

ACTIVITIES

The following pages contain only a small sampling of the clubs and activities open to all students. A complete list of student activities is maintained on file in the Central Wing Vice Principal's office.

Remember, participation in extracurricular functions helps enrich your overall Clifton High School experience.

Club/Organization Name

Academic Decathlon	Key Club
Art Gallery	Knights of Pythagoras
Asian Cultures Club	Madrigal Singers
Athletic Training	Majorettes
Big Brothers/Big Sisters	Math League
Botany Club	Mock Trial
CAST	Model Congress
Cheerleading	Muslim Student Association
Chemistry Lab Assistants	Mustang Band
Computer Club	Mustang Institute
Conservation Club	National Art Honor Society
Cultural Exchange	National Honor Society
Dance Club	Outdoor Adventure Club
DECA	Phoenix Literary/Art Magazine
Drama Club	Pit Band
ERASE	Portfolio Club
Fall Play (Drama)	Psi Nu Sigma (Science)
FBLA	Quiz Bowl
FCCLA	Rotunda (Yearbook)
Fine Art Competitions	SCA
Fish/Amphibians/Reptiles	Science League
French Honor Society	Ski Club
Frisbee Club	Spanish Honor Society
Games/Chess	Spring Musical
Gay/Straight Alliance	Stagecraft Club
German Club	Strings Club
Helping Hands Club	Sunshine Club
Honor Guard	TRI M Music Honor Society
HUB	VICA
Interact Club	Vintage Car
International Club	Weight Training
Italian Club (Amici Club)	Wisdom & Knowledge
JETS	Youth Alive

ATHLETIC PROGRAM

The athletic program at Clifton High School is a constantly expanding one, not only as to the number of sports programs, but also as to the number of teams within a given sport. These extensions are desirable to accommodate athletically gifted students during their high school careers.

Clifton High School is a member of the Northern New Jersey Interscholastic League, which includes the following high schools: Barringer, Belleville, Bergen Catholic, Bloomfield, Don Bosco, Eastside (Paterson), Hackensack, Kennedy (Paterson), Montclair, Nutley, Paramus, Paramus Catholic, Passaic, Ridgewood, St. Joseph's (Montvale), Teaneck, and Immaculate Heart Academy (Washington Township).

Scheduled athletic programs and activities that are available to students for participation during the school year are as follows:

Fall Sports Program

VARSITY football, cross country, boys soccer, girls soccer, girls tennis, girls gymnastics and girls volleyball

JUNIOR VARSITY boys soccer, girls soccer, and football

SOPHOMORE football

FRESHMAN football, boys soccer, and girls volleyball

Winter Sports Program

VARSITY basketball, swimming, bowling, wrestling, indoor track, and ice hockey

JUNIOR VARSITY ice hockey, boys basketball, and girls basketball

FRESHMAN boys basketball and girls basketball

Spring Sports Program

VARSITY baseball, golf, lacrosse, outdoor track, softball, tennis, and volleyball

JUNIOR VARSITY baseball, softball, and boys volleyball

FRESHMAN baseball, softball, and boys volleyball

Student Qualifications to Participate

In order to qualify for membership in any sports program, a student must meet the New Jersey State Interscholastic Athletic League's eligibility rules, have written parental permission, and successfully pass a school medical inspector's physical examination. All players will be covered by a Board of Education insurance policy.

HOW THE GRADE IN PHYSICAL EDUCATION IS EVALUATED

Every student begins the Marking Period with the grade of 100. The grade will be divided into three areas:

Gym uniform **40%**

Participation **40%**

Written Test **20%**

POINT DEDUCTIONS

Eight Points will be deducted from your uniform grade for:

1. Not changing for class

Two points will be deducted from your uniform grade for:

1. Wearing improper gym shirt
2. Wearing improper gym pants
3. Wearing improper socks (cotton socks must be worn)

Eight points will be deducted from your participation grade for:

1. Failure to participate
2. Unsportsmanlike behavior
3. Unexcused absence from class
4. Any two absences from class without valid verification

Three points will be deducted from your participation grade for:

1. Being tardy
2. Lack of effort

A student can earn one to five extra credit points for:

1. Showing extra effort
2. Assisting the teacher
3. Being a class leader
4. Performing well on physical fitness tests
5. Performing a predetermined goal or outcome such as a task or routine.

Your final written test will be 20% of your final grade

PHYSICAL EDUCATION POLICIES AND PROCEEDURES

UNIFORMS

- All students will dress in gym shorts or sweatpants, T-shirt or sweatshirt, athletic socks and sneakers.
- Gym clothes will be hemmed, have no inappropriate words or pictures, and cover a student well.
- No school clothes, jackets, sweaters, lycra shorts, or thermal underwear will be allowed.
- Only gym clothes that represent education well will be allowed.
- Non-marking sneakers with laces are required i.e. no slip on sneakers
- No dangling or potentially dangerous jewelry shall be worn.

CLASS PARTICIPATION

Everyone is expected to participate in P.E. every day.

Parental excuse notes can be written for a maximum of three days.

A doctor's note is needed for any period longer than three days.

EXCUSES AND CLASSWORK REQUIREMENT

Long Term-

The following information is to standardize Physical Education and Health Work for Students with Long Term Medical Notes and Home Instruction:

- All students for physical education will read and summarize 10 sports articles from any national sports' magazine and relate the article to physical fitness and personal

wellness. Articles must be handed into the student's teacher one per week on Friday Morning throughout the Marking Period.

- All Health Reports must be a minimum of eight double spaced pages with a Bibliography. All reports are due one week before the end of the Marking Period.
- Ninth Grade Health – Write a report on one of the systems of the body; Explain what the system does for the individual; where it is located; what happens to the body if the system has a breakdown; what are the most common diseases that attack the system and how they are cured; if Cancer is found in the system, how long is it treated, what is the survival rate, and how long does it take the body to recover.
- Tenth Grade Health – Student must outline the New Jersey State Department of Motor Vehicle's Drivers' Manual.
- Eleventh Grade Health – Write a report on the responsibilities of being an EMT. Make sure the individual highlights training, education courses, tests, personal safety and precautions, and the rewards of being an EMT.
- Twelfth Grade Health – Write a report on the growing problems related to the effects of Drugs, Alcohol, and Nicotine on the unborn child. Include in the report should be the effects on the mother and child of each of the three mentioned above. The second part of the report should explain what treatments are available and what organizations have been set up to help aid individuals in their rehabilitation.
- Medical excuses will not be accepted retroactive after the 2nd week of the following Marking Period.

Short Term

The following information is to standardize Physical Education and Health Work for Students with Short Term Medical Notes and Suspended students:

Students, who are medically excused from Physical Education for a short term, not more than 2 weeks, must complete the following assignments in the stipulated manner. Students are to submit one article for each day they are not physically partaking in class, i.e. miss 4 classes, and submit 4 articles. These articles are to pertain to health, physical education and/or physical fitness or may be the teachers specified selection. They are to be submitted on a daily basis; preferably typed

Religious Exemptions

Any student excused from Physical Education due to religious reasons must present the following:

- Letter from the respective religious leader with the students' name listed in the communication.
- The letter **must** state the reason why the student cannot participate.
- The letter must state what activities the student is allowed to participate in as well as specify which activities they may not participate in.
- If the student cannot engage in physical activity, they will be assigned written work (see medically excused directions)

REMEDIAL

Students unprepared for class must bring a parental note within one day to be allowed to make-up that class.

Students will not be admitted to remedial without a pass from their physical education teacher.

Students who are unprepared with a personal note have two weeks to make-up that class.

Double lab students must make-up one PE class per week. Triple lab students must make-up two

PE classes per week. Four- day lab students must make-up three PE classes per week.

Remedial students must be in the proper gym uniform in ready to for activity by 2:35

Two remedial sessions will eliminate one unprepared grade.

STUDENT SUPPORT SERVICES

COUNSELING AND GUIDANCE DEPARTMENT GOALS AND OBJECTIVES

The Counseling Department functions as an integral part of the total high school program in assisting students to realize and to attain the following goals and objectives:

1. Develop within each student a sense of personal worth and social responsibility
2. Improve the student's ability, self-understanding and self-direction
3. Develop personal, social and realistic vocational and educational plans
4. Achieve maximum academic progress consistent with the student's capability
5. Develop sound decision-making and problem-solving processes
6. Develop a sound foundation of ethical principles and values
7. Foster the transition process to the high school environment

PUPIL RECORDS

Parents/guardians and adult pupils are advised that they have the right to review pupil records in accordance with N.J.S.A. 18A:36-19; New Jersey Administrative Code: Title 6, Education, Sub-Title A, Chapter 3, and the Clifton Board of Education Policy Manual. Such requests must be directed to the building principal for prior approval.

STUDENT SUPPORT SERVICES

All Clifton schools provide services for **identification and early intervention** with students having academic, behavioral or other problems, which may interfere with a successful school experience. In some instances, parents/guardians may know of conditions at home which, while not currently affecting school performance, present a risk factor requiring assistance. Each school has a school resource committee which includes teachers, administrators, and counselors who review and plan strategies to assist students in **“maximizing their potential.”** Parents/guardians are encouraged to make use of these services as part of the Child Study Team. Further information about programs available at the school or those offered to parents/guardians in the evening may be obtained by contacting the school's Counseling Office or the Department of Counseling and Student Service (973-470-5697).

In addition to the services offered by the Department of Counseling and Student Services, the Special Education Department provides special services for those students who need additional help. Child Study Team evaluations, related services to education such as counseling, physical therapy, occupational therapy, speech and language therapy, are some examples. Children who are classified as having an education handicap per N.J.A.C. 6:28 are provided **a program in special education, which best fits their needs.** The Special Education Department can provide these services for children ages 3 through 21. For additional information, call 973-470-2285 or 973-470-2286.

FOR CLASSIFIED STUDENTS

Individualized educational placement opportunities are available in Clifton High School as prescribed in a student's IEP and may include:

1. Modification of the regular classroom program
2. Supplementary instruction
3. Resource Room program
4. Speech correction

5. Special self-contained class

SCHOOL BASED YOUTH SERVICES -- (SBYS)

The New Jersey Community Development Corporation (NJCDC), a private, non-profit community development agency based in Paterson, NJ is proud to team with CHS to offer the SBYS program. This program is available to all CHS students and their families. Participation is free of charge and voluntary, and only requires a Parental/Guardian Consent Form for students less than 18 years of age. Consent forms are available in the **South Wing Rm. G-21A** and in all Guidance offices. The program office can be reached at **973-458-6074**. The SBYS program offers the following **free services**:

Counseling	A Full time Mental Health Clinician specializing in adolescent and family issues is available to offer individual and group counseling for students and/or their families. The Clinician offers flexible lunchtime, after-school and evening appointments.
Homework Assistance/Tutoring	Full time Americorps volunteers are available for students during their lunch period and after school until 5:00 pm to offer assistance in a variety of CHS academic subject areas
Employment Training	Employment training through various workshops and individual consultations to students in order to assess job qualifications and help seek out employment opportunities.
On-Site Community Agencies	Local community collaborators are on site weekly to offer various workshops as well as individual and group counseling sessions. Collaborators include Straight and Narrow (Substance Abuse and Drug Treatment) and the Family Life Institute of Metropolitan New Jersey (Health & Preventative Education).
College Advisement	Extra assistance to students involved in the college selection process, including application preparation, essay writing and financial aid inquiry.
Program of the Day	Offered during lunch periods these workshops revolve around issues relevant to the lives of high school students

PROJECT CHILD FIND

Project CHILD FIND is a free referral service and public awareness campaign to assist in the identification of unserved/underserved youth with a delay or disability **from birth through twenty-one years of age.**

In addition, Project CHILD FIND develops and distributes information to the public about early intervention services and special education programs throughout New Jersey.

Project CHILD FIND’S comprehensive efforts include:

1. Assisting families of infants and toddlers, birth through two, concerned about their child’s development by directing all requests regarding early intervention to a family’s local Special Child Health Case Management Unit. One can access the number for their Special Child Health Care Management Unit, by calling

Project CHILD FIND

1-800-322-8164

(in service 7 days a week, 24-hours a day) all calls received are confidential

2. Assisting families of preschoolers, three through five, concerned about their child's development by directing requests to their local school district.
3. Helping families access community services through referral
4. Promoting community and public awareness of all children with disabilities by providing information.
5. Assisting local school districts to identify unserved children from age **three through twenty-one** who are in need of special education and related services.

ACADEMIC PROGRAMS

The academic year of 2010-2011 brings CHS seniors the opportunity to restructure their school day. Whether you want your challenge to be academic rigor, a hands-on career exploration, the ability to earn college credits taught by a college instructor on the campus of CHS, or training which enables you to save lives, there's a program for you.

To qualify for any of the programs, a student MUST:

1. Be a **senior** who has passed **BOTH** parts of the HSPA
2. Have no prior attendance denials or attendance issues
3. Have no major disciplinary infractions the previous school year
4. Meet the specific requirements of the program to which you are applying

STUDENTS AT MONTCLAIR STATE PROGRAM (SAMS)

Students participating in the SAMS program enroll in fewer classes at CHS, leave early, and travel to Montclair State University (MSU) by shuttle bus or private transportation. Students participate fully in college classes, earn college credits and credits that count toward their graduation total at CHS. All classes are weighted like an AP class. Students enroll in liberal arts class work at the introductory level. Students are not permitted to enroll in advanced math or science classes. To qualify, students should be enrolled in at least college preparatory classes (CP) and maintain an academic average over 85.

CLIFTON HIGH INTERNSHIP PROGRAM (CHIP)

Students who seek a career internship wish to explore their career options, but do so without pay. The program can be worth 5, 10 or 15 credits toward graduation, which translates to 5, 10, or 15 hours per week respectively at the location of your placement. Whether you want to be a professional (teaching, medicine, law) or a person of science or whatever you can dream...there is an internship possible.

EMT TRAINING AT PCCC

Students who wish to enroll in EMT Training seek a career as an EMT, or medicine, or law enforcement or firefighter. Training is offered through Passaic County Community College at the Public Safety Building in Wayne. The program is a mandatory 120-hour program. The class is a combination of strong academic class work with hands-on activities. At the course completion,

students take either a state or national certifying examination. The course is offered during the day in the fall semester only and at night in both the fall and spring semesters.

CRIMINAL JUSTICE STUDIES

Students who may be interested in Introduction to Criminal Justice may be interested in a career in law enforcement and/or majoring in criminal justice after high school. Through our affiliation with Passaic County Community College, CHS seniors can enroll in a college class which is taught on the CHS campus two days a week (usually at the beginning of period 8). The class is taught by a PCCC instructor using their curriculum and college textbook.

COOPERATIVE EDUCATION

Please note that you are in a half-day program as a privilege that has attached to it inherent responsibilities. Remember:

1. School is to be the priority before your job.
2. If you are absent from school, you cannot go to work.
3. Cooperative Student ID passes must be kept with you at all times and shown as requested.
4. Students in the Cooperative Education Programs may not loiter on the school grounds after the half-day dismissal or return without prior permission.
5. Taking non-Cooperative Education students off the school grounds in your vehicle is a serious offense, which will result in serious consequences.

ASPIRE

"ASPIRE" an acronym for **All Students** are provided with a **Plan for Independence** and the **Resources to Excel**, is an alternative high school program for ninth and tenth graders who have failed in a traditional high school setting. Students are eligible if they have more than one year disparity between their age and grade level and have not succeeded in mainstream public education. Candidates are recommended by their guidance counselor. An interview is required before a student is accepted into the program.

REMEDIAL

After school, a period has been scheduled for remedial instruction for those students in need of special help. Teachers will notify parents of deficiencies and recommend remedial instruction. Students participating in extracurricular programs with scheduled after-school practices are provided sufficient time for remedial instruction since practices are scheduled to begin after the conclusion of the remedial period. In addition, pre-school remedial instruction should be sought by those enrolled in Cooperative Education Programs, Zero Period, MSU or Internships. Students must arrange with their teachers a specific time and location for instruction.

SUMMER SCHOOL

The Clifton Board of Education reserves the right to provide summer programming. Decisions as to which programs will be administered will be made on an annual basis. Notification of the programs and schedules will be made in a timely manner each spring by the Passaic County Education Commission.

THE HOMEWORK PROGRAM

DEFINITION

Homework practices are an important part of the educational process and help in the development of good study habits. Study skills are necessary skills to be taught by teachers and reinforced at home. Homework serves to reinforce learning and gives students an additional opportunity to practice skills or to explore related subject matter. It must be an integral part of the curriculum and related to the educational goals of the district.

PURPOSE

1. Provide time for test preparation
2. Provide for essential practice in skills
3. Build work and study skills
4. Provide enrichment of classroom experience
5. Provide make-up for missed school instruction
6. Develop effective independent work habits
7. Extend class work where necessary to implement the course of study
8. Provide time for students to prepare background information for classroom activities
9. Provide instruction and use of out-of-school resources (library, school media centers, etc).
10. Serve as communication links between home and school

AMOUNT OF HOMEWORK

The amount of time that students in the same grade will spend on homework will vary dependent upon individual differences; however, it is believed **that students should be assigned homework on a daily basis, including some weekends.**

DAILY TIME REQUIREMENTS FOR HOMEWORK

Homework is given daily at the discretion of the teacher and is appropriate to the grade level and instructional level of the student.

Sometimes no written assignment will be given, allowing students time to review, do research, and complete long-term assignments. Class time should not be allocated for the completion of homework assignments. **If a student consistently states that he/she has no homework** or that he/she has completed an assignment in school, parents should contact the teacher or guidance counselor for verification.

GRADING AND EVALUATION OF HOMEWORK

A teacher, in giving a homework assignment, attaches importance to that assignment. Therefore, the teacher attaches similar importance to the grading of that assignment.

1. The teacher checks homework as quickly as possible and affixes a comment and/or assigns appropriate evaluation to written assignments. Thus, homework becomes a part of the report card grade.
2. The student is responsible for submitting each assignment on its due date. **A penalty will be imposed for a late assignment.**
3. The teacher will expect only the highest quality homework that is comparable to regular class work.
4. The teacher will provide discussion time in class to clarify any misconceptions in the assignment.

5. The parent will be notified whenever a student repeatedly fails to do his/her homework.
6. At the high school level, regular assignments in subject areas shall count as a portion of each marking period grade as determined by each department.

HOMEWORK DURING ABSENCES

All class work and homework assignments missed due to absence **are to be made up within a time period specified by the classroom teacher or administrator, not to exceed ten (10) school days** unless there are extenuating circumstances.

1. Homework shall be sent home during periods of absence depending on the medical condition of the pupil(s) and placement on home instruction. Phone the guidance counselor to obtain work from the teachers.
2. Students given out-of-school suspension are entitled to homework. Contact the counselor immediately; a relative or friend may pick up work at the end of the school day.
3. Upon returning to school, the student will be required by the teacher to make up tests for grading.
4. **The student is expected to show initiative** in seeking out a teacher to determine what assignments were missed and when they are due.

HOME INSTRUCTION

Home instruction is available for those students who will be absent from school for an extended period due to a medically related issue. Home instruction will be provided in accordance with the provisions detailed in the New Jersey Administrative Code (N.J.A.C.) 6:28 - 4.5 et. seq. **In order to qualify for home instruction, a student must have a determination signed by the school physician, or a determination signed by a private practitioner that is accepted by the school district, that he/she is in need of confinement at the residence of record for at least a two week period of time.** Once such notification is received and verified, home instruction will begin within seven calendar days. The District will attempt to secure teachers for subjects, however there is no guarantee teachers will be found for all subjects.

HOMEWORK REQUESTS

A student planning to be absent for any projected period may contact the counselor 24 hours prior to the absence for homework assignments.

In order to facilitate securing assignments, prior notice is required. A student absent from school who wishes to receive homework may request the assignments by contacting the counselor 24 hours before homework will be picked up. Be prepared to give the counselor the following information: names of courses, names of teachers, locker number and combination. Arrangements for picking up assignments and books must be made by the parent.

MAKE-UP WORK

A student who has an extended absence for legitimate reasons has the responsibility to complete make-up work within ten (10) school days after returning to school. Upon returning to school, it is advised that the student confer with the classroom teacher to confirm the make-up period.

Students suspended from school are required to contact their teachers for homework and make-up assignments by the first date of return. Phone the guidance counselor for assistance.

TRANSFERS AND WITHDRAWALS

Parents of a student planning to transfer to another institution or withdraw from the school rolls must inform the counselor in writing and advise as to the new school of attendance. In addition, the parent must contact the counselor to confirm the withdrawal and sign the necessary release.

ELIGIBILITY FOR PARTICIPATION IN ATHLETIC AND CO-CURRICULAR ACTIVITIES

To be eligible to participate in Fall and Winter sports, students must have successfully earned 30 credits during the previous school year. This can include credits earned in summer school.

Mid-term exam grades are not used in determining a numeric average. Students must have passing averages in six out of seven subjects at the end of the second marking period in order to participate in a Spring sport.

Students who were ineligible for sports participation during the first semester due to a shortage of credits may become eligible at the start of the second semester, provided the student has passed the equivalent of 30 credits at the conclusion of the first semester.

The academic standards and student eligibility for athletic and co-curricular activities are:

- All pupils are required to abide by the attendance policy adopted by the Clifton Board of Education. You must be in attendance in school on the day of an event, meeting, practice, or game to participate in it later the same day.
- Any student who accumulates three (3) unexcused absences in any one (1) course/subject or a total of ten (10) unexcused absences across all subjects/courses will be immediately ineligible to participate in any interscholastic sport or co-curricular activity for the remainder of the academic year inclusive of any sport or activity in which the student is currently a participant.
- Any student who is suspended from school (in-school, out-of-school, or Saturday suspension) is ineligible to participate in any aspect (practice/game/meeting/event) of an interscholastic sport or co-curricular activity while in a suspended status [suspended status is in effect until the student is signed back into school by the parent(s)]. A suspension administered on a Friday takes effect immediately and influences an individual's ability to participate in any event/game during the weekend following the Friday suspension.
- Athletes must be alcohol and drug free; acquiring, possessing or consuming there of will result in immediate removal from any team, activity and/or competition.

ACADEMIC HONORS

HONOR ROLL

At the end of each marking period, an Honor Roll is compiled and printed and certificates are issued to qualified students.

There are two honor rolls at Clifton High School. The criterion for eligibility is as follows:

DISTINGUISHED HONORS:

90 Average (no academic grade below 85, and no citizenship grade below 3)

HONORS:

85 Average (no academic grade below 80, and no citizenship grade below 3)

NATIONAL HONOR SOCIETY

Membership in the Clifton Chapter of the National Society is based on the following

four criteria:

Scholastic Requirement: Candidates must have a cumulative, un-weighted grade point average of 90.0 or higher. There must be no citizenship grades below a 3. There must be no final failures in any subject.

Character and Leadership Requirements: A list of all candidates who have met the scholastic requirements will be sent to all faculty members and the administration for their approval as to the candidate's character and leadership abilities.

Service Requirement: All candidates must provide evidence of a minimum of three years of school or community service, which will be pro-rated according to the activity.

Candidates who have met all four of the requirements for the freshman, sophomore, and junior years will be issued invitations for induction by the Faculty Advisory Council of the National Society.

In order for a student to retain membership in the Clifton Chapter of the National Honor Society, he/she must retain the same Grade Point Average under which he/she was inducted.

DISTINGUISHED ACADEMIC AWARDS

Each Spring, Clifton High School honors those students who have achieved a 90 average for 3 of the 4 previous marking periods. Any student is eligible to qualify, regardless of their academic realm. Being qualified and invited to this unique celebration is an honor you have earned for you and your family.

ACADEMICS

CURRICULUM FRAMEWORK

Important decisions concerning the choice of subjects face each student when the school program is planned. The curriculum selected should be based on individual capacities, needs and interests. Please note that a major area of guidance is counselor assistance in subject selection. The assigned counselor has information available which provides insight into the student's strengths and weaknesses. The counselor provides facts on individual ability and performance.

Most students should plan to take seven academic subjects and a lunch. Lunch will be assigned to periods 4, 5, 6, or 7.

The master schedule is based on the tally of student requests for subjects after a counselor interview has been scheduled and parental approval has been received. While it is sometimes necessary to make changes in a student's requested schedule because of later subject failure, it is imperative that careful consideration be given to program requests so that a seat will be reserved for the student in the selected class.

REQUESTS FOR CHANGES IN STUDENT SCHEDULES WILL NOT BE GRANTED IN SEPTEMBER. ALL REQUESTS FOR CHANGES MUST BE MADE DURING THE SUMMER MONTHS.

Please Note:

Parents and students should be aware that dropping a subject will result in a final grade of a

“Withdrawn” on a student’s permanent record.

ACADEMIC ACHIEVEMENT GRADE SCALE

A. GRADING SCALE

70 - 100 Passing

0 - 69 Failing

For final grading purposes, Clifton High School has established **five distinct Marking Periods**. These Marking Periods are:

1st Marking Period 20% of final grade

2nd Marking Period 20% of final grade

3rd Marking Period 20% of final grade

4th Marking Period 20% of final grade

5th Marking Period (with combined average scores of Midterm and Final Examinations)
20% of final grade

B. SCHOOL CITIZENSHIP SCALE

1. Commendable	2. Good	3. Satisfactory	4. Needs Improvement	5. Poor
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C. RANKING PROCEDURE

1. Rationale (Weighted Academic Ranking)

- That ranking pupils to assist colleges in the admissions process is in the best interest of students;
- That Clifton High School has an obligation to present its pupils to colleges and employers in the best possible light’
- That a ranking system includes all courses in order to present a representative picture of pupil achievement;
- That courses designated “advanced” require more work than “honors” courses, which require more work than “college preparatory” courses, which require more work than “general” courses and, therefore, that each level above the “basic” level should be given an added weight in the academic ranking system;
- That the added weights to the more demanding courses encourage able pupils to stretch their minds to their greatest capacities by taking the appropriate level courses.

2. Description

At Clifton High School for class ranking purposes only, basic courses will be given the actual grade received while all other courses will be given extra points according to the category.

3. Assignment of Weights by Category

ADVANCED Twelve (12) points will be added to a final numerical grade.

HONORS Nine (9) points will be added to a final numerical grade.

COLLEGE PREPARATORY Six (6) points will be added to a final numerical grade.

BASIC No points will be added to a final numerical grade.

4. SUMMER SCHOOL GRADING PROCEDURE

Those students, who have repeated a course in summer school due to failure or loss of credit as an outcome of the attendance policy, shall have the numeric grade received in the class during the academic year averaged with their current earned grade in summer school. This average shall become their final grade for the course. Permanent records will list Summer School grades. The original failing grade is to be retained on the permanent record.

This average may result in a grade lower than the one received during the year. If once the two grades have been averaged, the student still has not achieved a 70, but has passed the summer school class, the grade for the course will be a 70.

5. COURSE WEIGHT CATEGORIES LEGEND

AP = Advanced Placement	BAS SK = Basic Skills	CP = College Preparatory
MC = Middle College	H = Honors	LE = Ltd. English

LANGUAGE ARTS DEPARTMENT

Course	Level
English I	CP
English I	H
English II	CP
English II	H
English Skills III	BAS SK
English III	CP
English III	H

Course	Level
English IV	BAS SK
English IV	CP
English IV	H
English IV	AP
Creative Writing	CP
Journalism	CP
Speech	CP

VISUAL AND PERFORMING ARTS

Course	Level
Drama I	CP
Drama II	CP
Drama III	CP
Art Workshop	CP
Painting & Drawing	CP
Crafts I	CP
Crafts II	CP
Design Applic.	CP
Studio Art I	H
Studio Art II	AP
History of Art	AP
Concert Choir 9	CP
Concert Choir 10	CP
Concert Choir 11	CP
Concert Choir 12	CP
Madrigals	H
Piano I	CP

Course	Level
Piano II	CP
Piano III	CP
Piano IV	CP
Music Apprec. 9-12	CP
Strings/Orch. 9	CP
Strings/Orch 10	CP
Strings/Orch 11	CP
Strings/Orch 12	CP
Band 9	CP
Band 10	CP
Band 11	CP
Band 12	CP
String Ensemble	CP
Wind Ensemble	CP
Dance I	CP
Dance II	CP
Dance III	CP

MEDIA

Course	Level
Cast I	CP

Course	Level
Cast III	H

Cast II	CP
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SOCIAL STUDIES

Course	Level
World Hist/Cultures	CP
World Hist/Cultures	H
World Hist/Cultures	LE
American Hist. I	CP
American Hist I	H
American Hist I	AP
American Hist I	LE
American Hist II	CP
American Hist II	H
Amer Hist II	AP

Course	Level
American Hist II	LE
A.P. European Hist	AP
Psychology	CP
Psychology	AP
Sociology	CP
Intro to Philosophy	CP
Anthropology	CP
Social Dynamics	CP
US Politics & Law	CP
Economics	CP

WORLD LANGUAGES DEPARTMENT

Course	Level
Spanish I	CP
Spanish II	CP
Spanish III	CP
Spanish III NS	CP
Spanish IV	AP
Spanish I – NS	CP
Spanish II – NS	CP
French I	CP
French II	CP
French III	CP
French IV	AP

Course	Level
French IV	AP
Italian I	CP
Italian II	CP
Italian III	CP
Italian IV	H
German IV	H
ESL Beg, Int, Adv	CP
ESL Skills B, I, A	C
Comm. I	CP
Comm. II	CP

VOCATIONAL EDUCATION DEPARTMENT – BUSINESS

Course	Level
Administrative Technologies(½)	CP
Multimedia Presentations (1/2)	CP
Financial Accounting (1/2 year)	CP
Corporate Accounting (1/2 year)	CP
College accounting	MC
Business Law	CP
Business Management	CP

Course	Level
Cooperative Business Education	CP
Office Work Experience	CP
Financial Literacy (1/2 year)	CP
Computer Literacy (1/2 year)	CP
Web Design for Business	CP
Introduction to Health Careers	CP
Cooperative Marketing Education	CP

VOCATIONAL EDUCATION DEPARTMENT – INDUSTRIAL ARTS/TECHNOLOGY

Course	Level
Desktop Publishing I	CP
Digital Photography	CP
Technical Drafting I	CP
Technical Drafting II	CP
Technical Drafting III	CP

Course	Level
Technical Drafting IV	CP
Power Mechanics Technology	CP
Automotive Technology	CP
Engineering Graphics	CP
Diversified Occupations Work Exp	CP

VOCATIONAL EDUCATION DEPARTMENT – HOME ARTS

Course	Level	Course	Level
Foods and Nutrition	CP	Parenting and Teaching Young Children	CP
Regional Foods USA	CP	Clothing and Fashion	CP

PHYSICAL EDUCATION/HEALTH DEPARTMENT

Course	Level	Course	Level
Family Life 9	G	Physical Education 11	G
First Aid CPR 11	G	Physical Education 12	G
Family Life 12	G	Physical Education/Dance I 9	G
Adaptive Physical Education 9	G	Physical Education/Dance II 10	G
Adaptive Physical Education 10	G	Physical Education/Dance III 11	G
Adaptive Physical Education 11	G	Physical Education/Dance IV 12	G
Adaptive Physical Education 12	G	Chemical Health 9, 10, 11, 12	G
Physical Education 9	G	Driver Safety Education Classroom Instruction	G
Physical Education 10	G	Driver Educator – Simulator 9	G

MATHEMATICS DEPARTMENT

Course	Level	Course	Level
Algebra I 9	CP	Comp Science	CP
Alg. I – 10, 11, 12	CP	Comp. Science II	H
Algebra II 9	H	Comp. Science III	AP
Algebra II 11	CP	Math LE Beginner	BAS SK
Algebra II 12	CP	Math LE Intermediate	BAS SK
Geometry 10	CP	Math Skills 10	BAS SK
Geometry ACC	H	Math Skills 11	BAS SK
Modern Geometry	CP	Math Skills 12	BAS SK
Pre-Calculus 12	CP	Statistics	AP
Pre-Calculus	H	Math Connections Level 4	H
Calculus H 12	H	Math Connections Level 5	H
Calculus	AP	Math Connections Level 6	H

SCIENCE DEPARTMENT

Course	Level	Course	Level
Earth Science	CP	Chemistry I	CP
Geophysical Science	CP	Chemistry I	H
Biology I	CP	Chemistry II	AP, MC
Biology I	H	Physics I	CP
Adv. Biology	AP	Physics I	H
Environ. Science	CP	Physics II	AP, MC
Forensic Science	CP		

MARINE CORPS JROTC

Course	Level
JROTC I	CP
JROTC II	CP
JROTC III	CP
JROTC IV	CP

6. Frequency of Calculations

- Class rank is calculated at the completion of grades 10 and 11, and both the mid-year and the completion of grade 12
- Class rank is cumulative from the beginning of grade 9 through the completion of grade 12.
- Pupils with the same total quality points are ranked at the same level.
- Only students who have been at Clifton High School 4 Semesters are ranked.

7. Selection of Class Valedictorian/Salutatorian

- The valedictorian is the student ranked number one in the General Class Ranking System at mid-year of grade 12 who has been in attendance at the high school for a minimum of four semesters.
- The salutatorian will be the second highest ranked student in the General Class Ranking System at mid year of grade 12 who has been in attendance at the high school for a minimum of four semesters.

HIGH SCHOOL GRADUATION AND ADMISSION REQUIREMENTS OF POST SECONDARY EDUCATIONAL INSTITUTIONS

HIGH SCHOOL GRADUATION REQUIREMENTS

- 130 Credits – 5 credits per course
- Pass the HSPA, Math and Language Arts (with a minimum score of 200 in each content area)

Student's Year of Entry in Grade 9	September, 2008	September 2009	September 2010	September 2011	September 2012
Language Arts/Literacy	20 credits in language arts literacy	20 credits in language arts literacy aligned to the 9-12 standards			

Mathematics	15 credits including Algebra I or the content equivalent	15 credits including algebra I and geometry or content equivalent			15 credits including algebra I, geometry and a third year of mathematics that builds on the concepts and skills
Social Studies	15 credits including satisfaction of N.J.S.A. 18A:35-1 and laboratory/life science or the content equivalent	Same as 2008-09 and 5 credits in world history, and the integration of civics, economics, geography and global content in all course offerings	Same as 2009 with the addition of at least 2.5 credits in financial, economic, business, and entrepreneurial literacy, chemistry, environmental science or physics		
Science					
World Language	At five credits in world languages or health, safety and physical education demonstration of proficiency during each				
Health, Safety and Physical Education	3-4 credits in health, safety and physical education demonstration of proficiency during each year of enrollment—150 minutes weekly				
Technology Literacy	Integrated throughout the curriculum-NJCCCS				
Career Education	5 credits in career education and consumer, family, and life skills or career technical education.				
Additional Electives in the NJCCCS areas	15 credits				
Total Credits Required by Clifton	130	130			

COLLEGE ADMISSIONS TESTING

SAT I

- Multiple Choice, Writing, English, Mathematics and Equations
- Verbal: Vocabulary, Comprehension, Grammar and Writing
- Mathematics: Algebra I & II, Geometry and Equations

SAT II

- One-hour examinations in specific subjects

THE HIGH SCHOOL PROFICIENCY TEST (HSPA)

The High School Proficiency Assessment Exam (HSPA) is a key element of the State Department of Education's program to raise educational standards throughout New Jersey.

The HSPA tests basic skills that New Jersey employers and colleges say too many graduates now lack. By adopting this test as a high school graduation requirement, the Department of Education has publicly declared what New Jersey students are expected to achieve: they must learn how to write a coherent essay, interpret reading passages, and solve the sort of multiple-step math problems they will encounter in real life.

Pupils who do not perform to statewide minimum proficiency levels shall be ineligible to receive a state-endorsed diploma at the end of grade twelve. Such pupils shall be provided with a comprehensive individualized assessment (N.J.A.C. 6:8-3.4) to remedy identified deficiencies and will be assigned to the State Compensatory Education (SCE) remediation program until successful performance is exhibited on statewide tests administered in grade eleven.

For each pupil who performs below state standards on any of the tests by the end of grade eleven, continued placement in SCE will be required, along with an additional evaluation during the mid-point of the twelfth year.

Each spring students in ninth and tenth grade take the high school proficiency test -HSPA-practice tests. Those eleventh and twelfth graders who have not passed one of the HSPA tests: reading, writing, and mathematics, must take them and pass each of them in order to graduate.

A district review panel, selected by the High School Principal, shall review all grade twelve pupils who did not meet the grade eleven proficiency levels to determine if minimum proficiency has been met by the mid-point of grade twelve. The evaluation shall be based on criteria prepared by the New Jersey Department of Education. Recommendations for certification by the review panel of such pupils for graduation shall be submitted to the county Superintendent of Schools for Approval by March 1 of the graduation year.

ADVANCED PLACEMENT

TESTING DATES

2010-2011

AP testing will take place the following weeks, students in the AP courses will receive additional information regarding specific test dates and locations:

May 2-13, 2010

PSAT DATES -

Saturday, October 16, 2010

SAT DATES

U.S. Registration Deadlines

2010-11 Test Dates	Test	Regular Registration Deadline (postmark/submit by)
October 9, 2010	SAT & Subject Tests	September 10, 2010
November 6, 2010	SAT & Subject Tests	October 8, 2010
December 4, 2010	SAT & Subject Tests	November 5, 2010
January 22, 2010	SAT & Subject Tests	December 23, 2010
March 12, 2010	SAT only	February 11, 2011
May 7, 2010	SAT & Subject Tests	April 8, 2011
June 4, 2010	SAT & Subject Tests	May 6, 2011

SAT I PREP COURSE DATES FOR FALL 2010

Course 101: Saturdays 8:00 a.m. – 12:00 p.m.

- September 11, 18, 25
- October 2, 9, 16, 23, 30

Course 102: Evenings 7:00 p.m. – 9:00 p.m.

- September 14, 16, 20, 23, 27, 30
- October 15, 7, 12, 14, 19, 21, 26, 28
- November 1, 3

Course 201: Saturday's 8:00 a.m. – 12:00 p.m.

- September 25
- October 2, 9, 16, 23, 30
- November 6, 13, 20

Course 202: Evenings 7:00 p.m. – 9:00 p.m.

- September 27
- October 5, 7, 12, 14, 19, 21, 26, 28
- November 1, 3, 9, 11, 16, 18, 30
- December 2

SAT I PREP COURSE DATES FOR SPRING 2011

Course 101: Saturday's 8:00 a.m. – 12:00 p.m.

- January 8, 15, 22, 29
- February 5, 12, 26
- March 5

Course 102: Evening's 7:00 p.m. – 9:00 p.m.

- January 11, 13, 18, 20, 25, 27
- February 21, 3, 7, 10, 15, 17
- March 1, 3, 8, 10

Course 201: Saturdays 8:00 a.m. – 12:00 p.m.

- February 5, 12, 26
- March 5, 12, 19, 26
- April 2, 16, 30

Course 202: Evenings 7:00 p.m. – 9:00 p.m.

- February 7, 10, 15, 17
- March 8, 10, 15, 17, 22, 24, 29, 31
- April 5, 7, 18, 20, 26, 28
- May 3, 5

COMMENCEMENT REQUIREMENTS

DISCIPLINE

Students assigned to Out-of-School Suspension, Detention After School Hours, and/or Saturday Detention for more than ten days during the current school year will not be permitted to attend the prom or any commencement activity.

The Prom

Please note attendance at the prom is a privilege, not a right. Any student may be eliminated due to extreme issues with discipline or issues of extreme indiscretion that may require disciplinary action.

Seniors may submit for an early excuse for the day of the prom. All seniors will be dismissed at 12:08 on that day, unless their assigned schedule denotes an earlier dismissal. Proper documentation must be provided. All student must attend school for 4 hours (per state law) in order to be considered legally present so they may attend a school activity at night.

Also, while at the prom, proper decorum and discretion in regards to attire and behavior must be observed. The prom is a drug free and alcohol free event. Students who fail to comply will be severely disciplined.

Days Following The Prom

For the week immediately following the prom, seniors and all CHS students attending the prom will be required to document absence with a physician's note that will be confirmed by telephone.

Attendance Agreement

Parents and students will be required to sign a sheet indicating their understanding of the attendance and behavioral requirements for the prom, as well as the penalties for noncompliance.

Pranks

Pranks of any kind are not acceptable. They upset, disrupt, endanger people and interrupt the educational process. Pranks will be dealt with seriously with appropriate discipline and possible arrest.

Penalties for Violation of Attendance Requirement

Seniors absent from school during the week following the prom who are unable to submit an acceptable physician's note will not be permitted to participate in graduation. Established disciplinary action on attendance violations will be taken for seniors and underclassmen. **“SENIOR CUT DAYS” ARE NOT ACCEPTABLE.** Do not get involved. Be in school every day and avoid the type of behavior which has inherent penalties attached that you may very much regret. Students involved with “Senior Cut Days” will not be permitted to attend graduation ceremonies.

Academic Eligibility

Students who have not earned the required number of credits (130) to be awarded a high school diploma will be barred from participating in the June commencement.

Project Graduation

Attendance at Project Graduation is solely for seniors who will graduate on the field in **June**. Unfortunately, seniors graduating in August **will not be permitted** to participate in this event.