

Blue Knights Academy

Alternative High School



Student Handbook

Hubert Ato-Bakari Chase, Principal

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Irvington, NJ 07111

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Irvington Public Schools



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Principal's Message

“Education is the passport to the future, for tomorrow belongs to those who prepare for it today.”

Those prophetic words spoken by Malcolm X address the need, goal and purpose for education and the commitment I make to you. Thus I greet you and welcome you to the 2019-2020 School Year at the Blue Knights Academy where you will be engaged, empowered and inspired to achieve greatness. The mission is to ensure you achieve graduation, achieve college admission, achieve career building skills and achieve social-emotional skills. We have high expectations for you at Blue Knights Academy and will hold you to a standard of excellence. As Administration, Teachers and Staff members, our commitment is to ensure you are prepared academically, socially and emotionally for the challenges of life. However, our aim is not just to prepare you but to equip you with the tools, skills and knowledge to transform your life.

Your commitment should be to focus and work diligently to achieve your highest potential. It is important that you review this student handbook regularly. It will guide, assist, and inform you about our rules, expectations, and procedures.

You may also peruse this guide for a summary of course offerings, graduation requirements, attendance policies, and more. If you have any questions about its contents, please feel free to discuss it with your teacher, guidance counselor, administrator, or parent. I look forward to contributing to your successful school year!

Mission

Blue Knights Academy is committed to the idea that all students can be transformed into lifelong learners. The mission is to motivate, educate and empower every student to achieve academic success, social responsibility and emotional maturity.

Vision

The Vision of Irvington Blue Knights Academy is to become a model of Excellence in Alternative Education relative to three areas:

- A. Student Achievement
- B. Student Attendance
- C. Student Behavior

Motto

Make It Count

BKA PLEDGE

1. In BKA we greet each other every day with a smile and a handshake to strengthen the relationship between us.
2. In BKA we honor and respect each other and so we address one another with proper language and speech.
3. In BKA we value the space of ourselves and others and are careful not to intrude on or injure each other.
4. In BKA we are mindful of what is true and strive to be honest in word and deed.
5. In BKA we treasure our rich culture and we hold the culture of all people in high regard.
6. In BKA we strive to reflect our beauty both inwardly in our understanding and outwardly in our appearance.
7. In BKA we pledge to uphold these standards daily.

Blue Knights Academy
School Bell Schedule
(Regular M,W,TH,F)

Teaching Staff Arrival: 8:45am

Period	Time	Activity
1 st Period Convocation	9:00-9:10am	10 Minutes Breakfast
2 nd Period	9:12-9:57am	45 Minutes
3 rd Period	9:59-10:44am	45 Minutes
4 th Period	10:46-11:31am	45 Minutes
5 th Period	11:33-12:18pm	45 Minutes
6 th Period	12:20-1:03pm	45 Minutes
7 th Period	1:06-1:51pm	45 Minutes
8 th Period	1:53-2:38pm	45 Minutes
9 th Period	2:40-3:25pm	45 Minutes
After-School Activities	3:30-4:30pm	Except Tuesdays

Teaching Staff Dismissal: 3:40pm

School Bell Schedule
(Tuesdays)

Period	Time	Activity
1 st Period	9:00-9:44am	45 Minutes
2 nd Period	9:46-10:30am	45 Minutes
3 rd Period	10:32-11:14am	45 Minutes
4 th Period	11:16-12:00pm	45 Minutes
5 th Period	12:02-12:46pm	45 Minutes
6 th Period	12:48-1:32pm	45 Minutes
7 th Period	1:34-2:18pm	45 Minutes
8 th Period	2:20-3:04pm	45 Minutes
9 th Period/Convocation	3:06-3:25m	45 Minutes

Half-Day Schedule

Period	Time
Convocation	8:21-8:30am
1 st Period	8:32-9:04am
2 nd Period	9:06-9:38am
3 rd Period	9:40-10:12am
4 th Period	10:14-10:46am
6 th Period	10:48-11:23am
7 th Period	11:25-11:57am
8 th Period	11:59-12:30pm

Delayed Opening Schedule

Period	Time
Convocation/1 st Period	10:00-10:13am
2 nd Period	10:15-10:52am
3 rd Period	11:33-12:10pm
4 th Period	12:12-12:49pm
5 th Period	12:51-1:28pm
6 th Period	1:30-2:07pm
7 th Period	2:09-2:46pm
8 th Period	2:48-3:25pm

DELAYED OPENING ADDITIONAL INFORMATION:

1. Students should not arrive prior to 10:00 a.m. Due to weather conditions, which caused the delayed opening, there will be limited supervision available for students.
2. Students must be ready to board the school bus at the exact time indicated by the transportation carrier.

3. All before school programs will be cancelled.
4. Please do not call the Fire Department or Police Department for delayed opening information.
5. The staff storm chains for the District and each school will be activated to announce the delayed opening.

SCHOOL CLOSING The following stations have coverage of school closings: WNJR 1430 AM, WOR 710 AM, WINS 1010 AM and Channel 36. The town siren will be sounded at 6:45 a.m. with a single blast. Additional coverage will be provided by News12 New Jersey.

LATE/TARDY POLICY:

Students are expected to arrive on time and be prepared for learning. The Tardy policy will be strictly enforced:

- 8:50-9:00am Doors open, students may arrive
- 9:00-9:10am Any student arriving after 9am will be marked Tardy, must obtain a late pass and Proceed to class.
- 9:10-9:20am Any student arriving after 9:10am will be marked Tardy, must obtain a late pass Any proceed to class. The student must make up the time after-school in Repair Attitude class. The student will be required to stay for the time that they were late. (For example, A student arrive at 9:15am, must complete an R.A. class for 15 minutes.
- 9:20- Any student who arrives after 9:20am must be signed in by a parent/guardian or have a verifiable note explaining the reason for lateness. If a student does not have a note, or is not properly signed in, the student will not be granted entry into the building.

High School Graduation Requirements

I. CREDITS: A total of 125 Credits are needed to graduate high school

English	4 years	20 credits
Mathematics	3 years	15 credits
Science	3years (4 years for college entry)	15 credits
Social Studies	3years (includes 1 World History And 2 years of U.S History)	15 credits
Physical Education And Health	4 years	20 credits
World Language	1 year (2 years for college entry)	5 credits
Visual, Performing Practical Art	1 year	5 credits
Financial, Economic Or Business Literacy	.5 year(1/2 year)	2.5 credits
Electives	4 years*	22.5 credits

Total **125 credits**

*Elective credits can be satisfied by taking courses beyond the required amount in all subject areas including Visual & Performing Arts, Career Education & Consumer, Family, and Life Skills, and World Language.

II. DEMONSTRATE PROFICIENCY ON A STATE APPROVED EXAM:

For the 2019-2022 classes, the following pathways are accepted by the New Jersey Department of Education. In order to meet the high school assessment graduation requirements in both ELA and Mathematics a student must do either one of the following:

1. Demonstrate proficiency in ELA 10 and Algebra 1 on the NJSLA exam.
2. Demonstrate proficiency in ELA and Math by meeting the desired score on the:
 - SAT/ACT
 - ASVAB
 - Accuplacer
3. Demonstrate proficiency in ELA and Math by submitting, through the district, a student portfolio appeals to the NJDOE.

For more information, visit assessment@doe.nj.gov

NON-CREDIT STATUS:

NON-CREDIT IS THE RESULT OF MORE THAN 18 UNEXCUSED ABSENCES. NON-CREDIT DUE TO EXCESSIVE ABSENTEEISM RESULTS IN A REPEAT OF REQUIRED COURSES IN THE FOLLOWING SCHOOL YEAR. (See Attendance Policy for additional information regarding excused absences)

Summer School participation is offered to students at the discretion of the administration. A maximum of only 10 credits (2 courses) can be obtained during Summer School. Students on non-credit will not be permitted to attend summer school

Minimum Credit Requirements for Promotion:

To Grade 10 - 25 credits

To Grade 11 - 55 credits

To Grade 12 - 85 credits

Graduation - 125 credits

Blue Knights Academy

Dress Code Policy

All students of the Irvington Blue Knights Academy are required to adhere to the school's dress code policy. Failure to do so will result in disciplinary action. Students are also expected to remain in their proper dress code throughout the duration of school hours.

Uniforms Young Men:

- Shirts:** A. Polo-style shirts: Solid White or Navy Blue only.
B. Button-up shirts: Solid White or Navy Blue only.

- Pants:** A. Khaki or Navy Dockers-style slacks with a belt.
B. Khaki or Navy Shorts. (**Must be knee length**)

Uniforms Young Ladies:

- Shirts:** A. Polo-style shirts: **Solid White or Navy Blue only**
B. Button-up shirts and blouses: Solid White or Navy Blue only

- Pants:**
A. Dockers-style: Khaki or Navy Blue only: (**Cannot be "skinny" or tight fitting pants**)
B. Shorts, Skirts, Skorts, and Jumpers: Khaki or Navy Blue only. (**Cannot be more than 2 inches above the knee**)

Both:

Sweaters:

- A. Solid White or Navy Cardigan Sweater
- B. Solid White or Navy V-Neck or Crewneck Sweater
- C. Solid White or Navy Sweater Vest
- D. Solid White or Navy Fleece Sweater

Optional:

- A. Navy Blue Blazer
- B. Navy Blue Tie

Note: BKA uniforms will be Navy Blue or White Tops with Khaki or Navy Blue bottoms. NO EXCEPTIONS.

Dress Code Policy (Continued)

Footwear:

All Shoes must be securely fastened. Clogs, Flip-Flops, Bedroom Slippers, Athletic Slippers or any Sandals that do not securely fasten are strictly prohibited.

Headwear:

Head covering is allowed **only** for students who are required to cover the “hair/head” for **religious beliefs**. Special needs or extenuating circumstances to wear head coverings must be requested in writing by a parent or guardian and approved by administration.

Sizing:

Clothing must be sized to fit the student. Pants should fit appropriately and should be neither too tight nor too loose. Shirts should be the appropriate size and should not extend the hip. Skirts and Shorts should not be shorter than Knee length.

The school dress code will:

- Enhance school safety
- Promote school pride
- Create a sense of unity amongst students
- Improve the learning environment
- Promote good behavior
- Improve children’s self-respect and self-esteem
- Provide cost savings for families

Violations:

Only the items on this list are permitted to be worn as part of the Dress Code Policy. Violations of this policy will result in the student receiving disciplinary action.

Attendance Policy

In order to establish an atmosphere, which enables the student to achieve his/her best academically and thereby meet graduation requirements, it is essential that satisfactory attendance be maintained. Attendance records are based on presence in the first class of the day or as the schedule warrants. The entire process of education requires regular continuity of instruction, classroom participation, learning experiences and study. While this policy allows for up to eighteen (18) absences during the year, it should be understood that students are expected to be in school at all times unless physically unable to attend. This policy should not be misconstrued as an invitation to miss eighteen (18) days of school. Absences from school and

being late to school are part of a student's permanent record. These absences are sent to colleges or employers upon request. Absence is defined as non-attendance in regular classes and assigned locations. Absence from school is either 29 excused or unexcused. Students who accumulate more than eighteen (18) absences or more from any assigned course during the school year will be placed on non-credit status. Students placed on non-credit status for courses accumulating more than eighteen (18) absences will not receive any credit points for assigned courses.

The following are excused absences:

- School sponsored activities.
- School suspensions
- Religious holidays as defined by the NJDOE.
- Funerals provided proper documentation is submitted.
- Court appearance provided proper documentation is submitted.
- Driver's test/ permit with verification and proper documentation.
- Interviews with a prospective employer or with an admissions officer of an institution of higher education.
- Absences covered by a doctor's note. All notes must be an original document on letterhead and signed by a doctor.

All documentation must be submitted to students' administrator within 5 days of the students return to school whereby the student will receive a pass to show teachers that they were excused. The student will have an opportunity to make up missed assignments within the allotted make up time. Failure to adhere to the above may result in an unexcused absence. Students who are habitually absent will be referred for review by family court. An unexcused absence is generally defined as an absence for any reason not listed above. Truancy is defined as an absence from all or part of the school day without knowledge of the pupil's parents or guardians. It generally takes the form of an unexcused absence. Students with an unexcused absence from school may not participate or attend extracurricular activities that day.

STUDENT CONDUCT
THE EDUCATIONAL CONTRACT
PARENTS' RIGHTS AND RESPONSIBILITIES

When a parent or guardian registers a child for school, that registration document becomes the official and binding educational contract between the parent and the school district. The parent is obligated to send the student to school and the school district is obligated to provide the student with an education through grade twelve (12). This educational contract is not completed until the child is graduated from grade twelve. The contract can be terminated only by official withdrawal or removal from the school district. As the official client of the school district, the parent is entitled to all the rights and is bound by all responsibilities of the educational contract.

Those rights include:

1. The right to know the progress of the student.
2. The right to have access to the records of the student.
3. The right to confer with the school district personnel regarding the performance of the student.

The responsibilities include:

1. The responsibility to see that the student attends school every day.
2. The responsibility to see that the student abides by all the rules and regulations of the school district.
3. The responsibility to confer with school district personnel regarding the performance of the student.

STUDENTS' RIGHTS AND RESPONSIBILITIES

Students have a right to a free and full education through high school in the State of New Jersey from ages five through twenty, unless they graduate before that age. They are required by law to regularly attend an approved educational institution until the age of 16. Students may not be asked to leave school merely because they have reached 16 years of age as long as they are fulfilling their responsibilities as students, as outlined in the student handbook. These responsibilities also require students to follow and complete the course of study prescribed by the Board of Education. If it is determined that students are not fulfilling their responsibilities as students, they are subject to appropriate disciplinary action. Students who have reached 16 years of age and do not attend school regularly may be dropped from the rolls as outlined by the attendance policy.

THE SCHOOL EXPECTS STUDENTS TO:

- Treat teachers, school officials, and each other with courtesy and respect.
- Report to school and all classes on time.
- Report prepared and ready to work.
- Attend all classes and complete assignments.
- Comply with all school rules.
- Set positive goals and strive to achieve them.
- Commit themselves to obtaining a high school diploma

ELECTRONIC DEVICES:

Digital music players, radios, beepers, CD or cassette players, laser devices, and **electronic communication devices (cellphones) are not permitted during school hours and should be powered off. Students are not permitted to wear headphones or earpieces during school hours. Visible electronic devices will be confiscated.** Students and parents understand that such items are brought to school at the students' own risk, and the school will not be liable for lost, stolen or confiscated electronic devices.

ELECTRONIC SURVEILLANCE AND RECORDING:

The School building has been equipped with electronic surveillance and recording equipment. Any student committing an infraction of the code of conduct as observed on these electronic devices will be subject to discipline as prescribed in the code of conduct.

HALL PASSES:

Students are not permitted in the hallways without a designated floor/hall pass from a staff member. No floor/hall passes will be issued during the first or last 10 minutes of a class period. Students must remain on the floor indicated on their pass unless another destination is indicated. Students must also seek and receive permission from the teacher of their scheduled class prior to missing any portion of class. Students who solicit passes from other teachers, personnel, and counselors, without prior approval, may find those passes unacceptable to the scheduled teacher. Students who are repeatedly late may face disciplinary action including being placed on a pass restriction that would only allow them to leave a classroom for emergency purposes.

BEHAVIOR OFF OF SCHOOL GROUNDS

Students are subject to disciplinary action for behavior that occurs off school grounds, if the behavior interferes with the normal operation of the school. Therefore, a student who is involved in a physical altercation off school grounds could receive a suspension.

DESTRUCTION OF SCHOOL PROPERTY

The walls in the building, furniture in the classrooms, the auditorium, the library, the lunchroom, text books, lavatories, and all other fixtures and equipment are provided by the Irvington Board of Education in cooperation with the State of New Jersey. Every student shall refrain from defacing or destroying school property. If a student is observed defacing or destroying school property, he/she will receive a suspension. Parents are liable for damages caused by their children.

NJ ZERO TOLERANCE 18A:37-8.

Any pupil who is convicted or adjudicated delinquent for possession of a firearm or a crime while armed with a firearm or found knowingly in possession of a firearm on any school property, on a school bus, or at a school sponsored function shall be immediately removed from the school's regular education program pending a hearing before the local board of education to remove the pupil from the regular education program for a period of not less than one calendar year subject to modification on a case-by-case basis by the Superintendent.

HARASSMENT, INTIMIDATION, AND BULLYING POLICY

The Irvington Public School District will enforce a Harassment, Intimidation, and Bullying Policy in compliance with New Jersey State law P.L. 2010, Chapter 22.

The Harassment, Intimidation, and Bullying Policy prohibits any gesture, any verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated by any 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, that takes place on or off school grounds that substantially disrupts or interferes with the orderly operation of the school and/or the rights or others.

Likewise, the incident or series of incidences could result in actual or potential physical or emotional harm to the pupil or his/her property and/or creates a hostile educational environment that interferes with learning. All reported incidents of harassment, intimidation, or bullying will be investigated by administration and handled appropriately in accordance with state law. All bystanders will be subject to investigation and remedial/disciplinary action. Bystanders enable HIB behavior by encouraging a bully to physically attack a student, spreading rumors, or shunning a student who has been ostracized by a group. Any student or students who retaliate against the individual who reported the original HIB incident or who falsely accuses an individual of HIB will be subject to administrative action. All reported cases of HIB are to be referred to the building Principal or designee. Reports can be made in person, via district form posted on the website, or anonymously via phone call, email, or letter. Cases will be investigated by the School Anti-Bullying Specialist, reviewed by the Office of the Superintendent of Schools, and reported in closed session to the Board of Education each month.

SUSPENSION:

The Board of Education policy states that any student who is suspended three times in a given school year is subject to being expelled from school. Students who are suspended for non-violent or non-criminal actions may be suspended at the end of the school day. A student who presents a danger to persons or property may be immediately suspended and removed from the school following an informal hearing. An informal hearing is a meeting with an administrator, the parent/guardian and the student to inform the student of the charges, and give the student a chance to reply to the charges. While on suspension, and during the term of the suspension, a student may not participate in any school sponsored activity or interscholastic and intramural sports and functions. Students serving out of school suspension are not allowed on the school grounds for any reason without the express permission of the principal and may face trespassing charges with the police.

HOME FOR PARENT:

Students who are given an HFP (Home For Parent) or a suspension must surrender their ID card to the administration. The ID card will be returned only after a “re-admit conference” with the

HOME FOR PARENT CONTINUED:

parent/legal guardian and upon completion of a re-admit slip. Students must be readmitted to school by the Principal after serving their suspension.

Students will only be readmitted if accompanied by the parent/legal guardian. All make-up work is the responsibility of the suspended student.

CONDUCT VIOLATIONS & CONSEQUENCES

Examples of Conduct Violations	Definition	Minimum Level	Maximum Level
Chronic Lack of Supplies	Repeatedly reporting to class without necessary materials such as books, physical education attire, supplies, etc.	1	2
Cutting Class	Failing to attend scheduled class and/or arriving to class at least ten (10) minutes beyond the scheduled start time without a valid pass.	1	3
Defacement of School Property	Participating in activity that results in substantial destruction or disfigurement of school property that is not the result of accidental behavior.	1	3
Dishonesty / Forging /Cheating	Delivering message that is untrue (verbal or written), producing a forged school document (e.g., pass), turning in academic work produced by other students as their own, plagiarizing/cheating.	1	3
Disruption	Causing an interruption in a class or activity which may include sustained loud talking, yelling or screaming, making noises with materials; horseplay or rough-housing, and/or sustained out-of-seat behavior.	1	3
Entering School Grounds Without Permission	Trespassing on school property during or outside of regular hours of building operation and/or during out of school suspension without permission.	1	3
Failure to Comply with Administrative Detention	Failing to attend administrative detention, arriving more than ten (10) minutes after the scheduled start time, or leaving administrative detention without permission.	1	3
Failure to Comply with Teacher Detention	Failing to attend teacher detention, arriving more than ten (10) minutes after the scheduled start time, or leaving teacher detention without	1	2

	permission.		
Food Fighting	Deliberately throwing food or beverages	2	3
Gang Related Activity	Wearing of clothing or jewelry associated with a gang and/or using written, verbal or gestures that are symbolic of gang signs, or other indicators of gang related activity.	1	4
Harassment / Intimidation / Bullying	Intentionally delivering threatening messages, real or implied, (verbal, gestural, or textual) to another person with the intent of causing hurt or harm, or which has the effect of causing a disruption to the orderly operation of the school.	1	4
Inappropriate Dress	Dressing in a manner that interferes with the teaching and learning of others. Students must wear appropriate attire as determined by administration.	1	2

*(Level 1 – Conference) (Level 2 – Intervention) (Level 3 –Suspension Short term 1-4 days/long term 10 days – pending expulsion hearing) (Level 4 – Expulsion) Refer to pages 53-56 for definitions of levels.

CONDUCT VIOLATIONS & CONSEQUENCES

Examples of Conduct Violations	Definition	Minimum Level	Maximum Level
Lacking Supervision /Loitering	Wandering in the hallway without permission; leaving a designated area without permission or supervision; remaining in the hallway after allotted transition time; and/or if a student is in an unauthorized area of the building without permission (e.g., storage room).	1	3
Loitering Outside Other Schools	Lingering or idling aimlessly in front of Irvington High School or another school, especially during dismissal (2:45pm-3:15pm)	1	3
Leaving Class Without Permission	Leaving class without permission.	1	3
Misuse of School Equipment	Using school equipment without permission and/or without following instructions.	1	2
Non-compliance / Defiance / Disrespect	Refusing to follow directions, talking back, or engaging in socially rude interactions toward staff and/or students that include negative verbal statements or gestures.	1	3
Obscene / Inappropriate Language / Materials	Verbalizing or writing messages, and/or making gestures that include swearing, name calling, profanity, and/or explicit messages of a violent nature.	1	3
Physical Aggression	Delivering actions that involve substantial physical contact toward another where injury may occur (e.g. hitting, punching, hitting with an object, kicking, hair pulling, scratching, etc.).	2	4
Possession or Use of Tobacco Products	Possessing or using tobacco products while on school property or in attendance at school sponsored events.	1	4
Possession of Unsafe	Possessing an item that can potentially place them or others at risk for injury. Examples include sharp	1	3

Objects / Materials	objects, items that may be construed as weapons and toxic substances. This definition applies even if the student has not used the item in an unsafe manner or has not threatened to use the item. Devices that contain combustible material (snaps, “stink bombs”, jumping jacks, firecrackers)		
Sexually Inappropriate Activity or Behavior / Gestures / Materials	Verbalizing, writing, texting or ‘sexting’ messages, and/or making gestures that include pornographic content, mature themes, inappropriate touching, solicitation, and/or explicit messages of a sexual nature.	1	4
Theft	Removing someone else’s property without that person’s permission. (Student may have said item or may have passed identified item on to another).	1	3
Tardiness to Class	Failing to arrive to class at the scheduled start time without a pass or permission.	1	2
Tardiness to School	Failing to arrive to school at the scheduled start time and/or arrives late to school without permission.	1	2
Throwing Objects	Deliberately throwing or tossing objects.	1	3
Truancy	Failing to report to school without prior permission, knowledge or excuse by the school or parent. Leaving school without permission.	1	2
Use of an Electronic Device	Using personal electronic devices such as a cell phone, MP3 players, image recorder, or electronic entertainment device at any time on school property without the expressed written permission of the school principal or noted in the IEP.	1	2

*(Level 1 – Conference) (Level 2 – Intervention) (Level 3 –Suspension Short term 1-4 days/long term 10 days – pending expulsion hearing) (Level 4 – Expulsion) Refer to pages 53-56 for definition of levels.

LAW RELATED VIOLATIONS & CONSEQUENCES

Examples of Conduct Violations	Definition	Minimum Level	Maximum Level
Arson	Intentionally starting, or attempting to start a fire or combustion.	3	4
Assault	Causing or attempting to cause bodily injury to another person. Assault includes an attempt by physical menace to put another in fear of imminent serious bodily injury.	3	4
Bias Incident	Acting, at least in part, with ill will, hatred or bias with a purpose to intimidate an individual or group of individuals because of race, color, religion, gender, sexual orientation or ethnicity.	1	4
Bombs/Explosives	Possessing or using a device containing combustible material and/or a fuse, including fireworks.	3	4
Burglary	Unauthorized entering into a school District building (unoccupied) with the intent of committing a criminal act when the building is closed to the students and the public.	3	4
Computer Violations	Stealing computer hardware or software,	3	4
	reproducing unauthorized information (fraud),	3	4
	viewing or obtaining pornography or sexually explicit materials,	3	4
	introducing computer viruses,	3	4

	threatening /menacing,	1	4
	sending or receiving hate materials,	1	4
	committing a bias offense,	1	4
	harassing, ‘sexting’ (sending sexually explicit messages/photos electronically).	2	4
Disorderly Conduct	Behaving in a violent or seriously inappropriate manner which disrupts the educational process. (NOTE: This category is used when the police are called to cite a student for extreme disruption).	3	4
Drug/Alcohol/Chemical Use (NJSA 18A:40A-12(a))	Using any controlled substance, intoxicant or alcohol or substance alleged to be a drug regardless of its content. (Mandated HSSC Intervention)	2	4
Drug/Alcohol/Chemical Possession (NJSA18:40-1011;NJAC:29-6.3(c) (2))	In possession of any controlled substance, alcohol or intoxicant includes transfer of a prescription drug or substance alleged to be a drug regardless of its actual content. (Mandated HSSC Intervention)	3	4
Drug/Alcohol/Chemical Sale/Distribution(NJSA 18:40A-10, 1NJAC:29-6.3(c) (2))	Selling of any controlled substance, alcohol, intoxicant or Prescription drug or substance alleged to be a drug regardless of its actual content. (Mandated HSSC Intervention)	4	N/A
Possession of Drug Paraphernalia:	In possession of pipes, rolling papers, needles or other paraphernalia.	3	4

*(Level 1 – Conference) (Level 2 – Intervention) (Level 3 –Suspension Short term 1-4 days/long term 10 days – pending expulsion hearing) (Level 4 – Expulsion) Refer to pages 53-56 for definition of levels.

LAW RELATED VIOLATIONS & CONSEQUENCES

(Police may be called.)

Examples of Conduct Violations	Definition	Minimum Level	Maximum Level
Extortion	Using threats or intimidation to demand money or something of value from another.	3	4
False Fire Alarm/ Bomb Threat	Reporting a fire to school or fire officials or intentionally setting off a fire alarm or fire extinguisher without a reasonable belief that a fire exists or making statements that a bomb is on the premises.	3	4
Gambling	Playing any game of skill or chance for money or anything of value.	1	4
Robbery	Taking property from a person by force, violence or threat of immediate bodily injury.	2	4
Sexual Assault/ Offenses	Participating in intentional sexual contact of a harmful or offensive nature.	3	4
Terrorist Threats	<p>a.) Committing a crime of violence with the purpose to terrorize another or to cause evacuation of a building, place of assembly, or facility of public transportation, or otherwise to cause serious public inconvenience.</p> <p>b.) Threatening to kill another with the purpose of putting him in imminent fear of death under circumstances reasonably causing the victim to believe the immediacy of the threat and the</p>	3	4

	likelihood that it will be carried out (Both of these terrorist threats are crimes of the third (3rd) degree.		
Stealing/Extortion/Fraud	Unlawful taking and carrying away of property belonging to another person with the intent to deprive the lawful owner of its use.	3	4
Threatening/Menace	With criminal intent, the act of threatening to strike, attack or harm any person in school or at any sponsored or supervised activity, including the use of internet websites and electronic devices.	2	4
Vandalism/Graffiti	Willfully or maliciously destructing or defacing public or private property belonging to another. Parents/guardians will be held liable for damages and the district will seek appropriate restitution.	2	4
Weapons & Dangerous Instruments	Possessing or using an instrument that can cause bodily harm.; including mace, knives, razors, clubs, metal knuckles, nunchuks, laser lights, or any other object used or intended to be used to inflict bodily harm.	3	4

*(Level 1 – Conference) (Level 2 – Intervention) (Level 3 –Suspension Short term 1-4 days/long term 10 days – pending expulsion hearing) (Level 4 – Expulsion) Refer to pages 53-56 for definition of levels.

LAW RELATED VIOLATIONS & CONSEQUENCES

(Police may be called.)

Examples of Conduct Violations	Definition	Minimum Level	Maximum Level
Firearms	<p>Possessing, using, or threatening to use a firearm on school property, on a school bus or other contracted transportation service, or at a school sponsored function.</p> <p>A firearm is defined as any handgun, rifle, shotgun, machine gun, automatic or semi-automatic rifle, or any gun, device or instrument in the nature of a weapon from which may be fired or ejected any solid projectable ball, slug, pellet, missile or bullet, or any gas, vapor or other noxious thing, by means of a cartridge or shell or by the action of an explosive or the igniting of flammable or explosive substances. It shall also include, without limitation, any firearm which is in the nature of an air gun, spring gun or pistol or other weapon of a similar nature (including BB guns and pellet guns) in which the propelling force is a spring elastic band, carbon dioxide, compressed or other gas or vapor, air or compressed air, or is ignited by compressed air, and ejecting a bullet or missile smaller than three eights of an inch in diameter, with sufficient force to injure a person.</p>	4	N/A
Other Pellet Guns & BB Guns	<p>Possessing, using, or threatening to use a pellet gun, BB gun, or any other facsimile thereof, which ejects a projectile of three-eighths (3/8) of an inch or more in diameter, on school property, on a school bus or other contracted transportation service, or at a</p>	3	4

	<p>school sponsored function</p> <p>A pellet gun is defined as a gun which uses compressed air or carbon dioxide to propel a projectile.</p> <p>A BB gun uses the same compressed air or carbon dioxide to propel a copper plated sphere, known as a BB.</p>		
Paintball Guns	<p>Possessing, using, or threatening to use a paintball gun on school property, school buses or other contracted transportation services. Paintball guns use compressed air to propel large diameter paint filled projectiles.</p>	3	4
Toy Guns and Imitation Firearms	<p>Possessing, using, or threatening to use a toy gun or imitation gun on school property, school buses, or other contracted transportation services.</p>	1	4

*(Level 1 – Conference) (Level 2 – Intervention) (Level 3 –Suspension Short term 1-4 days/long term 10 days – pending expulsion hearing) (Level 4 – Expulsion) Refer to pages 53-56 for definition of levels.

Criteria for Returning to Irvington High School

Be enrolled at the Blue Knights Academy for a minimum of two consecutive cycles (1semester) and demonstrate the following for two consecutive cycles:

- Average fewer than 3 unexcused absences per month
- Discipline Record free of major infractions (Suspensions, HFP, etc.)
- Grades of “C” or higher in all attempted courses

Students on Academic Probation

To remain enrolled the Irvington Blue Knights Academy and to avoid being dropped from register, the following criteria must be met for the duration of the school year:

- Fewer than 18 cumulative absences
- Credits must be earned for the year
- Discipline record free of major infractions

Phone Directory
973-399-6871

973-399-6871 Ext: 2604
973-399-6871 Ext: 2601
973-399-6879 Ext: 2611
973-399-6879 ext: 2607

BKA Main Office
BKA Principal's Office
Guidance Office
Nurse's Office

Blue Knights Academy Cellphone and Electronic Device Policy

In order to maintain a safe and orderly learning environment the following policy regarding cellphones will be enforced beginning in the 2017-2018 school year.

1. All students upon entering the building will turn off all cellphone/electronic devices and put them away on their person.
2. Students will only be permitted to use their electronic devices during the lunch period. Students cannot play music loudly; take pictures or videos using their electronic devices.
3. If any electronic device is visible outside of the cafeteria, that device is subject to being confiscated and turned into the Principal or designee.
4. Upon leaving for the day, students will retrieve their confiscated electronic devices from the Principal or designee.
5. Failure to comply with this policy will result in disciplinary action up to and including suspension and or dismissal from the program.

Signature below indicates acknowledgement of this policy.

By signing you indicate you have read and acknowledge the Blue Knights Academy Cellphone/electronic device policy.

Name

Signature

Date