transition services for high school students within the Vineland Public Schools. Cunningham offers a smaller environment to students, families, and stakeholders in need of additional academic support and social development. The mission of Cunningham Academy is designed around creating a single school culture through rigor in the classroom and encouraging students to become life-long learners. Cunningham Academy's model increases each student's level of self-discipline, self-direction, self-respect, and self-esteem. The model is implemented through a continuum of increased positive recognition and enhanced levels of student status consisting of six progressive, interrelated levels. Cunningham Academy promotes and celebrates pro-social behaviors with status, recognition, and it addresses concerning behaviors immediately. Vineland High School students are referred by campus administration for an initial interview and orientation. At orientation, Cunningham's faculty discuss individual academic plans, behavioral expectations and campus activities thoroughly with both the student and his or her parents/guardians. The academic and social development model is also described in detail in Cunningham's campus handbook.

## **CAMELOT ACADEMY GOALS**

- Increasing student academic achievement
- Raising student attendance
- Creating and maintaining a safe and orderly learning environment
- Preparing students to meet Vineland High School promotion and graduation requirements
- Supporting students with behavior counseling within a social-emotional infused positive normative environment that is fundamentally based on modify and reducing negative behavior patterns and teaching and modeling positive behavior alternatives

- Ensuring orderly, seamless, and successful transitions for students returning to Vineland High School
- Providing students approaching graduation with the necessary skills and support to enroll in a post-secondary institution, certification program, or trade school and to obtain gainful, self-sufficient employment.

### **Vineland High School Code of Conduct**

<b>Infraction</b>	<b>First Offense</b>	<b>Second Offense</b>	<b>Third Offense</b>
Bus Violation	5 Days off Bus	15 Days off Bus	Bus Removal
Late to Class	1 AD	1 ISS	3 ISS
Cell Phone/Electronics	1 AD	1 ISS	3 ISS
Skipped Teacher Detention	1 AD	1 ISS	3 ISS
Class disruption/foul language/disrespect/insubordination	1 ISS	3 ISS	5 ISS
Cutting administrative detention	1 ISS	3 ISS	5 ISS
Cutting class/Leaving assigned area	1 ISS	3 ISS	5 ISS
Dishonesty/cheating/lying/forging signature/Refusal to identify self (give name)	1 ISS	3 ISS	5 ISS
Student to staff (Minor): Foul language/disrespect/insubordination	1 ISS	3 ISS	5 ISS
Misconduct in ISS	Additional 1 day ISS		
Uniform violation	Call home for change of clothes or ISS for the day		

Accumulating 5 - 9 referrals	Minimum 1 ISS
Accumulating 10 or more referrals	Minimum 3 ISS, Possible Camelot

### **Vineland High School Code of Conduct Continued**

<b>Infraction</b>	<b>First Offense</b>	<b>Second Offense</b>	<b>Third Offense</b>
Other offense to be determined by administrator	Administrative action based on offense		
Late to School	1 AD for every third late to school up to 12 Lates. 1 AD for every Late after 12th Late.		
Lighters/matches/fire works - possession/use	4 Days OSS	10 Days OSS	
Leaving school property without permission	4 Days OSS	10 Days OSS	
Vaping/tobacco products - possession/use	4 Days OSS	10 Days OSS	
Gambling	4 Days OSS	10 Days OSS	
Alcohol/Marijuana/ Drugs: Use confirmed	4 Days OSS	10 Days OSS	
Instigating fight/antagonistic behavior/jeopardizing the safety of others	4 Days OSS	10 Days OSS	
Trespassing on grounds while suspended	4 Days OSS	10 Days OSS	
Student to staff	4 Days OSS	10 Days OSS	

(Major): Foul language/blatant disrespect/insubordination		
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### **Vineland High School Code of Conduct Continued**

<b>Infraction</b>	<b>First Offense</b>	<b>Second Offense</b>	<b>Third Offense</b>
HIB (Substantiated)	*Discretion of Principal*		
Fighting (See below)	10 Days OSS, Possible Camelot, Possible Arrest		
Refusing a drug test/possession, use, and/or distribution of a controlled substance	10 Days OSS, Possible Camelot, Possible Arrest		
Verbal/Written Threat to Staff or Assault to Staff	10 Days OSS, Possible Camelot, Possible Arrest		
Hazing (See below)	10 Days OSS, Possible Camelot, Possible Arrest		
Assault	10 Days OSS, Possible Camelot, Possible Arrest		
Vandalism/damage to property	10 Days OSS, Restitution, Possible Camelot, Possible Arrest		
Criminal offense (i.e. Arson, theft > \$10, extortion, false fire alarm, assault, sex offense, threat, bomb threat, weapons, explosives, etc.)	10 Days OSS, Possible Camelot, Possible Arrest, Possible Board Hearing		

- Accumulating 5 - 9 referrals: Chronic defiance of school rules = a minimum of a 1 day of ISS
- Accumulating 10 or more referrals: Chronic defiance of school rules = a minimum of 3 days of ISS and possible placement at Camelot
- Parent Contact: Principal or designee will contact students' parents/guardian for all incidents that result in an Out-of-School Suspension (OSS).
- Guidance Counselor/Social Worker: Administration will inform students GC and/or SW for

incidents that result in an ISS, OSS, or any other incident deemed appropriate.

- Substance Abuse Counselor (SAC): Administration will inform SAC for all incidents of substance abuse.

## **FIGHTING**

Fighting in school will result in off grounds suspension from school and possible placement in the alternative school program. Fights off school premises may result in suspension and possible placement in the alternative school program. Please refer to New Jersey, R.R. v. The Board of Education of Shore Regional, wherein the court established the standard for discipline students for actions off of school premises. In that case the court stated that school authorities had the right to expel or suspend a pupil for conduct away from school grounds... where such is reasonably necessary for the student's physical and emotional safety and well-being or for reasons relating to the safety and well-being of other students.

## **HAZING & INITIATING**

Hazing is strictly prohibited. Students who become involved in hazing will be suspended, removed from their team or club for the remainder of the school year at the discretion of school administration, and according to the circumstances.

## **THREATS**

All threats against students, faculty, staff, or the physical building, will be taken seriously. In addition to administrative disciplinary actions, such threats will be referred to the Vineland Police Department.

## **Code of Conduct Disclaimer**

*A Principal or Assistant Principal may, on a case-by-case basis, consider any unique circumstances when determining whether or not to impose a disciplinary sanction for a student who violates the code of conduct. Sanctions for misconduct will be determined utilizing six main criteria: a) the nature of the offense, b) the precedent established by previous sanctions, c) the previous disciplinary history of the student, d) aggravating or mitigating facts brought up during the disciplinary hearing, e) the developmental needs of the student, and f) the safety and well being of the school community. Please note that administration reserves the right to assign alternate consequences and is the final authority on infraction interpretation.*

## **DUE PROCESS PROCEDURE**

Every student has a right to make his/her grievance known with regard to a problem and to discuss it with a person in authority. The following is suggested procedure with regard to specific problems:

Teacher/Classroom/Subject Area - Concern should be discussed with the specific teacher, or guidance counselor. Discipline/Attendance/Lateness/Student Activities/Parking, etc.-These areas are all handled by the assistant principals. The Main Office will direct students to the appropriate person in charge.

IF YOU DISAGREE WITH A DECISION – YOU HAVE THE RIGHT TO SPEAK WITH THE PRINCIPAL. Please email Mrs. DeMarchi @ [sdemarchi@vineland.org](mailto:sdemarchi@vineland.org) to schedule an appointment. It is recommended that problems dealing with activities and/or clubs be submitted to Ms. Rivera @ [kimrivera@vineland.org](mailto:kimrivera@vineland.org). Also, students are reminded that conferences with the school and the parents usually are the most effective in solving problems and, therefore, are recommended.

## **SCHOOL EXPECTATIONS**

### **ARRIVAL AND DEPARTURE PROCEDURES**

At the start of each day, students should visit their locker if necessary and then report to their homeroom by 7:33am. Any student not in their scheduled class by 7:33am, whether excused or unexcused, must sign in at the attendance office. Late arrival to school is subject to the board approved Discipline Code of Conduct. At the conclusion of the school day, students must report to his/her bus or car for departure. Loitering is not permitted at any time. Students are not permitted in the building after school hours without prior approval from their administration, teacher, club advisor, or coach.

### **PARENT DROP OFF AND PICK UP (AM/PM ARRIVAL/DEPARTURE)**

VHS Security will direct parents/guardians with the pickup and dropoff of students. Please follow traffic patterns to ensure all students are safe and pickup/dropoff is orderly.

### **EARLY DISMISSAL DURING SCHOOL HOURS**

Students are not permitted to leave school grounds during school hours. Only a parent/guardian (as noted in Genesis) may pick up their son/daughter early. Parents/Guardians will be asked to show identification prior to picking up their child. Only “guardians” may pick up their child. If an “emergency contact” arrives at school to pick up a student, the office will contact the student's guardian. It is imperative all contacts are updated with the best number possible to contact a parent/guardian during the school day.

### **SENIOR EARLY RELEASE SIGN OUT PROCEDURES**

Seniors (only) that have earned the right for an early release must follow appropriate daily sign out procedures. After the senior students' last class, they must report to the main office to sign out for the day. This is done via turnstile. Seniors found not signing out may be subject to disciplinary action or possible loss of their early release privilege. Remember, this is for seniors that have signed a contract and met with their guidance counselor and Mrs. DeMarchi for an early release.

## LOCKERS

The Vineland Board of Education has mandated that all students should be informed annually that lockers are school property and that the lockers will be subjected to regular inspection by the school principal or his designee. Students are reminded that personal possessions should be in locked lockers during Physical Education classes. The school is not responsible for possessions left unsecured or unattended. **Due to COVID 19 - Additional information regarding locker assignments is forthcoming.**

## ATTENDANCE - POLICY 5200

The Board of Education requires the pupils enrolled in the schools of this district attend school regularly in accordance with the laws of the state. The educational program offered by this district is predicated on the presence of the pupil and requires continuity of instruction and classroom participation. The regular contact of pupils with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.

## LOITERING

Every student is assigned a room or area within the school by the nature of his/her schedule. Avoid problems and follow these simple rules:

- Students are to remain in their home building, unless assigned to a class at the other building.
- During lunch periods, students must remain in the cafeteria or other approved area by administration and/or teaching staff members. Be sure to have a pass that will demonstrate your permission.
- Students are not permitted in or near parked cars without written permission by administration and/or the Director of Security.
- Be sure to travel from class to class quickly and avoid stopping to talk in the hallway. This will guarantee your arrival to class on time.

## MEDICATIONS

Medications are to be administered at home whenever possible. All medications (including Tylenol, cough medicine, etc.) must have a doctor's/dentist's note indicating the diagnosis, treatment and type of medicine prescribed. This medication must be in the original container with appropriate labels intact, and must be brought to school by an adult to the School Nurse's office. Students are **NOT** permitted to have any medication in their possession. Any student found with medication (including Tylenol, aspirin, cough medicine, etc.) in their possession will be sent out for an immediate medical examination and drug screening as per the district's Substance Abuse policy #5530.

## PARKING AND TRAFFIC REGULATIONS

Your cooperation is required to insure the safety of your car and the safety of those parking on school property. Remember, parking on school property is a PRIVILEGE, not a right; therefore, the privilege may be revoked for violations of attendance, discipline or parking and driving privileges.

1. All vehicles must be registered. Parking permits must be obtained.
2. All vehicles MUST display the approved parking decal on the rear driver's side window.
3. Occasional drivers MUST obtain one-day parking permits.
4. Student parking is confined to designated areas.
5. Students must follow ALL traffic patterns and obey ALL signs.
6. CARS WILL BE TOWED AT OWNERS' EXPENSE.
7. The school is NOT responsible for any damages or theft to your car or its contents.
8. DO NOT PARK IN THE BUS LANES or any areas painted in YELLOW.
9. Cars are subject to search while parked on school grounds.
10. Cars are not permitted to leave the campus until after all buses have been dismissed.

### **STUDENT DRIVING AND PARKING REGULATIONS**

1. The driving privilege will be granted to Seniors only during the first two weeks of school.
2. Driving privileges will open up to Juniors beginning the week of September 21st.
3. Students who exceed 12 days absent, 12 days late, and do not maintain a 2.0 grade point average during the school year may lose the privilege to park on schools grounds for the remainder of the year.
4. Students who lose the privilege to park may regain the privilege by demonstrating 30 consecutive days of perfect attendance and promptness.
5. Automobiles parked on school grounds must be registered and must display the current school decal on the rear driver's side. Violations to this regulation will result in cars being towed away.
6. Automobiles must be registered in the name of the driver or the name of the parent/guardian of the driver.
7. Students must present a valid drivers license, proof of insurance, and vehicle registration prior to receiving a parking permit.
8. Driving on campus is a privilege, not a right. Please follow all school expectations.

### **SCHOOL ATTENDANCE MATTERS**

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. A student who is absent from school for observing a religious holiday shall not be deprived of any award, eligibility, or opportunity to compete for any award, or deprived of the right to take an alternate test or examination that was missed because of the absence provided there is a written excuse of such absence signed by the parent.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive students of the educational and classroom experiences deemed essential to learning and may result in retention at grade level for districts with secondary school(s) or loss of credit or removal from a course that would count toward the high school diploma in accordance with policies of this Board.

Students shall be subjected to the school district's response for unexcused absences that count toward truancy during the school year as outlined in N.J.A.C. 6A:16-7.6(a)4 and Regulation 5200.

Unexcused absences from school or from classes within the school day may subject a student to consequences that may include the denial of a student's participation in co-curricular activities and/or athletic competition. Repeated absences from school interfere with efforts of this Board and its staff in the maintenance of good order and the continuity of classroom instruction and such absences may result in the removal of the student from a class or course of study.

### **ATTENDANCE - EARLY RELEASE 18-YEAR OLD STUDENTS**

Eighteen year-old students, who wish to be excused early from school must present a note prior to the beginning of the first period stating the specific reason or reasons. All emergency requests must include parental authorization by Guardian 1/Guardian 2 contact listed in the Genesis Parent Portal. All requests will be verified through our attendance offices prior to the release of the student. All notes are to be submitted to the Attendance Office. Once you have signed out you may not re-enter the building for the remainder of the school day.

### **CAFETERIA**

Vineland High School maintains a "closed lunch" policy. As such, students are NOT permitted to leave school property during lunch periods. Students must eat in their assigned building cafeteria according to their schedule. Failure to comply will result in Administrative Action. Breakfast: \$1.60  
Lunch: \$3.00

Note: Due to safety and health codes, no food or drink is permitted outside of the cafeteria at any time. Students are not permitted to bring coffee or other hot drinks to school to drink them in the hallways or classrooms. Students are only permitted to have clear water bottles during the school day. Any violation of this policy will result in a disciplinary referral.

### **CELL PHONES AND OTHER ELECTRONIC DEVICES - BYOD (BRING YOUR OWN DEVICE)**

Cell phones and other electronic devices must comply with Bring Your Own Device policy and the rules for use and security. See the Vineland Board of Education website ([www.vineland.org](http://www.vineland.org)) for specific information on how to be in compliance with BYOD. Contact your child's Assistant Principal for additional assistance.

### **DISPLAYS OF AFFECTION**

Except for holding hands, students enrolled at VHS are directed not to engage in any physical displays of affection (Kissing, Hugging, etc.)

### **HOME INSTRUCTION**

In the event that a student's absence will become excessive, due to temporary physical or mental disability, it is recommended that parents request Home Instruction by contacting the child's guidance counselor or the Central Office. A doctor's note and appropriate paperwork must be

completed and approved for a medical home instruction. Any specific questions regarding home instruction, please contact VHS Assistant Principal, Mrs. Kristina Craig at [kcraig@vineland.org](mailto:kcraig@vineland.org).

## **IDENTIFICATION PICTURE ID CARDS**

Every student at Vineland High School MUST SHOW the official Student Identification Card upon request. Any student providing false identification or refusing to present the ID card to an aide, teacher, or administrator may be subject to administrative action. The Student ID Card must be presented to gain admittance to ALL school-sponsored activities, to secure transcripts. REPLACEMENT cost for ID cards is \$5.00.

## **ILLNESS**

If you become ill AFTER arriving on school property, report to the Nurses' Office. NEVER LEAVE SCHOOL WITHOUT PERMISSION EVEN THOUGH YOU MAY BE ILL. IF THE NURSE IS UNAVAILABLE, SEE AN ADMINISTRATOR. Students are to refrain from making calls home until they first contact the nurse or an administrator.

## **LATENESS TO CLASS**

Beginning with the third late to any given class, a student is subject to a teacher-assigned detention. Teachers will refer students to the assistant principal for excessive tardiness, or for cutting class, depending on the severity of the infraction.

## **VPS Policies and Regulations**

Please visit [www.vineland.org](http://www.vineland.org) for more information regarding the below policies

### **POLICY 2361 ACCEPTABLE USE OF COMPUTER NETWORKS/COMPUTERS**

The board of education recognizes as new technologies shift the manner in which information is accessed, communicated, and transferred: these changes will alter the nature of teaching and learning. Access to technology will allow pupils to explore databases, libraries, internet sites, and bulletin boards while exchanging information with individuals throughout the world. The board supports access by pupils to these information sources but reserves the right to limit in-school use to materials appropriate for educational purposes. The board directs the superintendent to affect training of teaching staff members in skills appropriate to analyzing and evaluating such resources as to appropriateness for educational purposes.

### **POLICY 5512 HARASSMENT, INTIMIDATION, AND BULLYING (HIB)**

It is our belief that every child needs to have a safe and civil environment in school in order to achieve high academic standards. Harassment, intimidation, or bullying is conduct that disrupts both a student's ability to learn and a school's ability to educate its pupils in a safe, disciplined environment. In 2011, a law, commonly referred to as the "Anti-Bullying Bill of Rights," was passed in New Jersey in order to strengthen the reporting and investigative procedures as well as to promote respectful and tolerant school climates.

**POLICY 5530 SUBSTANCE ABUSE**

Substance Abuse the Board of Education recognizes that a student's abuse of harmful substances seriously impedes that student's education and threatens the welfare of the entire school community. The Board is committed to the prevention of substance abuse and the rehabilitation of substance abusers by educational means, but will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances. Accordingly, the Board will establish policies and procedures in operating programs to support the social, emotional, and physical development of students in accordance with the provisions of N.J.S.A. 18A:40A-1 et seq. and N.J.A.C. 6A:16-4.1 et seq. The Board of Education will maintain a comprehensive substance abuse intervention, prevention, and treatment referral program in the schools of this district.

**POLICY 5600 STUDENT DISCIPLINE/CODE OF CONDUCT**

The board of education adopts this student discipline/code of conduct policy to establish standards, policies, and procedures for positive student development and student behavioral expectations on/off school grounds and, as appropriate, regulations and the discipline imposed for infraction of those rules.

**POLICY 5610 SUSPENSION**

Any student who is found of continued and willful disobedience, or of open defiance of the authority of any teacher or person having authority over him, or of the habitual use of profanity or of obscene language, or who shall cut, deface or otherwise injure any school property, shall be liable to punishment and to suspension or expulsion from school. Conduct which shall constitute good cause for suspension or expulsion of a student guilty of such conduct shall include, but not be limited to, the conduct as defined in n.j.s.a 18a:37-2 and the school district's student discipline/code of conduct policy and regulation in accordance with the n.j.a.c. 6a:16-7.1 et seq.

**POLICY 5750 EQUAL EDUCATIONAL OPPORTUNITY**

The Board of Education directs that all pupils enrolled in the schools of this district shall be afforded equal educational opportunities in strict accordance with law. No pupil shall be denied access to or benefit from any educational program or activity or from a co-curricular or athletic activity on the basis of the pupil's race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation or sex, social or economic status, or disability. The board shall assure that all pupils are free from harassment, sexual or otherwise.

**POLICY 5751 SEXUAL HARASSMENT**

The board of education will not tolerate sexual harassment of pupils by school employees, other pupils, or third parties. Sexual harassment of pupils is a form of prohibited sex discrimination. School district staff will investigate and resolve allegations of sexual harassment of pupils engaged in by school employees, other pupils (peers), or third parties.

**POLICY 5850 SOCIAL EVENTS AND CLASS TRIPS**

The board of education recognizes the value of social events and class trips that will enhance and enrich the school experience for the pupils of this district.

For purposes of this policy, a social event is a party, celebration, or dance organized for the participation of pupils, and class trips are trips taken by pupils in a single graduating class, pupils who share a particular interest in an activity, or pupils who are enrolled in a particular subject area. Social events and class trips are not related or are only indirectly related to the curriculum. **Social Events and Class Trips are a privilege; not a right.**

## **POLICY 2260 AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES**

The Board's affirmative action program shall recognize and value the diversity of persons and groups within society and promote the acceptance of persons of diverse backgrounds regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status. The affirmative action program will also promote equal educational opportunity and foster a learning environment that is free from all forms of prejudice, discrimination, and harassment based upon race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status in the policies, programs, and practices of the Board of Education.

## **POLICY 5200 ATTENDANCE**

The board of education requires the pupils enrolled in the schools of this district attend school regularly in accordance with the laws of the state. The educational program offered by this district is predicated on the presence of the pupil and requires continuity of instruction and classroom participation. The regular contact of pupils with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.

## **POLICY 5350 PUPIL SUICIDE PREVENTION**

The board directs all school personnel to be alert to the pupil who exhibits signs of potential self-destruction or who threatens or attempts suicide. Any such signs or the report of such signs from another pupil or staff member should be taken with the utmost seriousness and reported immediately to the building principal, who shall notify the pupil's parent(s) or legal guardian(s) and other professional staff members in accordance with administrative regulations.

## **POLICY 5500 EXPECTATIONS FOR PUPIL CONDUCT**

The board of education believes that pupils should commit themselves to learning and to the development of their unique potential. Pupils should know that their attitudes and acts affect both their own and their classmates' learning and should accept responsibility for helping to create a positive school environment. With the support and assistance of school staff members and parent(s) or legal guardian(s), all pupils can contribute to the effectiveness of the schools and the value of their education.

## **POLICY 5511.1 SCHOOL UNIFORMS**

Please view the updated [School Uniform Brochure](#) for information related to the school uniforms.

## Senior Prom Information

The Senior Prom is scheduled for Thursday, June 2nd, 2022 from 6:00pm – 10:00pm. No one will be admitted into the prom after 7:00 p.m. You and your guest must bring an ID and your prom ticket to be admitted.

If you have any questions regarding ineligibility, please stop by and see Assistant Principal Ms. Kim Rivera (South Campus). For questions regarding the prom committee please see one of the Class Advisors.

Ticket Sales will take place beginning in May, 2022. Tickets can be purchased during lunch periods only. Specific dates of ticket sales will be announced.

This is a formal event, please DO NOT BUY A DRESS OR FORMAL WEAR BEFORE YOU KNOW WHETHER OR NOT YOU ARE ELIGIBLE TO ATTEND, as they are expensive and many dresses are not returnable.

Chronic attendance and disciplinary referrals may result in the loss of your privilege to attend the prom. No more than 12 combined (disciplinary referrals & **unexcused** absences combined)

### **REGULATIONS CONCERNING SENIOR PROM**

1. Before you and your parents sign this contract, please make sure that you have read the rules and understand them clearly. If you have any questions, feel free to contact Assistant Principal Ms. Kim Rivera (South).
2. Prior to buying a ticket, every student and guest must have an approved contract by Assistant Principal Ms. Kim Rivera indicating that you and your guest comply with the conditions set forth by the Attendance Policy and the Discipline Policy, as stated in the VHS Student Agenda.
3. Seniors going together, please file TWO contracts (one for each student). The name of the guest on your contract is the person with whom you are attending the prom.
4. If your guest is not from VHS, it is imperative that you write his or her age and the school in which he or she is currently a student or where he or she was formerly a student and the year he or she graduated.
5. Guests are not to be over the age of 20. Guests are to be another senior, a junior, or a graduate up to and including age 20. No freshmen and no sophomores will be permitted to attend the prom; this is an upperclassmen formal dance only.
6. Students and guests must present a PHOTO I.D. when arriving at the Senior Prom.
7. Checks must be made payable to VHS Activities Fund. Ticket price TBD. No deposits can be made. Payments must be made in full, at the time of purchase. All Sales are final. There are no returns.

8. Returned checks are subject to a \$25.00 Bank Fee.
9. The class is not responsible for refunding tickets if one cannot attend the activity due to suspension or failure to meet the standards of the attendance office and the discipline policy.
10. Students may sell their ticket to another VHS student only with the permission of Assistant Principal, Ms. Kim Rivera.
11. Since the Senior Prom is a school activity, school rules and policies are in effect. It is the responsibility of VHS students to inform their guests of ALL rules.
12. Everyone attending the Senior Prom must arrive no later than 7:00 pm. After 7:00 pm no one will be permitted to enter the building. No student will be permitted to leave the Senior Prom prior to the termination of the dance.
13. Since attire is formal, no other attire is permitted, such as shorts, baseball caps, etc. All attire is to be appropriate. If in doubt, please bring your dress into Assistant Principal Ms. Kim Rivera for approval. If your dress is inappropriate, you will be asked to leave.
14. **STUDENTS WHO APPEAR UNDER THE INFLUENCE OF ALCOHOL, OR ANY ILLEGAL SUBSTANCE WILL BE SUBJECT TO THE VHS ALCOHOL/DRUG POLICY AND PARENTS WILL BE CALLED AND STUDENT WILL BE TAKEN TO THE NEAREST HOSPITAL FOR TESTING.**

## **SERVICE LEARNING**

Earning 40 Service Learning Hours is a requirement for all 9th, 10th and 11th graders to graduate. This requirement is currently for our Classes of 2023, 2024, and 2025.

Due to COVID, the Class of 2022 is **exempt** from meeting the service earning requirement for graduation. Students who have earned 100 hours or more of service will still receive a cord at graduation recognizing their outstanding service to our community.

**What is Service Learning?** Service-Learning is more than just simply volunteering. In the process of service to their school and/or community, students learn a great deal about themselves and their responsibilities as a citizen while making connections with what they are learning in school.

**Vineland High School Service-Learning  
Graduation Requirement**

Total # of hours required by graduation: **40**

**Suggested schedule for acquiring hours**

Freshman Year:	10 hours
Sophomore Year:	10 hours
Junior Year:	10 hours
Senior Year:	10 hours



**What are some ways to earn Service Learning Hours?**

- Volunteer at elementary, middle school, or high school events
- Volunteer at church events, soup kitchens, district food pantry distribution days
- Tutoring a younger student

**Where can you find volunteer opportunities and how do you record your hours?**

- Identify a need or area of interest in your school or community.
- Join the Service Learning Google Classroom where service opportunities are frequently posted.
  - 12th Grade (Class of 2022) Google Classroom Code: [aqhbtca](#)
  - 11th Grade (Class of 2023) Google Classroom Code: [ft3squl](#)
  - 10th Grade (Class of 2024) Google Classroom Code: [pfnpj76](#)
  - 9th Grade (Class of 2025) Google Classroom Code: [d5qmrw4](#)
- Volunteer to earn service hours and continue to check the Google Classroom for opportunities
- Document your service hours and activities on the [Service Learning Reflection Log](#)
- Enter service hours on the Genesis Student Portal & Upload Learning Reflection Log
  - *Community Service Tab > Add Service > Upload Log*

Please check out the [Service Learning Handbook](#) for everything you need to know about service learning! If you have any questions, please contact your guidance counselor or Mrs. Craig.

## **FREQUENTLY ASKED QUESTIONS**

Below are some frequently asked questions and responses. We hope you find them helpful.

**Q: What is the allotted travel time between classes?**

A: Students are permitted four (4) minutes to travel between classes. Three additional (3) minutes are permitted for students to travel between campuses. Students must move quickly and quietly between classes and/or campuses. Teachers will submit a student discipline referral to administration if a student is late to class. During inclement weather, a shuttle bus is provided to transport students between campuses. However, there are occasions when a shuttle bus is not always available. Students should be prepared to walk to the other campus and will not be excused from missing class. It is recommended that students carry a small umbrella in their book bag during inclement weather. A covered walkway is provided for students to walk under during inclement weather.

**Q: What if my child needs to leave school early for an appointment?**

A: Any adult picking up a VHS student **MUST** show identification and know the safety password. Students will not be released to adults who are not on the approved pick-up list. **THERE ARE NO EXCEPTIONS.** Last minute phone calls, emails, faxes, letters, etc., adding additional adults will not be accepted. We understand that emergencies may arise, however, we must be able to verify the identity of the adult picking up your child. At the beginning of the school year, it is imperative that you accurately list all the adults you give the school permission to release your child to and state their relationship to the child. During the year, if you need to add or delete an adult, you will need to come into the attendance office and provide identification and sign an addendum adding or deleting the adult. The safety and security of all students is our top priority.

**Q: What type(s) of absences are considered excused?**

A: In keeping with the NJ State Education Code, Vineland High School expects that your child should be in school on time with the exception of the following: Student illness, state-recognized religious observance, bring your child to work day, funeral, court appointments, driver's tests, and college visits if your child is in eleventh or twelfth grade (NOTE: A maximum of three days per year will be excused for college visits). To have an absence excused for the above reasons, a parent/guardian must provide the school with written documentation for the absence on the day the student returns to school.

NOTE: In the event of excessive absences, administration will mail home letters to parents.

Parents/guardians are also responsible for checking the Parent Portal on a regular basis to monitor their child's attendance record. Please be advised that a total of 18 absences per year is considered excessive regardless of whether the absence is excused or not. Students are identified by NJ as chronically absent when they reach 18 total absences.

**Q: What if my child requires medication during the school day?**

A: Please contact our school nurse at 794-6800. All medications need to be in the original container, with the original label intact, and must be brought by an adult to the nurse's office. Students are **not** permitted to have medication in their possession or self-medicate during the day. Any student found with medication in their possession will be sent out for an immediate medical examination and drug screening as per the district's Substance Abuse policy #5530.

**Q: What if a student is found in possession of an e-cigarette (vape)? What if there is a reasonable suspicion that a student has utilized e-cigarettes (vaping) on school grounds or at school sponsored activities?**

A: Any student found in possession of a e-cigarette (vape) and/or if there is reasonable suspicion that a student has used a e-cigarette (vape) on school grounds, the following will occur:

- Students found in possession of or use of e-cigarettes (vape) will receive out of school suspension (OSS) as per our Code of Conduct.
- Students found in possession of or use of e-cigarettes (vape) will be evaluated by our school nurse for any health concerns.
- Parents/Guardians will be immediately notified by administration.
- Students found in possession of or using e-cigarettes (vapes) will be sent for an immediate medical examination and drug screening per the District's Substance Abuse Policy #5530.
- The e-cigarette (vape) will be turned over to the Vineland Police Department if there is reasonable suspicion that the e-cigarette (vape) may contain illegal drugs.
- The e-cigarette (vape) will be confiscated by the administration and held in the security office. If desired, a parent/guardian may come to the school to pick up the e-cigarette (vape).
- Students found in possession of and/or using e-cigarettes (vape) will be required to meet with the Student Assistance Counselor in order to discuss the dangers of drugs, alcohol, and tobacco products.

- Please refer to the following District policies for additional information: Substance Abuse #5530 and Student Smoking #5533.

**Q: What are the school uniform options?**

A: See below for acceptable and unacceptable attire::

- **Vineland High School (only) Spirit Wear Everyday!**
- If students are not wearing VHS spirit wear, students must wear either a red, white, black, or gray single color collared shirt.
- Solid Black or Khaki pants, sweatpants, leggings, jeggings, shorts, or skirts. Remember, bottoms must be solid black or khaki only.
- NO jeans or Adidas pants are permitted. Clothing may **not** have rips or tears.
- Students may wear a VHS spirit wear hoodie only. No other hoodies will be permitted.
- If students are cold, they may wear a solid color black, white, gray or black sweater or cardigan. Outerwear is not permitted to be worn in the classroom.

**\*\*Failure to comply will result in administrative action.\*\***

**\*Parents/Guardians will be contacted to bring the appropriate uniform for their child\***

**\*\*Uniform assistance is available. Please contact (856) 794-6800 for questions.\***

Note: Whether or not a student is dressed appropriately or properly groomed shall be left to the discretion of the principal or their designee.

**Q: What is Service Learning at VHS?**

A: Earning service learning hours is a graduation requirement for the Class of 2023, Class of 2024, and Class of 2025. Students **MUST** earn a minimum of 40 hours by the end of their senior year. Any student that earns 100 or more service learning hours will receive a cord to wear at graduation to reward their outstanding volunteerism and service to our community. All students should join their class' Service Learning Google Classroom for more detailed information and volunteer opportunities. Information can also be found in the [Student/Parent Handbook](#) and on Vineland High School's Website under the [Service Learning Tab](#). Please contact your guidance counselor or Mrs. Craig at [kcraig@vineland.org](mailto:kcraig@vineland.org) for additional information.

**Q: Is there a Service Learning Requirement for the Class of 2022?**

A: Due to COVID, the Class of 2022 is **exempt** from meeting the service earning requirement for graduation. Students who have earned 100 hours or more of service will still receive a cord at graduation recognizing their outstanding service to our community.

**Q: Are cell phones permitted in school?**

A: Bring Your Own Device (BYOD) program began in September 2016. The program permits all students pre-K through 12 to bring their own internet enabled devices to school for educational purposes only. The use of the devices is completely voluntary. *Teachers reserve the right to not allow cell phones in the classroom.* If cell phones are prohibited in a teacher's class, cell phones cannot be visible at any time during the instructional period. If a student takes out their cell phone to check the time, check their instagram account, check their messages, etc., the teacher reserves the right to submit a discipline referral to administration.

**NOTE:** VHS is NOT responsible for damaged, lost or stolen cell phones. Furthermore, the administration will not spend time trying to locate lost or stolen cell phones. If you feel that your child's cell phone has been stolen, you have the option of filing a complaint with the Vineland Police Department.

**Q: What if my child has not received their bus pass?**

A: Please contact the Transportation Office at 856-794-6700 ext. 2287 with any questions or concerns regarding transportation.

**Q: Is there security at Vineland High School?**

A: Our Director of Security is Mr. John Provenzano. VHS Administration works closely with Mr. Provenzano and his security staff. Security is strategically stationed throughout the school to ensure a safe school environment.

**Q: When can I meet my child's teacher?**

A: Please feel free to contact the school at 856-794-6800 at any time to schedule a mutually convenient time to speak with your child's teacher. In addition, the following dates and times have been scheduled to allow you to meet with your child's teacher:

- VHS Open House: September 2nd - 1:00 pm - 3:00 pm
- Back to School Night: September 27th - 6:00 pm - 7:20 pm.
- Parent/Teacher Conferences: November 22nd - 6:00 pm - 7:20 pm  
November 23th - 12:50 pm - 2:10 pm
- Parent/Teacher Conferences: February 8th - 6:00 pm - 7:20 pm  
February 9th - 12:50 pm - 2:10 pm

**Q: What are the graduation requirements for my child?**

A: All students MUST take (and pass) 120 credits to graduate high school. To graduate, students MUST have taken and **PASSED**:

4 years of English  
4 years of Health/PE  
3 years of Math  
3 years of Science  
2 years of US History  
1 year of World History  
1 year of World Language  
1 year of Visual or Performing Arts  
1 year of Career/Technical Education

Additionally, all students MUST pass the NJ State Assessment Requirement for ELA and Math as outlined by the NJ Department of Education. Please see your guidance counselor for additional information regarding graduation requirements.

**Q: What if I need to contact my child's guidance counselor?**

A: Please feel free to contact the school at 856-794-6800 at any time to schedule a mutually convenient time to speak with your child's guidance counselor.

North Guidance Counselors

- **Mr. Ernie Bernhardt (ext. 2721) - North Guidance Department Head**
- Ms. Patricia Grablow (ext. 2729)
- Ms. Mary Shadinger (ext. 2723)
- Ms. Lisa Wren (ext. 2728)

South Guidance Counselors

- **Mrs. Brandi Dittus (ext. 2551) - South Guidance Department Head**
- Mrs. Megan Bernhardt (ext. 2510)
- Ms. Lori Collini (ext. 2562)
- Mrs. Modesta Lopez-Perry (ext. 2518)
- Mr. Paul Myers (ext. 2532)
- Ms. Elyse Storms (ext. 2548)

**Q: How do I add money to my child's lunch account?**

A: PayPams is now available for all Vineland Public School parents. The website is [www.vineland.org](http://www.vineland.org) and PayPams can be found under "Links". You can go online and register to view your child's food service account and see their balance. You can also make payments right into your child's account. Follow the instructions on the website. If you are having any problems with the site, the phone number is 877-726-7586. **If more convenient, your child may bring money into school and pay directly to the cafeteria staff.**

**Q: Can I bring my child's lunch during the school day?**

A: We **DO NOT** accept student lunches/snacks to be dropped off at the office. We understand the importance of student nutrition, but we encourage students to either purchase lunch at school or bring their lunch from home. Please be reminded that students are also **not** permitted to have outside food ordered and/or delivered during the school day. Food, drinks, or other items are **NOT** to be passed to students through windows or doors. This is **STRICTLY PROHIBITED**. The safety of all students is our number one concern.

**Q: My child is in need of academic assistance.**

A: Communicating with your child's teacher is essential to their academic success. VHS offers after school academic assistance Monday through Friday from 2:25 pm - 3:00 pm. If needed, students will receive an activity bus pass to ride the 3:00 pm bus home. Please do not wait for the end of the marking period to address your child's academic performance. Please check the Parent Portal on a regular basis to review their grades. If you notice that your child is struggling in a particular class, please reach out to the teacher as soon as possible to schedule an appointment to address their academic progress and to develop a plan moving forward.

**Q: Is there a late bus for my child to take home?**

A: There is a 3:00 pm late bus that is ONLY available for students involved in an after-school activity. The after-school activity advisor will distribute bus passes. Your child will need to stop by the main office to identify their bus zone so they know which bus to board after their activity ends.

**Q: How do I create a login to access the Parent Portal?**

A: The Parent Portal is an important information tool for parents and guardians.. You are strongly encouraged to check your child's attendance, grades, and discipline record on a regular basis. Any changes during the school year, please contact 856-794-6800 ext. 2750. **You MUST have a valid email address.**

**Q: How do I find out about the clubs, organizations, and activities at VHS?**

A: On September 30th, from 6 pm to 7 pm, VHS will hold their annual Club Night in the South gym. Anyone interested in learning more about what clubs/activities VHS has to offer is encouraged to attend. Remember: The classroom gives you knowledge, but student activities build character. Together you have a winner!

**NOTE:** Participating in extracurricular clubs, sports, and activities is a privilege - not a right. If a student is suspended from school, participation in any after-school activities or events is prohibited. Attendance concerns, discipline infractions or academic concerns may result in your child's removal from extracurricular activities/events.

**Q: Will my child receive an agenda?**

A: VHS offers an electronic version of the Student/Parent Handbook which can be found at [www.vineland.org](http://www.vineland.org). Information regarding academics, clubs/activities, athletic expectations, and board policies are enclosed.

**Q: What form of identification do parents and guardians need to enter school?**

A: Parents and guardians need a photo ID (i.e. driver's license) to enter the school. Parents and guardians will NOT be permitted to enter the building without a photo ID. Again, the safety and security of our students is our number one priority.

**Q: Can my child sign themselves out of school if they are 18 or older?**

A: NO. However, as a parent or guardian, if you provide your child with a written note giving them permission to sign themselves out of school, your child can sign out at the requested time contingent upon the office staff being able to contact you by phone to verify the authenticity of the written note. Your child is responsible for providing the office staff with the written note first period or upon entering school if they come to school late.

**Q: Car Riders - Drop off and Pick up procedures.**

A: VHS Security will direct parents/guardians with the pickup and dropoff locations for students. Please follow VHS security directions to ensure all students are safe and pickup/dropoff is orderly.

**Q: Can my child drive to school?**

A: Only seniors are permitted to drive to school. However, based on availability, juniors will be allowed to park on the school premises. An announcement will be made in September informing seniors (and juniors) of the procedures to enable them to park on the premises. Students will be required to provide a copy of their license, registration and proof of insurance in order to park on school grounds. Driving violations will

result in the loss of parking privileges at the discretion of administration. At the end of each day, students will NOT be permitted to leave their parking stall until all the buses have left school grounds. Students who leave school grounds prior to the buses leaving will lose their driving privileges.

**Q: What if my child has received an after-school detention?**

A: Students assigned after-school detention in 9th and 10th grade must report to the East Cafeteria (North Building) promptly at 2:20 pm. Students assigned after-school detention in 11th and 12th grade must report to the East Cafeteria (South Building) promptly at 2:20 pm. Detention is from 2:20 pm - 2:55 pm. A 3:00 pm activity bus is available for your child to take home. Once scheduled, administrative detention will not be rescheduled. If your child is absent on the date of the assigned detention, they will need to make up the detention on the next day they are in school. Students who fail to report for administrative after-school detention will be assigned in-school suspension.

**Q: What if my child was involved in a fight at VHS?**

A: **Vineland High School has a ZERO tolerance for fighting.** Fighting in school WILL result in out of school suspension and possible placement in the alternative school program. Fighting off school premises may result in out of school suspension and possible placement in the alternative school program.

**Q: How does VHS handle threats?**

A: All threats against students, faculty, staff, or the physical building, will be taken very seriously. **This includes threats made on social media!!** In addition to administrative action, such threats will be referred to the Vineland Police Department.

**Q: How do I find out more information regarding the PAL program?**

A: During Freshman Orientation, an officer from the Vineland Police Department's Juvenile Unit will be available to answer any questions. The officer present will direct anyone interested in the right direction.

**Q: What is VPS Safe?**

A: VPS SAFE (Students Anonymously Forwarding Evidence) was established to offer students the means to anonymously report information to school safety personnel and administrators who can then respond to the safety issue. If you have any information you would like to provide, please visit our district home page at [www.vineland.org](http://www.vineland.org) or call the number below.

[VPS S.A.F.E](#)

**WeTip inc.**

1-800-78-CRIME

**Q: Does VHS have security cameras?**

A: Yes. For the safety and security of our students, VHS has cameras located inside and outside the school to monitor school activities.

**Q: How often will Emergency Drills/Fire Drills be conducted?**

A: Please be advised that each month VHS will conduct one fire drill and one emergency drill.

**Q: What is RAFT at Vineland High School?**

A: Resources Aligned For Teens - The objective of the School Based Youth Service Program is to promote adolescent development and assure teenagers can obtain support and assistance in an accessible location.

RAFT offers an array of services to teenagers at VHS. **A signed parental permission slip is required for students.** To learn more about RAFT, feel free to call 856-794-6800 ext. 2655 or contact Angela Dooley, Director of RAFT at [adooley@vineland.org](mailto:adooley@vineland.org).

**Q: Questions related to Sports at Vineland High School?**

A: Mr. Donnie Robbins is Vineland High School's Athletic Director. Feel free to contact him at (856)794-6800 ext. 2555 or 2660.

**Q: Can I open a locked exterior door for another student?**

A: For the safety and security of our students, students are **not** permitted to open locked exterior doors for students. During the exchange of classes, exterior doors will be opened and supervised by the security staff. Once classes begin, the exterior doors will be locked. In the event that an exterior door is locked, students should proceed to the main entrance of each building to gain entrance. Students who open an exterior locked door will be subject to student discipline. Once again, the safety and security of the students is our top priority.

**Q: How will I be notified if my child has received a disciplinary consequence?**

A: You are encouraged to check the Parent Portal on a regular basis. The Parent Portal will record your child's attendance record, academic record, and disciplinary record. It is your child's responsibility to notify you should they receive a disciplinary consequence such as after-school detention, in-school suspension, or out-of-suspension. This is part of the maturation process and your child taking responsibility for their actions. In the event of a serious event like a fight, drug offense, and/or police contact, administration will contact home.

**Q: How do I update my contact information?**

A: It is very important that your child's contact information is correct and up-to-date. By checking the Parent Portal on a regular basis, please ensure that your address, home telephone number, cellular telephone numbers, and work telephone numbers are accurate. If you need to update your contact information, please contact the school at 856-794-6800.

**Q: If my child gets assigned in-school suspension (ISS), can they choose out-of-school suspension instead?**

A: If your child gets assigned in-school suspension (ISS), they must serve in-school suspension (ISS) so they do not lose valuable instructional time. Students do not like in-school suspension and sitting in one classroom all day. However, students do not get the choice of choosing their assigned consequence. Students who refuse to go to in-school suspension must stay home until they are ready to serve their in-school suspension. Out-of-school suspension is the last resort before consideration is given to placing a student in alternative school.

**Q: What happens if my child is late-to-school?**

A: It is very important that your child arrives at school on time. Failure to report to school on time will result in a disciplinary consequence as outlined in the student handbook. Please remember homeroom begins promptly at 7:33am.

**Q: What happens if my child is absent from school?**

A: It is very important that your child maintains regular attendance at school. Students who accumulate multiple unexcused absences will be referred to the school's truant officer who will investigate the absences and if needed, make a recommendation to the court to impose sanctions and mandate regular attendance. Administration will excuse absences for funerals, court appointments, driver's tests, doctor's appointments, religious holidays, and college visits. Students must provide the main office with documentation in order for the day to be excused. **Documentation must be received within 1 week of the absence.** Please note that the nurse will confirm the validity of all presented doctor's notes. Forged or altered doctor's notes will result in a disciplinary referral to administration.

**Q: Does the school offer Conflict Resolution?**

A: Yes, VHS is proud to offer conflict resolution to resolve disputes between students and to come to a mutual agreement to avoid problems moving forward. Mr. Baruffi is the schools' conflict resolution specialist and can be reached at 856-794-6800 ext. 2717.

**Q: What if my child is getting harassed, intimidated and/or bullied?**

A: If you believe your child is getting harassed, intimidated and/or bullied, immediately report the incident to the school at 856-794-6800 or email Mrs. Engle at [sengle@vineland.org](mailto:sengle@vineland.org).

**Q: Does the school have a social worker and student assistance counselor?**

A: Yes, VHS is proud to offer the services of a social worker and student assistance counselor to address the needs of our students. Ms. Kathy McCabe is our school social worker in the South building and she can be reached at 856-794-6800 ext. 2549. Mrs. Stephanie Engle is our social worker in the North in addition to being our HIB specialist. She can be reached at 856-794-6800 ext. 2727. Mr. Jim Scanlon is our school student assistance counselor and he can be reached at 856-794-6800 ext. 2696.

**Q: Can I choose my child's administrator?**

A: Your child will be assigned an administrator. Unfortunately, requests for a specific administrator will not be accepted.

**Q: Should my child bring valuable items to school?**

A: It is recommended that your child does not bring valuable items to school such as i-Phones, air pods, jewelry, watches, expensive sneakers, etc.. If your child brings valuable items to school, it is their responsibility that the item is not lost or stolen. Your child is encouraged to maintain a lock on their lockers while in physical education class to protect valuables. Never leave your valuables unattended. Vineland High School is not responsible for lost or stolen items. Furthermore, the administration will not spend time trying to locate lost or stolen items. If you believe an item has been stolen, please contact the Vineland Police Department.

**Q: What should I do if my child is having a conflict outside of school with another student?**

A: If your child is having a conflict outside of school with another student, it is recommended that you contact the Vineland Police Department depending upon the nature of the conflict. The school will not address outside issues unless they impede the education of your child within the school or cause a disruption within the school. Please be advised that conflicts that arise outside of school, which are brought into school, will be addressed and disciplined by administration which will include social media concerns.

**Q: What if my child is suspected of being under the influence of drugs or alcohol.**

A: Under NJ State law, the staff of VHS is charged with the safety and security of your child. Should your child be suspected of being under the influence of drugs or alcohol, administration will be notified anonymously. In turn, the administration will contact you immediately. If your child is suspected of being under the influence, you will be presented with three options. First, the administration will request to take your child to be tested by our physician at our cost. Parents/Guardians are required to meet their child at the testing site. Second, you have the option of taking your child to be tested by your physician within two hours of notification at your cost. Third, you have the option to refuse to have your child tested which will be considered a positive test result and your child will be suspended out-of-school. Regardless of the choice you make, and regardless of the outcome, your child will not be able to return to school until you complete and submit a student re-entry form by your physician. Again, the health and safety of your child is our number one priority.

## **Senior Activities**

### **Q: Who are the advisors for the senior class?**

A: Mr. Elliott Deshields and Ms. Tabatha Haydak. You may contact them with any questions you may have regarding senior year. Mr. Deshields can be reached at [edeshields@vineland.org](mailto:edeshields@vineland.org) and Ms. Tabatha Haydak can be reached at [thaydak@vineland.org](mailto:thaydak@vineland.org).

### **Q: How do I find out about senior activities going on throughout the school year?**

A: You can join our Senior Google Classroom, the code to join is: **7utuvgs**  
It will have all updated information for students.

### **Q: Can my son or daughter attend a senior class trip?**

A: If a student is in good standing academically, behaviorally, and has met their attendance requirement, they would be able to attend senior class trip. They have fundraising options available to them. It is important to explain to your child to listen to all morning/afternoon announcements to hear the most recent information. They may contact their senior class advisors for additional information.

### **Q: Is my son or daughter eligible to attend Senior Prom?**

A: **Prom is a privilege, not a right.** We expect all students to show good attendance and behavior. Chronic attendance and disciplinary referrals can result in loss of your child's privilege to attend the prom. **Tentative** date for Prom is: Thursday, June 2, 2022 @ Eastlyn Golf Course & The Greenview Inn. If you have any questions regarding ineligibility please contact, Assistant Principal Kimberly Rivera: Contact Information below:  
(South Campus) [kimrivera@vineland.org](mailto:kimrivera@vineland.org). (856) 794-6800 extension 2522.

### **Q: How many tickets does my son or daughter get for graduation?**

A: Each student will receive 5 graduation tickets at graduation practice (**subject to change**). However, throughout the school year, there will be ways to earn additional tickets. Students may contact Ms. Rivera with any questions.

## Social Media and Consequences

- Students will be suspended out-of-school (OSS)
- Students may be placed at Cunningham Alternative School
- Vineland Police Department will be notified and students may be arrested
- Students may lose the privilege of attending/participating in end of the year events (prom/graduation), activities, field trips, and any other co-curricular events deemed appropriate by administration

# VHS 21-22 Student/Parent Handbook Disclaimer

*Please feel free to contact Vineland High School with any questions or concerns (856) 794-6700. Wishing you a wonderful school year!*