

Hillel Yeshiva

PARENT HANDBOOK



2009-2010

תשס"ט-תש"ע

Shaul and Miriam Tawil High School
Charles Mamiye Junior High School
Geri and Abe M. Cohen Elementary School
Rebeca and Benjamin Assa Early Learning Center

www.hillelyeshiva.org

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School Calendar 2009-2010

Mon-Wed	August 31-Sept. 2	Faculty Workshops	
Tuesday	September 8	Middle School Student Orientation Grade 7 9:00 a.m. Head Check Grade 6 10:00 a.m. Head Check Grade 8 1:00 p.m. Head Check/Pictures	10:00 a.m. Orientation 11:00 a.m. Orientation/Lunch 2:00 p.m. Orientation
Tuesday	September 8	Grade 1 Parent Orientation	7:30 p.m.
Wednesday	September 9	First Day of School Grades 1-8 Opening Assemblies and Head Check for Grades 1-5 ELC Orientation	Regular Dismissal with bus transportation
Thursday	September 10	Adjustment Day with Parent Pickup PreN, N, PreK First Full Day of School with Parent Pickup Kindergarten Head check for ELC	1:00 Dismissal 3:00 Dismissal
Sunday	September 13	ELC Welcome Back Event with Grade 8 Girls and PTA	
Monday	September 14	ELC First Full Day of School	Regular Dismissal with bus transportation
Tuesday	September 15	Back to School Night ELC	7:45 p.m.
Wednesday	September 16	Back to School Night Grades 2-6 Smart Board Training(9:00-11:00)	7:30 Grades 2-5 8:30 Grade 6
Friday	September 18	Erev Rosh Hashana	No sessions
Monday	September 21	Tzom Gedaliah	1:30 Dismissal ES & MS 1:00 Dismissal ELC
Wednesday	September 23	Back to School Night Grade 7&8 ES Clubs Begin	7:45 p.m.
Monday	September 28	Yom Kippur	No sessions
	September 30	Halacha Test High Holidays MS	
Fri-Mon	October 2-12	Sukkot Recess	No sessions
Tuesday	October 13	School Resumes	
Thursday	October 15	MS Mishmar Begins	4:30-5:45
Monday	October 19	Father/Son Learning Grade 5	7:00 pm
Mon-Wed	Oct 19-21	Mommy & Me Orientation Days	
Fri & Sat	Oct. 23&24	Grade 8 YACHAD Shabbaton	
Monday	November 2	Student Government Elections ELC Election Day Programs	
Tuesday	November 3	Professional Development Day	7:45-4:00
	November 16	Everyday Berachot Grades 2-8	
Wednesday	November 18	Parent\ Teacher Conferences Grade 1-6	1:30 Dismissal Grade 1-5
Thurs-Fri	November 26-27	Thanksgiving	No sessions
	November 25	Thanksgiving Assembly Grades 2-5	
Tuesday	December 1	Parent\ Teacher Conferences ELC and Grades 7&8 Grades 1-5 Additional Conferences	1: 30 Dismissal grades 6-8
Thursday	December 10	Halacha Test Hanukah MS	
Monday	December 14	Chanukah Recess	No sessions
Wednesday	December 16	End of First Trimester Mommy & Me Hanukah/Open House Event Hanukah Assembly	
Monday	December 21	Gemara Assessment, MS	
Friday	December 25	No Bus Transportation All faculty on bus duty	1:00 Dismissal ELC 1:15 Dismissal ES & MS
	December 31	Early Dismissal	ES and MS 4:00
Friday	January 1	New Years Day	No sessions
Tuesday	January 5	School Pictures Grades 1-7	
Sunday	January 10	Chagigat Humash	
Tuesday	January 12	Halacha Test Tu'Bishvat	
Sunday	January 17	Chagigat Siddur	
Thurs-Friday	January 21-29	Winter Break	No sessions
Monday	February 1	School Resumes	
Monday	February 15	Presidents Day	No sessions
Tuesday	February 16	ELC Progress Reports Due	
Thursday	February 25	Halacha Test Purim, MS	
	March 1	Purim Carnival Kdg.-Grade 8	
Tuesday	February 16-March 9	Od Yosef Chai Collection	
Thursday	February 25	Taanit Esther	1:30 Dismissal 1-8 1:00 Dismissal ELC
Wednesday	March 3	Parent\ Teacher Conferences ELC and Grades 7&8	1:00 Dismissal ELC 1:30 Dismissal Grades 6-8
Tuesday	March 9	Parent \Teacher Conferences Grades 1-6	1:30 Dismissal grades 1-5
	March 19	End of Second Marking Period	
Mon-Wed	March 29 -April 7	Passover Recess	No sessions
Thursday	April 8	School Resumes	
Monday	April 12	Yom Hashoa Program presented by Grade 8	
Tues-Fri	April 13-16	Terra Nova Exams Middle School	
Tues-Fri	April 20-23	Terra Nova Elementary School	
Monday	April 19	Yom haatzmaut Presented by Grade 7 Girls	
Tues-Fri	April 20-23	Terra Nova Exams Middle School	
Thursday	April 22	Gemara Assessment grade 6-8 Boys	
Wed-Thurs	May 5-6	Washington Trip Grade 8	
Wednesday	May 12	Yom Yerushalayim Presented by Grade 7 Boys	
Tuesday	May 18	Erev Shavuot	No sessions

Wed-Thurs	May 19 - 20	Shavout Recess	No sessions
Friday	May 21	School Resumes	
Hill Country Jewish Center	May 23	Salute to Israel Parade (Tentative)	Parent Handbook 2009-2010
Monday	May 21	Memorial Day	No sessions
Wednesday	June 2	Bat Mitzvah Celebration Grade 6 Girls	9:30 a.m.
Friday	June 4-11	Grade 8 Final Exams begin	
Wednesday	June 9	Awards Ceremony Grade 8 (Tentative Date) Last Day of Classes for Grade 7	7:45 p.m.
Thursday	June 10	Grade 7 Trip to Philadelphia/ Grade 6 Trip to NYC Grade 8 Study Day	
Monday	June 14-18	Grade 7 Final Exams	
Wednesday	June 16	Graduation Practice 9:00 a.m. at JCC Graduation Grade 8 at the JCC Report Cards due grade 8	8:00 p.m.
Wednesday	June 16	End of Year Exams for grade 6 in classroom	
Tuesday	June 22	Last day of School ELC and Grade 6	Regular Dismissal 1:30 Dismissal
Wednesday	June 23	Last Day of School Grades 1-5 Kindergarten Graduation	4:00 Dismissal 9:30 am

Grade	Monday-Thursday	Friday
1-5	8:00-4:00	8:00-1:30
6-8	8:00-4:30	8:00-1:30

Grade	Monday-Thursday	Friday
Pre N	9:30-1:00 or 9:30-3:00	9:30-1:00
N-Pre K	9:30-3:00	9:30-1:00
Kind	9:00-3:00	9:00-1:00



Dear Parents,

Welcome to Hillel Yeshiva Elementary School, Pre Nursery through Grade 8.

We believe that education is a journey, not a destination. As times change so do the needs of our children. Journeys are exciting, memorable and leave a lasting impression. At Hillel Yeshiva we are committed to be responsive to the diverse religious, intellectual, social, emotional and physical needs of Jewish children in the 21st century.

On behalf of our outstanding administration and faculty, I invite you to be our partners as we embark on a journey of renewal and renaissance for our beloved Hillel Yeshiva.

At Hillel Yeshiva Elementary School, it is our goal to provide our children with an unparalleled education in a warm, supportive and nurturing Torah environment. We strive to honor the school's tradition and our Jewish heritage by making sure that our children have the opportunity to acquire the knowledge, skills, abilities and Torah values that are fundamental to a productive and purposeful Jewish life.

Please join us as we work together, "B'yachad", to create a bright and successful future for all of our students.

Sincerely,

Dr. Ruth Katz
Head of School
ELC-Grade 8

ת"טז



Dear Parents,

Welcome to the Hillel Yeshiva Elementary and Middle School!

Our faculty and staff look forward to joining together with you in the education of your child. It is our goal that our school reflects a Torah-rich, student centered and nurturing environment. Parents are encouraged to participate actively in our school. Your input and cooperation are greatly appreciated.

Parent support and participation will insure Hillel's commitment to educational excellence. We look forward to sharing with you in the *simcha* and excitement of your child's growth and development.

The following information will acquaint you with our school and its rules and procedures. It is intended to provide general guidelines and information that will help you maximize your child's educational experience. We hope there will be an ongoing exchange of ideas and information between school and home. Should you have any questions or need clarification, please feel free to call the school administration for assistance.

Sincerely,
Dr. Ruth Katz
Head of School

Hillel Yeshiva's Mission

Hillel Yeshiva's mission is to provide students with an outstanding Judaic and General studies education so they can achieve success by building a religious, academic and personal foundation which will enable them to make a loving commitment to Torah, to *mitzvot*, to the community and to the people and the State of Israel.

Our Values

Torah

We value...

- The incorporation of Torah values, *Halacha* and *mitzvot* into one's life.
- Inspirational, loving exploration of the diverse approaches within traditional Jewish thought.
- The establishment of a complete Orthodox Jewish life within a challenging secular culture.
- The rich traditions of Sephardic and Ashkenazic Jewry, including customs, liturgy, and reading traditions.

Tzelem Elokim

We value...

- The uniquely divine worth, potential, and differing perspectives of all people.
- The essential contributions of our faculty members, our support staff, and our administration.
- The treatment of all people with dignity and respect.

Hesed

We value...

- Acts of generosity, benevolence, and loving kindness.
- The creation of an environment of kindness amongst students and members of the entire school community.
- Our responsibilities to our immediate community, to our fellow Jews in America, in Israel and worldwide, to American society and to mankind.

College education and life-long learning

We value...

- Each student's unique passion, creativity, and natural tendency to become life-long learners.
- Critical thinking skills and an environment of open inquiry in a safe setting, as a preparation for higher education, a profession, and ongoing Jewish and General education.
- Life-long Torah learning.

Student-centered approach to education

We value...

- Child centered curricula that take into account students' varying talents, abilities, and learning styles.
- Educating the whole child.
- Each student's personal exploration of self, society, Torah and the physical world as part of one's goal to lead a true, purposeful, and meaningful Jewish life.

State of Israel

We value...

- Religious Zionism and the State of Israel as our Jewish homeland.
- A commitment to the State of Israel and to the culture of Israel, and an understanding of its history.
- The study of the spoken and written modern Hebrew language as a gateway to participating in modern Israeli culture.
- Post-high school Israel year-abroad programs.

Parent Participation

We value...

- Strong bonds between home and school to create the support system integral to student motivation and achievement.
- Parent's ongoing involvement in their children's education.

- Parent's active participation and financial support of our school.

**Early Learning Center, Elementary and Middle School
Administration/Educational Support Staff**

Administration

- Dr. Ruth Katz, *Head of School ELC-8*
- Rabbi Saul Kassin, *Rosh Yeshiva-Halachic Authority
Curriculum Coordinator Judaic Studies*
- Mrs. Rivka Levovitz, *Curriculum Coordinator, General Studies Grades 1-8*
- Mrs. Ruchie Czermak, *Director of Early Learning Center*
- Rabbi Avi Bodlander, *Assistant Principal, Grades 1-5 Elementary School*
- Rabbi Daniel Davis, *Asst. Principal Grades 6-8 Middle School*

Educational Support Team (EST)

- Mrs. Michelle Cohen, *Social Services*
- Mrs. Goldie Grossman, *Special Education Coordinator*
- Dr. Daniel Herrmann, *Director of Psychological Services*
- Mrs. Devorah Munk, *Special Education Coordinator*

- Mr. Daniel Rosenzweig, *Library/Media Center for General and Judaic Studies*
- Mrs. Jean Cadenelli, *Health Office*

Administrative Assistants

Mrs. Lillian Hanan Middle School Office
 Mrs. Tracy Krady Early Learning Center
 Mrs. Bette Pahunkin..... Educational Office
 Mrs. Marta Meyer.....Elementary School Office

Business Office

Mrs. Bobbie Krady Director of Finance
 Mrs. Elizabeth Beckerman Director of Marketing

Technology

Mr. Sean Burns..... Technology Director
 Mr. Ron Hopkins *Director of Maintenance*
 Mr. Louis Krupkin..... *Director of Security*

Hillel Yeshiva Organizational Structure Pre Nursery through Grade 8

Kindergarten GS Instructor

Mrs. Jacqueline Saka

Collaborative Instructors for Judaic Studies

Mrs. Buchwald
Mrs. Dick
Mrs. Cherney

Collaborative Instructors for Keriah Grades 1-5

Rabbi Elbaz
Rabbi Maslaton
Mrs. Semah
Mrs. Srouf
Mrs. Schleifer
Mrs. Cohen

SAFE

Mr. Arthur Braunstein
Mrs. Perr
Mrs. Serure

Hebrew Language Department

Mrs. Dick
Mrs. Raskin
Rabbi Yaniv Vaknin
Mrs. Chedva Weiss
Mrs. Zavulunov
Mrs. Hassida Zilbiger-Chaverim
B'Ivrit Language Consulting

Collaborative Instructors For General Studies

Mrs. Vicky Brosniak
Mrs. Melanie Levy
Mrs. Jennifer Litz
Mrs. Susan Rishty
Mrs. Roberta Thaler

Science Enrichment

Mr. Thomas Dowling
Mr. Louis Krieger

Grass Site Managers 1-5

Mrs. Sandi Rosenstein

E2K Project Coordinator

Mr. Novick
Mrs. Tallman

Music Department

Mrs. Dahlia Menaged
Mrs. Reich, ELC

Art Department

Mrs. Ellen Fellner

Physical Education

Mr. Shlomo Weiss

Technology Department

Mrs. Martuscelli – Instructor &
Support
Mr. Sean Burns– Technology
Support

Faculty

Early Learning Center

Mrs. Ben Simon
Mrs. Miryam Burr
Ms. Chaya Carlebach
Mrs. B. Cohen
Mrs. G. Cohen
Mrs. Czermak
Mrs. Dadoun
Mrs. M. Danziger
Mrs. R. Danziger
Mrs. E. Dwek
Mrs. M. Dwek

Mrs. G. Fried
Mrs. Gelbfish
Mrs. Gemal
Mrs. Lesser
Mrs. Mandel
Mrs. Mansour
Mrs. Aileen Mizrahi
Mrs. Debbie Mizrahi
Mrs. Diane Mizrahi
Mrs. Nahoum
Mrs. Nehmad

Mrs. Nelson
Mrs. Noam
Mrs. Sandler
Mrs. Shapiro
Mrs. Steinberg
Mrs. Sutton
Mrs. Alyssa Tawil
Mrs. Anna Tawil
Mrs. Sandy Wasserman
Mrs. Weinstock

Elementary School Grades 1-5

Rabbi Beyda
Mrs. Dayne
Mrs. Eidelman
Mrs. Fogel
Mrs. Guttman
Mrs. M. Levy
Mrs. S. Levy
Mrs. Litz

Mrs. Londinski
Mrs. Nelson
Ms. Richards
Mrs. Rosenblum
Mrs. Schmell
Mrs. Smith
Mrs. Stagg
Mrs. Sussman

Mrs. Thaler
Mrs. Treff
Mrs. Tallman
Mrs. Wasserman

Curriculum Goals

Hillel Yeshiva's Judaic and General Studies curriculum offers an intensive course of study committed to excellence. The curriculum is sensitive to different abilities and varied learning styles among children. The goals of the dual curriculum are to:

- develop a strong Jewish identity
- foster personal growth in the study of Torah and performance of *Mitzvot*
- prepare students for the demands of secondary education
- develop communication skills
- obtain efficient research and study skills to pursue higher learning
- develop textual skills and the ability for independent Torah study
- acquire a strong foundation in basic knowledge and skills
- acquire fluency in modern Hebrew language
- facilitate competencies in physical education and computer technology
- inspire students to pursue higher Jewish and secular education
- encourage students to bring to the general Jewish community the advantages of their education
- develop a sensitivity to others and a responsibility to contribute to the general good of society
- create a sense of identification with the Land and People of Israel
- offer extensive opportunities for problem solving and critical thinking
- encourage the use and application of technology in the disciplines
- include concrete and experiential opportunities for learning
- become familiar with the Torah and basic Jewish texts

Student Conduct and Responsibility

School rules and limits will be discussed in each class. Rules and regulations are established to indicate the limits of acceptable social behavior. Responsible behavior is a prerequisite for an effective learning atmosphere. Positive behavior and responsibility will be promoted. Cooperation and Torah values will be reinforced and highlighted. Generally, teacher will deal with problems of inappropriate behavior in the classroom setting. At times, however, students who violate school or class rules and regulations may be referred to the school office for counseling or disciplinary action. Teacher may communicate inappropriate behavior to the parent by phone call and/or Discipline Referral.

In addition to class rules and consequences that are established by the teacher, the school has general expectations of behavior that are in effect at all times. These expectations are based on two basic principles:

1. The teacher's responsibility to teach.
2. The student's right to learn.

Any student interfering with these principles will be referred to the assistant principal, social worker or school psychologist, who will review with the child the nature of the referral and discuss appropriate behavior. Students will have an opportunity to reflect on their action and complete a Student Responsibility Form. The student may receive a Discipline Referral, a copy of which is placed in the student's permanent record file. Parents are requested to review the discipline referral with their child.

Listed below is the school's policy for students receiving Discipline Referrals:

Referral One: Student meets with the assistant principal. Referral notice is sent home. Parent reviews the notice with their child.

Referral Two: Student meets with the assistant principal. Referral notice is sent home. Parent reviews the notice with their child. The assistant principal communicates with the parent and indicates that the next referral will require a parent/student conference.

Referral Three: Parent and child meet with the assistant principal. Referral notice is sent home. Student is warned that the next referral will result in a one-day suspension.

Referral Four: Student meets with the Head of School. Student is suspended for one day. Parent and student meet with principal the morning following the suspension. Student is warned that subsequent referrals will result in an immediate suspension. The student returns to class after the meeting with the principal. Student is placed on disciplinary probation. A student placed on disciplinary probation may not be permitted to attend special school events, assemblies, field trips and class trips. Continued referrals may result in conditional re-enrollment to Hillel Yeshiva and/or expulsion.

General Rules

- Be truthful
- Show respect and courtesy towards others
- Refrain from profane language or gestures
- Care for their own property, school property, and respect the property of others
- Keep the campus and building free from litter
- Follow directions from the faculty and administration
- Refrain from eating food outside the lunchroom
- Refrain from chewing gum in school
- Remain in the classroom until dismissed by the teacher
- Avoid loud and unruly behavior
- Exhibit good sportsmanship on and off the playing field
- Recognize that rules for behavior are the same on field trips or any extracurricular activity
- Remember that tampering with fire alarm and extinguishing equipment is against the law

Zero Tolerance Policy

- ▲ A student, who compromises the safety or security of the school, a student, or any adult in the school building, is subject to immediate suspension. Hillel Yeshiva Elementary School and Middle School abides by a zero tolerance policy for any physical/verbal abuse/ fighting by any student. Immediate suspension can result from any evidence of such incidents. Parents will be communicated with by the administration as soon as the incident is reported and investigated. Disrespectful behavior or foul language is not acceptable. Students who are suspended for these mentioned violations are immediately placed on disciplinary probation.
- ▲ Zero tolerance policy for incidents of cyber bullying, misrepresentation of internet social websites and the like. Violation of the zero tolerance policy can result in suspension, loss of privileges and possible expulsion from the yeshiva.

School Hours

Grade	Monday-Thursday	Friday
Pre N	9:30-1:00 or 9:30-3:15	9:30-1:15
N-Pre K	9:30-3:15	9:30-1:15
Kindergarten	9:00-3:15	9:00-1:15
Grade 1-5	8:00-4:00	8:00-1:30
Grade 6-8	8:00-4:30	8:00-1:30

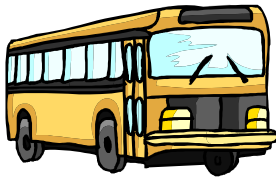
Please check the PTA calendar regularly in order to be aware of those days during which school is closed.

Attendance



Students are expected to attend all classes each day that school is in session. Unexpected illness, with a written explanation, is the only reasons for absence or tardiness. Upon returning to school from an absence or an appointment, the parent or guardian must sign-in the student at the Educational Office. Family vacations should be planned to coincide with school vacations as indicated on the school calendar. Students who are absent from school for reasons other than unexpected illnesses are not excused. Students are expected to make up missed work, at the teacher's discretion. Please be reminded that absences in excess of 10 put the student at risk for lack of significant achievement, receiving awards, and possibly jeopardizing graduation! Unexcused lateness to school may result in recess detention for students of grades 3-8.

Transportation



Transportation for our students is provided by the school district in which the pupil resides. Transportation problems should be addressed to the transportation office at MOESC at 732-409-6060 ext 2042 or to Seman Tov Bus Company at 732-493-8888. In the morning, school buses drop off all students at 7:50 a.m.

Arrival and Dismissal Policy

Daily morning supervision begins at 7:45 a.m. when the buses arrive at school. Upon arrival all students are to go directly into the school building. Parents driving their children to school may drop students off in the car-pool circle ONLY! Pulling into the bus circle is limited to SCHOOL BUSES ONLY.

Prompt arrival at 8:00 a.m. will assure that students will be prepared for *Tefillah*, their first class of the day. Students arriving later than 8:00 a.m. must report to the Educational Office where the lateness will be recorded. Any student who has three recorded lateness will be required to "sit out" a recess period. Any student arriving to school after 8:30 a.m. must be signed in by the parent. In order to insure the safety of our children, students may not leave the school campus during the day unless signed out by a parent. Any parental request to change a child's regular dismissal schedule must be designated in writing and be submitted to the Educational Office. Any phone requests for parent pick-up must be received no later than 2:00 p.m. in order to ensure the safety and security of our children.

Parents must sign the child out at the Educational Office (Dr. Katz's office) before the child can be excused to leave from school. Pupils are not permitted to remain in school after dismissal except for special programs, supervised by a member of the staff. The school cannot assume responsibility for students after dismissal.

- Students will not be excused from class prior to dismissal time.
- In the event of an emergency, your child must bring a note to the a.m. teacher in the morning stating the reason and time he/she will be picked up.
- Parents must come into the school building to sign out the child in the sign-out book located in the Educational Office. For the safety and security of your child, he/she must wait in the Educational Office. Students are not permitted to wait outside the building.

Hillel Yeshiva Transportation Policy of "No Bus Changes"

Bus drivers may not accept responsibility, orally or in written form, to change buses or to exit from the buses at different locations from the usual ones. When your child has plans with a friend, please make certain that you

have arranged parent transportation is arranged **in as much as no students will be permitted to ride any bus other than their own scheduled busses.**

Parents who do not wish their child to board the bus for any reason on any given day **MUST** give the student a note indicating his/her plans. Again, any verbal request for change in transportation for the afternoon must be called in by 2:00 p.m. We cannot guarantee that we will be able to communicate any messages after 2:00 p.m. Your total cooperation in this policy of safety and security is appreciated. Please plan ahead!

Rules for School Bus Safety

- Be on time at the designated school bus stop in order to help keep the bus on schedule. Please allow for an 8-10 minute variance. In the event of longer time lapse, please call Seman Tov at 732-493-8888.
- Stay on the sidewalk at all times waiting for the bus. Be careful in approaching the location at which the bus stops.
- Do not move toward the bus until it has been brought to a complete stop.
- Do not leave your seat while the bus is in motion.
- Keep hands and head inside the bus at all times.
- Do not throw anything out of the bus windows.
- Remain in the bus in the event of an emergency until the driver gives instructions.
- Do not tamper with the bus or any of its equipment.
- Assist in keeping the bus safe and sanitary at all times.
- Keep books, coats, packages, and all other objects out of the aisles.
- Be courteous to fellow students and the bus driver.
- Help look after the safety and comfort of smaller children.
- Do not ask the driver to stop at places other than the regular bus stop. The driver is not permitted to accept requests. Students not complying with these rules will not be permitted to ride the bus.
- Please cooperate with the bus driver at ALL times! A bus report for any child who is not in compliance with the bus safety rules will receive a Bus Report which will be brought to the attention of the administration for further action.

School Closing

- Stay tuned to radio station WJLK 1310 AM or WJLK 94.3 FM for instructions regarding school closing, possible late openings, or severe weather conditions after school sessions have begun.
And/or
- Call the school at 732-493-9300. If you hear a message by Dr. Katz, please follow instructions.
- Log onto our website at www.hillelyeshiva.org, and look for a message on the homepage.

Delayed Openings

If Ocean Township schools are scheduled for a delayed school opening, Hillel Yeshiva will usually follow their lead. If the bus pick-up will be delayed, classes will begin on the following schedule:

Pre-Nursery-Kindergarten	11:00 a.m. -3:00 p.m.
Grades 1-5	10:00 a.m. -3:55 p.m.
Grades 6-8	10:00 a.m. -4:20 p.m. (Friday 1:20 p.m.)

Home/School Communication

At Hillel Yeshiva, we view the educational process as a shared responsibility between home and school. In order to foster this relationship, the school provides a Hillel Yeshiva website which posts special events as well as the school calendar. Additionally homework, tests,



and units of study for the middle school curriculum are posted on the website. The PTA calendar is mailed to all families and contains important information regarding school activities, important dates, and special events.

Parents As Partners Workshops (Schedule to follow)

Workshops will be scheduled periodically for parents of children on all grade levels. These sessions provide a forum for collaboration and the opportunity to share the General Studies and Judaic Studies Curriculum objectives for the school year with the parents of the respective grade level.

Parent Teacher Conferences/Progress Reports

Parent Teacher Conferences are scheduled for all parents in November and in March. These conferences provide the opportunity for discussion of each child's progress as well as providing the parent with a hard copy.. Parents may also arrange appointments to confer with teachers at other times about specific problems. To arrange an appointment, please call the elementary/middle school office in order to leave a message for your child's teacher or email the teacher directly.

Telephone Conferences

Parents can anticipate that teachers will contact the home as necessary concerning an individual child. Parents may call the school office requesting that the teacher return their call. The teacher will return the call as soon as possible. You may also send a note to the teacher via the student or the school office.

Class Placement

Hillel Yeshiva Middle School maintains a policy of annual heterogeneous regrouping of students. This policy, adopted and supported by the Board of Education is based on research indicating that heterogeneous groupings and valuing diversity provide a more beneficial and effective learning environment for all students. Parents will facilitate students' adjustment by affirming their child's ability to flourish academically and socially in their new class.

Use of the Telephone in the Educational Office

The school office will fully cooperate with you in transmitting urgent messages to and from your child. Students may not be called from class to talk on the telephone in school or on a cell phone during school hours, nor are they allowed to make outgoing calls from the office, except in the case of extreme emergency. As part of an effort to teach responsibility, students will not be permitted to call home during the school for forgotten items or to make arrangements for after school.

Report Cards/Progress Reports

Elementary (Grades 1-5)

Formal report cards are issued to parents in January and in June.

Middle School (Grades 6-8)

The school year is divided into three trimesters, as reflected in our school calendar. At the end of each marking period, report cards for each student will be mailed home.

Progress Reports Grades 1-8

Progress Reports will be issued for all subjects between designated marking periods to convey commendation or deficiency in classroom performance. Specialty subject teachers will communicate as needed.

Commendation Certificates

Commendation Certificates will be issued to students who demonstrate exceptional achievement, effort, *middot* and leadership.

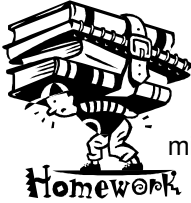
Discipline Referral Form

Discipline Referral Forms will be mailed to parents if students violate the accepted behavioral code of the school.

Bus Incident Report

If a student violates appropriate bus protocol, it can result in temporary/year long loss of bus transportation.

Homework



Homework is a basic component of a child's educational experience. It is necessary to attain the academic objectives set forth for each class. In addition, scholastic work at home develops responsibility and a more complete involvement on the part of the student with schoolwork. Homework is generally given daily in all core curriculum subjects. A student in middle school may have up to two hours of homework nightly. If you see that your child is spending an inordinate amount of time on an assignment, please be in touch with your child's teacher in order to resolve the issue.

Students should use the school planner which is provided by Hillel Yeshiva to organize their school assignments. Parents are requested to provide an atmosphere conducive to studying and assist in time management. Children should not need parental assistance to do homework. The middle school prefers that parents not assist their children with assignments. If a child seems continuously perplexed by the assignments, the teacher should be informed. A student who misses a homework assignment or is ill should make arrangements with the classroom teacher to complete the assignment. Students who are absent should access the Hillel Yeshiva website at www.hillelyeshiva.org to obtain information about missed lessons, homework assignments, and upcoming tests.

Homework is designed to be done independently by the students and should not require parental involvement. In the event that teachers may assign homework that requires parental involvement, this will be communicated to students and parents prior to giving the assignment. Teachers will inform students of the approximate times the assignment should take. Long term assignments will be monitored by teachers to make sure students don't compress work into one short period.

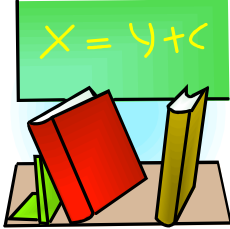
No written homework will be given over the following holidays: *Rosh Hashanah, Yom Kippur, Sukkot, Purim, Passover and Shavuot*. Although homework may be given during *Hanukah*, tests will not be administered. Homework can be given over weekends, but teachers are cognizant that homework cannot be done on *Shabbat*. Teachers will also be sensitive to the needs of students in the event that a special school program is scheduled in the evening. Judaic studies teachers may assign *tefillah* (prayer) or the review of Torah during Jewish holidays.

Hillel Yeshiva Website



In an effort to give students and parents timely access to information about lessons, homework and upcoming assessments, Hillel Yeshiva website displays an overview of the weekly homework, tests, special projects and subject matter for each class. The goal of providing this information is to make certain that all students are informed about assignments and are properly prepared for class and assessments. In addition, the site contains information about special programs, student projects, and health forms. Please access the website at www.hillelyeshiva.org.

Educational Support Team



There are many issues that parents and children face during their children's experience at school. Our administrative staff is available to assist parents help their children. Parents should contact the Head of School, Dr Katz, if they suspect an emotional or learning problem. Parents should contact Rabbi Bodlander in the elementary school or Rabbi Davis in the middle school with issues of school adjustment. Guidance and direction in all areas of child development are available from our Director of Educational Support Team (EST), Mrs. Goldie Grossman, as well as the Child Study Team members, Mrs. Devora Munk, Mrs. Michelle Cohen as well as our Director of Psychological Services, Dr. Daniel Herrmann. The educational office, (Dr. Katz's office) will direct your request to the appropriate staff member.

Referral System To The Educational Support Team of Hillel Yeshiva

Referral services are available to you and your child for any educational, emotional, behavioral problem which may arise in the course of the school year. If there is a problem concerning your child in any of these areas, please feel free to contact the administration so that we may work together to resolve the issue. Additionally, please be aware of the teacher's role in the referral system. In the event that your child's teacher requests your agreement to have the student referred please realize that your cooperation and support are paramount. Once parental consent is given, the referral is then submitted to the Educational Support Team who works collaboratively with the building administrators.

Educational Support Team (EST)

Mrs. Goldie Grossman, *Director of EST*

Mrs. Michelle Cohen, *Social Worker/School Services*

Ms. Esther Klugman, *Social Worker*

Dr. Daniel Herrmann, *Director of Psychological Services*

Mrs. Devorah Munk, *Special Ed Coordinator*

The team meets weekly to review classroom referrals and work together to identify, diagnose and formulate recommendations for strategies to be implemented for behavioral/learning problems of the student. The EST will assign a member of the team to serve as case manager/liaison between the parent, home and student. They also work closely with the classroom teacher to develop the students Individual Educational Program (I.E.P.) within the classroom.

If you decide to pursue the teacher's referral in an independently "outside of school setting", please indicate your plans to the teacher who is responsible to notify the administration of your decision. All of the members of the EST are available to all parents with any questions or concerns regarding your child's academic social/emotional development.

Tutoring

The administration will gladly assist parents in selecting an appropriate and professional tutor when deemed necessary. According to Board of Education policy, no teacher may tutor his/her current students in any subject. Parents are expected to abide by this policy. It is important for the private outside tutor to coordinate and communicate with the classroom teacher in order for the tutoring to be meaningful and effective. Please have your child's tutor contact the classroom teacher for a course of study which will be most beneficial to your child.

Tutoring Guidelines

Please abide by the following regulations for tutoring:

1. A teacher may not tutor any student who is in his/her class.
2. All teachers are required to submit the names of any student who he/she is tutoring if that student is in attendance at Hillel yeshiva.

The administration will gladly assist parents in selecting an appropriate and professional tutor when deemed necessary. According to Board of Education policy, no teacher may tutor his/her current students in any subject. Parents are expected to abide by this policy. It is important for the private outside tutor to coordinate and communicate with the classroom teacher in order for the tutoring to be meaningful and effective. Please have your child's tutor contact the classroom teacher for a course of study which will be most beneficial to your child.

Students with Special Needs

Hillel Yeshiva offers a full range of support services in Judaic Studies within the classroom, as well as pull-out services for students who are classified for special services by the MOESC. MOESC provides onsite Resource Room, Speech Language, Occupational Therapy, Physical Therapy and/or Counseling for those students with special needs.

Enrichment

Hillel Yeshiva is committed to providing enrichment within the classroom with the collaborative efforts and program of the classroom teacher as well as the "push-in" collaborative instructor.

E2K Gruss Foundation

Hillel Yeshiva has been selected to participate in the after school E2K Math and Science program. This program, Excellence 2000 (E2K), is being subsidized by the Gruss Foundation of New York. It was developed in Israel to address the needs of middle school students who have demonstrated high academic achievement and are self-motivated in math and science.

- A. It is an extremely successful program that has been modeled in New York, Illinois and Iowa. This is an inquiry-based program. Asking questions and working in cooperative groups are required skills for success.
- B. Hillel Yeshiva is proud to be one of the few Hebrew Day schools in NJ to offer this program. Classes will meet on Tuesday afternoons 4:30-6:00 p.m. Fall semester- Students of grades 6&8. Spring Semester-Students of grades 6&7.

This is an inquiry-based program. Asking questions and working in cooperative groups are required skills for success. There will be one group of 6th graders participating and one group of 7th and 8th graders. Classes will meet on Tuesday afternoons 4:30 p.m.-6:00 p.m.

Science Olympiad

Eligible participants in grade 4 and 5.

Psychological Services

All students in Pre-Kindergarten classes will have psychological testing prior to being accepted to Kindergarten for the following year. The school psychologist helps to identify potential problems so that the students can receive early intervention if indicated. In accordance with the policy of the Board of Education of Hillel Yeshiva, new students grades Kindergarten-Grade 8 are to have psychological testing prior to his/her admission to the yeshiva. A psychological consultation for intervention is available to parents of students of Kindergarten through Grade 8 on a referral basis.

Dress Code

Dress plays an important role in the dignity and atmosphere of Hillel. As yeshiva students, our boys and girls in the elementary school, as well as our young men and women of the middle school should reflect Torah standards in their dress and in their appearance.

We appreciate parents' cooperation and support in guiding your children to be in full compliance with our dress code everyday, throughout the school year.

See Lands End uniform information on page 18.

Dear Parents,

It has been ten years since the Elementary Board of Education and Board of Directors at Hillel Yeshiva have instituted a Uniform Policy for grades one through eight. The results of this bold initiative have been unanimously successful. Our student body has developed a greater sense of pride and affiliation to our school peer pressure has been significantly reduced, and our students stand as a cohesive and united unit.

Please see the following guidelines as you prepare for the 2009-2010 school year:

1. Please note that in addition to ordering acceptable uniforms at Lands' End, you may now purchase specific items from French Toast. A second place in which to order acceptable uniforms. Please see the attached sheets, which include detailed information on the acceptable items from both Lands' End and French Toast. Special care has been taken to compile the lists in a simplified format in order to avoid any confusion. In order to ensure that the school uniform remains (uniform) for all of our students, please do your school uniform shopping at Lands' End or French Toast.
2. Skirts may be purchased at our Back to School Sale on August 10th and 11th, as well as all-year long from Jonah's Fashions. It is located at 907 Bangs Avenue, Asbury Park, NJ. Please call (732) 502-0106 for an appointment. There is also an acceptable skirt available for purchase from Lands' End.
3. We have noticed that many of our students like to "layer" the uniform shirts on top of other shirts. This is acceptable, as long as the layer underneath the uniform shirt is white, and is not much longer than the uniform shirt. Any color other than white will not be acceptable.
4. Only the official Hillel Yeshiva sweatshirt with our insignia may be worn in school. The sweatshirt will be available at our Back to School Sale, as well as all year long, by contacting Mrs. Valerie Uziel (732) 728-0498 or (732)357-5511. There is also an acceptable sweatshirt from Lands' End with Hillel Yeshiva insignia.
5. When ordering from Lands' End, please be sure to use our school's priority number. It is #900044249. When ordering from French Toast, our source code is QS4BCY. This entitles our school to rewards from every purchase made!

Thank you for your commitment to the school uniform policy thereby enabling your child to be in compliance with our dress code on a daily basis. We appreciate your collaboration in our continuous goal to raise Hillel yeshiva to higher levels of excellence.

Sincerely,

Dr. Gayle Krost
Chairman Board of Education

Dr. Ruth Katz
Head of School, ELC-Grade 8

Dress Code Referral

Dress Code Referral will be forwarded to a parent if a student violates the established dress code for our yeshiva.

Boys and Girls

- No hats or bandanas.
- Closed shoes must be worn at all times.
- Socks must be worn at all times by both boys and girls.
- No clogs or slippers or sneakers with wheels are permitted to be worn at any time.

Boys

- Boys must wear *tzitzit* and a *kippah* at all times, on school grounds and on all school field trips and special events.
- Pants must be “regulation” uniform pants.

Girls

- Shirts must reach the skirt in all postures so that the midriff does not show in any position. Shirts should be worn appropriately “sized,” in keeping with our tradition of modesty.
- Skirts must be “regulation” uniform skirts that reach the knee or longer.
- Cap sleeves are not permitted.
- “Beaded” braids in the hair are strongly discouraged.

Listed below are the acceptable items for school uniforms for the 2007-2008 school year:

Boys

Item	Length	Page	Only Acceptable Colors
Mesh Polo	Short Sleeve	4	White, Chambray Blue, Navy
	Long Sleeve	5	White, Chambray Blue, Navy
Interlochen Polo	Short Sleeve	6	White, Chambray Blue, Navy
	Long Sleeve	6	White, Chambray Blue, Navy
Turtleneck	Long Sleeve	15	White, Navy
Cotton Drifter	(Cardigan)	14	White, Burgundy, Yellow, Navy
	(V-Neck)	14	White, Burgundy, Yellow, Navy
	(Crew)	14	White, Burgundy, Yellow, Navy
	(Vest)	14	White, Burgundy, Yellow, Navy
Original Chino Pant		16	Navy, Khaki
Corduroys		18	Navy, Khaki
Itchless Dress Pant	J, L	18	Navy Only
Oxford Shirt	Solid, Long Sleeve	18	Blue, White
	Solid, Short Sleeve	18	Blue, White

Girls

Item	Length	Page	Only Acceptable Colors
Mesh Polo	Short Sleeve	4	White, Chambray Blue, Navy
	Long Sleeve	5	White, Chambray Blue, Navy
Interlochen Polo	Short Sleeve	6	White, Chambray Blue, Navy
	Long Sleeve	6	White, Chambray Blue, Navy
Turtleneck	Long Sleeve	15	White, Navy
Cotton Drifter	(Cardigan)	14	White, Burgundy, Yellow, Navy
	(V-Neck)	15	White, Burgundy, Yellow, Navy
	(Crew)	14	White, Burgundy, Yellow, Navy
	(Vest)	14	White, Burgundy, Yellow, Navy
Peter Pan collar	(Long Sleeve-H)	29	White, Blue
Knit Shirt	(Short Sleeve-D)	29	White Only
	(Long Sleeve-E)	29	White Only
Tailored Oxford Shirt	(Short Sleeve)	13	Blue, White
	(Long Sleeve)	13	Blue, White
A-line skirt		27	Navy, Khaki

Specialty Programs

Music/Makhela (Choir) The music curriculum consists of multidimensional program designed to instill the love and spirit of Torah and Israel through song. It also introduces the wonderful world of music and performance to students. Grades K-4 has music sessions once a week. A Makhela (choral) is comprised of students from grades 4 and 5 who will perform at events throughout the year.

Art

Art and Art Appreciation are part of the regular curriculum. Students in grades 1-5 have art sessions once a week. Special art projects are incorporated during special events.

Gruss Foundation ProgramsE2K-Grades 6-8

Hillel Yeshiva has been selected to participate in the E2K Math and Science program. This program, Excellence 2000 (E2K), is being subsidized by the Gruss Foundation of New York. It was developed in Israel to address the needs of middle school students who have demonstrated high academic achievement and are self-motivated in math and science. It is an extremely successful program that has been modeled in New York, Illinois and Iowa. Hillel Yeshiva is proud to be one of the few Hebrew Day schools in NJ to offer this program.

This is an inquiry-based program. Asking questions and working in cooperative groups are required skills for success. There will be one group of 6th graders participating and one group of 7th and 8th graders. Classes will meet two afternoons a week from 4:30-5:30.

Gruss Computer Lab (Located in Room 222)

All students in grades 1-5 will participate in twice a week skills oriented program called Success Maker. Each session will be divided into two sections-one section addressing the child's Math needs and one section addressing the child's Language Arts needs. This computer program will identify each individual child's level and will design a custom tailored program for him/her. This computer session will be under the direction of our site manager, Mrs. S. Rosenstein. In order to maximize student learning classroom teachers will remain with their students during these sessions.

Gruss Tal-Am Digital Ivrit Lab

All first grade Hillel students will participate in this pilot program which is funded by the Gruss Foundation. Each first grade class will attend the Gruss Lab during the Judaic Studies portion of their day.

Waterford Program for the ELC

Waterford Early Literacy Program in Language Arts and in Mathematics for all kindergarten students which is funded by the Gruss Foundation.

Sherut Leumi Israel Program

Hillel Yeshiva will host two Israeli young women who have applied to the "Sherut Leumi Program" and instead of fulfilling their civic/military obligation in Israel have opted to live in our community and work collaboratively with our faculty in generating high spirit allegiance and solidarity with our brothers and sisters in Israel. This program will be especially meaningful given the forthcoming 60 anniversary of the Independence of the State of Israel.

Library, General Studies

Each class, in grades 1-5, spends pre-scheduled time in the Library mastering grade appropriate Library Science skills as well as becoming familiar with classic and contemporary literature. The librarian and teachers work in tandem to integrate these skills into the classroom curriculum.

Library, Judaic Studies

Our Hebrew Language Library has been integrated within our General Studies Library under the professional guidance of our librarian Mr. Daniel Rosenzweig. Secular and Judaic literature, as well as resource and research materials will be available to our students.

Computer Instruction

Each class in grades 1-8 receives weekly computer instruction. Students are taught how to utilize the computer as a supporting instructional tool and to integrate their skills within the disciplines. Skills and programs vary at each grade level.

Physical Education

Students receive weekly instruction in physical education. Exercises and sports activities are introduced to help students learn to maintain physical fitness and personal health. In addition to the weekly gym session we advocate physical exercise as a way to increase concentration and attention span of our students.

Science Enrichment

All Students grades 1-5 participate in a weekly Science Lab demonstration in our Science Laboratory. This lab period is in conjunction with the Science syllabus for the year.

Club Program

Grades 4 and 5 participate in an in-school club program, which takes place on Wednesdays from 12:00-12:30.

Clubs may include:

Dollar\$ and \$en\$e
Dig It!
Yetzira Crafts
Calligraphy
Art

Sports
Makhela
Computers

Class Programs

Parents, relatives and friends are encouraged to attend presentations. At no time, however, can a sibling be released from his/her class to attend such a program if the rest of his/her class is not scheduled to attend.

Extra Curricular School ProgramsMishmar Program for boys in grades 6-8

- After school 3H, Health, Homework and *Hashkafa* Club begins Wednesday, October 14, 2009 for Grades 3 & 4 on Wednesdays from 4:00-5:00 p.m.
- Pre Holiday Mini Mishmar for boys and girls grade 5. Schedule to be announced.

Special Events

Please be alert to the special events that we are planning to take place during the school year. Some of these events are as follows:

Holiday Assembly Programs

Tzivot Hashem Holiday Programs

Rosh Chodesh Programs

Chesed Programs

Intergenerational Programs

Grade 5 Father/Son Rosh Hodesh Heshvan Learning Program

Health Fair Week

Authors Program

School-Wide Spelling Bee

Chagigot Siddur V'Chumash וחמש סיידור חגיגות

Chanukah Chagigot, Middle School

Annual Purim Carnival

Science Fair

Middle School Girls' Purim Chagigah

Yom Yerushalayim Program Presented by Grade 5 girls

Model Seder Program

מכביה ל"ג בעמר, Lag B'Omer Outing

Yom HaShoah Program, presented by Grade 8.

Yom HaAtzmaut Program, presented by Grade 7.

Salute to Israel Day Parade Rally

Salute to Israel Day Parade-May 23, 2010.

(Mandatory for all students Grades 4-8)

Participation in Community Events

Parents As Partners Programs. Schedule to follow.

Field Trips/End of Year Trips Grade 6-8

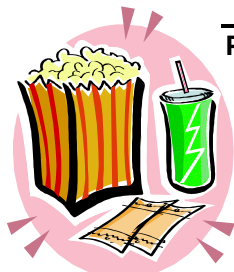
School Wide Student Government Program

Jewish Heritage Fair, Grade 7

Bat Mitzva Celebration, June 2, 2010

Yachad Shabbaton, October 23-24, 2009

at Congregation Magen David of West Deal

Lunch and Snacks**Peanut Alert!**

We have several students in our school with a potentially life threatening allergy to nuts and peanuts. In consideration of this allergy, the Administration at Hillel Yeshiva has adopted a policy regarding food containing nuts in the school.

We are a nut free school. Hillel Yeshiva requires that all students to refrain from bringing any nut products into the school. This includes peanuts, peanut butter and all tree nuts.

Tree nuts include almonds, Brazil nuts, cashews, filberts, hazelnuts, hickory nuts,

pecans, pine nuts, pistachios, macadamia nuts and walnuts.

For those of you, whose children have specific allergies, please remind them to avoid food sharing and trading of food.

1. We appreciate your cooperation in providing your child with a "healthy" snack i.e.: fruit, vegetables, popcorn, pretzels, and cookies. No candy please.
2. Please do not send any dairy snacks with your child on Tuesdays and Thursdays, when a meat menu is served for hot lunch.
3. At no time are snacks to be eaten in the gym. When in the yard all litter must be placed in the garbage recycling bins.

Lunch

1. Only certified kosher food may be brought to school (see Food, Classroom Celebrations and Parties below). Any questions concerning acceptable products should be brought to the attention of the educational office and/or to the specific administrator in charge of the lunch period.
2. Only plastic forks and spoons may be sent to school.
3. Please do not send glass bottles for lunches or snacks.
4. Hillel Yeshiva coordinates a special hot lunch program. Information from the PTA will be mailed directly to you.

Lunchroom

1. נטילת ידיים washing is required for all students every day.
2. Students eat at assigned tables.
3. No student is permitted in the kitchen
4. When lunch is finished, students will clean the table area before *Birkat Hamazon*.
5. Students must obtain permission to leave the lunchroom from their lunch teacher.
6. After *Birkat Hamazon*, students will wait to be dismissed by the lunchroom supervisor.
7. All students must stay with their classes and lunch coverage teachers during the lunch period.

Food, Classroom Celebrations and Parties

Our yeshiva is uncompromisingly committed to Halacha and observes the highest standards of *kashrut*. It is, therefore, imperative that you plan your child's snacks, lunches, and parties to conform to *kashrut* standards and entertainment choices which we at Hillel find acceptable. In this way, the entire Hillel family can readily and easily participate in all activities and celebrations. The guidelines below will enable our policy to be followed.

Our administration is readily available and happy to assist you in making your *kashrut* and entertainment choices. We look forward to sharing with you and your child in many happy occasions.

1. Food
 - a. Food brought into the school must have proper rabbinical endorsement that is approved by the JSOR.



If you have any questions regarding a *kashrut* certification, please call the JSOR at 732-531-4872. This *kashrut* standard includes lunches, snacks, and all refreshments for parties, holidays and celebrations. Homemade cooked or baked goods are not permitted to be distributed.

- b. Tuesday and Thursdays the school serves a meat hot lunch, therefore, all snacks on these days should be parve, even if your child is not part of our hot lunch program.
2. Classroom Celebrations/Assembly Programs
Under no circumstances will any student be excused from class to attend any sibling program. B"H many students! Many celebrations! Excusing students from class to attend sibling programs disrupts the overall educational program of all of our students and faculty.
3. Birthday Parties in School, Out of School
 - a. Birthday parties are not celebrated in class beyond the kindergarten level. Refreshments may be distributed during recess with the permission of the classroom teacher. Tuesday and Thursday are meat lunches and all refreshments must be parve.

- b. From time to time, pupils invite their classmates to their homes or to an outside facility for a birthday party. We assume that parents fully realize their responsibility in arranging these parties for yeshiva students. Not only must the food have a proper rabbinical endorsement, but the parents should also see to it that the children wash and say the proper *berachot* before and after the meal.
- c. Care should be taken not to embarrass any individual child by failing to invite them to parties taking place outside of school.

Hallways



1. No student is permitted in the hall without a hall pass.
2. Students should walk and not run in the hallways.
3. No student is permitted in an unsupervised area at any time.

Security



Needless to say, the security of our children is a high priority at Hillel. Sometimes this makes parking and/or entering the facility more difficult than it has been in the past. Knowing that, please help us in our continual efforts in this most important area.

- ▲ ALL PARENTS/VISITORS MUST PARK IN THE REAR OF THE BUILDING.
- ▲ DO NOT, **UNDER ANY CIRCUMSTANCES**, LEAVE YOUR CAR UNATTENDED IN EITHER THE SMALL OR LARGE CIRCLE.
- ▲ YOU FIRST SECURITY CONTACT WILL BE THE PERSON IN THE OUTSIDE SECURITY BOOTH.
- ▲ PLEASE MAKE SURE YOU ARE WAVED THROUGH BY THAT PERSON; IF YOU ARE STOPPED, PLEASE KNOW THAT IT IS THE SAFETY OF YOUR CHILDREN THAT IS AT STAKE.
- ▲ PLEASE MAKE SURE YOUR CAR IS APPROPRIATELY IDENTIFIED WITH A HILLEL STICKER. YOU MAY REGISTER YOUR CAR WITH MR. HOPKINS, DIRECTOR OF FACILITIES.
- ▲ YOUR NEXT SECURITY STOP WILL BE TO GET A VISITOR STICKER AT THE NEXT POINT OF ENTRY; EITHER THE ELC OFFICE OR THE MAIN ENTRANCE BY THE LARGE CIRCLE.
- ▲ **IF YOU ARE PICKING UP YOUR CHILD AND LEAVING THE BUILDING WITH HIM/HER, PLEASE MAKE SURE TO SIGN OUT AT THE EDUCATIONAL OFFICE.**
- ▲ PARENTS ARE REQUESTED TO REPORT TO THE EDUCATIONAL OFFICE. IF YOU HAVE A MESSAGE FOR A TEACHER OR STUDENT, PLEASE STOP AT THE EDUCATIONAL OFFICE AND OUR SECRETARY WILL BE HAPPY TO HELP YOU.
- ▲ UNDER NO CIRCUMSTANCES MAY A PARENT ENTER A CLASSROOM. PARENTS WHO DO NOT ADHERE TO THIS BASIC RULE REDUCE THE EFFECTIVENESS OF CLASSROOM INSTRUCTION AND JEOPARDIZE OUR SCHOOL SECURITY POLICY.

Thank you for your cooperation in advance.

Personal Belongings and Books

1. Name-tapes and labels should be attached to all belongings; coats, hats, *kippot*, sweaters, boots, gloves, supplies, etc.
2. All lost books will be charged to the student at cost. One set of books per student will be issued.

3. Books may be left in the cubbies but not under seats. Elementary and Middle School students must keep books in their lockers.
4. Lost items are kept in a receptacle in the lunchroom.

Offices and Buildings



1. No student is permitted in any administrative office without official permission from his/her teacher and without a hall pass.
2. Students from one division may not enter another division without a hall pass.
3. Our Business Office is located at 1025 Deal Road, Ocean, NJ from 9:00-5:00.

Emergency and Medical Services

1. Physical Medical Form is required for all students entering our school and must be updated for students entering Kindergarten, 5th and 9th grade.
2. Physical Medical Form should be submitted within the first fifteen (15) days of school. If your child has been examined for camp, it is not necessary to have him/her examined again. Have your physician fill out the Health Certificate based on that examination.
3. The Certificate of Immunization

Every NEW student (transfer or kindergarten) must submit a Certificate of Immunization signed by a physician. The New York State Education Department has instructed us to exclude any child who does not have adequate doses of the following vaccines: Polio, Measles, Mumps, DPT, and Rubella (German measles), Chicken Pox/Hepatitis B. **THE CERTIFICATE OF IMMUNIZATION MUST BE SUBMITTED BY THE FIRST DAY OF SCHOOL.**

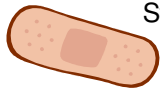
Health and Safety



The school's health policies are developed in conjunction with the MOESC nurse and the NJ State Department of Education. The school nurse can be reached at school if you have any questions regarding health issues or procedures. A child who is in good health has a distinct advantage when starting school. Educational progress is dependent on physical and social/emotional well being. A healthy student will be able to learn more easily, to adjust readily to class room activities and to get along well with others. In order to insure the health of our students, please note:

- Parents are required to submit to the health office an emergency card and completed physical examination form for each child. These forms must be submitted prior to the first day of school.
- Any student wishing to try out for basketball and/or hockey must have a completed interscholastic sports examination form on file in the health office before the first day of school.
- No student will be permitted to try out for a sports team if the form is not received by the deadline.
- Please see that your child receives sufficient sleep each night and a nourishing breakfast daily.
- Please keep your child at home if signs of a common cold or other illness are evident.
- Please inform the school office if your child has a contagious disease or will not be reporting to school for a number of days.

First Aid and Health Care



Students requiring first aid or those who do not feel well should come immediately to the nurse's office. Students are to inform their teacher, who will give them a pass, before going to the office. Except in the case of an emergency, the nurse will not accept a student without a pass from the teacher. If the nurse is not available students should proceed to the school office for assistance.

In cases of emergency, parents will be notified immediately and asked to take their child for appropriate medical care. It is the responsibility of each parent to leave a business and personal phone number with the school office so that we may be able to contact them at once if necessary. Should we be unable to reach a parent, it is our procedure to take the child to the nearest hospital when indicated and get in touch with the child's personal physician whenever possible. Parents should review the Emergency Card and sign where indicated.

Our school personnel treat only superficial wounds. The school policy prohibits the faculty or office staff from administering any medication. Prescription medication that has to be given during school hours to students must be accompanied by written permission from parent and doctor to the school nurse stating at what time and in what dosage the medication is to be given, and the medication must be in the original container.

When you are notified that a child is ill and resting in the school office, prompt arrangements should be made to transport the child home. Please sign out your child at the Educational Office.

Automated External Defibrillator Policy



The Board of Education is committed to providing the highest quality of care to its pupils and personnel. An automated external defibrillator (AED) is used to treat victims who experience sudden cardiac arrest. The Board will have available a defibrillator in a central location to each school.

The school nurse will ensure that the defibrillator is maintained and tested according to the manufacture's operational guidelines.

The local first aid, ambulance or other appropriate emergency medical services will be notified that a defibrillator is available at the school, the type of defibrillator and its exact location in the building.

The principal and/or school nurse will designate staff members to be trained in cardio-pulmonary resuscitation and the use of the defibrillator. The staff member training will be in accordance with NJSA 2A:62A-25. Successful completion and current certification from the American Heart Association, American Red Cross or other training programs recognized by the New Jersey Department of Health and Senior Services in cardio-pulmonary resuscitation and the use of a defibrillator is required.

Any person who uses a defibrillator shall request emergency medical assistance from the appropriate first aid, ambulance or rescue squad as soon as practicable.

The school physician will be provided with documentation that Hillel Yeshiva has a protocol in place to comply with this policy in accordance with NJSA 2A:62A-25 (d), prior to acquiring a defibrillator.

Fire Drills/Evacuation Drills



Fire drills and building evacuation drills will be conducted throughout the year to make certain that our students are prepared for all emergencies. Students are expected to remain silent during fire and

emergency drills in order to ensure a safe, orderly evacuation of the building and to allow for rapid, effective communication. Any student who talks during a fire drill or does not comply with a teacher directive will receive a conduct referral.


Class Trips



During the course of the year we plan and arrange a number of field trips, which are an integral part of our educational program. Transportation is provided by buses.

An annual field trip is scheduled for each middle school grades 6-8 during the course of the school year. Participation in the trip is a privilege that students earn by demonstrating consistently appropriate behavior. Students who violate school rules will not be permitted to accompany their classmates on these trips. There is an additional cost for these trips. During these class trips, regular school sessions for that grade are not conducted. The annual class trips are:

6 th Grade	One day trip to New York City, The "Big Apple"
7 th Grade	One day trip to Philadelphia, PA
8 th Grade	Two day trip to Washington, DC



**MIDDLE
SCHOOL**

The ABCs of Hillel Yeshiva



Early adolescence is a sometimes exhilarating, often challenging stage for children and their parents. Children experience the most rapid and erratic physical, emotional, spiritual, cognitive and social growth and development during the middle school years. As students, early adolescents must make the transition from self-contained elementary school classes to a fully departmentalized high school preparatory educational program with eight core curriculum subjects, each with its own body of knowledge and standards for proficiency. In addition our middle school students celebrate becoming *bnai mitzvah* marking the passage from childhood to adult responsibility from a Torah perspective.

At Hillel Yeshiva, we've updated the ABCs to reflect our message to our student's uniqueness of the young adolescent's yeshiva experience. Our ABCs, which we review with teachers and students alike, are **A**chievement, **B**ehavior and **C**haracter.

Achievement

Students are often quick to respond to the question: "Why do some children always get "A's" in school?" with the response, "Because they were born smarter." This answer actually reflects a commonly held belief that people are born with a finite amount of some quantifiable "innate ability," which in large part determines their degree of academic success. This idea has been reinforced by the predominance of the use of intelligence tests and tracking in schools.

At Hillel Yeshiva, we believe that while children may differ in their "innate ability," the more significant factor in determining children's scholastic achievement is effective effort. Virtually every student who works consistently hard and applies useful learning strategies can reach proficiency in all subjects. This belief is substantiated by researchers who contend that innate ability explains only a part of learning and achievement, and that effective learning strategies can be taught and practiced. We emphasize to our students, "It's not about being smart, it's about getting smart." Students who approach coursework seriously, work hard, and put forth effective effort can and will "get smarter", that is, they will become more competent and confident students, which will result in higher academic achievement. Because many students get discouraged easily and need assistance from parents and teachers in developing effective learning strategies, we need to communicate to our children the following three messages about their studies:

**What we have to teach you is important.
We believe you can do it.
We won't give up on you.**

Our faculty is committed to this philosophy. Parents are important partners in imparting this philosophy to children.

Behavior

Developing a repertoire of appropriate, effective behaviors for success as a student in middle school and beyond. At Hillel Yeshiva we have established a set of clearly delineated school wide behavioral expectations that contribute to the academic, social, emotional and spiritual growth of our students. A strictly enforced dress code sets standards of neatness and modesty appropriate for yeshiva students and emphasizes respect for the activities unique to a yeshiva setting; praying and learning *limudei kodesh*. During non-academic times of the day, such as morning break, lunch and recess, students are required to adhere to rules of conduct that mandate respect for teachers, classmates, themselves, school property and the property of others.

Classroom expectations are geared toward academic achievement: Students are required to arrive to class on time, be prepared with requisite materials for learning, follow class rules, display courtesy to teachers and fellow students and engage in the lesson.

When a student interferes with a teacher's responsibility to teach or other students' right to learn, a system of progressive discipline is implemented. If a teacher's attempts at redirecting a student's disruptive or disrespectful behavior aren't successful, the student receives a referral for conduct. Additional referrals result in conferences with the student's parents and the director of student affairs and finally, the principal. A student who receives four (4) referrals for inappropriate behavior is suspended. Chronic disruptive behavior will lead to disciplinary probation, long-term suspension, mandated outside intervention, or expulsion. We are confident that the vast majority of students at Hillel Yeshiva will display behaviors that are conducive to learning and positive social interaction.

Character

As a yeshiva, we are interested not only in our fostering students' intellectual growth and academic achievement, but in their development as "*Bnai Torah*" who fulfill the *mitzvot ben adam l'chavero*. And so we have also redefined the three R's for middle school students. At Hillel yeshiva the three R's which are part of our articulated informal curriculum are **R**espectfulness, **R**esponsibility and **R**eflective thinking.

Respectfulness refers to *midot tovot* and courtesy to administrators, *rebbeim*, teachers and fellow students. But we are also referring to a sense of appreciation and respect for teachers' commitment to imparting a body of knowledge, skills, concepts and understanding and respect for classmates' efforts to learn and develop as students.

Responsibility refers to the attitude with which students approach their educational experience. Students are expected to prepare and organize their materials, pace themselves in fulfilling assignments and studying for tests, and engage in the academic process in a serious way. Responsibility also includes students' understanding that there are consequences for their behaviors and that they are accountable for their choices.

Reflective thinking is critical as children prepare for the next phase of their educational, emotional and social lives. Students have to make decisions about a whole host of social moral and academic issues. We must direct students to exercise good judgment, make appropriate choices and be deliberative in their decisions.

Administrators, teachers and parents are engaged in the noble process of guiding students toward the worthy goals of high academic achievement, appropriate behavior and good character. With our hard work and effective efforts, Hillel Yeshiva students will distinguish themselves as respectful young men and women, responsible, high performing students and reflective thinkers.

Middle School Daily Routines and Procedures



Our yeshiva is a serious place of learning. When routines and procedures are clearly articulated to and understood by students, the school environment is enhanced to assure maximum learning in the classroom.

Listed below are the daily routines and procedures that all students should know.

Arrival

- Tefillah (prayer) begins promptly at 8:00 a.m. for all students.
- Proceed to *tefillah* (prayer) when the tone sounds.

- If you arrive late, but earlier than 8:10 a.m. proceed directly to your *tefillah* (prayer) class, where your arrival will be recorded.
- If you arrive to school after 8:10 a.m., please report to the school office with a note from a parent or guardian explaining your tardiness. Your arrival will be recorded and you will be issued a late pass.
- Students may never leave the school grounds after arrival.
- Students are not permitted to use radios, CD players, iPods or other entertainment items during school hours.
- Students may use cell phones after they exit the building at dismissal. Cell phones which are visible or in use at any other time will be confiscated.
- Students may not play cards at any time on school premises. Cards that are brought to school will be confiscated.
- Teachers' lounge, kitchen, maintenance areas, and the elementary school are "off-limits".
- Palm pilots and lap-top computers may only be used with prior permission.

Tefillah/Minyan (Prayer)

- Tefillah begins at 8:00.
- Sit in assigned seat.
- Student may not leave Tefillah without permission of the teacher.
- Students who are frequently late to Tefillah will be subject to recess detention.

Breakfast (7&8 grade boys)

- Breakfast is served in the first period classroom after *Tefillah*.
- One bowl of cereal and one carton of milk per student.
- Appropriate *berachot* are to be said before and after eating.
- Students are required to clean up their table area after eating.
- No breakfast food items are to leave the middle school lunchroom.
- No breakfast is served on a Fast Day.

Lockers

- Each middle school student is assigned a locker with a combination locker code.
- Lockers are school property and should be kept clean and neat during the school year.
- No stickers, pictures or other decorations are permitted in lockers. Students will be required to remove any item that is affixed to a locker.
- Students are permitted to go to their lockers after morning prayer and after lunch.

Restroom

- Student may use the restroom between classes.
- During class time, only one student may be permitted to use the restroom at a time.
- Students require a hall pass to leave the classroom.

Lunch

- Listen to the room supervisor for lunch instructions.
- Lunch time will begin and end promptly.
- *Birkat Hamazon* is said before students are dismissed.
- Dairy lunch is served on Fast Days for those students who are not fasting.

Punctual Arrival to all classes

- Arrive prepared with a writing implement, assignments, books, etc.
- Students begin assignments upon entering class and actively participate in the lesson.
- Students require a hall pass to leave the classroom.

Textbooks

- Parents are billed for lost books at replacement cost; final examinations will not be released without payment for any lost books.
- Lost textbooks are placed in a receptacle in the multipurpose room.

Recess

- The morning and afternoon recess is for drinks, restroom and locker use.

Food

- Snacks may be eaten during recess in the classroom and must be peanut free.
- No food or drink may be eaten during class time.
- Gum chewing is not permitted in the school building

Middle School Dismissal

- Students are dismissed at 4:20 (1:25 on Friday).
- Proceed to lockers.
- Exit the building.
- Buses leave at 4:30 p.m.

Dress Code for Middle School Students

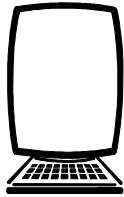
Students in violation of the dress code will receive a dress code referral, and parents may be called to bring the appropriate attire. Re-entry to class will be permitted when the student is appropriately attired to learn in the yeshiva. Excess dress code referrals result in restriction of long-term privileges and/or eligibility for awards/honors.

Parents are also requested to wear proper attire at all times when visiting the school building.

Zero Tolerance Policy

- ▲ A student, who compromises the safety or security of the school, a student, or any adult in the school building, is subject to immediate suspension. Hillel Yeshiva Elementary School and Middle School abides by a zero tolerance policy for any physical/verbal abuse/ fighting by any student. Immediate suspension can result from any evidence of such incidents. Parents will be communicated with by the administration as soon as the incident is reported and investigated. Disrespectful behavior or foul language is not acceptable. Zero tolerance policy for incidents of cyber bullying, misrepresentation of internet social websites and the like. Violation of the zero tolerance policy can result in suspension, loss of privileges and possible expulsion from the yeshiva.
- ▲ Cell phones are never permitted to be visualized or heard even on vibrate, from the moment of entering the school building through dismissal at the end of the day.
- ▲ Students who are suspended for these aforementioned violations are immediately placed on disciplinary probation.

Computer Usage



Hillel Yeshiva has established a technology acceptable use policy. In order for students to use technology in the school, students and their parents or guardians must first read and understand the following acceptable use policies.

Acceptable Use Policy for Students Using the School Computer Network and the Internet

Hillel Yeshiva provides access to its computer network and the Internet for all students, faculty, and staff. Students must have permission from at least one of their parents or guardians to access the Internet and the school network.

The use of the Hillel Yeshiva computer network (hereinafter referred to as "HYCN") and the Internet is a privilege, not a right, and any inappropriate use will result in disciplinary action which could include suspension, loss of computer use and/or dismissal from Hillel Yeshiva. A student's activities while using the Internet in this school must be in support of education and research, and consistent with the educational objectives of Hillel Yeshiva. In addition, a student accessing the Internet from a school site is responsible for all online activities that take place through the use of his or her account. All files and e-mails created by a student on the HYCN shall be considered the property of Hillel Yeshiva, and shall have the unrestricted right to access such files at any time in order to ascertain that any and all rules and regulations set forth in this policy have been strictly adhered to by the student.

I agree that the following actions (which are not exclusive) constitute unacceptable use of the HYCN and the Internet, whether that use is initiated from school or any other site.

- Using impolite, abusive, or otherwise objectionable language in either public or private messages;
- Placing unlawful or illegal information or files on the Internet or network;
- Using the Internet illegally in ways that violate federal, state, or local laws or statutes;
- Using the Internet at school for non school related activities (included but not limited to use of chat rooms and personal non school issued e-mail);
- Sending messages that are likely to result in the loss of the recipient's work or systems;
- Sending chain letters or pyramid schemes to lists or individuals, and any other types of use which would cause Internet congestion or otherwise interfere with the work of others;
- Using the Internet for commercial purposes including E-bay and other auction sites;
- Using the Internet for political lobbying for any cause or government excluding the State of Israel;
- Changing any computer file that does not belong to the user;
- Using, sending, downloading, or duplicating copyrighted materials without permission;
- **Knowingly giving one's password to others;**
- **Using another person's password;**
- Using Internet or network access for sending or retrieving sexually explicit or obscene material, inappropriate text files, or files dangerous to the integrity of the network. This includes but is not limited to all password cracking and serial number breaking software;
- Circumventing security measures on school or remote computers or networks;
- Attempting to gain access to another person's resources, programs, or data;
- Using remote access programs such as PC-Anywhere or Remote Admin to either gain access to school computers or to access another computer from school;
- Vandalizing, which is defined as malicious attempt to harm or destroy data of another user on the Internet or network, and includes uploading or creation of computer viruses and password cracking software;

- Falsifying one's identity to others while using the Internet;
- Changing any computer files that do not belong to the user;
- Any use, which does not conform to the standards of conduct and ethical behavior befitting a student of Hillel Yeshiva, as determined by the Principal.
- Please review copy of text of Computers Safety agreement which has been distributed to you under separate cover.

Student's Agreement

I have read the **Hillel Yeshiva Acceptable Use Policy for Students using the school computer network and the Internet** and I understand fully and agree to abide by the principles and guidelines it contains. In addition, I have read and agree to refrain from those actions listed, which are considered unacceptable to the proper use of the HYCN.

Student's Name (please print): _____ Grade: _____

Student's Signature: _____ Date: _____

Parent's Agreement

As the parent or guardian of this student, I have read the **Hillel Yeshiva Acceptable Use Policy for Students using the school computer network and the Internet** as outlined in this document. I understand that this access is designed for educational purposes. I also recognize that employees of the school or school system may not be able to restrict access to all controversial materials on the Internet. I will not hold them responsible for materials my son or daughter acquires as a result of the Internet from school facilities. I understand that any violation of these policies will result in severe disciplinary actions including suspension and/or dismissal from Hillel Yeshiva as well as compensation for any and all damages incurred as a result of any prohibited use of the HYCN. I accept full responsibility for supervision if and when my child's use of the Internet is conducted outside the school setting.

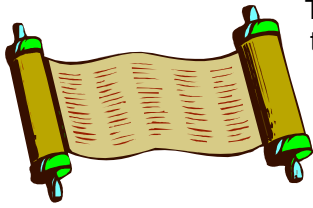
Parent's Name (please print): _____

Parent's Signature: _____ Date: _____

Daytime Phone: _____

Parent's E-Mail: _____

Bar/Bat Mitzvah



The Bar/Bat Mitzvah is perhaps the most momentous and meaningful event during the age of Jewish adolescence. At our school, we believe that this significant transition should reflect the values of our yeshiva. We also believe that this transition should be experienced in a way that enhances the social, emotional and religious growth of your child.

The Bar/Bat Mitzvah is a religious event that should be celebrated in a way that emphasizes the mitzvah aspect of this special moment. One of the most meaningful ways to mark this moment is with a *siyum* (completion of a segment of study) over a section of *Mishna, Talmud, or T'nach*. This can be enhanced if a parent completes the study with the child. There is no better way to complete the elementary years of yeshiva education than with a *siyum*. The school administration will assist any family that needs guidance in utilizing this approach for Bar/Bat Mitzvah celebration. We also encourage our *Bnai Mitzvah* to consider including a *chesed* project in conjunction with the celebration.

We urge parents to plan Bar Mitzvahs on non-school days so that instructional time can be maximized. Please notify the Educational Office at the beginning of the school year as to your Bar/Bat Mitzvah plans.

Bar Mitzvah Celebrations on a School Day

Parents are encouraged to mark the Bar Mitzvah birthday in school. For further details please be in touch with Rabbi Davis.

Bat Mitzvah Program-Grade 6 Girls

The Bat Mitzvah Program is a year long project which is comprised of a mini course on the "Jewish Woman"; commitment to a tzedakah to help Jewish children, a research project based on the maternal namesake in the family as well as the contributions of Jewish women of the biblical era.

The Bat Mitzvah Program culminates in the Mother/Daughter Bat Mitzvah Celebration with a musical and a dramatic presentation by the Bat Mitzvah (grade 6 girls) for mothers, daughters and grandmothers. The Bat Mitzvah calendar for the year includes Mother/Daughter learning and more as indicated below:

- Mother/Daughter Bat Mitzvah Workshop on November 17, 2009 at 2:00 p.m.
- Mother/Daughter Workshop on February 9, 2010 at 2:00 p.m.
- Mother/Daughter Bake Sale March 3, 2010 at the home of Rose and Celese and Michael Mishaan and at the Parent Teacher Conferences on March 9, 2010.
- Shop and Stock Sephardic Bikur Holim Food Pantry March 16, 2010.
- Father/Daughter Packaging Party May 26, 2010. Please bring a wrapped gift valued at \$20-\$25. Every girl gets a package. We need a house to host this event.
- Mother/Daughter Bat Mitzvah Celebration June 2, 2010
\$72.00 for Bat Mitzvah Celebration which covers Mother, daughter and two guests.

This Parent-Student Handbook was written to be used as a reference source by parents and students. It answers most questions that may arise during the school year. However, it does not answer ALL questions. Please feel free to make suggestions to add to future editions. Since our school has an open-door policy, please feel free to come to our school to discuss any questions or problems you may have. We know that together we can work to help your child maximize his/her fullest potential.

We hope and prayer is that, together with the dedication of our teachers and the blessings of Hashem, we will be successful in our sacred task of the religious education of our children.

Shana Tova!

שנה טובה

Happy Healthy New Year
From the Hillel Yeshiva Administration and Faculty

An Encouraging Word

*“I’ve got two “A’s”, the small boy cried
His voice was filled with glee
His father was very bluntly asked
“Why didn’t you get three?”*

*“Mom, I’ve got the dishes done,”
The girl cried from the door
Her mother very calmly said,
“And that took you all day?”*

*The children in the house next door
Seem happy and content
The same thing happened over there
But this is how it went!*

*“I’ve got two “A’s” the small boy cried
His voice filled with glee
His father proudly said, “That’s great
I’m glad you live with me!”*

*“Mom, I’ve got the dishes done,”
The girl cried from the door
Her mother smiled and softly said,
“Each time I love you more.”*

*I’ve mowed the grass,” the tall boy said
“And put the mower away,”
His father answered with a grin
“Well done, you’ve made my day.”*

*Children need encouragement
For tasks they’re asked to do
If they’re to lead a happy life
So much depends on you.*