

HOPATCONG HIGH SCHOOL

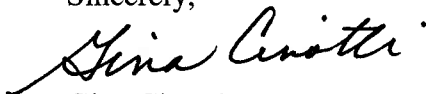
Guidance & Counseling Services

Dear Parent/Guardian:

In order to enroll your child in our school you will need to call 973.770.8861/8862 to schedule an appointment to meet with a guidance counselor. When you come in for your appointment, please bring the following:

1. **Withdrawal Form** or a transfer card from your previous school
2. **School Records** (i.e. transcript, report cards, IEP, immunizations, etc).
This will ensure we place your child in the correct courses.
3. **Birth Certificate** or passport
4. **Proof of Residency** – choose any **TWO** of the following from the list below. If you are unable to provide these documents, you will be required to do so after 30 days.
 - a. Driver's license, property tax bills, deeds, contracts of sale, leases mortgages, signed letter from landlords and other evidence of property ownership, tenancy or residency in Hopatcong.
 - b. Voter registration, licenses, permits, financial account information, utility bills, delivery receipts, and other evidence of personal attachment to Hopatcong
 - c. Court orders, state agency agreements and other evidence of court or agency placements
 - d. Receipts, bills, cancelled checks, insurance claims or payments, and other evidence of expenditures demonstrating personal attachment to Hopatcong
 - e. Medical reports, counselor or social worker assessments, employment documents, unemployment claims, benefit statements, and other evidence of circumstances demonstrating where applicable, family or economic hardship, or temporary residence
 - f. Affidavits, certifications and sworn attestations pertaining to statutory criteria for school attendance, from the parent, legal guardian, person keeping an "affidavit pupil" adult pupil, person(s) with whom a family is living, or others as appropriate
 - g. Documents pertaining to military status and assignment
 - h. Any other business record or document issued by a government entity
5. The attached **Registration Forms** completely filled out
6. Your child

Sincerely,



Gina Cinotti
Director of Guidance

HOPATCONG BOROUGH SCHOOLS

Hopatcong, New Jersey

REGISTRATION FORM

School: **Hopatcong High School** Grade: _____ Date: _____

Child's Name: _____ Sex: _____
(Last) (First) (MI)

Birth Date: _____ Place of Birth: _____
City State Country

Person Enrolling Student: _____

Relationship to Student: _____

Child living with (check one) Both Parents Mother Only Father Only Other

Home Address: _____ Home Phone: _____

Mailing Address: _____

Child's Ethnic Background: White, Not Hispanic Black, Not Hispanic Hispanic
(please check one)
 American Indian or Alaskan Native Asian or Pacific Islander

Native Language of Parent/Guardian/Person Enrolling Student: _____

(If English is not the native language, please check here _____. If English is spoken and understood by the parent/guardian/person enrolling student, please check here _____.)

Parent Information

Father's Name: _____ Country of Birth: _____
Deceased: Yes No USA Citizen: Yes No

Father's Business Name/Address: _____ Phone: _____

Mother's Name: _____ Country of Birth: _____
Deceased: Yes No USA Citizen: Yes No

Mother's Business Name/Address: _____ Phone: _____

Schools Previously Attended

School: _____ Last Grade: _____ Dates: _____
Address: _____ Phone: _____

School: _____ Last Grade: _____ Dates: _____
Address: _____ Phone: _____

HOPATCONG HIGH SCHOOL

Guidance & Counseling Services

P.O. Box 1029 Windsor Avenue

Hopatcong, NJ 08743

973-770-8861/8862

fax: 973-398-6446

www.hopatcongschools.org

RELEASE FORM

Date: _____

Dear Colleague:

_____, a student enrolled at your school, has transferred to our school district's high school. Placement has tentatively been established within the _____ grade.

Please send the following information:

- Health Records
- Academic Records/Cumulative Folder
- Standardized Test Results – including NJ ASK/HSPA scores, *if applicable*
- Attendance Records
- Discipline Records
- Child Study Team Records – including the IEP, *if applicable*

All records should be forwarded to:

Ms. Gina Cinotti, Director of Guidance
 Hopatcong High School
 P.O. Box 1029, Windsor Avenue
 Hopatcong, NJ 07843

Transfer Records ENCLOSED

If there is any further information in your possession, which might assist us in making the student's transfer a smooth one, we would appreciate your forward it to us. Thank you for your cooperation.

Sincerely,

Gina Cinotti

Gina Cinotti
Director of Guidance

I authorize the release of all records of the above named student to Hopatcong High School

Signature of Parent/Guardian

Relationship

Date

Hopatcong Borough Schools

TEMPORARY RESIDENCE & CUSTODY INFORMATION

Dear Director of Guidance,

This letter is to certify that I am temporarily living with _____ who resides in Hopatcong. I understand I must provide proof of residency within 30 days. In addition, I certify that I have custody of my child or children and will provide documentation accordingly. I will forward this information to the Director of Guidance when it becomes available.

Sincerely,

Parent/Guardian Signature

Date: _____

HOPATCONG RESIDENT & TEMPORARY PERSON

If you are the Hopatcong Resident who will be having a person temporarily live with, please complete and sign the following:

I certify that I _____ am a resident of Hopatcong and that
Hopatcong Resident

_____ will be living with me temporarily. I have attached a
Parent/Guardian of child

copy of _____ to verify my residency.
Residency Document

Hopatcong Resident Signature

Sworn and subscribed to

Before me this _____

Day of _____, 20 .

Notary Public of New Jersey

Hopatcong Borough Schools

New Registrant Questions

Student Name: _____ Date: _____

Has the student been serviced under any of the following programs in his/her former school?

Special Services/Child Study Team _____

504 Accommodations _____

Basic Skills _____

English as a Second Language _____

Gifted & Talented _____

Parent Signature *Date*

Student Signature *Date*

Counselor Signature *Date*

HOPATCONG HIGH SCHOOL
P.O. Box 1029, HOPATCONG, N.J. 07843 (973) 398-8803

EMIL BINOTTO
Principal

DAVID PIERSON
Assistant Principal

THOMAS VARA
Director of Athletics

GINA CINOTTI
Director of Guidance

July, 2008

**Re: Parental Objection to Release of Student Information to Military Recruiters,
College/University Recruiters or Prospective Employers**

Dear Parent/Guardian:

Under the federal "No Child Left Behind" Act, public high schools must give the names, addresses and telephone numbers of students to military recruiters, college/university recruiters and prospective employers if the recruiters request the information (P.L. 107-110, Section 9528; 10 USC 503). However, students or their parents have the right to instruct the school in writing that this information is not to be released.

If you do not consent to the release of this information to 1) military recruiters, 2) college/university recruiters and/or 3) prospective employers, please check the appropriate box or boxes below. To be certain your wishes are respected; return this form to the guidance office by September 12, although signed forms returned after that date will be effective upon receipt by the office:

- DO NOT** release student contact information to military recruiters.
- DO NOT** release student contact information to college/university recruiters
- DO NOT** release student contact information to prospective employers.

Student's Name (print)

Hopatcong High School
Name of School

Signature of Student or Parent***

***Students have the right to request that their contact information not be released to recruiters. Parents can override a child's decision by notifying the school in writing, only if the student is under the age of 18. We encourage parents and students to discuss this information.

HOPATCONG BOROUGH SCHOOLS
DURBAN AVENUE – HUDSON MAXIM – TULSA TRAIL
HOPATCONG MIDDLE – HOPATCONG HIGH

HOME LANGUAGE SURVEY

Student: _____ **Sex:** _____ **Grade:** _____ **Date:** _____

Address: _____ **Telephone #:** _____

Country of Birth: _____ **Birth Date:** _____

(if born in another country) Arrived in USA: _____

(if born in another country) Arrived in Hopatcong: _____

Student's Primary Language: _____

Does the child understand spoken English: _____ **YES** _____ **NO**

Language child speaks in home to parents: _____

to brothers and/or sisters: _____

to friends: _____

Mother's Primary Language: _____

Does Mother understand spoken English: _____ **YES** _____ **NO**

Language(s) spoken in home to child: _____

Father's Primary Language: _____

Does Father understand spoken English: _____ **YES** _____ **NO**

Language(s) spoken in home to child: _____

According to the New Jersey Administrative Code 6:31-1.2(a), whenever a child enrolls in the district, that district shall ascertain the pupil's native language. The purpose of this survey is to determine your child's native language, that is, the primary language your child speaks and understands proficiently. Thank you for your cooperation in answering this survey.

Parent's Signature: _____ **Date:** _____

IMPORTANT: THIS FORM MUST BE MAINTAINED IN THE CHILD'S CUMULATIVE FOLDER

HOPATCONG BOROUGH SCHOOLS
MEDIA RELEASE FORM

Dear Parents/Guardians:

At times throughout the school year we are presented with opportunities for students to be photographed and/or videotaped for various reasons as: display in newspapers, magazine, newsletters or brochures; viewing on cable or network television stations; training videos for in school and out of district educators; display for agencies, companies, and corporations who sponsor or work with school activities, etc.

There are also occasions when students have a chance to be interviewed, to interview or exchange questions and answers with the media.

In order to more easily honor parent's wishes in such situations, we will maintain a list of students whose parents/guardians prefer that the child(ren) do not participate in such activities.

Kindly indicate your consent by checking lines below.

For School Year: _____ Student Name(s): _____

Grade: _____ School Hopatcong High School

Please check one that applies.

_____ I grant my permission for my child(ren) to be photographed and/or video taped and/or interviewed by any outside media source during school activities and/or events.

_____ I prefer that my child(ren) not be photographed, video taped or interviewed for any sources outside the school during the current school year.

Parent/Guardian's Signature: _____

Date: _____

(A new media release form must be completed and on file in the school office each year that a student attends Hopatcong Borough Schools)

TRANSPORTATION INFORMATION

Date: _____

Student Name: _____

Grade: _____

FROM THE LIST OF ESTABLISHED BUS STOPS FOR THE HOPATCONG HIGH SCHOOL LISTED BELOW, PLEASE PLACE A CHECK NEXT TO THE BUS STOP NEAREST YOUR HOME.

- | | |
|---------------------------------|------------------------------|
| ____ ALFRED/114 DUPONT | ____ KANSAS/DUPONT |
| ____ ATNO/LAKESIDE | ____ LABRAS |
| ____ BELL/LILCHESTER | ____ 210 LAKESIDE AVENUE |
| ____ CAMP/MAXIM | ____ LINES/MAXIM |
| ____ CARIBOU/MIXIM | ____ MOHAWK/INDIAN TRAIL |
| ____ COLBY/NORTHWESTERN | ____ NARITICONG/HOPATCHUNG |
| ____ COVE'S END | ____ NORTHWOOD STEPS |
| ____ DIVISION/MAXIM | ____ OAKDALE/LAKESIDE AVENUE |
| ____ 236 DUPONT [watertower] | ____ OLD NORTHWOOD FIREHOUS |
| ____ DURBAN ROAD/LAKESIDE BLVD. | ____ PAPOOSE/INDIAN |
| ____ EDSALL/RAPALYEA | ____ RAND/BROOKLYN STANHOPE |
| ____ ELBA/RIVER STYX | ____ SKIDMORE/DUPONT |
| ____ 37 CRESENT | ____ SKYLINE/LAKESIDE AVENUE |
| ____ GENEVA/BROOKLYN MOUNTAIN | ____ 116 SPARTA STANHOPE |
| ____ HENRY/BROOKLYN STANHOPE | ____ SPARTA STAN/MAPLE GROVE |
| ____ HILLS/CLUBHOUSE | ____ SPARTA STAN/MAXIM DRIVE |
| ____ HUDSON AVENUE/MAXIM | ____ STANFORD/NORTHWESTEN |
| ____ INDIANA/SUTTON | ____ WILDWOOD SHORES/MAXIM |
| ____ ITHANELL/RIVER STYX | ____ YALE/BROOKLYN MOUNTAIN |
| | ____ WALKER |

IMPORTANT

Students entitled to transportation by the Hopatcong Board of Education will be assigned to the bus stop nearest their home. Students must use the assigned bus stop. Any changes in bus stop assignments **MUST BE APPROVED** by the High School Principal, Mr. Emil Binotto. **ANY CHANGE IN ADDRESS MUST BE REPORTED** to the office.

NJSIAA STUDENT TRANSFER POLICY

A student-athlete who transfers from one secondary school to another, without a bona fide change of residence by that student's parent or guardian, shall be ineligible to participate for a period of thirty days (30) at their new school from the first competition if they played a varsity sport. The 30 day ineligibility period will begin when the student enrolls and attends classes at the new school for each athletic sport.

Please list the sports you participated in at _____ HS:
Previous high school

FALL:

WINTER:

SPRING:

I have read the above NJSIAA transfer policy.

Print Student Name

Parent Signature

Student Signature

Date

Hopatcong Borough Schools Consent and Waiver Agreement Computer, Network and Internet Acceptable Use

By signing this consent and Waiver Agreement, I _____ and my parents (or legal guardians) state that we have discussed the rights and responsibilities contained herein and I agree to abide by the restrictions contained in this agreement.

Internet access is now available to students, teachers and administrators in the Hopatcong Borough School District via an Internet Point of Presence and our local area network(s). We are very pleased to bring this access to our school district and believe the Internet offers vast, diverse, and unique resources to both students and educators. Our goal in providing this service is to promote educational excellence in our district schools by facilitating resource sharing, innovations and communications.

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers, for example, students and teachers have access to such diverse resources as:

1. Electronic mail (e-mail) communication with people all over the world.
2. Information and news from NASA as well as the opportunity to correspond with the scientists at NASA and other research institutions.
3. Public domain software and graphics of all types for school use.
4. Discussion groups on topics ranging from Chinese culture to the environment to music politics.
5. Access too many University Library Catalogs, the Library of Congress, and Eric, and a large collection of relevant information to educators and students.
6. Graphical access to the World Wide Web.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. The Hopatcong Borough School District has taken precautions to restrict access to controversial materials. However, on a global network, it is impossible to control all materials and an industrious user may discover controversial information. We (Hopatcong Borough School District) firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of the District.

*Internet access is coordinated through a complex association of government agencies, regional, state and local networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire. In general, this requires efficient, ethical and legal utilization of the network resources. If a Hopatcong Borough School District user violates any of these provisions, his or her account may be terminated and future access could possibly be denied.

The signature(s) at the end of this document is (are) legally binding and indicates the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Internet – Terms and Conditions of Use

Acceptable Use – The purpose of the backbone networks making up the Internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Hopatcong Borough School District. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material, threatening or obscene material, or material protected by trade secret.

Privileges – The use of the internet is a privilege, not a right, and inappropriate use may result in a cancellation of those privileges. (Each student or teacher who receives an account will be part of a discussion with a Hopatcong Borough School District staff member pertaining to the proper use of the network). The system administrators will

report inappropriate activities to the school administration. Disciplinary action will be in accordance with **Policies and Regulations 2361** "Acceptable Use of Computer Network/Computers and Resources," **5600** "Pupil Discipline," **5610** "Suspension," and **5260** "Expulsion," as well as possible legal action and reports to the legal authorities and entities. Decisions may be appealed in accordance with Policy **5710** "Pupil Grievances."

Network Etiquette – You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- Be polite. Do not get abusive in your messages to others.
- Use appropriate language. Do not swear; use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
- Do not reveal your personal address or phone numbers of students or colleagues.
- Note that electronic mail (e-mail) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not use the network in such a way that you would disrupt the use of the network by other users.
- All communications and information accessible via the network should be assumed private property.

Hopatcong Borough School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Hopatcong Borough School District will not be responsible for any damages users suffer. This includes loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the internet is at your own risk. Hopatcong Borough School District specifically denies any responsibility for the accuracy or quality of information obtained through these services.

Security – security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the internet, you must notify a system administrator or your Hopatcong Borough School District Internet Coordinator. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. User attempts to logon to the internet using someone else's password, or as a system administrator may result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the internet.

Vandalism – Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy the data of another user, Internet, or any of the above listed agencies or other networks that are connected to any of the Internet backbones. This includes, but is not limited to, hacking and the uploading or creation of computer viruses.

User/Parent/Guardian/Teacher Agreement

INTERNET USER

I understand and will abide by the above Internet Use Agreement. I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may result from my actions.

User's Full Name: _____
(Please print)

User's Signature: _____

Date: _____

PARENT or GUARDIAN

As the parent or guardian of this student, I have read the Internet Use Agreement. I understand that this access is designed for educational purposes. The Hopatcong Borough School District has taken precautions to eliminate controversial material, however, I also recognize it is impossible for school districts to restrict access to all controversial materials, and I will not hold them responsible for materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent/Guardian's Name: _____
(Please print)

Parent/Guardian's Signature: _____

Date: _____

SPONSORING TEACHER

I have read the Internet Use Agreement and agree to promote THIS agreement with the student. Because the student may use the network for individual work or in the context of another class, I cannot be held responsible for the student use of the network. As the sponsoring teacher, I do agree to instruct the student on the acceptable use of the network and proper network etiquette.

Teacher's Name: _____
(Please print)

Teacher's Signature: _____

Date: _____