



**STUDENT AND PARENT/GUARDIAN  
HANDBOOK**

**2023 – 2024**

**1 Park Avenue  
Piscataway, NJ 08854  
732-878-0070  
[www.escnj.us](http://www.escnj.us)**

**Russell Hudson, M.Ed.  
Principal**

Educational Services Commission of New Jersey  
Rutgers University Behavioral Healthcare

**\*\*This Handbook is to serve as a supplement to the ESCNJ Student Handbook\*\***

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**1 Park Avenue**  
**Piscataway, New Jersey 08854**  
**732-878-0070 Fax 732-878-0072**  
[www.escnj.us](http://www.escnj.us)

**LIST OF STAFF**

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>1. RUSSELL HUDSON</b>       | <b>PRINCIPAL</b>                    |
| <b>2. BARBARA ROSE</b>         | <b>SCHOOL SECRETARY</b>             |
| <b>3. CORRIE BURGE</b>         | <b>CLINICAL PROGRAM MANAGER</b>     |
| <b>4. DR. RAMANDEEP KAUR</b>   | <b>PSYCHIATRIST</b>                 |
| <b>5. VACANT</b>               | <b>CLINICAL PROGRAM COORDINATOR</b> |
| <b>6. JESSICA WALSH</b>        | <b>SCHOOL NURSE</b>                 |
| <b>7. NICOLE ELMINI</b>        | <b>PRIMARY SCHOOL TEACHER</b>       |
| <b>8. LAURA CAGLE</b>          | <b>ELEMENTARY SCHOOL TEACHER</b>    |
| <b>9. JENNIFER WOODARD</b>     | <b>MIDDLE SCHOOL TEACHER</b>        |
| <b>10. MONIKA KIELBUS</b>      | <b>JUNIOR HIGH SCHOOL TEACHER</b>   |
| <b>11. RASHNA MADON</b>        | <b>HIGH SCHOOL TEACHER</b>          |
| <b>12. LISA BURGER</b>         | <b>ART TEACHER</b>                  |
| <b>13. KYLE THOMAS</b>         | <b>PHYSICAL EDUCATION TEACHER</b>   |
| <b>14. LISA LASKOWSKI</b>      | <b>SPEECH TEACHER</b>               |
| <b>15. CYNITHIA SCALETTI</b>   | <b>JOB COACH</b>                    |
| <b>16. JADE BABILONIA</b>      | <b>CLINICAL THERAPIST</b>           |
| <b>17. DANIEL SAMBAT</b>       | <b>CLINICAL THERAPIST</b>           |
| <b>18. SAMANTHA ROSENHOUSE</b> | <b>CLINICAL THERAPIST</b>           |
| <b>19. EMILIE COLLINS</b>      | <b>CLINICAL THERAPIST</b>           |
| <b>20. VACANT</b>              | <b>CLINICAL THERAPIST</b>           |

# NUVIEW ACADEMY

## 2023 - 2024 SCHOOL YEAR

**JUNE/JULY**  
 26 First Day of School  
 3, 4 Fourth of July (Closed)

**24 Students - 24 Staff**

**August**  
 14-31 Summer Recess (Closed)

**9 Students 9 Staff**

**September**  
 1 Full Day Staff Development  
 4 Labor Day (Closed)  
 5 First Day of School Students Return  
 21 Back To School Night  
 25 Yom Kippur (Closed)

**18 Students 19 Staff**

**October**  
 26 1/2 Day Staff Dev. (early dismissal)

**22 Students 22 Staff**

**November**  
 9, 10 NJEA Convention Closed  
 15, 16 Parent/Teacher Conf. (early dismissal)  
 23, 24 Thanksgiving (Closed)

**18 Students 18 Staff**

**December**  
 7 1/2 Day Staff Dev. (early dismissal)  
 25-29 Winter Recess (Closed)

**16 Students 16 Staff**

| JUNE/JULY |    |    |    |    | JANUARY  |    |    |    |    |
|-----------|----|----|----|----|----------|----|----|----|----|
| M         | T  | W  | TH | F  | M        | T  | W  | TH | F  |
| ★         | 27 | 28 | 29 | 30 | X        | 2  | 3  | 4  | 5  |
| X         | X  | 5  | 6  | 7  | 8        | 9  | 10 | 11 | 12 |
| 10        | 11 | 12 | 13 | 14 | X        | 16 | 17 | 18 | 19 |
| 17        | 18 | 19 | 20 | 21 | 22       | 23 | 24 | ●  | 26 |
| 24        | 25 | 26 | 27 | 28 | 29       | 30 | 31 |    |    |
| 31        |    |    |    |    |          |    |    |    |    |
| AUGUST    |    |    |    |    | FEBRUARY |    |    |    |    |
| M         | T  | W  | TH | F  | M        | T  | W  | TH | F  |
|           | 1  | 2  | 3  | 4  |          |    |    | 1  | 2  |
| 7         | 8  | 9  | 10 | 11 | 5        | 6  | 7  | 8  | 9  |
| X         | X  | X  | X  | X  | 12       | 13 | 14 | 15 | 16 |
| X         | X  | X  | X  | X  | X        | 20 | 21 | ●  | 23 |
| X         | X  | X  | X  |    | 26       | 27 | 28 | 29 |    |
| SEPTEMBER |    |    |    |    | MARCH    |    |    |    |    |
| M         | T  | W  | TH | F  | M        | T  | W  | TH | F  |
|           |    |    |    | ◆  |          |    |    |    | 1  |
| X         | ★  | 6  | 7  | 8  | 4        | 5  | 6  | 7  | 8  |
| 11        | 12 | 13 | 14 | 15 | 11       | 12 | 13 | 14 | 15 |
| 18        | 19 | 20 | 👤  | 22 | 18       | 19 | 20 | ●  | 22 |
| X         | 26 | 27 | 28 | 29 | 25       | 26 | 27 | 28 | X  |
| OCTOBER   |    |    |    |    | APRIL    |    |    |    |    |
| M         | T  | W  | TH | F  | M        | T  | W  | TH | F  |
| 2         | 3  | 4  | 5  | 6  | X        | X  | X  | X  | X  |
| 9         | 10 | 11 | 12 | 13 | 8        | 9  | 10 | 11 | 12 |
| 16        | 17 | 18 | 19 | 20 | 15       | 16 | 17 | ●  | 19 |
| 23        | 24 | 25 | ●  | 27 | 22       | 23 | 👤  | 👤  | 26 |
| 30        | 31 |    |    |    | 29       | 30 |    |    |    |
| NOVEMBER  |    |    |    |    | MAY      |    |    |    |    |
| M         | T  | W  | TH | F  | M        | T  | W  | TH | F  |
|           |    | 1  | 2  | 3  |          |    | 1  | 2  | 3  |
| 6         | 7  | 8  | X  | X  | 6        | 7  | 8  | 9  | 10 |
| 13        | 14 | 👤  | 👤  | 17 | 13       | 14 | 15 | 16 | 17 |
| 20        | 21 | 22 | X  | X  | 20       | 21 | 22 | ●  | 24 |
| 27        | 28 | 29 | 30 |    | X        | 28 | 29 | 30 | 31 |
| DECEMBER  |    |    |    |    | JUNE     |    |    |    |    |
| M         | T  | W  | TH | F  | M        | T  | W  | TH | F  |
|           |    |    |    | 1  | 3        | 4  | 5  | 6  | 7  |
| 4         | 5  | 6  | ●  | 8  | 10       | 11 | 12 | 13 | 14 |
| 11        | 12 | 13 | 14 | 15 | ■        | 18 | 19 | 20 | 21 |
| 18        | 19 | 20 | 21 | 22 | 24       | 25 | 26 | 27 | 28 |
| X         | X  | X  | X  | X  |          |    |    |    |    |

**January**  
 1 Winter Recess (Closed)  
 15 Martin Luther King - (Closed)  
 25 1/2 Day Staff Dev. (early dismissal)

**21 Students 21Staff**

**February**  
 19 President's Day (Closed)  
 22 1/2 Day Staff Dev. (early dismissal)

**20 Students 20 Staff**

**March**  
 21 1/2 Day Staff Dev. (early dismissal)  
 29 Spring Recess (Closed)

**20 Students 20 Staff**

**April**  
 1-5 Spring Recess (Closed)  
 18 1/2 Day Staff Dev. (early dismissal)  
 24, 25 Parent/Teach Conferences - (early dismissal)

**17 Students 17 Staff**

**May**  
 23 1/2 Day Staff Dev. (early dismissal)  
 27 Memorial Day - (Closed)

**22 Students 22 Staff**

**June**  
 17 Tentative Last Day of School

**11 Students 11 Staff**

**School Hours: 8:30 a.m. - 2:15 p.m.**

**Total Student Days: 218 Days**

- ★ Tentative 1st Day of School
- X School Program Closed - staff/students
- Tentative Last Day of School
- ◆ Full Day Staff Development - No Students
- 👤 Back to School Night - 12:45 PM Student Dismissal
- Staff Dismissal - Certificated Staff - 1:15 PM - Non Certificated Staff - 12:55 PM
- 👤 Parent/Teacher Conference - 1:00 p.m. Student Dismissal
- 1/2 Day Staff Development - 1:00 p.m. Student Dismissal

Inclement weather days will be made up in the following order:  
 6/18, 6/19, 6/20, 6/21, 6/24, 6/25  
 At the discretion of the Board of Directors

## **BEHAVIORAL EXPECTATIONS OF ALL STUDENTS**

School is a place for teaching and learning. Therefore, students are expected to:

1. Attend school regularly;
2. Arrive to school dresses appropriately, following NuView dress code;
3. Turn in cell phones / electronic equipment upon arrival to school;
4. Arrive at school ready to participate in learning activities;
5. Accept responsibility for one's own behavior;
6. Cooperate with family members, school personnel and fellow students;
7. Abide by all school regulations;
8. Abide by all laws of the State of New Jersey;
9. Complete all assignments fully and in a timely manner;
10. Cooperate with school officials in the investigation of any violation of school rules;
11. Refrain from any action which hinders other students' safety, welfare, peace of mind or achievement;
12. Respect the right of teachers to teach and students to learn
13. Do one's best, to be one's best;
14. Assist the principal and faculty in the operation of the school as a safe place for all students to learn and to develop socially, emotionally, and behaviorally to the best of each person's ability.

## **ATTENDANCE PROCEDURE**

1. Students are expected to attend school every day. Regular School hours are 8:30 – 2:15.
2. Students are required to be at school by 8:30 a.m. If a student arrives late and without an excused lateness (e.g., bus problems, etc.) he/she will be marked tardy.
3. It is the parents'/guardians' responsibility to provide transportation arrangements for students missing or suspended from bus.
4. Parents/guardians must come into the office with their child whenever a student is brought to school late, leaves early or is not going home on the school bus.
5. If a student is absent from school, the parent/guardian should call the school by 9:00 a.m. on the day of the absence.

6. If the school does not receive telephone notification from the parent/guardian explaining the reason for the absence of the student, a staff member will call the student's parent/guardian to find the reason for the absence.
7. If the student is late for school, he/she must sign in with the school secretary, before reporting to homeroom, so as to be marked present.
8. When a student returns to school after an absence, he or she must bring a note from the parent/guardian that states the reason of the absence.
9. If the student is absent for a prolonged period of time (3 consecutive days) or has excessive absences during a marking period, for any reason, NuView Academy must notify the sending school district's child study team.
10. The only excused student absences are for illness with a doctor's note, death or serious illness in the family, religious holiday, a verified transportation problem or valid absence approved by administration. In any event, a note must be submitted to the school office.

**NOTE:** Students enrolled at the NuView Academy must follow their sending school district's attendance policy. If the number of allowed absences is exceeded, a student may lose credit for the year regardless of grades attained.

## **BACK TO SCHOOL NIGHT**

All parents and guardians are expected to attend NuView Academy's annual "Back to School Night" on Thursday, September 21, 2023. This is a unique opportunity for parents / guardians and the entire NuView Academy Staff to meet. Back to School Night is not an event for students to attend, but solely for the parents/guardians.

Back To School Night is the ideal time to meet your child's teacher and experience first-hand the increased opportunities the school will provide your student to learn.

Further and updated information involving "Back to School Night" can be found at the school's website [www.escnj.k12.nj.us](http://www.escnj.k12.nj.us).

## **BULLYING**

NuView Academy is committed to providing each of its students with a safe and supportive learning environment. Bullying is defined as repeated exposure over time to negative actions on the part of one or more students.

Specific examples of bullying:

- Hurting someone physically by hitting, kicking, tripping, pushing
- Stealing or damaging someone's belonging
- Teasing or ganging up on someone
- Spreading rumors about someone
- Leaving someone out or on purpose or trying to get others not to play or associate with someone

NuView Academy students are expected to:

- Treat each other with respect
- Refuse to bully anyone
- Refuse to watch, laugh or join in when someone is being bullied
- Report bullying to an adult

Please encourage your child to report bullying to their teacher, clinician, or principal. Please do not hesitate to call the Principal if you have any concerns.

## **BUS BEHAVIOR**

Although rules may vary on different buses, all students should adhere to the following rules in order to ensure optimal safety.

1. Students should be ready for morning pickup at their designated area and time.
2. Students should sit in assigned seats and remain seated.
3. Students should never throw objects out of the bus window.
4. Students must wear their seatbelts.
5. Students must follow the direction of the bus driver or aide.
6. Students must arrive and depart only on their assigned vehicle and are to be picked up/dropped off at their assigned destination.
7. Smoking is prohibited on the bus.

8. If a student is suspended from the bus, parents/guardians must provide their child's transportation to and from school if he/she is to attend school during the period of suspension.
9. In most cases, students will be eligible for a bus suspension after the third written warning by the bus personnel.

## **CLINICAL SERVICES**

NuView Academy provides multidisciplinary therapeutic services to students whose emotional and/or behavioral difficulties have interfered with their success in school. The clinical treatment at NuView Academy is based on an assortment of principles and strategies including trauma-informed care, behavioral modification techniques, anger management therapy, play therapy, and various emotion regulation techniques. Many students who exhibit defiant and/or oppositional behaviors often have difficulties with emotional expression and regulation. In therapy, a student can often learn behavior modification and communication skills that may allow them to better interact with peers, family members, and authority figures. With the help of a therapist, a student and his/her caregivers may also be able to more deeply explore any personal issues that contribute to the student's defiant behavior.

Treatment components:

**Individual & Family Therapy:** Every student will be assigned an individual therapist and a psychiatrist, who will keep track of progress and meet regularly with the student and his/her family. Therapists will help student's focus on treatment in order to target personal, emotional, behavioral, academic, and family goals. Additionally, high-risk behaviors will be addressed in the treatment as needed. Once a student has set their treatment goals, the assigned therapist will monitor progress weekly. The clinicians strongly believe that the family/caregivers have an enormous impact on the progress that each of our students makes. We believe the family has valuable insight into their child's personality, strengths, and interests. Thus, we think it is very important to include the family in the treatment process.

**Group Therapy:** Group therapy sessions form an essential part of the daily learning curriculum. Every student is assigned to a particular group with various activities and topics discussed. The



topics discussed include sessions on bullying, social skills, problem solving, setting goals, anger management, and emotion regulation.

**Psychopharmacology/Medication Management:** All students are evaluated by a psychiatrist for their medication needs. Students meet with the psychiatrist on a regular basis. Any changes to medication must be discussed with the psychiatrist, the student, and parent/family. For students under the age of 18, starting medications requires the written consent of a parent or legal guardian.

**Milieu Therapy:** Mental Health Specialists (MHSs) monitor the community space. These milieu specialists are available throughout the day for brief counseling, crisis interventions, to answer any questions students have about the program, and to help students follow program rules and practice skills. Students are expected to follow directions given by the Mental Health Specialists; by not following directions, students are communicating that they may need a clinically appropriate consequence.

**Supplementary Services:** Students may often have additional needs that NuView Academy cannot provide, which may require the involvement of other service providers. Our clinical team may refer students and/or families to various community-based resources such as Perform Care, the Division of Vocational and Rehabilitation Services, Catholic Charities, etc. Participation in such services will be determined by each student and his/her family with the help of the primary therapist/case manager.

## **CURRICULUM**

We are committed to helping our students gain the skill, confidence, pride, and initiative necessary for them to become and to see themselves as worthwhile, contributing members of society. Therefore, our classes address students' social/emotional needs as well as their academic needs.

Supportive and responsive individual, small group and multimodal instruction that uses diagnostic as well as direct teaching techniques are stressed. Materials are evaluated and modified as appropriate and new strategies are implemented in order to best stimulate and encourage our students to fulfill their potential.

In September 2014 NuView Academy introduced a Hybrid Learning Model in all of the school's classes. Each student will be given a *Google Chrome Book* for their use during the school day. This initiative will allow your child to increase their access to resources, technology and academic skills better preparing them for future academic transitions, college and the workplace.

The New Jersey Student Learning Standards (NJSLS), formerly the NJ Core Curriculum Content Standards (NJCCCS), are incorporated throughout our classes. Within each area, the standards are adapted and modified to address the particular needs of our students.

We share the belief that instruction should go beyond the basic skills and that students need to learn by problem solving, critical thinking, and using technology as a tool in everyday life.

## **CURRICULUM OFFERINGS**

NuView Academy's instructional staff is dedicated to meeting the Individual Educational Plan needs of every student enrolled. NuView Academy's curriculum is developmentally appropriate for each student and is effectively aligned with the New Jersey Student Learning Standards (NJSLS) as required by the New Jersey State Department of Education.

The approved curriculum includes the following:

- Language Arts Literacy- Literature, Creative Writing, Reading/Study Skills, Media Literacy
- Mathematics – Basic Skills Instruction, Essentials of Math, Pre-Algebra, Algebra 1&2
- Science – Biology, Earth Science, Physical Science
- Social Studies- U.S. History, Global Studies, Personal Finance
- Health & Physical Education
- Visual Arts – American Studies, Painting, Drawing,
- Technology - 3D Printing, Computer Graphics
- Career Education
- World Languages - Spanish

# **COURSE OF STUDY**

## **Grade 9**

English 9  
Algebra I  
World History  
Earth Science  
Physical Education/Health  
Art

## **Grade 10**

English 10  
Geometry  
US History  
Biology  
Physical Education/Health  
Art

## **Grade 11**

English 11  
Algebra 2  
US History 2  
Chemistry  
Physical Education/Health  
Art

## **Grade 12**

English 12  
Consumer Math  
US Government  
Physical Science  
Physical Education/Health  
Art

## **Potential Courses**

Financial Literacy  
Life Science  
Civics  
Reading/Writing for Daily Living  
Drivers Education

\*\*specific courses may be replaced based upon district request and/or IEP needs

## **STATE WIDE STUDENT ASSESSMENTS**

NuView Academy is an approved New Jersey standardized testing site. All students who's Individual Education Program (IEP) indicates participation will be assessed with his/her identified accommodations at the school.

The NJ Department of Education administers the NJSLA student testing during the Spring months of each school year. As of now, the Department of Education has not released exact testing window dates for the 2022 – 2023 school year.

More information regarding testing can be found at the following website:  
<https://www.nj.gov/education/assessment/>.

## **STUDENT DRESS CODE**

The purpose of the NuView Student Dress Code is to encourage students to be neat and clean, and provide an acceptable appearance that will be a credit to the students, parents and the school. The administration accepts the responsibility for making decisions related to acceptable dress.

School Uniforms/Dress Code must be worn at all times. School Uniforms are meant to stress the fundamental equality of all students and to remove the distractions created by the status consciousness associated with clothing and sneaker fashion. These distractions, in many schools, lead to unwholesome competition and even violence.

NuView Academy realizes that some of the problems with uniforms are price and accessibility. The required school uniforms may be purchased from the School Office.

Parents/Guardians will be informed if their child is out of uniform. Parents will be asked to bring the proper uniform to school immediately. If this is not possible, then the student will wear a substitute uniform or will be sent home. Students are expected to be in appropriate school uniform daily.

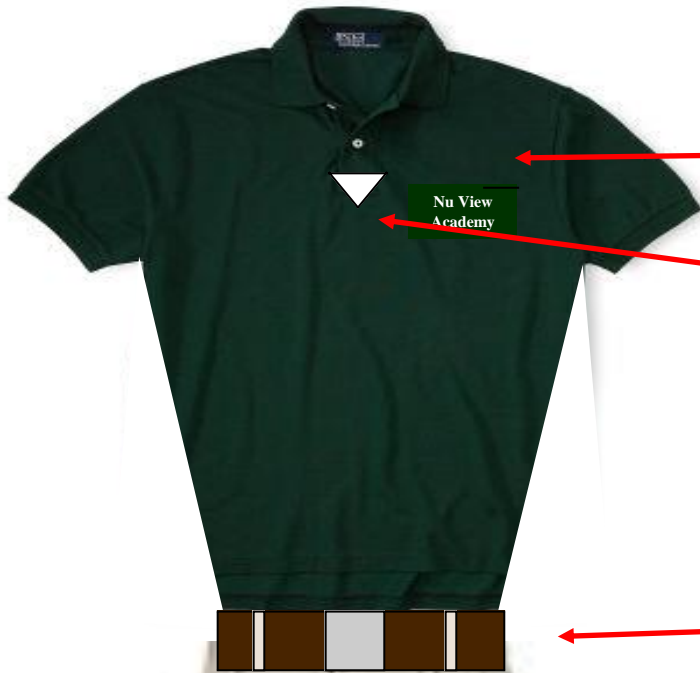
### **SCHOOL UNIFORM:**

- NuView Academy Forest Green Polo Shirt (Short or Long Sleeve)
- Polo-style collared shirt of other colors are acceptable (Short or Long Sleeve)
- Standard pants only (Chinos/Dockers/Dickies), khaki or dark blue or black color, correct fit with a belt. Standard fitting skirts not more than two inches above the knee. Shorts standard fit can only be worn from May 1<sup>st</sup> to October 31<sup>st</sup>.
- Casual shoes, plain white or black sneakers.
- The following are deemed not acceptable: baggy, tight-fitting, low cut, worn or torn style, no manufacturer's logos or brand names, no embroidered insignias, pictures, patches, or writing showing.

## **DRESS GUIDELINES**

1. Students are expected to be in appropriate school uniform/dress code daily.
2. Students are expected to be clean and well-groomed in their appearance.
3. Clothing that is overly soiled, torn, worn, or defaced is not permitted.
4. The wearing of any headgear unless it is religious in nature, is not permitted. This includes hats, hoodies, bandanas, headbands, skullcaps and doo rags.
5. The wearing of coats or clothing intended for outside wear is not permitted during school/program hours. This includes the wearing of hooded sweatshirts and non-uniform sweatshirts or sweaters.
6. T-Shirts should be white or of a matching color and must be tucked in the skirt or pants of a student and not sticking out.
7. Pajamas or underwear worn as outerwear is not permitted.
8. Footwear must be worn at all times. Work or steel toe boots, high heels, flip-flops, beach sandals or bedroom slippers are not permitted.
9. Extremely tight fitting clothing of any kind such as leotard and spandex pants are not permitted unless covered by other apparel.
10. Jewelry and other personal belongings must reflect appropriate school themes.
11. Excessive wearing of jewelry or jewelry that contains metal studs, chains, etc. is not permitted.
12. Sunglasses without a doctor's prescription on file, may not be worn indoors.
13. Any clothing, apparel and/or accessories, which promotes, represents, or symbolized a gang, gang mentality or the use of illicit drugs is strictly prohibited.
14. Any clothing, apparel and/or accessories that contain profanity, sexual references or innuendoes, racial or ethnic violence are strictly prohibited.
15. Clothing or apparel intended for physical education purposes including gym shorts, sleeveless shirts, sweat pants, warm-up clothing are not permitted in the classroom. Gym shorts are not to be worn underneath the students' pants.
16. Any clothing, apparel and/or accessories that are likely to create a material and substantial disruption to the school environment are prohibited.

# School Uniform Dress Guide



NuView Academy School Shirt or Polo-style colored shirt - Long or Short Sleeve

Plain White Undershirts are permitted, but must be tucked in at all times.

Plain Black or Brown Belt

Standard Pants Only (Chinos / Dockers / Dickies) Khaki or Dark color. Must be correct fit, no baggy, tight-fitting, low cut or torn styles. No embroidered insignias, pictures, patches or writing showing. Standard fitting skirts not more than 2 inches above the knee. Khaki or Dark color shorts of standard fit may be worn from May 1st to October 31st. No denim or athletic style mesh shorts permitted unless given permission by staff for a special event.

Plain Black or Brown Casual Shoes

Plain White or Black Sneakers



## **DRUG AND ALCOHOL POLICY**

NuView Academy prohibits the use, possession, and/or distribution of any drug on school campus, off-campus school sponsored activity, or while on any transportation vehicle used to transport students to and/or from school. Students suspected of being under the influence of alcohol or drugs will immediately be identified and evaluated. A student who possesses, or distributes drugs on or off campus will be subject to discipline, which may include suspension, or termination and will be reported to the appropriate law enforcement personnel. Students suspected of involvement with drugs off school grounds will be referred for appropriate testing, treatment and rehabilitation.

NuView Academy recognizes that the use of drugs and/or alcohol, by any student, seriously interferes with the student's learning and threatens the welfare of the entire school community. This school is committed to the prevention of drug/alcohol abuse and will take necessary steps to protect the school community from harm or exposure to drugs and/or alcohol.

Any student suspected of being under the influence or in the possession of alcohol and/or drugs may:

1. Be searched in the presence of two (2) staff members of the same sex as the student.
2. Be subjected to urine screening in order to determine the presence of drugs and/or alcohol in the body. Parents/guardians are required to arrange urine screening outside of school as soon as possible.
3. Be suspended and/or terminated from school. In such case, the student is dismissed in the custody of parent/guardian via the health staff and school administrator.
4. Any and all paraphernalia discovered will be confiscated and surrendered to law enforcement personnel, or disposed of in accordance to law personnel direction.

For the purposes of this policy, "drugs" shall mean the following:

1. All controlled dangerous substances as designated by law;
2. Any chemical or chemical compound which releases vapor or fumes causing a condition of intoxication, inebriation, or dulling of brain or nervous system;
3. Any alcoholic beverage;
4. Any paraphernalia for the ingestion of any of the above.

Students in non-compliance with the NuView Academy Drug and Alcohol Policy will be suspended from NuView Academy until compliance is demonstrated.

Students may bring in plastic beverage containers with lunches. However, they may not be opened prior to entering the building and must be opened by a staff member to ensure the container has not been opened previously.

No glass bottles or containers will be permitted in school.

## **SMOKING**

All the schools of Educational Services Commission of New Jersey are smoke free areas.

Smoking is not permitted on school ground or on the school buses. Cigarettes, electronic cigarettes, or any tobacco products, lighters and matches are not permitted on school grounds. Students are required to turn over these items to school staff. The items will be returned to the student's parents/guardians only.

## **ELECTRONIC DEVICES**

Electronic devices are not permitted in NuView Academy. These devices include cell phones, smart phones, IPODS or any personal music device including: MP3 players, cameras (still or video), video game devices i.e. Game Boys, personal handheld consoles i.e. PSP's, tablets or laptop computers.

Any electronic device (computers, calculators, digital cameras, and video cameras etc.) needed for your child's education is available and will be provided to them when they are in school. If there is an emergency, you may contact the school office and speak with your child. If an emergency occurs at the school, you will be contacted directly by the school's staff. All the buses are equipped with phones and the bus company or driver will contact you if a situation arises during transport.

Any and all electronic devices that are in a student's possession will be turned into staff each morning upon arrival to school, and will be returned at the end of the school day. As a reminder of our practice at NuView Academy, students are to turn in their cell phones each day upon arrival to school. Each student has an individual plastic bag that their phones are placed into, and the phones are locked in a closet for the duration of the school day until student dismissal.

The primary purpose of the cell phones not being allowed is to ensure the privacy of our students inside of our academic and clinical environment. As well, the cell phones are a distraction from the academic program and instruction. As a clinically based academic program, it is our obligation to provide a secure environment for all of our students, which includes their right to privacy. Cell phone use, recording of any kind, and the taking of pictures is not allowed by any student.

Parents will be notified of all infractions of the cell phone policy. Continuous infractions of this policy may result in the parent being required to pick up the cell phone from school, or student out-of-school suspension.

We ask your help in speaking with your student regarding the practice of turning in their cell phones daily, as well as ensuring they are not used at any point in the school day.



## **EMERGENCY CLOSING OF SCHOOL**

Regular sessions of school are cancelled only in case of emergency. Heavy snowstorms or serious weather conditions are the principal reasons for emergency closing of school:

1. All students will receive notice via the telephone from the Educational Service Commission of New Jersey, that the school is closed or is having a delayed opening. Immediate and up to date information concerning emergency closing and cancellations are also posted on the Educational Service Commission of New Jersey website [www.escnj.us](http://www.escnj.us) .
2. ALL DAY CLOSING: When school must be closed for an entire day, such notice will be announced over WCTC - 1450 AM, WMGQ – 98.3 FM and 101.5 FM – WKXW on the radio dial. The announcement will say “**Educational Services Commission of New Jersey**”. Also, you can access school closing, on websites [www.wctcam.com](http://www.wctcam.com) and [www.magic983.com](http://www.magic983.com) and [www.nj1015.com](http://www.nj1015.com), and [www.escnj.us](http://www.escnj.us).
3. DELAYED OPENINGS: When school has delayed opening, such notice will be announced over WCTC – 1450 AM, WMCQ – 98.3 FM and 101.5 FM – WKXZW on the radio. Also, you can access delayed openings on websites [www.wctcam.com](http://www.wctcam.com) and [www.magic983.com](http://www.magic983.com) and [www.escnj.us](http://www.escnj.us).
4. EARLY DISMISSAL: When it is necessary to close once school is in session, every effort will be made to telephone families. Parents/guardians are requested to:
  - a. Provide supervision for their children if they will not be at home when students arrive.
  - b. Keep the school advised of your phone number and a neighbor’s number so that supervision of your child can be secured during an early closing.

## **FIRE/EMERGENCY DRILLS**

Per New Jersey state law, we must conduct two (2) fire drills and (1) school security drill per month. School security drills include non-fire evacuation and lock down drills. These drills are held at various times and under various conditions. Our pupils are required to adhere to the building protocol and staff direction concerning these drills.

These drills are necessary for the safety of students and staff. All building occupants should know the specific instruction for reaching a safe area. Directions for fire drills are posted in each room. General rules to follow are:

1. Students must follow designated instructions by walking to or remaining in the appropriate area. Students must not run or talk during the drill.
2. All students will return to assigned classrooms in the same orderly fashion when instructed to do so.

In addition, NuView Academy must conduct two (2) Bus Emergency Drills per year.

## **HARASSMENT**

The NuView Academy is committed to providing all students with a safe and supportive school environment in which all members of the school community are treated with respect.

Harassment is a form of unlawful discrimination as well as disrespectful behavior, which will not be tolerated.

Harassment: Harassment means unlawful harassment and constitutes a form of discrimination. It is verbal or physical conduct based on a student's race, religion (creed), color, national origin, marital status, sex, sexual orientation or disability which has the purpose or effect of substantially interfering with a student's work or creating an intimidating, hostile or offensive environment.

Example: Harassment can include any unwelcome verbal, written or physical conduct which offends, denigrates, or belittles an individual because of a student's race, creed (religion), color national origin, marital status, sex, sexual orientation or disability. Such conduct includes, but is not limited to, unsolicited derogatory remarks, jokes, demeaning comments or behavior, slurs, mimicking, name calling, graffiti, innuendo, gestures, physical contact, stalking, threatening, bullying, extorting or the display or circulation of written materials or pictures.

Sexual Harassment: Is a form of sexual discrimination and means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a student's status or grade; or
- Submission to or rejection of such conduct by an individual is used as a component of the basis for student's status or grade decisions affecting such student; or
- Such conduct has the purpose or effect of substantially interfering with a student's work performance or creating an intimidating, hostile or offensive environment.

Students who believe they have suffered harassment or sexual harassment shall report such matters to the administration or Affirmative Action Coordinator.

Complaints reported shall be handled in a timely and confidential manner. Information regarding an investigation of harassment or sexual harassment shall be confidential, and those individuals who are involved in the investigation shall not discuss information regarding the complaint outside the investigation.

It shall be the responsibility of the board members, administrators, certificated and non-certificated personnel, students, and others having business or other contact with the school district to act appropriately under this policy.

## **ROLE OF AFFIRMATIVE ACTION OFFICER**

Gary Molenaar and Matthew Scanlon have been appointed to serve in the position of Affirmative Action Officers (AAO) for the Educational Services Commission of New Jersey (ESCNJ) for the 2023 - 2024 school year.

The major responsibilities of the AAO are to coordinate and implement the Commission's efforts to comply with:

### **Federal Law**

- Titles VI and VII of the Civil Rights Act of 1964
- Title IX of the Education Amendments of 1972
- Section 504 of the Rehabilitation Act of 1973
- The Americans with Disabilities Act of 1990
- Individuals with Disabilities Education Act (IDEA) of 2004
- Equal Pay Act of 1963

### **State Law**

- Article I, Paragraph 5 of the New Jersey State Constitution
- N.J.S.A. 18A:36-20, Equality in Educational Programs
- N.J.S.A. 10:5, New Jersey Law Against Discrimination
- N.J.S.A. 18A:35-1, History of the United States and New Jersey
- N.J.S.A. 18A:36-20, Prohibition of Discrimination
- N.J.A.C. 6A:7, Managing for Equality & Equity in Education
- N.J.A.C. 6A:14, Special Education

In general, these laws prohibit discrimination based on race, color, creed, religion, sex, sexual orientation, ancestry, national origin, or social economic status. In addition, it is the responsibility of the AAO to ensure that information regarding these regulations is disseminated to students and faculty/staff in order to insure that their individual rights are protected and that they will refrain from discriminating against or harassing others. The AAO is also responsible for handling formal complaints and grievances regarding allegations of discriminatory practices.

The following are examples of specific topics addressed by the aforementioned regulations:

1. The prohibition of sex segregation in most courses, education programs and extracurricular activities;
2. The prohibition of using tests, procedures or counseling materials that differentiate students in such a way as to funnel them into stereotypical courses, programs or post graduate employment;

3. The prohibition of discrimination against students because of pregnancy, parenthood or marital status; The prohibition of sexual harassment of either students or employees by other students or staff;
4. The establishment of criteria to evaluate books and materials for bias;
5. The compliance of the district with state and federal equal opportunity employment practices;
6. The development and provisions of in-service training related to Affirmative Action issues;
7. The development of procedures to review student assessment and behavioral data disaggregated by gender, race, ethnicity, limited English proficiency, special education, migrant date of enrollment, student suspension, expulsion, promotion/retention data in order to ensure that there are no inequitable practices being implemented.
8. ESCNJ Affirmative Action program for Employment and Contract Practices/ Employment Practices Plan

Any questions or issues related to the topics listed above should be brought to the immediate attention of the respective school administrator. One may also contact Gary Molenaar or Matthew Scanlon, the ESCNJ AAO's, at (732) 777-9848. In addition, please note that copies of the ESCNJ Comprehensive Equity Plan (CEP), respective policies, grievance procedures, and annual reports are available in each ESCNJ school office, in the Commission's central office (1660 Stelton Road, Piscataway, NJ 08854, Second Floor) and on the Commission's website: [www.escnj.us](http://www.escnj.us).

## **HOME AND SCHOOL COMMUNICATIONS**

Parental involvement is a vital component of the social, emotional, and academic growth of all students. The learning experience is enhanced when parents are an integral part of the process. We encourage ongoing communication between home and school and strive to facilitate parental involvement through frequent phone contacts with the NuView Academy staff. Beginning with initial introductory call the clinical staff speaks with parents on a regular basis. They discuss such issues as attendance, behavior, and positive reinforcement. Likewise, parents are encouraged to contact the school regarding their concerns. Report cards and progress reports are distributed four times each year. Students receive letter grades for all classes; in addition, comments are provided for each current IEP objective. Should a student be in danger of not receiving a grade commensurate with his or her ability, the teacher will send a progress report home to ensure that the parents are aware.

When an emergency situation occurs at NuView Academy, the school will contact you directly or via the School Communicate system. If an emergency situation occurs on the bus the driver/bus company will contact you directly. A child's use of a cell phone during these situations often will result in the interfering with timely and accurate information as well as necessary support assistance.

NuView Academy's website at [www.escnj.us](http://www.escnj.us) is an excellent source for information pertaining to your child's experience at NuView Academy including school closings, special events, and breakfast and lunch menus.

## **BEHAVIOR MANAGEMENT PROGRAM**

NuView Academy uses behavioral management interventions to support and maintain efficacious, therapeutic programming and a safe milieu. The program is aimed at fulfilling several goals: to help each student to realize his/her self-worth and capabilities; to assist in the process of growth and change in a positive direction; to assist the student in learning to develop those skills and qualities necessary to lead a self-sufficient and productive life and to help students gain control over his/her symptoms and regain independent functioning.

A modified therapeutic community concept is utilized consisting of individual and group cognitive behavioral therapy programs and a therapeutic milieu. The student is confronted with his/her own abilities, powers, responsibilities, and sense of self-worth, and then encouraged to set goals, focus on the future and make life plans. The student is presented learning experiences through groups designed to teach the personal, interpersonal skills and behavior required in creating and living a more satisfying and productive life.

For behavior management and the therapeutic milieu to be truly effective, it is vitally important for the program staff to function in unison as a “treatment team.” The interdisciplinary team is involved with all decisions relating to students and programs including academic and treatment planning and milieu management. Behavior management is always individualized to ensure appropriate implementation and consideration of the student’s developmental level, psychological state, cognitive capacity and other clinically relevant factors.

Family involvement in the behavioral management program is crucial for the students to attain a maximum benefit or treatment outcome. Parents/guardians are perceived as treatment members and are responsible for continuous communication with staff regarding their child’s treatment and academic plan and following through with recommended parenting strategies. The family will also report to the treatment team any problems or concerns about their child’s conduct at home and they will participate in scheduled family meetings. Interdisciplinary case management and careful transition planning is an integral part of the behavior management program. Contacts with the Child Study Team, outside therapists, Division of Child Protection and Permanency (DCP&P), the local screening centers, other youth servicing agencies and community mental health centers are frequent. Transition plans include locating community services and linking the student with wrap-around services, family support, and school-to-work programs to ensure continued successful outcomes.

A system is used to assist each student each day in recognizing the progress they are making toward reaching their goals of their individual treatment plans. Staff assists each student in remembering how they find ways to prevent reoccurrence of problem behaviors. Various rewards or reward activities are available on a daily and weekly basis.

Staff implementation of this program is critical to NuView Academy’s success. Staff must demonstrate and model respect for each other and each student. Kindness, honesty and a caring attitude are essential at all times. Believing that each child/adolescent can discover and believe in their own abilities, can value building good character and providing encouragement to strive for achievable treatment goals strengthens the foundation of a successful program.

Managing persistent, dangerous, problematic behaviors is a major challenge for any school program. An emphasis on positive and productive behaviors must be reinforced at all times. When timeout is utilized, the focus is on the student's taking control of his/her behavior and removing himself/herself from the situation in order to calm down. It is a brief, voluntary separation from the program, activities or other students, and may be initiated by the student or at the request of a staff member. When a student is in crisis, the crisis intervention coordinator will assess the student to determine the severity of the crisis and the most effective intervention for the student's safety and well-being.

Violent acting out towards self, others or property is considered a psychiatric emergency. Such behavior implies a severity of dysfunction and a need for a level of care beyond the scope of NuView Academy's services. When violent episodes occur, staff may use *CPI nonviolent crisis intervention*. These interventions are brief in duration and focused on ending a physically violent episode and keeping the student safe. Physical intervention must stop at that point and routine verbal interventions will be utilized. On a daily basis, the school's principal and the clinical program manager review all incidents involving timeouts and/or physical holds and investigates unusual or unwarranted patterns of utilization.

A therapeutic system has been developed to provide the student with incentives and a sense of achievement for developing personal responsibility and appropriate behavior. The privileges earned by the student, correspond to the student's ability to handle responsibility and to work towards both personal and treatment goals.

## **OFFICIAL CORRESPONDENCE**

Office correspondence will always be sent to you on school stationery and will be signed by the Principal, medical director, case manager, school nurse, teacher, etc. Should you receive any other correspondence regarding school activities and scheduled student or parent programs, please telephone the Principal's office for further clarification.

## **PARENT-TEACHER CONFERENCES**

Parent-Teacher Conferences for the 2023 – 2024 School Year are scheduled for:

November 15 and 16, 2023

April 24 and 25, 2024

Student dismissal on Parent-Teacher conference days is 1:00 PM, unless otherwise noted.

Parents and Guardians will receive more specific information during the school year. Please check the school's website [www.escnj.us](http://www.escnj.us) for updates.

## **PERSONAL PROPERTY**

1. Students are not permitted to bring to school any kind of knife, glass bottles, handcuffs, mace, pepper spray, or weapons (real or fake). Possession of these items will result in immediate notification of local police.
2. Students are not permitted to sell or attempt to sell or distribute any items in school.
3. Students are not permitted to bring electronic devices to school. These devices include cell phones, smart phones, iPod's or any personal music device including MP3 players, Discman, tape players, etc. cameras (still or video), video game devices i.e. Game Boy, personal hand held consoles i.e. PSP's, IPAD'S or laptop computers.

If a device is found in a student's possession it will be turned into staff and returned at the end of the day.

4. School desks and closets are not considered personal property and, as such, subject to periodic inspection or search by school administration.
5. Students should not bring more than ten dollars (\$10.00) to school. Any larger sums must be turned into the Principal to be locked up for the day.
6. Properties that may be disruptive to the learning/clinical process are not permitted in class/group room. This includes backpacks, school supplies, toys, trading cards, hats, food, etc. These items will be turned into staff and returned at the end of the school day.

## **REPORT CARDS**

Parents/guardians will receive five (5) written reports of student's progress. These reports are prepared in August, November, February, April and June. They will be sent home to you.

The report cards reflect progress of goals determined at each student's Individualized Educational Program Annual Review meeting, hosted yearly by your local school district. Parents/Guardians and the NuView Academy staff participate in this meeting and assist in the development of these goals. Parents/guardians requesting additional information on student progress are encouraged to write or telephone the teacher or Principal as needed.

A student must be enrolled at the NuView Academy for at least fifteen (15) days of the marking period to be eligible for grades.

## **Marking periods for the 2023 – 2024 school year are as follows:**

Marking Period 1: September 1 - November 8 = 46 days

Marking Period 2: November 13 - January 26 = 46 days

Marking Period 3: January 29 – April 10 = 46 days

Marking Period 4: April 11 - June 17 = 47 days

185 total days.

## **FOOD/EATING IN CLASSROOMS**

All students have the opportunity to participate in school sponsored breakfast and lunch programs. As a result, possession and/or consumption of extra food and beverages of any kind is **not** permitted in the classrooms/group rooms. This includes chips, pretzels, cookies, doughnuts, bagels, candy, soda, juice, etc.

## **SCHOOL LUNCH PROGRAM**

NuView Academy participates in the National School Breakfast and Lunch Programs. The meals comply with national guidelines regarding nutritional requirements, including fruits, proteins, vegetables, bread and milk. Procedures on or before the student's first day of attendance, parents are provided with an application form on which they report their income. As soon as the completed form is returned, it is evaluated and a determination is made regarding the student's status. The student and the parents will then be informed whether the student may receive meals at no cost, reduced cost or a full cost. Parents and students then plan how they will handle the student's meals. In the case of reduced or full cost meals, they must either pay in advance or pay on the day of the meal. You can pay by check made out to NuView Academy. Alternatively, they may choose to pack a lunch for the student and have him eat breakfast at home.

Breakfast is sold daily at school. The average cost for a complete breakfast is **(\$2.25)** daily. At those times when breakfast will not be served, students will be given advanced notice to eat breakfast at home.

Breakfast may be provided at "no cost" or "reduced cost" for the students who financially qualify provided they turn in proper paperwork.

Lunch is sold daily at school. The average cost for a complete lunch is **(\$3.75)** daily. At those times when lunch will not be served, students will be given advanced notice to bring in a bag lunch.



Lunch may be provided at “no cost” or “reduced cost” for the students who financially qualify provided they turn in proper paperwork.

The breakfast and lunch menus are on the school’s website at [www.escnj.us](http://www.escnj.us).

## **SCHOOL NUTRITION GUIDELINES**

In June, 2006 the ESCNJ Board of Directors approved Policy # 8505. This policy addresses the nutritional needs of MRESC students and factors affecting children and adolescents such as:

- Epidemic levels of obesity
- Poor diets
- Lack of physical activity

These factors impact on student’s health and their ability and motivation to learn.

The board is committed to:

- providing students with healthy and nutritious foods
- encouraging the consumption of fresh fruits and vegetables
- low fat milk and whole grains
- supporting healthy eating through nutrition education
- encouraging students to select and consume all components of the school meal
- providing students with the opportunity to engage in daily physical activity

The following foods may not be served, sold, or given out as free promotion any where on school property at anytime before the end of the school day.

- Foods of minimal nutritional value (FMNV) as defined by USDA regulations.
  1. Soda/carbonated beverages
  2. Water ices
  3. Chewing gum
  4. All forms of candy
- All food and beverages items listing sugar, in any form as the first ingredient;
- All forms of candy

All items sold or served shall meet the following standards:

- No more than eight (8) grams of fat per serving, with the exception of nuts and seeds
- No more than two (2) grams of saturated fat per serving

All beverages shall not exceed 12 ounces, with the following exceptions.

- Water
- Milk containing 2% or less fat
- Whole milk shall not exceed 8 ounces

In elementary programs, 100% of all beverages offered shall be milk, water or 100% fruit or vegetable juices.

In Middle and High School programs, at least 60% of all beverages offered, than water and milk shall be 100% fruit or vegetable juice.

Food and beverages served during special school celebrations (graduation, holiday, and birthday) or during curriculum related activities shall be exempt from this policy, with the exception of foods of minimal nutritional value as defined by USDA regulations.

All exceptions to the nutritional policy i.e. celebrations and curriculum related activities or serving any outside food products to students must receive prior authorization.

The ESCNJ Board of Directors are committed to promoting this school nutrition policy with all school staff so they have the skills needed to implement this policy and promote healthy eating procedures.

## **STUDENT RELATIONSHIPS**

One of the biggest concerns is the safety of our students when they are not at school. Due to the severity and unpredictability of our student's conditions and diagnoses, it is recommended that NuView Academy students do not have contact (phone, e-mail, social media, personal) or establish relationships with each other outside of school.

In the past, out of school relationships have resulted in a variety of incidents. Some of these incidents have jeopardized our students' safety making it necessary for police involvement and hospitalization. If your child is having contact with other NuView Academy students outside of school, please inform your child's case manager.

## **SCHOOL SCHEDULE**

We have enclosed a school calendar as part of this handbook. The school day is from **8:30 a.m. to 2:15 p.m.** Students can be received at school no earlier than 8:30 a.m. and must be picked up no later than 2:15 p.m. Parents and guardians are requested to notify the school in writing if anyone other than a parent/guardian or district bus driver is to pick a student. For your child's safety, the person is asked to provide identification to support your written request.

Be advised that there are multiple dates when the school day ends at 1:00 p.m. These are "early dismissal" days (please see the enclosed calendar).

The school's calendar can also be found on the school's website at [www.escnj.us](http://www.escnj.us).

## **TRANSPORTATION**

Student bus transportation is provided by each “**sending school district**”. Students are picked up and brought to school usually by contracted transportation. Parents should report all transportation concerns to their local district Transportation Coordinator, to the District of Special Services or the NuView Academy Principal.

NuView Academy Staff supervise the arrival and departure of all students.

Students must ride to and from school on their own bus. Parents/guardians are requested to notify the school in writing if anyone other than a parents/guardian or district bus driver is to pick up a student.

NuView Academy is in close contact with all drivers and student related situations that might occur in transit are reported to the Principal.

Buses routinely depart NuView Academy between 2:15 – 2:30 p.m. There are times when buses will be delayed. If your child has not arrived home within a half hour of the expected times call the **bus company**.

We consider the bus an extension of school. Therefore, bus conduct is just as important as school conduct. If a student’s behavior becomes dangerous or disruptive on the bus, transportation accommodations may be suspended or terminated. In this event, he or she may attend school, but parents/guardians will be required to provide transportation to and from NuView Academy.

Please keep the school advised of concerns that you and your district Transportation Coordinator have regarding your child.

A parent/guardian needing to cancel or change transportation arrangements should:

1. Call your school bus driver’s company,
2. Call your NuView Academy case manager or Principal.

It is the parent’s/guardian’s responsibility to work out transportation arrangements for late arriving students.

## **VANDALISM AND PROPERTY DAMAGE**

Students and/or their parents or guardians are required to reimburse the Educational Commission of New Jersey for any damages caused to school property, equipment, or supplies or that of its staff or student body.

\*NOTE: If such payments are not made or a schedule for payment agreed to with ESCNJ Business Administrator, then student privileges will be denied and legal action may be taken.

## **THERAPEUTIC SYSTEM**

We seek to motivate students to change behavior patterns that have prevented them repeatedly from meeting with success. These changes are achieved primarily through NuView Academy's program, which consists of an individualized behavioral contract system.

The system provides numerous opportunities for students to earn both concrete and experiential incentives. These incentives are selected because they are fun, exciting, and desirable for students.

### **DAILY PRIVILEGES**

Game Room Access  
Homework passes  
Free Time  
Additional Time on the Chromebook  
Listen to music  
Healthy snack  
Visit with another class  
Go for walks with staff

### **FRIDAY SPECIALS**

Students may be able to utilize their successes to "purchase" prizes at the school PIP Store.

### **CONSEQUENCES**

If a student demonstrates an unsafe behavior (e.g., physical violence toward self or others, threats, destruction of property, running away, etc.), they will be placed on **Safety** and will not be eligible for prizes and privileges.

## **THERAPEUTIC CONSEQUENCES**

If you break the rules and regulations of NuView Academy, or you are not cooperating with the program in other ways, such as not participating in classes and groups, you are subject to restrictions or other consequences. These include:

### **Writing Assignments**

This is an assignment that requires you to reflect upon your behavioral ownership for the problem, and think of ways to avoid the problem in the future.

### **Loss of Recess or Break**

Loss of student's recess or break time is a behavior management strategy. The student will be required to remain in the classroom or meet with a designated staff person to review his/her behavior.

### **Timeout**

A timeout is a specified period of time, usually fifteen to thirty minutes, when you are removed from NuView Academy activities. During this time, you must sit by yourself in the timeout area under the supervision of a staff member. Also, no communication is allowed between you and your fellow students. This is for you to think about the problem and try to discover alternative ways of behaving which have been more appropriate or successful.

You will receive timeouts for minor infractions of rules and regulations, for inability to control yourself during classes or groups, for nonattendance or refusal of activities and for non-cooperation with a previous timeout.

### **Administrative Meeting**

An Administrative Meeting always includes the school principal. These meetings may be held to discuss the events reported as well as to review the next steps if the behavior occurs again.

### **Parent Conferences**

On occasion, parents/guardians will be invited for a conference with the school administration, teachers, and/or counselors as a means of modifying and/or managing a student's behavior.

### **CST Meeting**

Child Study Team meetings are ongoing in an effort to effectively implement the student's IEP. In addition, meetings may be arranged to facilitate implementing the student's behavior management plan.

## **ADMINISTRATIVE CONSEQUENCES (Outside of Levels System)**

### **Out-of-School Suspension**

This is a day-long removal from the NuView Academy Program during which you must stay home with adult supervision. To return to the program, you must have a meeting with your family and your district case manager.

Out-of-School Suspension occurs when a major infraction occurs, or behaviors persist in repeated minor infractions with no change in your behavior.

### **Police Notification**

Serious infractions of the code of conduct may result in police notification.

## **Termination from Program**

Some behaviors, whether one-time or repeated, may indicate that NuView Academy is no longer an appropriate placement. This would occur if it was impossible for you to comply with rules and regulations, and that the clinical and academic staffs did not believe the program would help you learn to do so. The decision concerning your placement will be made during a meeting that will include you, your parents, your school district's child study team and the NuView Academy staff.

**\*\*Please see Code of Conduct Chart for guidance as to how consequences will be determined, based on infractions.**

## **RESTRAINT/SECLUSION**

NuView Academy follows the ESCNJ Policy on the use of Restraint/Seclusion in crisis situations where a student is placing self or others in clear physical danger. A copy of this detailed policy may be found on the ESCNJ website and in the school office.

### **Non-exclusionary and Exclusionary Time-out**

Time-out is a technique that may be used to allow the student time away from the situation to reflect and regain composure and must never be used as a punishment. Along with time-out for an undesired behavior your child will be praised for the appropriate behavior.

When considering the use of time-out, educators have established:

- A set of rules, with clear expectations and consequences, which have been taught to all students.
- A series of planned responses to behaviors of concern from least restrictive (e.g., planned ignoring) to the most restrictive (e.g., isolation time-out).
- Identified areas where time-outs will occur, including location both in and out of the classroom.
- A process for training other personnel (e.g., paraprofessionals, support staff).
- A process to review the frequency and duration of time-out to assure that no student is in isolation time-out on a regular basis.

### **Definitions**

**Non-exclusionary time-out** is defined as the removal of reinforcers (e.g., preferred activity, teacher attention) from the student.

Planned ignoring means that staff ignores harmless, attention seeking behavior.

Removal of reinforcement is the removal of materials the student is interacting with for a period of time (1-3 minutes)\*.

**Exclusionary time-out** is defined as the removal of the child or youth from reinforcing conditions. Non-exclusionary time-out is less intrusive and should be tried first. Exclusionary time-out has three levels listed below from the least to the most intrusive.

Contingent observation is the removal of the student from the current immediate environment to another location in the room or setting. The student still observes ongoing or instructional activities but may not participate in them. Optimal time limits are 30-60 seconds\*.

Exclusion time-out is the removal of the student from the current immediate environment to another location within the same room where the student cannot observe ongoing activities. The amount of time considered effective in changing behavior will vary according to the age of the student. According to research, the maximum effective time is 2-5 minutes\*.

Isolation time-out is the isolation of the student from all probable reinforcers by being placed in a different room under constant supervision by qualified staff. Isolation requires previously defined time duration. The length of time should not exceed one minute per year of age of the student with a maximum of 12 minutes\*. **Parents' permission must be obtained if it is anticipated that isolation time-out will be used.**

**NOTE:** If parent permission has not been obtained, isolation time-out will only be used in an emergency. Emergency means a serious, probable, imminent threat of bodily harm to self or others where there is the present ability to effect such harm. Emergency situations may also exist if the student is destroying property and if such behavior could lead to harm to the student or others.

\* Times will vary based on the individual needs of the student. In all instances the briefest, effective time is utilized.

## CODE OF CONDUCT

| VIOLATION  | POSSIBLE CONSEQUENCES  |
|--|--|
| <p><b>Acceptable Use Policy (AUP) Violation-</b><br/>Inappropriate or unethical use of school/program technology</p>   | <p><b>1<sup>st</sup> offense:</b> Student will meet with the principal and loss of technology privileges for a period of time determined by the student’s treatment team.<br/> <b>2<sup>nd</sup> Offense:</b> Administrative conference with student, parent and clinician and loss of technology privileges for a period of time determined by the student’s treatment team.<br/> <b>3<sup>rd</sup> Offense:</b> In School Suspension/Out of School Suspension and loss of technology privileges for a period of time determined by the student’s treatment team. The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.<br/> *Police notification if determined to be necessary</p> |
| <p><b>Alcohol/Substance Abuse-</b><br/>Possession, use, sale or distribution of any substance on school property/transportation/school activity</p>          | <p><b>1<sup>st</sup> Offense:</b> Student, Parent/Guardian and CST case manager must attend a conference with the Principal, Clinician and Psychiatrist to discuss the following:</p> <ul style="list-style-type: none"> <li>- Suspension with referral to a substance/alcohol abuse program.</li> <li>- Police notification</li> </ul>  |
| <p><b>Arson-</b><br/>Starting a fire or causing an explosion in/on school grounds placing others in danger or damaging/destroying property</p>               | <p><b>1<sup>st</sup> Offense:</b> Out of School Suspension, Police notification and Referral to County of Middlesex Fire Watch<br/> The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.</p>  |
| <p><b>Attendance-</b><br/>Truancy (Excessive “unexcused” absences from school)</p>   | <p><b>1<sup>st</sup> Offense:</b> Once a student exceeds the amount of allowable absences an administrative conference will be held with the student, parent/guardian and clinician.<br/> <b>2<sup>nd</sup> Offense:</b> Following the meeting if the student continues to have unexcused absences an Emergency Child Study Team Meeting will be held with potential removal from the school attendance register pending court attendance hearing.</p>   |
| <p><b>Bomb Threat/Offense (fraudulent or real)-</b><br/>Creating or assisting in creating a bomb or a bomb threat (via telephone, e-mail, or other means</p> | <p><b>1<sup>st</sup> Offense:</b> An administrative meeting will be held with the student, parent/guardian, CST case manager and clinician. Police will be notified of the threat and the student will serve an out of school suspension.<br/> <b>2<sup>nd</sup> Offense:</b> An administrative meeting will be held with the student, parent/guardian, CST case manager and clinician. Police will be notified of the threat and the student will serve an out of school suspension in addition to consideration for expulsion</p>  |
| <p><b>Any expression of violence in school/program-</b><br/>Whether verbal, sexual, physical or emotional will not be tolerated</p>                          | <p><b>1<sup>st</sup> Offense:</b> The student will meet with the Principal and assigned clinician.<br/> <b>2<sup>nd</sup> Offense:</b> An administrative meeting will be held with the student, parent/guardian and assigned clinician.<br/> <b>3<sup>rd</sup> Offense:</b> An administrative meeting will be held with the student, parent/guardian, CST case manager and assigned clinician and the student will serve an Out of School Suspension. The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.<br/> *Continued threats of violence may result in recommendation for change in placement.</p>  |
| <p><b>Dress Code Violation-</b></p>  | <p>Change clothing/turn shirt inside out</p>   |



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| In order to promote a therapeutic and healthy learning environment, clothing which is distracting, suggestive or inappropriate is prohibited   | Parent/Guardian notification   |
| <b>Electronic Device Violation-</b><br>Students are prohibited from being in possession of or using all types of electronic devices including iPods, cell phones, PSP players, etc. during the regular school hours (unless under staff supervision) and using them inappropriately. | <b>1<sup>st</sup> Offense-</b> The device will be confiscated and parent will be notified. The device will be returned at the end of the day.<br><b>2<sup>nd</sup> Offense-</b> As above; Parent will be asked to pick up the device<br><b>3<sup>rd</sup> incident-</b> As above; additional consequences may include out of school suspension and Emergency Child Study Team meeting. If the student is suspended, the student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.  |
| <b>Endangerment/Horseplay-</b><br>Failing to comply with established safety procedures that contribute to possible harm of others, i.e. pushing, running, “play-fighting” which may result in injury   | <b>1<sup>st</sup> Offense:</b> Administrative meeting with the student and assigned clinician. Parent/Guardian will be notified of the incident.<br><b>2<sup>nd</sup> Offense:</b> Administrative meeting with the student and assigned clinician. Parent/Guardian will be notified of the incident. The student will be given a therapeutic assignments and develop a safety contract with his/her clinician.<br><b>3<sup>rd</sup> Offense:</b> Administrative meeting with the student, clinician, parent/guardian and CST case manager and possible suspension.<br>*Continued endangerment could result in recommendation for alternative placement |
| <b>False Alarm/Pollution of School Environment-</b><br>Setting off a false alarm, stink bombs or fireworks causing a disruption to the school community.   | <b>1<sup>st</sup> Offense:</b> Administrative meeting with the student and assigned clinician as well as Parent/Guardian notification.<br><b>2<sup>nd</sup> Offense:</b> Administrative meeting with the student, parent/guardian and assigned clinician. The student will be given a therapeutic assignment to be completed before returning to the classroom.<br><b>3<sup>rd</sup> Offense:</b> Administrative meeting with the student, parent/guardian and assigned clinician and will serve an Out of School Suspension.<br>Student may also meet with fire safety coordinator and/or police  |
| <b>Fighting-</b><br>Mutual engagement in a physical confrontation that may result in bodily injury.<br>Assault- An action that causes (purposely, knowingly or recklessly) bodily injury to another  | <b>1<sup>st</sup> Offense:</b> Administrative meeting with the student, parent/guardian and assigned clinician.<br><b>2<sup>nd</sup> Offense:</b> Administrative meeting with the student, parent/guardian and assigned clinician and out of school suspension.<br>Re-entry meeting with parent/guardian, clinician, administrator and program psychiatrist.<br>- Possible Police notification   |
| <b>Forgery (Falsification of Identity)-</b><br>Forging passes, notes, letters, etc.  | Meeting with clinician and treatment team<br>Administrative conference<br>Parent/guardian notification   |
| <b>Gambling-</b><br>An action involving playing or wagering for stakes in the hope of winning more than you wagered.<br>This includes cards, dice, and gaming (including gaming on electronic devices)   | <b>1<sup>st</sup> Offense:</b> Administrative meeting with the student, parent/guardian and assigned clinician.<br>- Police notification<br>- Restitution<br>- Emergency Child Study Team Meeting  |
| <b>Harassment/Intimidation/Bullying/Hazing</b> (forcing someone to perform humiliating acts as part of initiation)   | A HIB incident will be investigated promptly within the defined timeline and in adherence with the procedures set forth in the District HIB Policy.<br>Consequences shall vary according to the nature of the  |

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| <p>HIB is defined as any gesture, written, verbal or physical act or any electronic communication (transmitted by an electronic device) whether it be a single incident or a series of incidents that:</p> <ul style="list-style-type: none"> <li>○ Is reasonably perceived as being motivated by either an actual or perceived characteristic such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or by any other distinguishing characteristic and</li> <li>○ Takes place on school property; at any school-sponsored function, on a school bus, or off school grounds that substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that</li> <li>○ A reasonable person should know, under the circumstances, that the act will have the effect of physically or emotionally harming a student or damage the student's property, or place a student in reasonable fear of physical or emotional harm to person or damage to property; or</li> <li>○ Has the effect of insulting or demeaning any student or group of students, or</li> <li>○ Creates a hostile therapeutic and educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student</li> </ul> | <p>behavior and the student's history of problem behaviors.</p> <p>Consequences may include:</p> <ul style="list-style-type: none"> <li>○ Review of District Policies</li> <li>○ Parent notification</li> <li>○ Temporary removal from class</li> <li>○ Removal of privileges</li> <li>○ Referral to anti-bullying specialist</li> <li>○ In School/Program Suspension or Out Of School/Program Suspension</li> <li>○ Presentation of Therapeutic Contract or Safety Plan before returning to program participation</li> <li>○ Reporting incident to NJ Department of Education via EVVRS data base</li> <li>○ Police notification</li> <li>○ Discharge from the program/school</li> </ul> <p>An HIB incident may also require remedial actions to be taken to correct the problem behavior or to prevent reoccurrence. Among the measures that may be taken is personal restitution, a safety and/or treatment contract, counseling, school program or community service or a corrective action plan.</p> |
| <p><b>Insubordination/Defiant Behavior-</b><br/>Continuous refusal to cooperate/comply with staff members</p>  | <p>Ongoing refusal to cooperate/comply with staff member can result in:</p> <ul style="list-style-type: none"> <li>- Administrative meeting with the student, parent/guardian, CST case manager and assigned clinician.</li> <li>- Implementation of an individual behavioral plan</li> <li>- Out of School Suspension</li> </ul> <p>*If the student's refusal to cooperate/comply becomes a safety issue and/or there is no improvement in the student's behavior despite multiple interventions the treatment team may recommend a change in placement.</p>   |
| <p><b>Integrity Violation-</b><br/>All types of academic dishonesty including but not limited to: copying, cheating, plagiarism, fabrication, stealing, misrepresentation, buying, selling, or distributing information.</p>   | <p><b>1<sup>st</sup> Offense:</b> Administrative meeting with the student and assigned clinician. The student will not receive credit for the assignment and parent/guardian will be notified.</p> <p><b>2<sup>nd</sup> Offense:</b> Administrative meeting with the student, parent/guardian and assigned clinician. The student will not receive credit for the assignment.</p> <p><b>3<sup>rd</sup> Offense:</b> Administrative meeting with the student, parent/guardian, CST case manager and assigned clinician. The student will not receive credit for the assignment.</p> <p>*Continued Integrity Violation May result in Out of School Suspension</p>   |
| <p><b>Leaving School Grounds-</b><br/>Leaving school grounds without permission</p>  | <p><b>1<sup>st</sup> Offense:</b> The student will be evaluated for safety. Parent/Guardian will be notified. Safety Plan will be developed with assigned clinician.<br/>(Depending on location/distance police may be notified)</p>  |

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|   | <p><b>2<sup>nd</sup> Offense:</b> The student will be evaluated for safety. Administrative Meeting with student and assigned clinician. Parent/Guardian will be notified. Safety plan will be reevaluated. (Depending on location/distance police may be notified)</p> <p><b>3<sup>rd</sup> Offense:</b> The student will be evaluated for safety. Administrative Meeting with student, Parent/Guardian and assigned clinician.</p> <p>*If the student continues to leave school ground presenting a safety risk an Emergency Child Study Team meeting will be held and treatment team may make a recommendation for change in placement.</p>   |
| <p><b>Physical Assault on Staff-</b><br/>Physical contact against school personnel that does or has the potential to cause bodily injury</p>  | <p><b>1<sup>st</sup> Offense:</b> Administrative meeting will be held with student, parent/guardian and assigned clinician. Student will serve and Out of School Suspension. The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.</p> <ul style="list-style-type: none"> <li>- Police may be notified</li> </ul> <p>*If the student continues to engage in assaultive behavior an Emergency Child Study Team meeting and a recommendation may be made for change in placement.</p>   |
| <p><b>Possession of Tobacco-</b><br/>Being in possession of tobacco products or electronic smokeless products.<br/>Smoking/Use of Tobacco- Smoking, use of tobacco products or electronic smokeless products, lighters and matches in any school building or on any grounds is prohibited, as all of the schools of Educational Services Commission of New Jersey are smoke free areas. Smoking is not permitted on school ground or on the school buses. Cigarettes or any tobacco products, lighters and matches are not permitted on school grounds. Students are required to turn over these items to school staff. The items will be returned to the student's parents/guardians only.</p> | <p>Confiscation<br/>Parent/Guardian called in for a meeting<br/>Therapeutic assignments<br/>Refer to tobacco secession group</p>  |
| <p><b>Sexual Harassment-</b><br/>All unwanted, uninvited and non-reciprocal sexual attention, as well as the creation of an intimidating, hostile, or offensive school or work environment. Sexual harassment can include, but is not limited to sexually suggestive looks or gestures, sexual jokes, pictures, teasing or pressure for dates or sex.</p>   | <p><b>1<sup>st</sup> Offense:</b> Administrative Meeting with the student, parent/guardian and assigned clinician. Student will be given therapeutic assignment to complete before returning to class. HIB investigation to be completed.</p> <ul style="list-style-type: none"> <li>- Reporting incident to NJ Department of Education via EVVRS database</li> <li>- Possible Police notification</li> </ul> <p><b>2<sup>nd</sup> Offense:</b> Administrative Meeting with the student, parent/guardian, CST case manager and assigned clinician. Out of School Suspension. The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school. HIB investigation to be completed.</p> <ul style="list-style-type: none"> <li>- Reporting incident to NJ Department of Education via EVVRS database</li> <li>- Possible Police notification</li> </ul> |
| <p><b>Theft-</b><br/>Removal, concealment, or possession of property other than one's own.</p> <p><b>Robbery-</b><br/>Using violence or threat of violence to obtain money or materials from another (regardless of value).</p>   | <p><b>1<sup>st</sup> Offense:</b> Administrative Meeting with the student, parent/guardian, CST case manager and assigned clinician.</p> <ul style="list-style-type: none"> <li>- Restitution</li> <li>- Police notification</li> <li>- Therapeutic assignments</li> </ul>  |

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| <p><b>Extortion-</b><br/>Obtaining money or any material thing from another by means of a stated or implied threat of future violence.</p>  |  |
| <p><b>Threats to Staff-</b><br/>Actions that cause staff to have concern for the safety of themselves, their property or families.</p>      | <p><b>1<sup>st</sup> Offense:</b> Administrative Meeting with the student and assigned clinician. Parent/Guardian will be notified of the incident.<br/> <b>2<sup>nd</sup> Offense:</b> Administrative Meeting with the student, parent/guardian and assigned clinician.<br/> <b>3<sup>rd</sup> Offense:</b> Administrative Meeting with student, parent/guardian, CST case manager and assigned clinician. Student will serve an Out of School Suspension. The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.<br/> *Possible Police Notification</p>   |
| <p><b>Threats to Students-</b><br/>Actions which cause others to have concern for the safety of themselves, their property or families.</p> | <p><b>1<sup>st</sup> Offense:</b> Administrative Meeting with the student and assigned clinician. Parent/Guardian will be notified of the incident.<br/> <b>2<sup>nd</sup> Offense:</b> Administrative Meeting with the student, parent/guardian and assigned clinician.<br/> <b>3<sup>rd</sup> Offense:</b> Administrative Meeting with student, parent/guardian, CST case manager and assigned clinician. Student will serve an Out of School Suspension. The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.<br/> *Possible Police Notification</p>   |
| <p><b>Unacceptable Behavior-</b><br/>Conduct that disrupts classes or school.</p>   | <p>If a student is engaging in ongoing disruptive behavior that is impeding the learning of other students in the classroom he/she will be required to attend an Administrative Meeting with his or her teacher and assigned clinician.<br/> *If disruptive behavior is ongoing without regard for consequence there may be an Emergency Child Study Team meeting.</p>   |
| <p><b>Unacceptable Language/Gestures-</b><br/>Obscene, profane or otherwise offensive language or gestures.</p>                             | <p>Use of inappropriate language and gestures will result in an Administrative Meeting with the student and assigned clinician. If the behavior continues an Administrative Meeting which include the parent/guardian will take place.</p>   |
| <p><b>Vandalism/Damage to School Property-</b><br/>Destruction or defacing of property is unacceptable.</p>                                 | <p><b>1<sup>st</sup> Offense:</b> Administrative Meeting with the student and assigned clinician. The student will be given a therapeutic assignment and will complete “community service” assigned within the school. Administrator determines of restitution must be made.<br/> <b>2<sup>nd</sup> Offense:</b> Administrative Meeting with the student, parent/guardian and assigned clinician. The student will be given a therapeutic assignment and will complete “community service” assigned within the school. Administrator determines of restitution must be made.<br/> <b>3<sup>rd</sup> Offense:</b> Administrative Meeting with the student, parent/guardian, CST case manager and assigned clinician. The student will serve and Out of School Suspension. The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.<br/> *Possible Police Notification<br/> *Students and/or their parents or guardians are</p> |

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|  | <p>required to reimburse the Educational Commission of New Jersey for any damages caused to school property, equipment, or supplies or that of its staff or student body.</p> <p>*NOTE: If such payments are not made or a schedule for payment agreed to with ESCNJ Business Administrator, then student privileges will be denied and legal action may be taken.</p>  |
| <p><b>Weapons-</b><br/>Firearms, explosive devices including firecrackers, tear gas canisters, smoke bombs, mace, knives, razors, cutting instruments, cutting tools, throwing stars, nun chucks used in a way as to intimidate or physically hurt another person.</p> | <p><b>1<sup>st</sup> Offense:</b> All of the following: Emergency CST meeting<br/>Parent required to transport student<br/>Student's person and belongings checked for specified period of time daily on entrance to school<br/>Out of School Suspension- The student and parent/guardian will be required to participate in a Re-Entry Meeting prior to returning to school.<br/>*Possible Police Notification<br/>Police notification</p> |
| <p><b>Bus Misconduct-</b></p>  | <p><b>1<sup>st</sup> Offense:</b> Administrative meeting with student and assigned clinician. Parent notification.<br/><b>2<sup>nd</sup> Offense:</b> Administrative conference with student, parent/guardian, and assigned clinician<br/><b>3<sup>rd</sup> Offense:</b> Bus suspension/re-entry conference</p>   |

## Annual Integrated Pest Management Notice For School Year 2023 – 2024

Dear Parent, Guardian, or Staff Member:

This notice is being distributed to comply with the New Jersey School Integrated Pest Management Act. **NuView Academy** has adopted an Integrated Pest Management (IPM) Policy and has implemented an IPM Plan to comply with this law. IPM is a holistic, preventive approach to managing pests that is explained further in the school's IPM Policy included with this notice.

All schools in New Jersey are required to have an Integrated Pest Management Coordinator (IPM Coordinator) to oversee all activities related to IPM and pesticide use at the school.

The IPM Coordinator for **NuView Academy** is:

Name of IPM Coordinator:                     Ryan Cushing                    

Business Phone number:                     732-777-9848                    

Business Address:                     1660 Stelton Road, Piscataway, NJ 08854                    

The IPM Coordinator maintains the pesticide product label, and the Safety Data Sheets (SDS) (when one is available), of each pesticide product that may be used on school property. The label and the SDS are available for review by a parent, guardian, staff member, or student attending the school. Also, the IPM Coordinator is available to parents, guardians, and staff members for information and to discuss comments about IPM activities and pesticide use at the school.

As part of a school pest management plan **NuView Academy** may use pesticides to control pests. The United States Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in accordance with instructions printed on the label does not pose an unreasonable risk to human health and the environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, persons who are potentially sensitive, such as pregnant women, infants and children, should avoid unnecessary pesticide exposure.

The following items must be included with this annual notice:

**A copy of the school or school district's IPM policy.**

**The date, time and place of any meeting if one is to be held for the purpose of adopting or modifying the school integrated pest management policy or plan.**

**A list of pesticides that are in use or that have been used in the past 12 months on school property.**

Integrated Pest Management in NJ Schools  
 Chemical List Summary: July 1, 2023 – June 30, 2024  
 Educational Services Commission of New Jersey

|                                   | <u>Product Name</u>   | <u>EPA Registration</u> |
|-----------------------------------|-----------------------|-------------------------|
| Nu View Academy                   | Advion Ant Gel Bait   | 100-1498                |
|                                   | Alpine Dust           | 499-527                 |
|                                   | PT Pro Control Plus   | 499-462                 |
|                                   | Eco Via WH            | N/A                     |
| Future Foundations Academy        | Advion Ant Gel Bait   | 100-1498                |
| Bright Beginnings Learning Center | Advion Ant Gel Bait   | 100-1498                |
| Piscataway Regional Day School    | Advion Ant Gel Bait   | 100-1498                |
|                                   | Alpine Dust           | 499-527                 |
| Center For Lifelong Learning      | Advion Ant Gel Bait   | 100-1498                |
|                                   | Advion Roach Gel Bait | 100-1484                |
| Academy Learning Center           | Advion Ant Gel Bait   | 100-1498                |
|                                   | Eco Via CA            | N/A                     |

## A Model Integrated Pest Management Policy for New Jersey Schools

The New Jersey School Integrated Pest Management Act of 2002 requires schools to implement a school integrated pest management policy.

The law requires the superintendent of the school district, for each school in the district, the board of trustees of a charter school, and the principal or lead administrator of a private school, as appropriate, to implement Integrated Pest Management (IPM) procedures to control pests and minimize exposure of children, faculty, and staff to pesticides **NuView Academy** shall therefore develop and maintain an IPM plan as part of the school’s policy.

### Integrated pest management procedures in schools

Implementation of IPM procedures will determine when to control pests and whether to use mechanical, physical, cultural, biological or chemical methods. Applying IPM principles prevents unacceptable levels of pest damage by the most economical means and with the least possible hazard to people, property, and the environment.

Each school shall consider the full range of management options, including no action at all. Non-pesticide pest management methods are to be used whenever possible. The choice of using a pesticide shall be based on a review of all other available options and a determination that these

options are not effective or not reasonable. When it is determined that a pesticide must be used, low impact pesticides and methods are preferred and shall be considered for use first.

### **Development of IPM plans**

The school IPM plan is a blueprint of how **NuView Academy** will manage pests through IPM methods. The school IPM plan states the school's goals regarding the management of pests and the use of pesticides. It reflects the school's site-specific needs. The IPM plan shall provide a description of how each component of the school IPM policy will be implemented at the school. For Public schools, the Local School Board, in collaboration with the school building administrator (principal), shall be responsible for the development of the IPM plan for this school. For Charter schools and non-public schools, the development of the IPM plan shall be the responsibility of the Board of Trustees or the Principal or Lead Administrator.

### **IPM Coordinator**

The **NuView Academy** shall designate an integrated pest management coordinator, who is responsible for the implementation of the school integrated pest management policy.

### **Education /Training**

The school community will be educated about potential pest problems and IPM methods used to achieve the pest management objectives.

The IPM Coordinator, other school staff and pesticide applicators involved with implementation of the school IPM policy will be trained in appropriate components of IPM as it pertains to the school environment.

Students, parents/guardians will be provided information on this policy and instructed on how they can contribute to the success of the IPM program.

### **Record keeping**

Records of pesticide use shall be maintained on site to meet the requirements of the state regulatory agency and the school board.

Records shall also include, but are not limited to, pest surveillance data sheets and other non-pesticide pest management methods and practices utilized.

### **Notification/Posting**

The **IPM Coordinator** of **NuView Academy** is responsible for timely notification to students' parents or guardians and the school staff of pesticide treatments pursuant to the School IPM Act.



## **Re-entry**

Re-entry to a pesticide treated area shall conform to the requirements of the School IPM Act.

## **Pesticide applicators**

The IPM coordinator shall ensure that applicators follow state regulations, including licensing requirements and label precautions, and must comply with all components of the School IPM Policy.

## **Evaluation**

Annually, for public schools, the Principal will report to the local school board on the effectiveness of the IPM plan and make recommendations for improvement as needed. For non-public schools and charter schools, the Lead Administrator or Principal shall report to their respective governing boards on the effectiveness of the school IPM plan and make recommendations for improvement as needed.

The local school board or other respective governing boards directs the Principal or Lead Administrator to develop regulations/procedures for the implementation of this policy.

## **Authorizing Regulatory references**

The School Integrated Pest Management Act of 2002  
N.J.A.C. Title 7 Chapter 30 Subchapters 1-12  
Pesticide Control Act of 1971

Revised 9/12/03