

Quinton Township School District

STUDENT-PARENT HANDBOOK

2023-2024



This handbook belongs to:

8 Robinson Street, Quinton, NJ 08072

Telephone: 856-935-2379

Fax: 856-935-1978

Website: www.quintonschool.info

Quinton Township School District
8 Robinson Street, PO Box 365
Quinton, NJ 08072
Phone: 856-935-2379 * Fax: 856-935-1978

August, 2023

**Any piece of GOLD paper needs to be returned to the main
office by FRIDAY, SEPTEMBER 15, 2023**

Don't forget to visit our website, www.quintonschool.info to see updated calendar, events,
teacher information, etc.

- ☐ **Health History Update Form** - please make sure you list any new medical information.
- ☐ **Free & Reduced Lunch Application** - please return one per family
- ☐ **KI Pill** - one for EACH child
- ☐ **Photo and Video Authorization** - one for EACH child
- ☐ **Student Discipline Handbook Form** - one for EACH child
- ☐ **Technology Agreement** - one for EACH child

Dear Quinton Wildcat Family,

We truly hope you are finding time to enjoy your summer and making memories with your loved ones. As the 2023-2024 school year is quickly approaching and we are in these unprecedented times, we wanted to share with you some information regarding the opening of our school. In addition, we are committed to ensuring our children are getting a high quality education.

Mrs. Gwen Herman, Principal & Mr. Stewart Potter, Superintendent

MISSION STATEMENT

The objective of the instructional program is the achievement of the goals set by the Quinton Township Board of Education. The primary goal of the Board is to provide each child regardless of socio-economic status the educational opportunity which will prepare him/her to function politically, economically and socially in a democratic society. Since the individual grows and matures at his/her own rate, the intellectual, emotional and physical challenges which he/she must experience in the learning process must also vary. To this end, the Board directs the building of a school program which never knows completion, but is adaptable enough to keep pace with the ever-growing knowledge and ideas which challenge society each day and yet be flexible enough to encourage and assist each child to meet his/her own needs.

ATTENDANCE REQUIREMENTS

Every parent has the responsibility to make sure his/her child attends school regularly. When a child is absent, he/she misses valuable learning experiences. Parents/guardians should call the office sick line prior to 9AM and state a reason for the absence. School personnel will contact you if this procedure is not followed. If for any reason contact between the school and home cannot be made, a note stating the reason for the students absence will be required upon the students return to school. Upon the fifth unexcused absence, the principal will contact the parent/guardian via letter and an action plan with interventions will be developed. Upon ten or more unexcused absences, a referral will be made to the court system. Excused absences include personal illness/injury, death of a family member, court appearance, religious holiday and quarantine only. Vacations and all other absences are considered unexcused.

When a student is absent for five (5) consecutive days or more, during a marking period, medical verification of his/her recent absenteeism must be submitted upon return to school, which should certify that he/she is free from contagion. When a student is legally absent for ten (10) days or more during a marking period, he/she will receive an incomplete for any subject until all homework and classwork assignments have been completed. Each student will be allowed two weeks to complete all make-up work.

A medical excuse signed by a physician is necessary for a student to be excused from outside recess. The medical excuse must include duration of outside limitation, temperature when student cannot go outside, and medical reasons for restriction. When a physician excuses a student from recess, he/she will not be permitted to participate in physical education.

LATENESS

If your student arrives after 8:30 AM, he/she will be marked as tardy. Students need to bring in a signed note to school explaining why he/she is late, unless accompanied by a parent/guardian. Please note that three latenesses or three early pick-ups during a thirty-day period will result in an hour after school detention. Students must be in school for a minimum of 4 instructional hours in a given day in order to be counted as present.

EARLY DISMISSAL REQUEST

When an emergency makes an early dismissal unavoidable, parents or guardians should call the main office to inform them what time their student will be picked up and by who. Students must be in school for a minimum of 4 instructional hours in a given day in order to be counted as present. Students leaving prior to 12:30 PM will be marked absent for the day.

HIGH SCHOOL ATTENDANCE

Many students from Quinton Township School attend Salem High School. Students also have the opportunity to attend the various academies, as well as Salem County Vocational Technical School.

PARENTAL NOTES/COMMUNICATION

In addition to the notes required for emergency or early dismissals, notes are also required from parents when a child attends various after school activities and does not go home first. One note stating the time and day of the activity will suffice for the entire school year. If a child is not attending his/her scheduled activity on a particular day, a note is required stating the change or the child will stay for the activity that day. It is also required that a note be on file in the office from parents who give their child permission to ride his/her bicycle to/from school. Please note: Students riding bicycles or scooters are required to wear helmets. According to NJ Helmet Law, State law requires a bicycle rider under 17 years to wear a helmet. Parents may obtain Change to Dismissal forms at www.quintonschool.info and follow the "Return to School" tab under Summer Packet.

It is the primary responsibility of the staff to work with students during the school day. Therefore, staff may not be available certain times of the day to respond to phone calls and/or e-mails. Staff will try to respond to phone calls and e-mails the same day as received, if that is not possible, staff will respond within two school days. Staff are not obligated to respond after the end of the school day or on non-school days.

ON-LINE GRADES and E-MAIL COMMUNICATION

Parents may access information about their child directly from a computer, anytime, anywhere. Grades, report cards, attendance records, discipline reports, and homework assignments may be viewed. Parents may also set their own notification settings to receive reminders for weekly updates on grades. In order to use the on-line system a student's username and password must be obtained from the office. This can be done ONLY by the parent or guardian and is not given out to anyone else. To use the system, first go to the Quinton School webpage (www.quintonschool.info) and follow the link for Oncourse Connect.

PHOTOGRAPHS OF PUPILS

Parents/guardians or other visitors to the school are not permitted to photograph students (other than his/her own child) in school or during classroom parties or activities or post photographs of students on any social media website or any other website without the express written permission of the Superintendent. Violation of this policy may result in legal action or a complaint being filed by the district. Additionally, parents of students who may have been photographed without their permission may file a civil lawsuit, individually. See Policy #5145.5.

ACADEMIC EXPECTATIONS

Students are expected to be present for all classes, to be prepared with appropriate learning materials and to participate actively in the learning process. Learning is enriched by clearly stated and meaningful homework assignments. The lesson objectives, age of the group and individual student abilities are considered when assigning homework. Parents are encouraged to show an interest in their child's homework but should allow the child to work independently to complete assigned tasks. The general expectations for time spent on homework should increase as the student progresses from one grade to the next. Parents and students are reminded of the importance of completing assigned work on time. Late work will receive one grade lower than the grade earned. Work which is not completed within 5 school days of the originally assigned due date will result in a grade of zero. To help students develop responsible work habits, parents are expected to regularly check Oncourse Connect. Students who are absent will have the same number of days to make-up their work, as they are absent. Parents are encouraged to check grades and assignments on-line via Oncourse Connect as well.

All textbooks, computers and ipads are furnished to the pupils without cost. It is expected that students will take responsible care of their technology devices and other items supplied by Quinton Township School. Books are to be covered at all times. If such materials are lost or willfully damaged, a charge will be made for the damage. This charge will be paid before new materials are issued. Report cards and/or diplomas will be withheld until all fines are paid. Parents may inspect, upon request, any instructional material, textbook or curriculum guide used as part of the educational program. To review any of the above mentioned details, please call 856-935-2379 to arrange an appointment with Superintendent, Mr. Stewart Potter.

Cases of theft, vandalism, and other criminal acts: A police report, or in the case of flood/fire a report must be filed by the parent/ guardian. A copy of the police/flood/fire report must be provided to the school district in a timely manner.

Intentional or Repetitive Damage or Abuse: Parents/guardians are responsible for full payment of intentional damages/ abuse to Chromebooks and Ipads. See repair and replacements costs later in this booklet.

REPORT CARDS AND CONFERENCES

Report cards are issued via Oncourse four times a year (November, February, April, and June). Parent conferences are November 16-17 and March 6-7. Parent conferences may be scheduled throughout the year on an as needed basis. The purpose of the conference is to give every parent an opportunity to meet privately with his or her child's teacher to discuss the child's progress to date. Parents will have an opportunity to ask questions and contribute information that will lead to a better understanding of their child. Parents should feel free to ask for a conference any time the need arises during the school year. **All report cards will be accessible through Oncourse Connect and will not be printed unless requested by parent/guardian.**

Grading Scale K-2nd:

B Beginning
D Developing
S Secure
NI Needs Improving
NA Not Applicable

Grading Scale 3rd-8th:

A 92-100
B 85-91
C 78-84
D 70-77
F Below 70

ACADEMIC PROBATION

Students in grades 3 - 8 are ineligible to participate in extracurricular activities, including but not limited to participating on the basketball team, attending school dances, etc. if he/she earns one or more F's in any subject (core curriculum and/or special area) on either an interim report or report card, or earns two or more D's or falls below an overall C average. (Students who have one or more F's and/or two or more D's are automatically on academic probation even if their overall average is a C.) All students in grades third and fourth who receive the aforementioned grades, which may prohibit them from participating in extracurricular activities and/or interscholastic competitions, will undergo a thorough review by an administrator to determine whether that student will be permitted to participate in extracurricular activities and/or interscholastic competitions. The determination will be based on mitigating factors, such as, but not limited to the student's attitude, work ethic, diligence and/or attentiveness. Students will be

reinstated to activities if necessary improvement is made on the next interim or report card.

ACHIEVEMENT TESTING

Students in grades 3-8 take the New Jersey Student Learning Assessment (NJSLA) for ELA and Math. Students in grades 5 and 8 will also take the NJSLA-S (New Jersey Student Learning Assessment - Science). Data is used to assess curriculum and instruction and to differentiate instructional activities to meet all students' learning needs. NJSLA-Math scores from sixth grade also determine Algebra I placement in eighth grade.

STUDENT RECOGNITION

Each marking period, academic excellence is recognized in grades 3 - 8 through the Honor Roll for students who attain A's and B's on their report card, and Principal's List for students who attain all A's. In addition, recognition of positive student actions is ongoing through individual classroom programs. Eligible students are also invited to the annual Student Recognition Reception each spring. The eighth grade student with the highest GPA will receive the 4A Award (Administrators' Academic Achievement Award).

ADMINISTRATORS' ACADEMIC ACHIEVEMENT AWARD

Criteria: The 4A is awarded to the eighth grade student who has the most consecutive A's starting from the third marking period of their eighth grade year, and going as far back as third grade will receive this award.

Qualifications: The student must be enrolled in the Quinton Township School District for the entirety of their academic school years of sixth, seventh, and eighth grade.

Tie Breaker: In the case of a tie, each eighth grade student's grades are averaged to determine the highest average for the four core subjects. This student is awarded the Salem County Administrators' Academic Achievement Award.

ALGEBRA I

The criteria to qualify for Algebra I beginning in eighth grade if the student was not in pre-algebra in seventh grade is evaluated using 5 measures:

- The student must have excelled in mathematics during seventh grade, earning a final average of a "B" in the Accelerated Math Class or a final average of an "A" in the 7 Math Class.
- The student's MAP scores must reflect his/ her readiness to accept the challenge of higher-level course work. The student must score higher than 227.
- The student must have scored within the highest percentile of students on standardized assessments, scoring higher than 750 on NJSLA.
- The student must meet the criteria listed on the placement rubric, which will include, but not limited to the following: possession of exceptional self-direction, initiative, and perseverance; highly organized and maintains excellent time-management skills; ability to analyze, evaluate and synthesize more complex and in-depth concepts willing to complete more independence work at

home; agree to have short timelines for project completion; ability to analyze more difficult content independently; extremely motivated to apply what he/she has learned beyond the classroom; able to make sophisticated connections between concepts and has a genuine interest in the subject and is willing to complete the high amount of work that comes with it.

- The student must have less than 10 unexcused absences. It is very important that the student attends regularly due to the rigorous nature of the class.

To qualify for Algebra I, the student has to meet all three criteria. Those students not meeting all three of the criteria are placed in the Grade 8 Math class. At Quinton, Algebra I uses a high school curriculum and the High School Math NJSLs. It is much more intense than eighth grade math. Eighth grade math is a preparatory course for High School Algebra I for our students, and it follows the eighth grade math NJSLs.

HEALTH SERVICES MEDICATIONS

Any parent or guardian who requests their student be administered medication in school should note the following requirements, which are set forth in district policy:

Medications/Prescriptions and Over the Counter:

- a. Must be accompanied by a doctor's note and parental permission slip, which includes a student's name, date of birth, diagnosis (reason for medication use), name of medication, dosage, and time of administration. (see attached form)
- b. Must be brought in by parent/guardian.
- c. Medication must be in an up to date original container labeled from the pharmacy with: student's name, medication name, dosage, complete directions for administration.
- d. A student going on a field trip and who will not be taking his/her medication will need a physician's note stating that the student does not need to take the specific medication on field trips throughout the current school year.
- e. Student medication orders must be renewed each school year.

SCREENINGS

The following services are provided under the supervision of the school nurse:

- Height, Weight, and Blood Pressure are performed on each student grades K through 8 annually.
- Vision Screening is performed biennially in grades K-8.
- Auditory Screening is performed annually in grades K-3 and grade 7.
- Scoliosis screening is performed biennially on students 10 years of age through eighth grade.
- All new pre-k and kindergarten students entering our district must have a current physical examination completed on the appropriate school form prior to the start of the school year. Transfer students must present a current physical examination on the appropriate school form within 30 days of enrolling. It is important that subsequent examinations be done by your Primary Care Physician at least once during each of the student's developmental stages:
 - Early childhood (preschool through grade 3)
 - Pre-adolescence (grades 4 through 6)
 - Adolescence (grades 7 through 12)

ADDITIONAL REGULATIONS AND/OR PROCEDURES

If your child is absent from school a note stating the reason for absence is required, even if you have called the school to advise that your child would be absent. If your child is absent 3 days or longer, a doctor's note is required for re-entry. If your child needs to come to school with crutches, splints, ace bandages, casts, etc. a physician's note is required. The note should state the reason for appliance (fracture, strain, etc.), student limitations, and length of incapacitation. A physician's clearance note, if not on physician's original note, is required for a student to resume normal physical activities. The school nurse will coordinate the development and implementation of an Emergency Care Plan in cooperation with the student/parent/guardian, healthcare provider, and school administrator for the duration of crutch use. If your child has a special medical condition or health alteration the school nurse must be made aware of it in writing. (Examples: allergies, asthma, diabetes, etc.). A physician's note must confirm the medical condition and advise the nurse of required medical treatment, i.e. food, medication, restrictions, etc. for your child. Emergency procedures, in case of accidents or sudden illness, are in place. Please notify the school office immediately with any changes in emergency contacts and/or telephone numbers. Please update the annual health history form with any serious accidents, operations, or injuries that may have a bearing on current or future health. In-person conferences with the school nurse can be made by calling the school for an appointment. Telephone consultation is available at any time. The District ultimately has the right to deny temporary participation in any class or activity based upon health, safety and wellness due to a student's temporary medical condition, such as broken bone, sprain, concussion, etc. The District will find an alternate activity for the student to participate in during that time period.

HEALTH PRECAUTIONS

Please assist the school in promotion of a safe and healthy environment by following the procedures recommended below. Check your child every morning before he/she leaves for school. Parents should keep their child home when he/she displays any of the following signs of illness:

- Vomiting
- Rash
- Sore throat and/or enlarged glands
- Productive cough
- Diarrhea Redness or discharge from eyes
- Earache
- Stomach pains
- Fever (greater than 100)

See that your child eats a good breakfast (A hungry child cannot concentrate well).

Ensure that your child understands and practices good hygiene techniques, which include washing his/her hands after toileting and before eating, covering sneezing or coughing into the elbow.

COMMUNICABLE DISEASES

In order to prevent the spread of disease among the school community and ensure a student's complete and rapid recovery from illness, children are excluded from school for communicable and nuisance diseases.

This exclusion is based on guidelines from state and local Boards of Health. While most childhood communicable diseases are disappearing because of mandatory immunization, the following common problems are identified: Chickenpox, Conjunctivitis (Pink Eye), Impetigo, Pediculosis (Lice), Scabies, and Streptococcal Sore Throat.

SYMPTOMS OF COVID-19

People with COVID-19 have had a wide range of symptoms reported - ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea. This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19. If your child suffers from seasonal allergies, please have your primary care provider send in written documentation of their allergies and the symptoms.

IMMUNIZATIONS

Please send documentation of any new immunizations your child receives to the nurse's office so that an accurate and up to date vaccination history is on file. Only the following documents are deemed as acceptable proof of immunization: a signed certificate by a licensed physician, a record from any public health department, an official school record from any school. All documents must have the month, day and year the immunizations were administered. The school is in compliance with Chapter 14 of the New Jersey State Sanitary Code related to immunization status. State Law dictates the following immunization requirements for students:

- DTP (Diphtheria, Tetanus & Pertussis) (AGE 1-6 YEARS): 4 doses, with one dose given on or after the 4th birthday, or any 5 doses. (AGE 7 OR OLDER): 3 DOSES of Td or a combination of DTP, Dtap, and DT to equal 3 doses. It is recommended that a Td vaccine be given every 10 years.
- Rubella and Mumps - 2 doses of MMR - given after 1st birthday
- Varicella (Chicken Pox) 1 dose on or after first birthday or Parental/Physician history of diseases or laboratory evidence of immunity.
- Hepatitis B- 3 doses of Hepatitis B.
- Pneumococcal - 1 dose after first birthday
- Influenza - for students in pre-Kindergarten.
- Polio (AGE 1-6): 3 doses, with one dose given on or after the 4th birthday, or any 4 doses. (AGE 7 or OLDER):
- Tdap Booster- Students entering 6th grade must have a Tdap Booster.
- Meningococcal - for students entering 6th grade, 1 dose.

The school nurse has the authority to exclude from school any student who does not meet the State of New Jersey requirements for complete immunization coverage. The school nurse will monitor your child's immunization record and notify you when, after initial compliance, your child's next vaccination is due.

SUPPORT SERVICES

In order to effectively meet the needs of individual students, the district provides a number of services in addition to direct classroom instruction. These include:

SCHOOL COUNSELING SERVICES will be provided by a certified school counselor. Counseling services include developmental guidance lessons, individual and group counseling, and peer mediation. If you would like to receive counseling services for your child, please contact Mrs. Viereck at jviereck@quintonschool.info, 856-935-2379 ext 226.

MENTAL HEALTH COUNSELING SERVICES are provided by Julie Hofacker, MEd, LPC, Mental Health Counselor. Mental Health Services are targeted toward students who have suffered trauma due to Covid-19. Mental health services include: individual counseling, providing referral services and additional support for students and families, and administration of anxiety and depression screenings. Contact Mrs. Hofacker by email or by phone jhofacker@quintonschool.info, 856-935-2379 ext 231.

HOMEWORK CENTER We have a “homework” help center that meets every Tuesday, Wednesday, and Thursday from 3:05 p.m. - 4:00 p.m. This is to provide classroom and homework related help - not childcare services. Selected students in grades 3 - 8 will be identified by his/her teacher to attend Homework Center. Discipline issues will disqualify the students from this service.

CHILD STUDY TEAM: The district has the services of a Child Study Team made up of a Psychologist, Learning Disabilities Teacher Consultant, and a Social Worker. This group assists parents and teachers to provide appropriate educational programs for students with identified special needs. A parent's permission is needed to refer a student for this service.

INTERVENTION AND REFERRAL SERVICES: An Intervention and Referral Team has been developed to help teachers and parents provide instructional strategies for general education students who are experiencing learning or behavioral difficulties.

REMEDIATION INSTRUCTION: The district provides supplemental instruction to students who do not meet minimal grade level standards. Federal Title I money is used to fund this instruction in reading, language, and math skills. You are notified if your child is eligible for these services,

SPEECH CORRECTION: A speech therapist is available to work with students who exhibit difficulties in some area of speech and language development. The speech therapist works with students individually or in small groups.

PROJECT CHILD FIND: This is a program intended to identify and provide needed services to children between the ages of 3-5 who may have a delay in some aspect of their physical, emotional, or educational development. Parents or guardians are encouraged to contact the Child Study Team at 856-935-2379 ext. 200 for more information.

ACCESS TO STUDENT RECORDS: Federal and state law requires that parents have complete access to records kept on their child. These records may be examined by making an appointment. If you have any questions about these records, please contact the office.

ACCIDENT AND ILLNESS: A parent or another reliable individual should be available to be called and to assume responsibility for a student who is injured or becomes ill at school. Home and emergency telephone numbers should be current at all times.

AFFIRMATIVE ACTION/EQUAL EDUCATION OPPORTUNITY: Quinton Township School does not

discriminate on the basis of race, color, national origin, sex, handicap, or age in educational programs, activities, or employment practices. Any complaints about matters that discriminate against employees or students or deprive them of rights guaranteed by the Constitution should be forwarded in writing to the Principal, Mrs. Herman. Mrs. Herman is the District EEO Officer. Policies, plans, grievance procedures, and forms are located in the school office.

CHILD PROTECTION & PERMANENCY (CP&P): Any complaints about any type of physical or psychological abuse or neglect toward a child may be made by parents or neighbors directly to CP&P at 1-877-NJ ABUSE. Please note that state law makes it mandatory for school personnel to report cases of Suspected Child Abuse.

INSURANCE: The Board of Education provides medical coverage for students during the hours that school is in session or during participation in a school sponsored activity or trip. This insurance is supplemental to any medical coverage that you have at home.

LOST AND FOUND: Items lost may be picked up in the school cafeteria.

BREAKFAST/ LUNCH: Students may apply for regular, reduced, or no-cost lunches. An application form is available in the office for families who wish to be considered for reduced or no-cost lunch. No sodas (bottled or canned) or candy are to be packed for children in their school lunch. No glass bottles of any kind should be included in your child's lunch. Also, please do not send in or bring in "fast food" of any kind for your child's lunch. To look up your child's lunch account balance go to www.quintonschool.info and follow the link - Parents, Lunch, Lunch Balance. Please refer to Policy #2542.46 for Meals on Credit/Charged Meals.

PHONE CALLS: Parents must supply a phone number for emergencies. Messages from parents to the student will be passed on by the secretary. Calls home by students are discouraged, except in matters critical to their well-being or school related matters. Parents should call the school (856-935-2379) if it becomes necessary to contact a child during school hours.

AUTOMATED PHONE SYSTEM

Quinton School uses an automated phone system to make announcements. This includes Board of Education and Home and School meetings, as well as school closings and delays. Please contact the main office if you do not want to be included in this system or wish to disallow directory information.

DRESS CODE

Dress that detracts from the educational experience of other students will not be permitted. Clothing and accessories worn by students should be appropriate and meet health and safety needs in school. The students will be notified and parents may be contacted to discuss appropriate school attire. Students with inappropriate dress will not be permitted to remain in class. Please refer to Dress Code Policy #5132.

CODE OF CONDUCT

Please visit the below code of conduct PDF on our website:

<https://www.quintonschool.info/cms/lib/NJ02201582/Centricity/Domain/63/doc03213820200921141656.pdf>

ACCEPTABLE USE OF ELECTRONIC NETWORKS

Quinton Township School

Acceptable Use Policy

Policy Number: Policy Title:
5114.7 Plagiarism
3250 Property Damage
5131.5 Vandalism & Violence
5131.9 Harassment, Intimidation & Bullying
6142.10 Acceptable Use of the Internet

GENERAL STATEMENTS

1. Acceptable uses of the network and electronic devices are activities that support learning and teaching. Users are encouraged to develop uses which meet their individual educational needs and which take advantage of the network and devices functions,
2. Unacceptable uses of the network and devices include, but are not limited to:
 - Violating the rights to privacy of students or employees of Quinton Township School, or others outside the school system.
 - Using or accessing profanity, obscenity, sexually explicit materials, that may be offensive or degrading to others. Administration invokes its discretionary rights to determine such suitability.
 - Copyright laws and plagiarism, which is the taking of someone else's words, ideas, or findings and intentionally presenting them as your own without properly giving credit to their source.
 - Using the network for financial gain or for any commercial or illegal activity.
 - Attempting to degrade or disrupt system performance or unauthorized entry to and/or destruction of computer systems and files.
3. Quinton Township School makes no express or implied warranties for the Internet access it provides. Quinton Township School cannot completely eliminate access to information that is offensive or illegal and residing on networks outside of the Quinton Township School system. The accuracy and quality of information obtained cannot be guaranteed. Quinton Township School will not guarantee the availability of access to the Internet and will not be responsible for any information that may be lost, damaged, or unavailable due to technical or other difficulties.
4. Consent – This consent includes both the Acceptable Use Policy and permission to publish electronically on the website, social media and in the newspaper student work, voice, video, and or pictures for educational and public relations purposes. The District will take precautions to maintain appropriate student confidentiality.

5. Students will be issued email addresses in a closed system of teachers and fellow students only. Outside email receive and send is not accessible through these accounts. All correspondence is archived.

6. The district is no longer issuing student earbuds. Students are expected to acquire their own earbuds with the following requirements: wired earbuds (not over the ear) with the standard 3.5mm plug. Incorporated microphone is encouraged but not required.

DISTRICT ISSUED CHROMEBOOKS

In accordance with the above noted policies, students are responsible for the proper care and use of school property and the school supplies and equipment entrusted to his/her use. Students and parents will be responsible for district-owned technology property that is issued to them, just as they are for other district-owned items such as textbooks, calculators, athletic equipment, or library books. If the device is damaged, the district will repair or replace it, but students/parents will be responsible for the cost of those repairs or replaced devices.

QUINTON TOWNSHIP SCHOOL DISTRICT TECHNOLOGY ACCEPTABLE USE POLICY SCHOOL YEAR 2022-23

1. All policies and provisions of the Acceptable Use Policy must be followed.
2. Students will take good care of their Chromebook and/or iPad (herein referred to as device).
3. Students will use their device ONLY for school-related purposes and will never leave it unattended or in an unsecured or unsupervised location.
4. Students and staff will not place decorations (stickers, markers, writing, etc.) on the device.
5. Board Policy #6142.16 concerning the Anti-Big Brother Act can be found on our website.
6. This district will impose a “ZERO TOLERANCE” policy for device damage, accidental or otherwise. All devices must be returned to the district in the condition it was initially provided to the student considering reasonable use and care by the student. Any damage, accidental or otherwise, must be reported to the Director of Technology immediately for assessment. The chart below outlines the Fair Market Value (FMV) repair costs.
7. Students/Parents will be responsible for all damage or loss caused by neglect or abuse and agree to pay the full replacement cost of the device and accessories if any of these items are lost or damaged.
8. In any of the following events, the parent will be responsible to reimburse the school district the cost of any device that is lost, damaged beyond reasonable use or beyond its value, abandoned, missing, stolen, or cannot be returned to the district in accordance with this agreement.

Part / Component	Cost (FMV P and L)
Chromebook Screen	\$100.00

Chromebook Keyboard	\$100.00
Chromebook LCD Screen Cover (Front or Back)	\$50.00
Chromebook Base Cover (Top or Bottom)	\$50.00
Chromebook Charger	\$50.00
Chromebook Protective Carrying Case	\$50.00
TOTAL CHROMEBOOK REPLACEMENT	\$350.00
iPad Digitizer	\$75.00
iPad Digitizer and LCD	\$200.00
iPad Lightning Charger	\$25.00
iPad Protective Case	\$75.00
TOTAL iPad REPLACEMENT	\$500.00

You will receive a form to sign.

In cases of theft, vandalism, and other criminal acts: A police report, or in the case of flood/fire, a flood/fire report must be filed by the parent or guardian. A copy of the police/flood/fire report must be provided to the school district in a timely manner.

Intentional or Repetitive Damage or Abuse: Parents/guardians are responsible for full payment of intentional damages/abuse to Chromebooks. The School District Protection Plan program does not cover intentional damage/abuse of the device.

DATA AND PRIVACY

Quinton Township School District respects your child's privacy. We take measures to keep your child's Personal Identifiable Information safe by adhering to FERPA and COPPA laws. We have created a list of approved resources that our students use. This list can be found on the school's website, www.quintonschool.info, under "students" and "student resources" and will be updated as needed throughout the year.

Anti-Big Brother Act

The State of New Jersey requires us to inform you about the "Anti-Big Brother" Act: P.L.2013, CHAPTER 44, approved April 15, 2013, Senate No. 2057. This public law states that our district will provide "written

or electronic notification that the electronic device may record or collect information on the student's activity or the student's use of the device if the electronic device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device."

Quinton Township School District is utilizing a software program that monitors, filters, and tracks the location of students' Chromebooks. This program, called GoGuardian, records all Internet activity in the Chrome browser when students log in using their Quinton Google account. The monitoring and recording happen regardless of the device and the student's location. GoGuardian only monitors and collects Internet activity. It does not use the device webcam to capture photos or videos of students, staff members, or any school activities. This ensures that students use their devices for legitimate school purposes.

Please note that the Quinton Township School District shall not use any of GoGuardian's capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student.

Children's Internet Protection Act

Quinton Township School District has taken precautions to eliminate controversial material in accordance with C.I.P.A. (Children's Internet Protection Act) However, it is impossible for Quinton Township School District to restrict access to all controversial materials. By signing the Acceptable Use Policy (AUP), you acknowledge you will not hold Quinton Township School District responsible for any content that manages to get past the filter.

SCHOOL DISTRICT ADMINISTRATION

Stewart G. Potter, Superintendent

Gwen Herman, Principal

Karen Stoms, Business Administrator

Kristina Scarpa, Administrative Assistant

BOARD OF EDUCATION BOARD OF EDUCATION MEETING DATES

Last Thursday of each month at 7:00 PM in the School Library

- August 24, 2023
- September 28, 2023
- October 26, 2023
- November 16, 2023*
- December 21, 2023* (if needed)

Amy Keen, Board President

Abram Norman, Board Vice President

Jeanette Harrington, Board Member

Joseph Longo, Board Member
Anthony Mott, Board Member
Joanne Nacucchio, Board Member
Tracy Scull, Board Member
Michael Sites, Board Member
Lawrence Winkles, Board Member

QTS HOME AND SCHOOL ASSOCIATION

President-Maura Wells
Vice President- Kristen Dill
Treasurer-Samantha Sadler
Secretary-Tiffany Piontkowski

The Quinton Township HSA offers all of our parents' opportunities to be involved in school activities.
Please join and be an active member of our hard working, dedicated HSA.

EMERGENCY SCHOOL CLOSINGS / DELAYED OPENING

In cases of emergency, heavy storms, severe weather conditions, or break down in the school plant, it may be necessary to close school on very short notice. In such cases, arrangements are made to broadcast the information on our website www.quintonschool.info. An announcement through our automated connect-ed system will also take place no earlier than 5:30 a.m.

DELAYED OPENING PERIOD SCHEDULE

2 hour delay schedule BREAKFAST IS NOT SERVED

Class Period:	Begins Ends
Homeroom	10:20 10:30
Period 1 (Enrichment)	10:30 10:59
Period 2	11:00 - 11:29
Period 3 (PK-K-1 lunch)	11:30 - 11:59
Period 4 (2-4 lunch)	12:00 - 12:29
Period 5 (5-6 lunch)	12:30 - 12:59
Period 6 (7-8 lunch)	1:00 - 1:29
Period 7	1:30 - 1:59
Period 8	2:00 - 2:29
Period 9	2:30 - 2:59

Have a Wonderful School Year!
#QuintonStrong