

Rae Kushner Yeshiva High School

ישיבה תיכונית בית יוסף



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Phone: 862-437-8000

www.jkha.org

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WELCOME FROM THE HEAD OF SCHOOL

Dear Students,

Welcome to an exciting year of learning, discovery and exploration. As a student in Rae Kushner Yeshiva High School, you will have many opportunities to engage in the process of learning that will help you broaden your perspective, challenge your assumptions, and enrich your lives.

Learning takes place in the classroom, during co-curricular activities and social engagements. Although your teachers will encourage you to reflect upon and learn from your academic and co-curricular experiences in school, learning is ultimately your responsibility and privilege. We urge you to take advantage of every opportunity offered to you at school. We are confident that our well-developed curriculum and broad array of co-curricular opportunities will challenge and inspire you.

Your faculty, advisors and administrators are deeply invested in your educational experience at RKYHS. Seek them out, learn from their wisdom and benefit from their commitment to you. Contribute to our school community wherever possible.

The Student Handbook carefully delineates and describes our educational program, our expectations, and our responsibility to you to maintain a healthy and vibrant school environment. That environment will support your learning and preserve the integrity of our Yeshiva. Please read the Handbook carefully and discuss it with your teachers and parents. By partnering with you to create a positive school culture, we are building a community that will promote intellectual growth and emotional maturity.

I am eager to get to know you and to help support your journey through high school. I encourage you to share your thoughts and ideas with me, and to discuss your challenges and reflections. My door is always open to you. I look forward to a successful year at RKYHS.

Shalom,

Eliezer E. Rubin

ADMINISTRATION AND FACULTY

Rabbi Eliezer Rubin – Head of School
Mr. Howard Plotsker – Associate Principal
Mr. Gary Berger – Assistant Principal
Ms. Davida Stadtmauer – Dean of Academic Affairs
Rabbi David Chamudot – *Sgan Rosh HaYeshiva*
Rabbi Steven Hirschey – Dean of Students

Art:

Ms. Debbie Buechler
Ms. Chaya Miriam Gerson

Athletic Director:

Rabbi Richard Kirsch

English:

Ms. Diane Bohs – Department Chair
Ms. Ashley Crater
Ms. Chaye Kohl
Ms. Deborah Orens

Guidance:

Mr. Gary Berger – Assistant Principal Guidance and Student Services
Ms. Sarah Guttman – Assistant Director of Guidance
Ms. Gladys Graham
Mr. Logan Singman
Ms. Frada Stone – Guidance Consultant
Ms. Hilary Levin – Registrar

College Guidance

Ms. Cara Levine
Ms. Michele Levine

Religious Guidance

Ms. Henny Bochner
Ms. Chaya Miriam Gerson
Rabbi David Schlusberg

Israel Guidance

Rabbi Steven Hirschey
Ms. Norma Mintz
Rabbi Shlomo Landau

History and Social Sciences:

Mr. Justin Bryant – Department Chair
Ms. Henny Bochner
Mr. Daniel Cipriani
Rabbi Richard Kirsch
Dr. Hal Levy
Mr. Howard Malitz
Rabbi Dr. Sacha Pecaric
Ms. Abbey Roth

Holocaust Studies:

Rabbi Dr. Sacha Pecaric

Math:

Ms. Katie Formato
Ms. Taylor Moskovich
Ms. Ellen Kirson – Department Chair
Mr. Brandon Tobal

Judaic Studies:

Rabbi David Chamudot
Rabbi Mayer Erps
Rabbi Yaacov Feit
Ms. Alex Fuchs
Ms. Chaya Miriam Gerson
Rabbi Steven Hirschey
Rabbi Shlomo Landau
Ms. Norma Mintz – Tanach Dept. Chair
Rabbi Yaakov Mintz – Talmud Dept. Chair
Rabbi Jamie Pearlberg
Rabbi Dr. Sacha Pecaric
Ms. Danielle Rosenzweig
Rabbi David Schlusberg
Rabbi Tzvi Sinensky
Rabbi Yosef Sharbat

Physical Education/Health/Driver's Ed.:

Mr. Craig Goldman
Mr. Jason Neuhof – Department Chair
Ms. Melissa Melillo

Professional Development:

Ms. Debbie Finkelstein – Dean of Instruction

Science:

Mr. Howard Malitz
Mr. Jason Neuhof
Ms. Abbey Roth
Mr. James Smith
Dr. Steven Stein – Department Chair
Ms. Alina Suarez
Ms. Sri Sundaram

Student Support Services & Learning Lab

Ms. Ester Herschman - Guidance
Mr. Logan Singman
Ms. Sarah Stiefel - Guidance
Ms. Davida Stadtmauer – Director

World Language:

Ms. Michal Ben-Guy – Department Chair, Hebrew Language
Ms. Gail Hausdorff
Ms. Azita Moradi
Ms. Daphna Shemesh
Ms. Etti Steinberg

Student Activities:

Dr. Hal Levy



RKYHS BELL SCHEDULE

Mon/Wed	Time	Tues/Thur	Time	Friday A	Friday B	Time
Davening/ Breakfast	8:03 – 9:02	Davening/ Breakfast	8:03 - 9:02	Davening/ Breakfast	Davening/ Breakfast	8:05 – 9:07
Period 1	9:04 – 9:44	Period 1	9:04 - 9:40	Period 1	Period 2	9:10 – 9:52
Period 2	9:47 – 10:27	Period 2	9:43 - 10:19	Period 3	Period 4	9:55 – 10:37
Period 3	10:31 – 11:11	Period 3	10:23 - 10:59	Period 5	Period 6	10:40 – 11:22
Period 4	11:14 – 11:54	Tues: Chug Thur: Period 4	11:02 - 11:38	Period 7	Period 8	11:25 – 12:07
Period 5	11:57 – 12:37	Tues: Period 4 Thur: Period 5	11:41 - 12:17	Period 9	Period 10	12:10 – 12:52
Lunch	12:39 – 1:16	Tues: Period 5 Thur: SEED	12:20 - 12:56	Lunch	Lunch	12:56 – 1:30
Period 6	1:18 – 1:58	Lunch	12:58 - 1:34			
Period 7	2:01 – 2:41	Period 6	1:36 - 2:12			
Mincha	2:44 – 2:58	Period 7	2:15 - 2:51			
Period 8	3:01 – 3:41	Mincha	2:54 - 3:08			
Period 9	3:44 – 4:24	Period 8	3:11 - 3:47			
Period 10	4:27 – 5:07	Period 9	3:50 - 4:26			
		Period 10	4:29 - 5:07			

RKYHS FRIDAY SCHEDULE

Month	Day	A/B
September	6	A
	13	B
	20	A
	27	B
October	4	A
	11	B
	25	A
November	1	B
	8	A
	15	B
	22	TBD
December	6	A
	13	B
	20	A
	27	TBD
January	3	B
	10	TBD
	31	A
February	7	B
	14	A
	21	B
	28	A
March	6	TBD
	13	B
	20	A
	27	B
April	3	A
	24	B
May	1	A
	8	B
	15	A
	22	TBD

DAILY ATTENDANCE PROCEDURE

Regular attendance is a basic precondition for learning. When a student must be absent, parents and students are asked to adhere to the following procedures. RKYHS always makes every effort to accommodate any special events and exceptional disruptions.

- If a student is absent, a parent must send an e-mail alerting the school before 8:00am to attendance@rkyhs.org or call the high school attendance line, 862-437-8178 stating the name and grade of the student, the reason for the absence and the number of days that may be missed. It is the responsibility of the student to obtain all missed work and assignments.
- If a student arrives late to school or must leave school early, a parent email or phone call is requested at least two hours in advance.
- If a student arrives late to school or leaves school early, he/she must sign in/out at the office of the Associate Principal.
- An absence from class without prior parental approval is considered an unexcused absence or a cut. Parents may not excuse their students after the absence.
- Students are reminded that they are responsible for all school work covered during the class they missed.
- Students must ask for permission to miss class for special events and/or for meetings with guidance and administration.
- If a student will be absent for an extended period of time for any reason, a "Planned Absence Form" should be submitted to Rabbi Hirschey for approval.

TEFILLA

Our school day begins with *Tefilla*, which is regarded as the foundation to a personal relationship with *Hashem*. At RKYHS we strive to create a positive and appropriate atmosphere during *davening*. At 8:00 am, the first bell rings and all students should enter their appropriate room for *davening*. We begin *davening* promptly at 8:03am with *b'rachot* led by the *shaliach tzibur*. Students should proceed directly to *davening* after the first bell.

Schedule at a Glance	Event:
8:00 am	First Bell
8:03 am	<i>Davening</i> Begins
8:15 am	Late to <i>Davening</i>
8:30 am	Absent from <i>Davening</i>

Guidelines for *Davening* at RKYHS:

1. We encourage every student to bring his/her own personal *siddur*.
2. Students may be assigned a *makom kavua*.
3. Students serve as *chazanim* and *gabbaim*.
4. Talking and cell phone use are not appropriate during *Tefilla*.
5. At *mincha*, *shacharit* and *arvit*, students are expected to remain standing and quiet upon the completion of their own recitation of the *Shmone Esrei*.
6. Boys must wear *tefillin* during *shacharit* and they should not be removed until the end of *aleinu*.

Lateness and Absent from *Davening*:

Students are expected to arrive to *davening* no later than 8:03 am. Any student arriving after 8:15 am will be considered late to *davening* unless excused by the Dean of Students. Students who are unexcused from *davening* are subject to the same consequences as a student marked absent from class, as *Tefilla* is considered a vital part of our school's education and identity.

Unexcused Lateness to <i>Tefilla</i>	Consequence
1-3	Warning
4-6	Lunch Detention
7-9	After School Detention
Subsequent Unexcused Lateness(es)	After School Detention, loss of off campus privileges for lunch and parental contact

MISSING CLASS

Attendance is a necessity for the safety and academic success of our students. All members of the school community work together to stress that class attendance must always be students' first priority. Students and parents are expected to follow these procedures if, for any reason, a student is going to be absent from class.

Failure to adhere to these policies will result in the absence being considered unexcused. Missing class unexcused is considered both a serious academic and disciplinary offense that also may jeopardize our students' safety. Therefore, students should be aware of the following penalties for missing a class unexcused.

Cut Class	Consequence
First	One Lunch Detention; parental contact
Second	Two lunch detentions; parental contact
Third	After school detention; parental contact
Fourth	In-school suspension or after school detention; parent/administrator conference; disciplinary probation.
Fifth	Indefinite suspension until parent administrative conference. Re-evaluation of admissions standing.

Any student who is in school for fewer than 5 periods on a given day is marked absent for the entire day and may not participate in any after-school activities that day, including sports.

PUNCTUALITY

Punctuality is as important as regular attendance in terms of learning. The third lateness to class will result in a lunch detention. The fourth through sixth infraction will result in a two-day lunch detention. After three late arrivals in two or more classes, parents will be contacted and further disciplinary consequences may result. After the fifth lunch detention per semester, the student will receive an after-school detention.

DRESS CODE

Our dress code is guided by the value of *tzniut*; as such, our dress code reflects the value of modesty and appearing presentable. We encourage students to dress modestly and comfortably. Students must be in dress code throughout the entire school day. The dress code, like other school policies, must be observed at all school-sanctioned events or activities. The staff and administration reserve the right to decide on individual cases as to appropriateness of any particular fashion.

- All clothing must be neat and clean
- No tattered, torn, or fraying clothes
- No hats, hoods or bandanas
- No slippers, flip flops, or slides
- Hair must be presentable; any hair coloring must remain natural
- No visible piercings other than ear piercings
- Students are encouraged to dress comfortably and in ways that resonate the goals of *tzniut*, or modesty

BOYS

General

- *Tzitzit* and a *kippah* are expected to be worn at all times
- Hair must be kept neat, with sideburns in accordance with *Halacha*
- No earrings or other visible piercings

Shirts

- Shirts must be full button-down with collars or three-button collared shirts (no inappropriate branding or slogans)
- Sweaters and sweatshirts may be worn, but a collared shirt must be visible
- Button-down shirts should remain buttoned for the duration of the school day
- T-shirts are only permitted during gym class. Sleeveless undershirts not permitted

Pants

- No jeans, sweatpants, track pants etc.

GIRLS

Shirts

- Sleeves must reach at least to mid-bicep
- Shirts should not be low cut or tight-fitting
- Undergarments cannot be visible
- Sheer clothing is not allowed

Skirts/Dresses

- Dress and skirt length (including any cutout fabric) must reach the knee cap
- Leggings are permitted so long as the skirt remains an appropriate length
- **NEW POLICY - Flair or skater skirts are not permitted**
- Skirts are available for purchase from Mr. Plotsker's office

Dress Code Violation

If a student is called to the office because of a dress code infraction, he/she must change the garment in question (school supplies skirts and shirts). After the second dress code infraction, students will be given a new skirt or shirt to keep and will be charged for it. A third infraction will result in a two-day lunch detention, a fourth infraction will result in an after school detention, and a fifth infraction will result in an in-house suspension and a parent meeting. Disputing or refusing to comply with the instructions of any member of the faculty or administration regarding a dress code infraction is regarded as a significant disciplinary event.

GRADING SYSTEM

Rae Kushner Yeshiva High School issues interim and semester grade reports. Report cards are issued twice per year. At the midpoint of each semester, quarterly progress reports are issued. Some courses have final examinations which are factored into final grades.

Transcripts reflect the final numerical average, which is calculated from the numerical grades from the two semesters plus the midterm and final exam grades. Advanced Placement, Honors, Accelerated and college-offered courses are weighted. Classes are tracked as Regular, College Prep, Honors, and Advanced Placement. Grade point average (GPA) is determined based on the conversion chart. RKYHS does not rank students. RKYHS calculates two separate GPAs for Judaic and General Studies courses of study indicated on each student's transcript along with the combined GPAs and the cumulative GPA for each academic year. Courses completed at other schools are not calculated into a student's RKYHS GPA.

Final grades are calculated based on the following formula:

A year end class grade is calculated differently based on the following conditions of a particular class.

- A class with no midterm or final will calculate: Semester 1 – 50%; Semester 2 – 50%
- A class with no midterm but with a final will calculate: Semester 1 – 45%; Semester 2 – 45%; Final exam – 10%
- A class with a midterm and a final will calculate: Semester 1 – 40%; Midterm – 10%; Semester 2 – 40%; Final – 10%

RKYHS GRADING SCALE

Numerical Grade		Letter Grade		Unweighted GPA (non-accelerated)	Accelerated Weighted GPA	Honors Weighted GPA	AP Weighted GPA
93-100	=	A	=	4.0	4.25	4.5	5.0
90-92	=	A-	=	3.66	3.91	4.16	4.66
87-89	=	B+	=	3.33	3.58	3.83	4.33
83-86	=	B	=	3.0	3.25	3.5	4.0
80-82	=	B-	=	2.66	2.91	3.16	3.66
77-79	=	C+	=	2.33	2.58	2.83	3.33
73-76	=	C	=	2.0	2.25	2.5	3.0
70-72	=	C-	=	1.66	1.91	2.16	2.66
65-69	=	D	=	1.0	1.25	1.5	2.0
<65	=	F	=	0	0	0	0

HOMEWORK

We recognize the rigor of our dual curriculum, and faculty and administration work hard to give assignments that are reasonable and manageable. In order to help students to manage their workload, teachers are encouraged to limit homework to about 20 minutes per subject per night, on average. A test schedule is maintained by the administration so that a student will not have more than two tests on any given day.

TESTS AND QUIZZES

Tests are designed to assess learning at appropriate intervals. A test is defined as an examination that is designed to take most or all a period to complete. A quiz is defined as an assessment that is designed to take up to 15 minutes to complete and may include material taught up to 3 days prior to the quiz. In case of absence due to illness or exceptional circumstances, students will be expected to take a make-up test during a lunch period within 3 days upon their return. Students should speak to the Dean of Students to coordinate the administration of any missed exams.

TESTING AFTER AN ABSENCE

1. Students have 3 days to complete a test after an absence due to illness.
2. Students that arrive late to school and miss a test or quiz must complete the test or quiz during lunch on the same day.
3. After 3 days and up until one week, 15% will be deducted from the examination.
4. After one week and up to two weeks, 20% will be deducted from the examination.
5. After 2 weeks and up until a month, 30% will be deducted from the examination.
6. After a month, student will receive a zero on the examination.
7. If you know that you will be absent (non-illness), please contact Rabbi Hirschey.

MIDTERMS AND FINAL EXAMS

Examinations are given in some subjects. No quizzes, tests or papers will be due during the week prior to midterms and final examinations. High stakes exams are an important part of the academic experience. If for any reason a midterm or final exam is going to be missed, the Dean of Students should be notified as soon as possible. A doctor's note may be necessary in case of illness.

RKYHS Residency Requirements

Being present and participating in class is a vital component of a successful educational experience. Students who miss class, excessively unexcused, may be penalized according to the following rubric from their class participation grade. The administration may assign additional academic penalties to students who frequently violate the residency requirement.

Days Absent (% of semester)	Percent Deduction
9 (15%)	15%
12 (20%)	20%
15 (25%)	25%
20 (33%)	Administration Intervention

RKYHS EXTENDED TIME TESTING POLICY

Students with a documented disability may be entitled to extended time during exams. By following RKYHS's Extended Time Testing Policy, students are provided with their legally mandated accommodations, while also ensuring the integrity of our assessments.

- Students eligible for 50% extended time may, at the end an examination period, submit their assessment to their class instructor who will place the exam in an extended time testing envelope that will be signed, sealed and then returned to the student.
- Students will take their extended time testing envelope, without talking, directly to the Extended Time Testing Room and submit it to the proctor.
- Students will maintain testing conditions and standards until they are dismissed from the Extended Time Testing Room.
- Students will leave their phones with their class instructor and will collect their phones from their instructor at the end of the following period (or when mutually convenient).
- Talking to other students with the extended time testing envelope or being late without permission may be considered academic dishonesty.
- After no more than twenty minutes of extended time testing, after being dismissed from the extended time room, students will return directly to their regularly scheduled class.
- Student utilizing extended time are responsible for making up any material missed in class.
- For students taking a test during 10th period who are entitled to extra time, the test must be completed during the next school day. Testing material will differ for the extended time portion.

END-OF-YEAR ACADEMIC REMEDIATION

Should a student receive an F in a course, the school administration will be in contact with the parents about an appropriate course of study to makeup the academic requirements. A maximum of two classes can be made up during the summer. If classes are not made up, students may jeopardize their registration for the fall. Failure to make up coursework can delay graduation and issuance of the RKYHS Diploma. A student who fails two or more classes will be placed on academic probation and risks the re- evaluation of their admissions status.

PLAGIARISM AND ACADEMIC DISHONESTY

Plagiarism and cheating have no place in our school. Plagiarism is copying another's work and submitting it as your own. Consequences for plagiarizing academic work are as follows:

Infraction	Consequence
First	The student will receive a failing grade on that exam/test/quiz and incident is documented
Second	Parent administrative conference.
Third	Possible suspension until parent administrative conference. Reevaluation of admissions standing.

CLASS PLACEMENTS

The administration and faculty encourage students to take the most challenging schedule in which they can succeed. All classes offered are rigorous, engaging, and differentiated in a way that is appropriate for each student. Ninth grade placements are based on middle school transcripts, standardized exams, and teacher recommendations. Placements in subsequent grades are based on teacher recommendations and academic performance.

Please note that placements are based on performance. If a student feels that he/she has mastered the material at his/her assigned level and believe that he/she is not challenged, we encourage the student to speak with their guidance counselor. Placement changes will be considered at the beginning of the year and after the end of the first marking period. All changes should be made by no later than the beginning of the second semester.

Seniors may not change placements after college transcripts have been sent.

COUNSELING AND STUDENT SERVICES

Students are encouraged to take advantage of RKYHS's guidance and counseling services. Experienced professionals are available to assist students with academic, social, emotional, career, and religious concerns. Each student is assigned a guidance counselor. In early spring of their junior year, all students receive the assistance of a college advisor, who will work with students and families throughout the college admissions process.

Counseling services offered by our staff include individual counseling, group counseling, resume writing, career exploration, academic reviews, student orientation sessions, parent workshops, and assistance with transitioning to college and university. Counselors meet with their advisees several times a year and as needed. Students and families are encouraged to take advantage of all the valuable resources they offer. All seniors meet with Israel Guidance Counselors to help them explore the benefit of a gap year in Israel and identify the best choice for their gap year experience.

REQUEST FOR STUDENT RECORDS/TRANSCRIPTS

All **requests for transcripts must be made in writing** to the Registrar. Upon receipt of the request, the Guidance Office will send out the records/transcripts within five business days. The business office must confirm that all financial obligations have been met before records/transcripts are processed. Transcripts will be sent electronically to all colleges which are participating members of Naviance. Paper transcripts will be sent by regular mail to nonparticipating Naviance colleges.

HEALTH AND NURSING SERVICES

The school nurse is responsible for a variety of services, including providing students with prescribed medication, assisting students who become ill or are involved in an accident, maintaining medical files and consulting with the family physician. It is very important that parents inform the nurse about all the medical needs of students and keep medical data up to date at all times.

ENRICHMENT/*CHUGIM*

We offer an enrichment program that begins in the fall. These opportunities enable students to broaden their horizons by selecting from a diverse list of activities that are additional to the classroom-based instructional program. Teacher office hours are regularly scheduled during the *Chug* period.

ATHLETICS AND EXTRACURRICULAR ACTIVITIES

RKYHS athletes are encouraged to develop a sense of positive sportsmanship, integrity, values, ethics and *derech eretz* and to display these qualities both on and off the field. Development of leadership, personal responsibility, fitness, self-esteem, sensitivity and compassion towards others are also desired outcomes of the athletic program.

At the high school level, teams are competitive and varsity teams are selective. Skill level and commitment are major factors in earning a position on a varsity squad. Membership on a varsity team one season does not guarantee a position the next season. One must earn his/her position on a team each year. All students in grades 9-12 who meet academic and social requirements are eligible to try out for a varsity team. For more information about expectations of athletes and their parents, please see the RKYHS Athletics Handbook.

STUDENT EXPECTATIONS

Students are expected to act respectfully to all. Every student should feel comfortable and accepted by his/her classmates. RKYHS is a welcoming atmosphere where students can develop religiously and personally while exploring their talents and abilities. The administration at RKYHS reserves the right to address any behavioral situation in any manner it deems reasonable and appropriate to the school's mission.

CELL PHONES AND ELECTRONIC DEVICES

Personal cell phones, iPads, laptops and other electronic devices may not be used during class, *Tefilla*, assemblies or special programs, etc. Using electronic devices during class, *Tefilla*, assemblies or special programs may result in confiscation of the device for the remainder of the school day. The confiscated devices may be picked up from the Dean of Students' office. Repeat offenders may have their phone privileges revoked as per the chart below.

First Offense	Phone confiscated for that school day
Second Offense	Phone confiscated for 2 school days
Third Offense	Phone confiscated for 3 school days
Fourth Offense	Phone confiscated for 1 week

DETENTION

Detention may be given for various disciplinary infractions. A detention will result in the student's reporting to the Detention Room during lunch period, no later than 10 minutes after the period begins. The student may bring lunch with him/her but may not leave the room for the duration of the lunch period. Talking is not permitted. Students may not listen to music, use a computer, cell phone or other electronic device. Non-compliance will increase the periods of detention or other disciplinary actions. A conduct report will be sent home upon each detention

with the infraction listed. Receipt of the 5th lunchtime detention will result in an after-school detention.

DRIVING PRIVILEGES

Students who are licensed drivers are permitted to drive to and from school. Students who drive to school must obtain a parking tag for their car. All students arriving via carpool are expected to arrive on time. Students may park only in the area designated as student parking. Students may not sit in cars in the parking lot during the school day. Non-seniors may not leave the RKYHS campus at any time without permission. Failure to follow these guidelines will result in a detention and parents will be contacted.

Students in grades 9 through 11 are never permitted off campus. Any student who leaves campus without permission will be subject to disciplinary action. Seniors may leave campus only during lunch unless students have free periods during the period before or after lunch, in which case they can be out for two periods. Leaving campus is a privilege which may be rescinded. Therefore, one must be careful to keep track of time in order to be punctual for all scheduled classes and programs. In addition, any senior who drives underclassmen off campus will lose the right to leave campus for a minimum of two weeks. Any underclassmen who leaves campus will have a 2-day lunch detention and a parent will be contacted. When weather conditions are in question, the school may cancel the off-campus privileges. Both drivers and passengers must sign out upon leaving the building and sign in upon their return in the Associate Principal's office, and are required to leave a cell phone number.

DELIVERY SERVICES

Students may not order food or beverages for delivery to the school building during school hours without the explicit permission of the Administration.

EXIT CARD

At the end of each academic year, all textbooks and school materials that were assigned at the beginning of the year will be returned. Students will be given a checkout card that will need to be signed indicating that the following steps have been completed: books returned, athletic accounts resolved, lockers cleaned out, guidance contacted, and summer assignments collected.

It is the policy of RKYHS to withhold report cards and transcripts for outstanding fees to the school including items such as activity fees (Shabbaton, tiyul, etc.), tuition, unreturned or damaged books, outstanding library accounts, athletic uniforms, equipment, etc. as well as failing to complete an exit card.

LOCKERS

A locker equipped with a combination lock is assigned to each student. We suggest that students keep the combination private. Locker doors must be kept closed during the day and preferably locked. Members of the custodial staff will answer questions or help students experiencing difficulty opening their lockers. All locker decorations must conform to *halachic* standards. If a student does not follow these standards, he/she may lose locker privileges. Lockers must be completely cleaned out by the last day of school, inside and outside. Lockers are the property of the school and may be routinely opened for inspection by the school administration. Students are responsible for the appropriate use of their lockers.

SAFETY STANDARDS

Students and parents should be aware of the following critical guidelines that ensure compliance with state and local laws or help ensure a safe learning community.

- Alcohol, tobacco and all drugs (including “vape pens”) are not allowed on school property
- The school reserves the right to test students for the use of drugs randomly or with cause
- *Lashon hara*, physical, verbal, electronic, online or other harassment is unacceptable
- Students may not bring a weapon of any kind to school
- Vandalizing school property is illegal and is considered an act against the entire community
- The rules of the Student Handbook govern student behavior on all associated school trips and events

SECURITY

RKYHS is committed to providing for the security of all students. Security guards are on duty to monitor visitors and patrol school halls and grounds. Students are asked to participate in maintaining school security by reporting unfamiliar people in school who lack a visitor’s badge, or any suspicious objects. Students may not open school doors to non-students or prop doors open for the sake of convenience. If you see something, say something.

VISITORS

Students considering enrollment in RKYHS are permitted to visit classes. No one is allowed to visit RKYHS without prior approval. Any unauthorized individual found in the building will be asked to leave the premises. We work together to maintain a safe environment for everyone in our school building.

SUBSTANCE ABUSE POLICY

At RKYHS every effort is made to ensure students are learning and a healthy and safe environment. If issues of substance abuse emerge a student's continued enrollment at RKYHS will be contingent on the family participating in all aspects of any prescribed treatment plan. The school may request that a student is tested for substance abuse. Refusing any requested drug testing may be regarded as noncompliance with the treatment. Any student who continues to test positive for drug or alcohol use may be subject to expulsion.

RKYHS is proud to have partnered with our sister Yeshivot over the course of the last year to craft a substance abuse policy that is informed by research and best practices. Should issues of substance abuse arise, parents and students will be required adhere to our policies and treatment recommendations at their own expense. Please see the policy statement below which has been created and agreed upon by a coalition of Yeshivot in the United States.

National Yeshiva High School Substance Abuse Policy

A yeshiva high school is a community dedicated to fostering students' educational, spiritual, and personal development. We partner with students and parents to nurture this growth in every student. As part of this commitment, we also promote the safety and health of our greater yeshiva community: the families and neighborhoods we serve. To further this noble goal, we have collaborated as yeshiva high school leaders and consulted with mental health professionals to develop guidelines for addressing substance use among our students. Substance use includes, but is not limited to, the use of marijuana or other illegal drugs and substances, non-prescription medications, alcohol, cigarettes, electronic cigarettes, vapes, juuls, and other similar devices and substances.

Education and Prevention

We strive to educate our students and their parents about the dangers and realities of substance use. This education includes annual programming for our students and their parents. Recognizing the valuable partnership between school and parents, we recommend that each school run an annual parent event attended by at least one parent from each of the school's families.

In addition to programming, schools may mandate drug testing. The goal of this testing is to encourage students to make healthy choices for substance-free living.

Drug Usage or Possession

1. Students who engage in substance use are strongly encouraged to consult with the school's guidance faculty or administration to discuss the problem. Students can be confident that such problems will be addressed professionally, confidentially, and with compassion. In order to best help the students who are facing substance use issues, parents will be involved as early as possible in the discussion. Students can be assured that they are welcomed and encouraged to

seek help from the school guidance faculty or administration, and that the involved faculty members will support them with sensitivity and will only notify appropriate adults (including, always, parents) without disclosing their conversations to anyone else.

2. Upon learning of a student's substance use, the appropriate school faculty will develop a program of treatment, based on conversations with the student, his or her parents, and a professional therapist. The goal of this plan will be to help the student address his or her substance use challenge in a healthy, therapeutic manner while, *b'ezrat Hashem*, remaining in school.

Our school community has entrusted us to provide a safe, wholesome environment for our students, particularly when the students are on school grounds and at school activities. Therefore, any student found to be in possession of or using drugs or any other substance in school, on school property, or while participating in a school event, may be asked to leave the school.

While the school in which the student is enrolled may ask the student to leave, other schools will make a good-faith effort to accept the student, subject to other considerations and factors, at the school's discretion.

3. Dealing: As an extension of our commitment to provide a safe and wholesome environment for our students, a student who is found to be distributing and/or providing drugs or other substances, whether in or out of school, may be asked to leave the school.
4. Hosting or attending an open house/party: Students may not host other students at their homes for parties that include any form of substance use. Students who host such an "Open House" may be suspended from school and may face further disciplinary action including expulsion.

Parents should not leave teenagers home alone for the weekend. Parents should be careful when hosting parties in their homes to ensure that no substances are present. Through social media, when large numbers of teenagers are invited to an event, often many, many more attend, causing the crowd to become too large to supervise and enabling dangerous activity. Parents who host parties where there is underage substance use are violating the law and may face sanctions from the school.

It is our fervent and sincere hope that this policy will encourage our students to feel safe turning to school faculty for help in addressing substance abuse issues, with the knowledge that they will be supported and respected. *B'ezrat Hashem*, we are committed to helping our students pursue healthy life choices that enable them to grow and flourish.

PARENT EXPECTATIONS

Rae Kushner Yeshiva High School is a community of students, teachers, parents, administrators and staff. At the center of this community lie the best interests of the students, both individually and collectively. Rae Kushner Yeshiva High School enrolls the students' families, not just the individual students, and believes that a positive working relationship between the school and the family is essential to success.

The school reserves the right to respond to matters occurring beyond school premises and after school hours as deemed appropriate. Parents and families are requested to adhere to the following guideline:

- Become familiar with and support the school's mission, policies, guidelines and channels of communication.
- Follow the instructions of those directing traffic around the school.
- Keep in close communication with the school about your child's physical and emotional health by informing the school about changes in the home environment (for example, the birth of a sibling, separation, death of a family member or close friend, or other conditions that may have an impact on your child's well-being).
- Provide a quiet place for study at home and encourage your child to be responsible for his or her work. Students need to know that their parents understand and value the need for homework.
- Read all material emailed home.
- Attend and support school events.
- Families are strongly encouraged to observe all aspects of *Halacha*, *Kashrut*, observance of *Shabbat*, observance of other religious practices when school is not in session.
- Support the articulated values of the school and cooperate with the school in any matters of discipline or academic concern.
- Avoid taking children on vacation while school is in session.

CONCLUSION

Thank you for taking the time to read our student handbook. The RKYHS handbook establishes general principles that govern our school community. The administration reserves the right to respond to any situation or to revise these guidelines as needed to ensure the safety and welfare of the school community. As always, we are eager to engage and partner with you.