

# YESHIVAT FRISCH PARENT-STUDENT HANDBOOK

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**2018-2019**

**5778-5779**

The Mordecai & Monique Katz Academic Building

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Dear Students:

It is a pleasure to welcome you back to another year at the Frisch School. We hope that you will have a pleasant, productive, successful year and that you will use all of the human resources available to you at Frisch—teachers, administrators, counselors, and fellow students—and all of our wonderful facilities to help you as you strive for intellectual, academic, religious and social growth.

Every community has its own set of norms, rules and regulations which allow its members to know what is expected of them and what they may expect from those around them. In order for our community of nearly nine hundred teenagers and adults at The Frisch School to achieve its ambitious goals for each of its individual members, all of us must work together to create an atmosphere of mutual respect in an environment which is conducive to serious study and personal growth. This handbook is an attempt to set the ground rules which will make it possible for you to get the best education we are able to offer; to make it possible for each of us to experience the splendor of Talmud Torah and Shmirat Mitzvot; to help hundreds of young men and women find themselves in a community in which they feel safe, cared for, and respected as unique individuals.

What a wonderful community The Frisch School is when we all work together.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Eli Ciner', written in a cursive style.

Rabbi Eli Ciner  
Principal



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# CURRICULAR REQUIREMENTS FOR GRADUATION AND DIPLOMA

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Students are required to complete both the prescribed College Preparatory requirements and the Torah Studies requirements in order to graduate from The Frisch School.

## STUDENTS ARE REQUIRED TO COMPLETE THE FOLLOWING GENERAL STUDIES COURSES:

- |                                     |         |   |         |
|-------------------------------------|---------|---|---------|
| a) English Literature & Composition | 4 years | f) 9th and 10th Grade Electives                                 | 2 years |
| b) Mathematics                      | 4 years | (French or Spanish; Engineering;<br>or Fine Arts: Art or Music) |         |
| c) History                          | 4 years | g) Eleventh Grade Elective                                      | 1 year  |
| d) Science                          | 3 years | h) Twelfth Grade Elective                                       | 1 year  |
| e) Hebrew Language & Literature     | 4 years | i) Physical Education & Health                                  | 4 years |

## STUDENTS ARE REQUIRED TO COMPLETE THE FOLLOWING TORAH STUDIES COURSES:

- |           |         |                                    |         |
|-----------|---------|------------------------------------|---------|
| a) Talmud | 4 years | c) Navi                            | 2 years |
| b) Humash | 4 years | d) Nach/Hashkafa/Halakhah Elective | 2 years |

**Eleventh Grade Electives include:** AP Art History, AP Computer Science, Digital Design & Fabrication, Digital Media Creation, Financial Literacy, French III, Introduction to Studio Art, Math Workshop, Music Theory, Scientific Research, Spanish III, AP Language & Composition, AP Statistics, AP U.S. Government & Politics.

# GRADING SYSTEM

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Students receive interim grades for the first half of the Fall and Spring Semesters (in November and February). Each of the two Semester grades in January and June counts for 40% of the annual grade and the final examination counts for 20%.

Only the annual grade is recorded on the student's high school transcript. Other than a few electives which are graded on a Pass/Fail basis all grades are numerical, and the passing grade is 65

# ACADEMIC REGULATIONS

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1. Requests for withdrawal from or transfer to another course must be submitted for consideration by the end of the first quarter. It is understood that requests for placement change are considered based on what is in the educational best interest of the student and upon class size.

2. Some major assignments such as, but not only, research papers and projects are so important for a student's academic development that a student who does not satisfactorily complete that assignment cannot receive credit for the course. Even if a student's other grades in the class would otherwise earn him/her a passing grade, he/she will receive a failing grade unless discussed with the teacher and administration.

3. a. Students who receive a failing annual grade in a required course for which summer school courses are available are required to take and pass the summer school course.

b. Students who fail courses for which summer school courses are not available are required to be tutored and to complete a major assignment before the end of the summer.

c. Students who fail courses which are not required and which will not keep them from earning the credits needed for graduation may choose not to make up the course and to leave the failing grade on their transcripts.

4. Failing three or more courses is grounds for expulsion.

5. Participation in extracurricular activities, including athletics, by students who earn a GPA of less than 75 will be limited as appropriate by the guidance department and administration.

# HOMWORK AND TESTS

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## EXAMINATIONS

The faculty is well aware of the time pressures on students who are working their way through a demanding dual curriculum program. We, therefore, are committed to giving assignments only as they contribute meaningfully to the students' academic/intellectual growth and doing our best to make the burden of exams and quizzes manageable.

Examinations are designed to:

- Aid the student in the learning process.
- Measure the student's growth in a specific area.
- Determine the student's ability to abstract from the specific to the general, to integrate concepts, and to think critically.

## TESTING

Students should not have more than one test per day in Torah Studies and one test per day in General Studies, i.e., two (2) tests per day. In addition, students should not have more than three (3) tests of any kind per week. Occasionally, however, a fourth test in General Studies is unavoidable as a consequence of student placements. Teachers will announce tests at least a week in advance and enter the test dates into the student learner management system (Haiku). Only language or vocabulary quizzes or unannounced quizzes covering the previous two days of classwork and homework are not subject to this schedule.

Students are expected to take all scheduled examinations. Students with an excused absence on the day of a scheduled examination will be given a make-up exam. Students who cut an exam will lose 10 points on that examination. All makeup exams must be taken at the prescribed makeup exam times and in the designated location. Students must take a makeup exam within two makeup dates of the scheduled exam. If they do not do so, students will receive a 10 point deduction on the exam. For each week the exam is not made up students will continue to receive a 10 point deduction. Unless there are extenuating circumstances, students are permitted to take no more than one makeup exam for each subject for the year.

Students will be provided with a fixed time for make-up exams. A student who is absent on the day of a scheduled exam and who is eligible for a make-up should be prepared for the exam on the first Sunday morning or Wednesday evening after his or her return to school. Makeup exams are Sundays at 9 am and Wednesdays after school (and occasionally on other days of the week). A complete calendar can be found on the school website. Please note that no more than two (2) make-up exams will be administered on any given Sunday or Wednesday. (Needless to say, special provisions are made for students returning from an extended illness). If a student misses a test due to a school-sponsored event, there will be two additional time slots to make up the exam during school hours. Students can choose from either these two in-school makeup times or the two out-of-school makeup times at their discretion. Arrangements should be made with Rabbi Zauderer prior to students' leaving for their school activity.

# HOMWORK AND TESTS

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Seniors may be exempt from taking the final exam if they fulfill all of the following requirements:

- maintain an average of at least 85 for both the fall semester and the third quarter.
- are regularly prepared for class (as evaluated by the teacher).
- attend at least 90% of class sessions through the entire school year and have no more than a week of excused absences each semester.

## HOMEWORK

Homework may be assigned in all subjects over the weekend. No written homework will be assigned over a Yom Tov or vacation week and no test will be scheduled for the first school day after a Yom Tov or vacation week. No major written assignment will be due or assigned the week before Yom Tov or vacation to be due immediately upon returning to school so that students may enjoy the holiday or vacation.

## ACADEMIC INTEGRITY

The Frisch School takes academic integrity very seriously both as an ethical and as an academic issue. Breaches of academic integrity will be dealt with as follows:

The first offense results in a grade of 0 for that exam, quiz or assignment. This grade is averaged into the semester grade. The offense will be recorded in the student's permanent file and will be removed only if there is no additional episode of academic dishonesty.

The second offense will lead to failure for the semester, that is, for 40 percent of the student's annual grade.

A third offense is grounds for expulsion from The Frisch School.

All cell phones and other electronic communication devices must be left in lockers or on the teacher's desk during all exams. Having a phone on one's person during exams will be treated as a breach of academic integrity, and dealt with accordingly.

Plagiarism is a serious violation of academic integrity. It consists of the intentional or unintentional representation of the words or ideas of others as one's own. A student who copies or paraphrases without attribution from any written, published or internet source or from another student's work on any assignment is as much in violation of academic integrity as one who cheats on an examination.

A student who enables cheating or plagiarism will be dealt with accordingly.

In addition, one who enables an environment of cheating by selling examinations, papers or assignments undermines the culture of integrity we strive to implement in our school and will face expulsion.

# DRESS CODE

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Our dress code is based both upon Halakhic norms and upon the desire to create an environment which is conducive to learning. In general, students should come to school neither underdressed (in clothing which is too casual) nor overdressed (in clothing, jewelry or make up which is designed to attract undue attention). Boys and girls should dress in comfortable, modest clothing. The following dress regulations, which are in effect for the entire student body whenever students are in the building, reflect issues of Halakhah and modesty as well as the desire to create an appropriate learning environment.

## GIRLS

Girls are required to wear a dress or skirt that covers the knee while they are standing. Slits in skirts cannot be open above the knee. Divided skirts, cutoffs, and slacks are not permitted. Sheer material and tight, form fitting clothing are also not permitted.

Lightweight tee shirts and see-through or low cut tops may not be worn. Tops must be approaching the collarbone; low-cut shirts are not permitted. Short sleeves are permitted; cap sleeves are not. Shirts and blouses must be long enough to cover the top of the skirt at all times. Midriffs, front or back, may not be exposed at any time.

Hats are not permitted.

Excessive jewelry, such as a large number of earrings, is not permitted.

Girls may not wear pajamas under their skirts.

Flip flops of any kind are not permitted.

## BOYS

Boys are required to wear Tzitzit and a Kippah at all times. Hats or other head coverings are not acceptable.

Boys must wear a shirt with a collar.

No hooded sweatshirts may be worn without a visible collar underneath.

Shoes and sneakers are to be worn with socks at all times. Flip flops of any kind are not permitted.

Jeans and tight pants as well as track pants and sweatpants may not be worn. Pants must be neat and presentable.

Hair must be neat, of appropriate length, and in consonance with Halakhah. It is Halakhically unacceptable for boys to shave their sideburns or to dye their hair.



# DRESS CODE

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## BOYS & GIRLS

It is understood that not all contingencies of fashion can be covered in a list such as this. These are presented as guidelines. Students will be held accountable for the spirit as well as the letter of these requirements. Those who do not adhere to the dress code will receive a Sunday detention. After three violations, students will not be permitted to return to school until the student and parent(s) meet with the administration.

This dress code applies whenever students are on The Frisch School campus (unless they are engaged in athletic activities).

## DRESS CODE FOR PHYSICAL EDUCATION

All students must change from their school clothes into their gym clothing. School clothes may not be worn. Students are required to wear:

1. Sturdy athletic sneakers with laces
2. Socks
3. Frisch gym uniform

Any student not properly attired will receive an absence from class for that day.

# CONDUCT IN SCHOOL

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Students are expected to conduct themselves in a manner which reflects the Derekh Eretz and Kedushah—respectful behavior and holiness— which are the hallmarks of our community and of our Yeshiva. One of the foremost values of our Yeshiva is that we are a community of kindness. As such, we strive to create an environment where all students feel included, valued and supported. Similarly, students are expected to conduct themselves at all times in a manner appropriate for yeshiva students, consistent with aforementioned values. The policies and rules listed below are intended to create a dignified and comfortable environment for all of us who spend our days at The Frisch School.

Violations of these rules will be dealt with on a case-by-case basis, and will include, where appropriate, consultation with a student's advisor or guidance counselor, and consequences may extend, in aggravating circumstances, to expulsion from Frisch.

**1.** We are committed to treating all of our students with compassion and respect; therefore, the use of inappropriate language and behavior which demonstrates a lack of respect of others—adults or peers, of the property of others, or of the learning process will not be tolerated.

**2.** Any form of bullying or hazing including cyberbullying will not be tolerated. Any recording/photographing/videoing of another student, faculty or staff member so as to compromise his/her dignity or privacy, without his/her consent will be treated as bullying or hazing. All students should be able to expect an environment of safety and respect at school.

**3.** Sexual harassment is both ethically reprehensible and against the law. It is defined as conduct or communication of a sexual nature which has the effect of substantially interfering with an individual's self-esteem or sense of personal safety. Complaints of sexual harassment should be made to the administration and will be promptly investigated.

**4.** With full and unwavering commitment to all halakhic precepts, and in consultation with leading rabbanim, we commit to the following with regard to gay students: We commit that our Yeshiva will be a place where gay students are treated with the respect and caring that all students deserve. They will be welcomed to participate in the full range of educational, co-curricular, and religious opportunities offered by our school.

**5.** Students are expected to respect the property of others and the property of the school. No posters or notices are to be posted anywhere in the building without the permission of appropriate school officials. Vandalism or defacing of school property will be dealt with as a very serious disciplinary issue. Theft or the mishandling of others' property will not be tolerated.

**6.** Games of chance, including cards, and sports pools, etc. are inappropriate. No gambling is permitted at Frisch.

# CONDUCT IN SCHOOL

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**7.** Eating and drinking are not permitted in the classrooms, corridors, student lounges or library without explicit permission. Students are expected to clean up after themselves in the cafeteria. Food, drink, and gum are not permitted in the synagogue or in any room being used for Tefilah at any time without explicit permission.

**8.** All freshmen and sophomores must remain on the school campus from the time they arrive at school until they are dismissed by the last period teacher. Juniors and seniors may leave the campus during lunchtime and free periods. **Juniors and seniors may not leave campus by car or move their cars within the campus during the school day without parent permission conveyed to the academic office.** Juniors and seniors who leave campus during free periods must be sure to return in time for classes and/or Mincha. Failure to do so will result in revocation of the right to leave campus. **A STUDENT WHO DRIVES HIS/HER CAR DURING SCHOOL HOURS OR LEAVES SCHOOL WITHOUT PERMISSION WILL BE SUSPENDED.**

**9.** Students who drive to school are expected to drive slowly and carefully and to follow the directions of signs and of school personnel. Students must park only on the lower level.

**10.** Consistent with halacha and the concept of shomer negiah there should be no touching between the genders in school or at school events. Similarly, the way we talk about relationships should reflect the letter and spirit of Halacha. Therefore, discussions about sexuality or speech of a sexual nature, outside of an appropriate academic or guidance context, is not befitting the atmosphere of a yeshiva and cannot take place in The Frisch School.

**11.** Students are advised to keep cell phones and other communication devices locked in their lockers during class time. Students who bring these devices to class are required to place them on the teacher's desk. The phones of students found to be using these devices during class, Tefilah or assemblies will be confiscated.

**12.** Students may not enter any non-kosher eating establishment for any reason from the time they are dropped off in school in the morning through the end of their last extracurricular activity in the evening.

**13.** Students in need of medical attention should go directly to the office or to the nurse. Under **no** condition will a student be excused for illness unless he or she contacts the nurse.

**14.** Students are not permitted to bring visitors to spend any part of the school day on campus.

**15.** No weapons are permitted in the school building or at any school events.

**16** Any behavioral infraction that leads to suspension is grounds for removing a student from any sport or club that in which he/she participates.

# SUBSTANCE ABUSE

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The goal of The Frisch School is to create a completely drug-free community for our students. We hope that with your continued support and parenting, our continued education and programming, and the effective implementation of school policies we can approach this goal.

Random Drug Testing: At irregular intervals throughout the year students will be chosen for a drug test which will tell us if the student has used drugs for the past many months. Students will then be asked if the test will show as positive. Students who admit to drug use, of course will not be tested; anyone—we hope the vast majority—who tells us he/she is “clean” will be tested. Students who are to be tested will be sent to the nurse’s office where either the (female) nurse or (male) EMT will cut a hair sample as prescribed by the test and send it off to a lab which will in forty-eight hours notify us whether (and what kinds of) drugs are present in the sample. **NO STUDENT WILL BE EXEMPTED FROM THE POSSIBILITY OF RANDOM TESTING; STUDENTS WHO REFUSE TO BE TESTED WILL NOT BE PERMITTED TO REMAIN IN SCHOOL.**

The Frisch School’s reaction to students who admit to drug use or who test positive for drug use will follow our longstanding (primarily therapeutic) policy:

1. Parents will be notified immediately.
2. Each student and his/her parents will be required to sign a contract with the school which requires that the student and parents understand and agree:
  - a. that the student must be evaluated within thirty days by a drug counselor recommended or approved by the school and that the counselor must be authorized to share with the school his/her evaluation and recommendation and whether that recommendation is being followed;
  - b. that the student must follow and participate in any course of treatment or therapy deemed necessary by the evaluation;

# SUBSTANCE ABUSE

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- c. that the student commits him/herself to refraining from the use of illegal drugs or alcohol—other than drinking in his/her parents' presence and with their permission—throughout his/her tenure as a student at the Frisch School, and also commits him/herself to refrain from associating with or being in the same place as other young men or women who are drinking or using drugs;
- d. that this commitment is in force at all times, including evenings, weekends, vacation periods, and the summer;
- e. that the parents grant permission to the administration of The Frisch School to have their child drug-tested whenever and wherever it deems appropriate at the parents' expense;
- f. that any future use of drugs or alcohol by the student or his/her refusal to be tested for drugs when required to do so by the administration will lead to his/ her immediate dismissal from the school.

Although unfortunately there is no test for alcohol (the use of which is increasingly prevalent among high school students), the school will deal with students found to be using alcohol use as it deals with other substance abuse, including having students and parents sign a contract as detailed above.

Certain behaviors involving substance abuse that endanger other members of the Frisch community will be dealt with as a very serious disciplinary issue and will face immediate expulsion:

- 1) He/she hosts a party at which drugs or alcohol are present. Even in the event that illegal substances are brought by others without the host's knowledge or consent, nonetheless, the host will be held responsible.
- 2) He/she is found to provide drugs or alcohol to another Frisch student.
- 3) He/she possesses or uses drugs, alcohol, nicotine products (including, but not limited to cigarettes, vaping pens, e-cigs, etc.) on The Frisch School campus.

# CLASS ATTENDANCE

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## THE RESIDENCY REQUIREMENT

Frisch requires that each student be in school and in his/her classes each and every school day unless there is a compelling reason for him/her to be absent.

Students are permitted a limited number of absences per year. Students who miss more than 10 percent of their classes in any subject during the course of the year will not be considered to have satisfactorily completed the course and will not receive credit for it. (For example: Math, History, Science and English classes meet 5 times a week. A student may miss no more than 4 classes per quarter.) This 10 percent limit includes sick days, doctors' or other appointments, and family obligations. No special provisions are made for students who take extended vacations. However, special provisions will be made in case of extended illness. Seniors are allotted one week's worth of additional absences for college and Israel school visits. Seniors who plan to visit schools or programs in Israel while school is in session are required to inform the office of this in advance and, upon returning, submit a note. **Students who do not meet this requirement will be considered to have an incomplete in the course and will be required to attend to attend Sunday detention and complete an assignment to earn credit and proceed to the next level.** Detention must be served within 2 weeks; otherwise, the student will receive a suspension.

Students are never permitted to "skip" classes during the course of the school day without permission. In the event of an unexcused absence a student will receive an email that day listing which periods were missed. This information is also available on the student portal. Students have 24 hours to reconcile the absence either with the teacher or in the Main Office. If the absence is not reconciled within that time, it will be considered a cut class. This cut will result in the student coming in for detention Sunday morning from 9 - 10:30 am. Failure to attend the Sunday detention will result in an all day in-school suspension.

It is the student's responsibility to reconcile his or her residency record. We are aware that inevitably, mistakes will be made and, for example, emails will be missed or mistakenly received. Nonetheless it is expected that the students communicate regularly with the office and/or necessary personnel to ensure that their attendance record is in good standing. Without regular and open communication, we will be unable to reconcile mistakes in attendance at much later dates.

## EXCUSED ABSENCES

Appointments scheduled at the initiative of the administration or the guidance counselors (personal, college, and Israel guidance) and participation, with approval, in

school sponsored extra curricular activities are not considered official absences.

**Parents are requested to call the academic office at 201-267-9100 or e-mail [absent@frisch.org](mailto:absent@frisch.org) before 9:00 a.m. to inform us of their son/daughter's absence.**

If a student is late to class by more than five minutes, it will be counted as a cut with the accompanying consequences. Excessive lateness will be treated as a disciplinary issue.

**PHYSICAL EDUCATION ATTENDANCE:** Students who are unable to participate in a specific activity must submit a doctor's note. Any chronic conditions must be documented and submitted to the academic office. Students are allowed 4 absences per semester in gym. If a student is absent for an entire day any gym absence on that day will not count towards the 4 allowed gym absences. Students who miss more than 4 gym periods will be required to make up 2 gym classes per every period over the allowed limit.

Programs and assemblies contribute towards the overall culture of the school. As such, students are expected to attend these events and, barring extended circumstances, will not be allowed to sign out during these programs.

## EARLY DISMISSAL REQUESTS

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Students who need to sign out of school early must have parental permission. This permission must be in writing either by email to [absent@frisch.org](mailto:absent@frisch.org) or through the transportation tab on the parent portal. Please see the sign in/out policies document for further details. In addition to signing out on the portal, the student must then personally come into the Academic Office before leaving the campus. Because it is important for the school to know at all times who is in the building, leaving school without signing out at the office will be considered a serious disciplinary matter and grounds for suspension.

## LATENESS TO SCHOOL

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Students who arrive after the attendance process at the school's Shacharit Minyanim have ended must personally sign in at the academic office. **A student is marked absent from all of that day's classes until he/she signs in at the office. A note or parent phone call will not be sufficient.** Students who arrive late as a result of an appointment with a physician must bring a note from the health professional to the academic office. A student arriving late for any other reason must bring a note from his/her parent or fill out an absent card form online.

# TEFILAH ATTENDANCE

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The goal of The Frisch School is to prepare its students for life-long involvement in the three foundational elements of our religious system: Torah, Avodah, and Gemilat Chessed. That is, just as we are mandated to help our students develop the skills, knowledge and interest which will serve as the basis of their life-long involvement with Torah study, community service and acts of charity and kindness, we hope to help each of our students develop his/her continuing relationship with God through daily prayer. Therefore, it is almost axiomatic that students are required to attend both Shacharit and Mincha services in school each day. Our task is to help those students who find Tefilah difficult, as many do, and to find the meaning that prayer is intended to have in our lives.

## SHACHARIT

Students are required to be in school at 7:40 a.m. and at their assigned Shacharit service promptly at 7:45 a.m. Students who arrive after 7:50 a.m. will be considered absent.

Students are only permitted to be late/absent from davening 15 times a semester. After accumulating 16 latenesses/absences in one semester, a student will have to serve a 40-minute Sunday detention. A 17th lateness/absence will result in a two period Sunday detention. An 18th infraction will result in a full-day in-school suspension and a meeting with a parent.

Students who scan in using another student's ID card will receive a one week suspension.

Students who continue to be late or absent despite detentions/suspensions will be subject to more serious disciplinary action.

Students who sign in to school and then skip davening will receive two detentions.

## MINCHA

Because Mincha is in the midst of the regular school day, there are rarely extenuating circumstances to excuse lateness to or absence from Mincha.

Students who skip mincha will receive two Sunday detentions.

Detention must be served within 2 weeks; otherwise, the student will receive a suspension.



# TEACHER ABSENCES

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The names of the teachers who are absent and whether their classes will be covered will be posted each morning on the digital displays. Students who are free because their teacher is absent should make their way to the cafeteria, to the library, to the student lounges or, if it is not in use, to the gym rather than remaining in corridors or empty classrooms.

# COUNSELING

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The Department of Counseling plays an important role in identifying individual student needs, monitoring group concerns, planning programs, and providing services to Frisch students. In assessing the individual student, the department is aware of and sensitive to the specific factors that make The Frisch School a unique place for learning and growing. These include the rigorous dual curriculum, involvement in community and social activities, and the promotion of co-curricular activities, all of which present the Frisch student with a challenge for growth and success.

## ACADEMIC GUIDANCE

Each Frisch student is assigned to a member of our counseling and mentoring staff who meets with him/her throughout the year. Counselors and advisors help students and parents make academic decisions, deal with academic and social challenges, and work through the inevitable peaks and valleys of a teenager's life. Parents are encouraged to turn first to the counselor when issues or questions arise.

## ADVISORY

Our advisory program operating in concert with the individual guidance counselors ensures that every student has a weekly meeting with a faculty member whose focus is to look after the student's well-being, advocate for his/her needs and see to that student's happiness at The Frisch School.

Each student is assigned an advisor and a guidance counselor but as a parent, you might still wonder whom to contact in any particular situation.

The advisor, who meets with the student on a weekly basis, is the primary point of contact for parents who have questions about the everyday academic progress, social and religious wellbeing of their child. This includes, but is not limited to issues

# COUNSELING

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of goal setting, time management, grades, placement changes, extra-curricular activities, relationships with peers and faculty, and religious questions and struggles. Parents should feel free to contact the advisors with any questions or concerns in these areas. The guidance counselor is the point person for any substantial issues affecting a student's life such as serious sickness, family issues, and repeated academic failure. Parents should communicate these broader and/or ongoing concerns to the guidance counselor who can then work with the family, student and teacher to ensure proper accommodations are made.

## GRADE DEANS

Grade deans are a point of contact for students to discuss any issues they may be having in school: social, academic or religious. The grade dean will be the conduit to the administration. They will ensure the overall healthy culture of the grade.

## ISRAEL GUIDANCE

During the beginning of senior year, each student is assigned an Israel Guidance counselor who will offer the student advice and direction in the selecting of an appropriate yeshiva or seminary to maximize the Israel learning experience. In the initial meeting, students and guidance counselors discuss the intellectual, spiritual and emotional objectives for the year in Israel. Subsequent meetings allow for the guidance counselor to help the student navigate through the application process.

## COLLEGE GUIDANCE

The College Guidance Program is comprehensive and has three goals: to help students make the right choice, to act as students' advocates and to help make the college search and application process a pleasant, meaningful and anxiety free experience. We meet with students and parents both individually and in group meetings, throughout the students' four years at Frisch.

# **CAMPUS / BUILDING HOURS AND SECURITY**

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The Henry & Esther Swieca Family Campus is open on regular school days from 7:00 a.m. - 10:00 p.m. and on school Fridays from 7:00 a.m. until one hour after dismissal. Sunday hours vary. Please call security at (201 ) 267-9100 x 248 for hours of operation. Access through the main entrance to The Mordecai & Monique Katz Academic Building is available from 7:00 a.m. to 7:00 p.m. After 7:00 p.m. and on weekends you must enter and leave the building through the Zayat Athletic Center on the lower level.

Between 7:00 a.m. - 5:00 p.m., all parents and visitors must enter through the main entrance on the upper level, sign in with security and obtain a visitor's pass. There is no entry or exit through other doors except for emergencies.

## **PARKING/ARRIVAL/DISMISSAL**

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Students who drive to school should park in the lower level parking lot and enter the building through the Zayat Athletic Center. Parents and visitors to the school during regular school hours should park in the upper parking lot closest to Century Road.

There is no parking or standing in bus lanes.

## **ELEVATOR USAGE**

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If a student is in need of an elevator key due to injury or medical condition, she/he must bring a note to the Business Office indicating approximate length of time the student will need to use the elevator. Elevator privileges are solely for the use of the student given the key. There is a \$25 charge for a lost elevator key.

## **TEXTBOOKS**

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Most of the texts distributed to the students by Torah and General Studies teachers are to be returned to the school (in good condition) at the end of the school year. Students are to write their names on the inside of the front cover. Lost books are replaced at the student's expense.

Students are expected to return all texts which belong to the school on or before the day of the final exam, but will only be credited for books whose barcode number matches the number of the book originally distributed to that student.

# LIBRARY

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The Frisch School has both a well-stocked and equipped library and an excellent librarian. In order to allow all of the students to benefit from the library's physical and human resources we ask them to conform to the following rules:

1. Use of the library is a privilege. Students are expected to use the library for research and study. Please be considerate of others. Separate areas of the library are designated as quiet areas and as group work areas in which talking is permitted.
2. No student is permitted in the library unless there is an appointed school official present.
3. No eating or drinking is permitted in the library.
4. Students who use the computers in the library or anywhere else on campus are expected to use the computers and the internet appropriately. Any violation will result in the suspension of the student's access to the computers.
5. Any materials borrowed from the library must be checked out with the librarian. Books and other materials are purchased by the school for the use of all students. Students may not remove any book or other material from the library without checking it out. Students are urged to return materials on time.
6. You can access the library catalog online at [www.frisch.org/library](http://www.frisch.org/library).

# PHOTOS AND VIDEOS AT FRISCH

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Throughout the year, Frisch takes videos and photographs of our students for promotional and publicity purposes. These photographs and video clips may be used in our various publications and recruitment materials, in a video, on our website or submitted to the newspaper. While your child's name, city and grade may accompany the photo, no last name or address will be included with your child's picture when we use it on our website.

If you do not want your child's photo to be used in school materials, please e-mail Mrs. Kowalik in the Business Office at [helen.kowalik@frisch.org](mailto:helen.kowalik@frisch.org).

If you see a photo of your son/daughter on our website or in our other materials and would like a copy, just e-mail us and we will be glad to share it with you.

# TECHNOLOGY

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At The Frisch School, we view technology as an essential tool to further our curricular goal of promoting student-centered learning. Through the use of technology, students can communicate and collaborate, research and innovate. They can interact directly with primary sources of information and through the active facilitation of our teachers, become more independent and engaged learners. Students have access to cutting edge multi-platform technologies in our Mac, Chromebook, and PC labs, library, and publication room.

To further our educational mission Frisch has a Bring Your Own Device program. We recommend that every student bring a laptop computer, chromebook, or iPad to school on a regular basis. A guide to different recommended devices can be found at [tinyurl.com/frischbyodguide](http://tinyurl.com/frischbyodguide). Using their personal devices, students will be able to access the powerful resources available on the web and specialized educational apps in various disciplines to promote student-centered learning.

Together with a unique user id and password to log into the Frisch computer network, each student and faculty member has a Frisch e-mail address (firstname.lastname@frisch.org) which is integrated with the Google Apps for Education suite so in addition to email, students can access their academic Google Drive, Docs, and Calendar using their Frisch email address.

Students can access Frisch e-mail from home by clicking on the webmail link at Frisch.org or by logging in with their Frisch email address at Gmail.com.

With the student and faculty e-mail accounts, e-mail will become the primary method of communication for important class related and school-wide memos and announcements. Therefore, students should check their Frisch e-mail every school day.

In addition to Frisch e-mail, students and parents also have the ability to check and submit assignments, access class related documents, and participate in rich online learning content through our Haiku Learning Management System. Students can access their Haiku account by clicking on the link on Frisch.org, using the Haiku Learning iPad app, or going directly to [Frisch.HaikuLearning.com](http://Frisch.HaikuLearning.com) and logging in with the Frisch Google Apps credentials.

Needless to say, students are expected to use technology—in school and at home—responsibly, with respect for others and in accordance to school rules; the use of The Frisch School computer network and the Internet is a privilege, not a right. Inappropriate use may result in disciplinary action by school officials and could lead to the cancellation of network and internet privileges.

# TECHNOLOGY

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## ACCEPTABLE USES

The Frisch School provides access to its computer network and the internet for all students, faculty and staff for educational purposes, offering vast, diverse and unique resources to promote educational excellence.

The use of the Frisch School computer network and the internet is a privilege, not a right. Inappropriate use may result in disciplinary action by school officials and could lead to the cancellation of network and Internet privileges.

Each student has a printing quota of 150 sheets a month and has the ability to print from his/her own computer. Once the quota is reached, students will not be able to print. Should additional printing be required, please see Mrs. Geller.

A copy machine will be available for student use in the library.

The network is to be used for educational and professional development activities. The following types of access are considered to be appropriate uses:

1. To participate in collaborative efforts.
2. To access real-time data.
3. To access unique resources.
4. To publish information and resources.
5. To conduct research.
6. To communicate broadly and effectively.

- Privacy - Network storage areas may be treated like school lockers. Network administrators may review communications to maintain integrity system-wide and ensure that students are using the system responsibly.

- Storage capacity - Users are expected to remain within allocated disk space and delete e-mail or other material which takes up excessive storage space.

# TECHNOLOGY

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## UNACCEPTABLE USES

The following types of access are considered to be inappropriate uses:

- **Illegal copying** - Students should never download or install any commercial software, shareware, or freeware onto network drives or disks, unless they have written permission from the network administrator; nor should students copy other people's work or intrude into other people's files.

- **Inappropriate materials or language** - No profane, abusive or impolite language should be used to communicate nor should materials be accessed which are not in line with the rules of school behavior. Should students encounter such material by accident, they should report it to their teacher immediately.

1. Accessing profane or obscene material, material suggesting illegal acts and material advocating violence or discrimination.
2. Using the access for illegal acts.
3. Attempts to access any resources that are restricted, confidential or privileged. (ex. - using a proxy)
4. Posting chain letters.
5. Internet relay chat, news groups, or mailing list participation unless directed and supervised by a staff member for a classroom assignment.
6. Granting internet or network access to unauthorized persons intentionally or unintentionally, or failing to notify a teacher or administrator if you suspect someone of using your password.
7. Posting personal contact information.
8. Agreeing to meet someone met online without parental approval and without the supervision of a teacher or authorized adult.
9. Attempting to disrupt access.
10. Causing damage to, detaching, or changing function, operation or design of the technology.
11. Using obscene, profane, lewd, vulgar, rude, inflammatory, threatening

## TECHNOLOGY CONT.

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language.

12. Harassing another person.

13. Posting false or defamatory information.

14. Plagiarizing information found on the internet.

15. Disregarding the rights of copyright owners on the internet.

16. Causing or permitting material protected by copyright, trademark, or confidential data to be uploaded, published or broadcast in any way without permission of the school administration.

17. Posting web pages without the consent of a teacher or authorized adult.

18. Downloading large files (over 500 MB).

19. Using the internet for financial or commercial gain (ex. gambling).

20. Using the school computers for non-educational purposes such as playing games of any kind.



# COUGAR CAFÉ

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## FRISCH SCHOOL DINING PROGRAM

Frisch provides a free breakfast after Tefillot every morning that includes juice, milk and cereal. Additional items such as bagels, muffins, and natural juices are available for sale on a daily basis and a hot breakfast is offered for sale every Friday. A hot dairy lunch is offered for sale daily and includes choices of hot entrée, pizza and other fresh made Italian specialties, a full, fresh salad bar, frozen yogurt and toppings as well as sushi. All lunch items are sold on an a la carte basis and may be paid with the cougar card/ID card that functions as a declining balance card. After school service with light fare is provided Monday - Thursday. There is a \$10 cougar card replacement fee.

## SCHOOL WEBSITE & E-MAIL

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Go to the Frisch website ([www.frisch.org](http://www.frisch.org)) for updated information regarding school cancellations, calendar, athletics and other information about Frisch. In addition to finding updated information, many Frisch forms are available under the “Portal” tab on our website.

The Frisch School regularly communicates with parents via e-mail. Please make sure to send your updated e-mail address to [theacademicoffice@frisch.org](mailto:theacademicoffice@frisch.org)

## SCHOOL CANCELLATIONS

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When necessary to end school early because of weather conditions, we will make sure that all the buses are available and that students have ample time to notify parents as needed.

If your son/daughter is a relatively new driver who should not be driving on snowy/icy roads, please do not allow him/her to drive to school on mornings when the roads are already hazardous, or if the weather prediction is for almost certain poor road conditions before the end of the school day.

Needless to say, we will do all we can to make inclement weather decisions with your child’s safety paramount in our minds, and that we will try to disseminate the information quickly and clearly.

Frisch utilizes an emergency notification system through which you will receive a text in the event of an unanticipated school closing.

Please provide the school with your cell phone to ensure you receive the most up-to-date information. Information will also be available on the website and social media.

# ORGANIZATION OF THE FRISCH SCHOOL

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The Frisch School was formed to establish a coeducational Orthodox private school for the instruction of students in Judaic and secular subjects. The school is governed by a Board of Trustees, which oversees a number of subcommittees. Each subcommittee has a specific area of purview and functions in an advisory capacity to the Board and administration.

The following Board Committees are in place:

- Education
- Finance
- Audit
- Nominating
- Development
- Technology
- Legal
- Communications
- Food Service
- House and Facilities

Additionally The Standards and Review Committee helps to determine the admissions policy at Frisch and conducts a blind review of student applicants as part of the admissions process. In addition, the committee may review any student whose status in the school is in jeopardy or it may review decisions of the Principal. All reviews by the committee are limited to arbitrary and capricious decisions of the Principal. The committee may not substitute its judgment for that of the Principal.

# **AVAILABLE ONLINE**

# **[HTTP://FRISCH.ORG/PORTAL](http://FRISCH.ORG/PORTAL)**

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## **OFFICE FORMS**

**Absent, Late Arrival Card**  
**Boys and Girls Gym Uniforms Order**

## **FORM**

**Parking permit (for 11th and 12th grade)**  
**Trip Permission Slip**  
**Art Club: Studio Art, Sculpture & Fashion (optional)**

## **FPA FORMS**

**Dues Payment Form**  
**Donation Card Form**  
**Volunteer Form**  
**The Cougar Store Order Form**

**If you do not have access to the internet, please call the main office to have forms sent to you (201) 267-9100 x 200.**

# The Mordecai & Monique Katz Academic Building

120 West Century Road • Paramus, NJ 07652

T. 201.267.9100 • F. 201.261.9340

[Information@frisch.org](mailto:Information@frisch.org)

**2018-2019**

**5778-5779**

**WWW.FRISCH.ORG**

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