



PHILLIPSBURG HIGH SCHOOL

Matthew J. Scanlon, Principal

August, 2018

Dear Parents/Guardians:

Welcome back to another great year at Phillipsburg High School! 2018-2019 promises great things for our students, and I am pleased to start things off by sending you this letter. As is always the case, the building has remained very busy over the summer months, and when you return you will no doubt notice changes around campus, in the halls, among staff, and we have begun to add some personal touches that you will surely notice.

This year we welcome back Mr. Rovi as Assistant Principal. He will rejoin Mr. Stillo and I, in providing challenging academic and extracurricular programs for all grades. The Freshman Orientation program is scheduled for August 22nd, beginning at 9:00am for students, and we will host an evening program for 9th grade parents at 6:00pm in our auditorium. Just a few short days later, we'll finally begin the new school year and welcome your sons and daughters as grades 9-12 arrive on August 27, 2018. Your child's schedule is enclosed with this mailing. On his/her schedule you will find their counselor name, homeroom (AM/PM are the same location), locker number and combination, and their full year class schedule (including teacher name, and classroom location). This information is also available in Genesis on the Parent Portal.

As in past years, our student/parent handbook is available on the PHS website, and the majority of important school communications are delivered through our school web page - <https://phs.pburgsd.net>, on Twitter @statelinerphs, email, and/or a "voice-shot" home via our student information system. The rest of this letter details everything needed to begin the new school year. All of these materials are now available for viewing, printing and/or downloading on our school web page. If you would prefer hard copies of these materials, we will have them available for your pickup in our guidance office. Alternately, if you would like hard copies of these materials and are unable to come to the guidance office, please call 908-454-3400 x 7030 and request a copy be sent to your home.

The following forms are available for viewing, printing and or downloading purposes, and can be found under the Parent Resources tab on the school website:

Student Parent Handbook	<ul style="list-style-type: none"> This valuable guide describes student activities as well as school policies and procedures. Administration will meet with your child's class on the first day of school to review important areas of the handbook. The handbook is accessible on our website at all times and each student is responsible for the code of conduct that is included. Please take some time to review this important document with your children.
First Day Bell Schedule	<ul style="list-style-type: none"> During the first day students will receive the following pertinent information during homeroom: (Please be sure to ask your student to share this with you.)
Free/Reduced Lunch Application	<ul style="list-style-type: none"> If you received a free or reduced lunch last year, you must fill out a new form this year. The completed form should be returned to the main office.



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Health Form	<ul style="list-style-type: none"> Please complete the updated health forms that are on the website and have your student return to his/her homeroom teacher on the first day of school.
Dress Code	<ul style="list-style-type: none"> If a student comes to school improperly dressed, he/she will be placed in an alternative classroom setting for the day. Please review the dress code policy.
Class Dues Form	<ul style="list-style-type: none"> A system of collecting CLASS DUES will continue for this year. Under this system, dues are \$15.00. Please, review the form regarding the benefits of the dues system and have your student return the form with a check (made payable to <i>Phillipsburg High School</i>) or cash to his/her homeroom teacher on August 27th.
Rotating Day and Bell Schedules	<ul style="list-style-type: none"> These are the schedules we will follow starting August 28, 2018, as well as the day-type calendar for the school year. All are available on our website. The first day of school is an all-classes-meet schedule with class meetings in the morning.
Debit Card Meal Program	<ul style="list-style-type: none"> All students will be issued new ID cards to ensure accuracy when cards are scanned at lunch or breakfast. Student accounts may be opened by simply having your student present a check to any cashier in the cafeteria during their lunch period. Pre-payment of an account may be made prior to school opening by mailing your check. Please put your student's name and grade on the check. Parents can add money, on-line, to their child's student account by clicking the "Cafeteria Access" link on the District home page. In addition to making on-line payments, parents can view transactions and set restrictions for what your child is able to purchase in the cafeteria.
Military Information Forms	<ul style="list-style-type: none"> These forms needs to be returned to the guidance office if you DO NOT want the school to share your student's information with military recruiters.

The use of cell phones has become increasingly pervasive in all aspects of life. To answer the call for revisiting our policy and pending Board of Education approval, our student handbook has been amended to allow use of phones/electronic devices in hallways. However, please know that teachers have the discretion of allowing or not allowing cell phone use in their classrooms. Students who violate classroom rules will be subject to disciplinary action, according to the student code of conduct. Please understand that if you permit your child to bring a device to school, Phillipsburg High School is not responsible for lost, stolen or damaged devices. We anticipate electronic device use under the following conditions:

<i>Cafeteria</i>	Students may use their phones and listen to music with earbuds – NO SOUND-CANCELLING HEADPHONES AT ANY TIME.
<i>Classroom Library</i>	Teacher policy will dictate if and how an electronic device may be used.
<i>Hallways</i>	Students may use their phones in the halls with only one earbud in.
Student Gym Lockers	Only school locks will be permitted in the gym area. Students should bring \$6.00 on the first day of physical education class if they need to purchase a lock. The district reserves the right to inspect any student's locker or other storage area at any time in accordance with N.J.S.A. 18A:36-19.2.



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Student Hall Lockers	For increased security, our entire student locker system has been transformed from combination locks to school issued (only) combination padlocks . Students must lock their locks in order for absolute security to take place. Students may replace a lost hall lock for \$6.00. Locker locations for 9 th and 10 th grade students will be on the 1 st floor. 11 th and 12 th grade lockers are on the third floor. The district reserves the right to inspect any student’s locker or other storage area at any time in accordance with N.J.S.A. 18A:36-19.2.
Back to School	Our “Back to School” Open-House Programs are scheduled for 6:30pm on: <ul style="list-style-type: none"> • September 6th (9th and 10th grades) • September 27th (11th and 12th grades)
Guidance	You may schedule a personal appointment with your student’s teacher or guidance counselor for any reason, at any time during the school year. Simply contact our Guidance Office at (908) 454-3400 x 7030.
Student Parking	Eligible students will be issued a color-coded parking sticker that will identify them as a Phillipsburg High School student driver. ***Due to heavy volume and traffic conditions in the morning and afternoon, all students will park in the lot adjacent to the gym, in spots labeled STUDENT. Student drivers should not park anywhere else on campus. All students driving to school must register their vehicle through Mr. Rovi’s office on the third floor.
Lunch Prices	Paid – \$2.80; Reduced - \$.40; Free - \$.00.
Breakfast	Breakfast is free for all PHS students; Hours 7:15 a.m.-7:45 a.m. in the Cafeteria.

Make checks payable to: Phillipsburg Board of Education
Send check to: Cafeteria Food Services
Phillipsburg High School
1 Stateliner Blvd.
Phillipsburg, NJ 08865

Please continue to follow our school web page, specifically under “Our News” and “Our Events”. In addition, emails, “voiceshots” and tweets (@statelinerphs) will be sent out to remind students of upcoming events/important dates. A helpful day-type calendar is posted on our website for your reference and use. The entire school year is included, with half days, vacations, marking period dates, and bell schedules. As always, parents are encouraged to use the Parent Access program in Genesis to follow your child’s progress. Parent Access Forms are available on the website.

As parents, I encourage your active participation in your student’s educational process. A strong partnership is an essential ingredient for student success. Our first PTA (Parent Teacher Association) meeting will be on Tuesday, September 11, 2018 at 7:00pm in the School Based Youth Services classroom (Room 233) on the 2nd floor. Best wishes for a tremendous school year!

Sincerely,
Matthew J. Scanlon
Matthew J. Scanlon, Principal