

JOHN ADAMS MIDDLE SCHOOL

1081 New Dover Road
Edison, NJ 08820
732-452-2920



Mrs. Joan Valentine
Mr. Daniel Kelly
Mr. Ken Blekeski
Mrs. Emily Polizzi

Principal
Assistant Principal
Assistant Principal
Head Counselor

John Adams Middle School
Contact List
732-452-2920

Attendance	Press 1
Nurse	Press 2
Guidance/Counseling Office	Press 3
Transportation	Press 4
Enrollment	Press 5
Child Study Team	Press 6
Chartwells	Press 7
Main Office	Press 8

Follow us on Twitter: @Jams_Knights

Visit our school website at <http://www.edison.k12.nj.us/Domain/11>

Register for Parent Portal at our district website
<http://www.edison.k12.nj.us>

Harassment, Intimidation, and Bullying

As stated in Policy 5512.01, The Board prohibits engagement of any act or behavior of harassment, intimidation, or bullying towards others on school property, at school-sponsored functions, or on a school bus. Harassment, intimidation or bullying means any gesture or written, verbal or physical act that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory handicap, or by any other distinguishing characteristic, that takes place on school property, at any school –sponsored function or on a school bus and that:

1. a reasonable person should know, under the circumstances, will have the effect of harming a person or damaging the student's property, or placing a person in reasonable fear of harm to his person or damage to his property; or
2. has the effect of insulting or demeaning any person or group of people in such a way to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

The consequences and discipline for a person who commits an act of harassment, intimidation, or bullying, or who engage in acts of retaliation against a person who reports such an action are presented in the Policy.

JOHN ADAMS MIDDLE SCHOOL
DAILY TIME SCHEDULE

WARNING
BELL 8:20

HOMEROOM 8:30-8:37
PASS- 8:37-8:41

PERIOD 1 8:41-9:27
PASS 9:27-9:31

PERIOD 2 9:31 - 10:17
PASS 10:17- 10:21

PERIOD 3 10:21 - 11:07
PASS 11:07 - 11:11

LUNCH A 6 TH GRADE		LUNCH B 7 TH GRADE		LUNCH C 8 TH GRADE	
A	11:11 - 11:40	PER. 4	11:11 - 11:57	PER. 4	11:11 - 11:57.
PASS	11:40 - 11:44	PASS	11:57 - 12:01	PASS	11:57 - 12:01
PER. 4	11:44 - 12:30	B	12:01 - 12:30	PER. 5	12:01- 12:47
PASS	12:30- 12:34	PASS	12:30 - 12:34	PASS	12:47- 12:51
PER. 5	12:34 - 1:20	PER. 5	12:34 - 1:20	C	12:51- 1:20
PASS	1:20 - 1:24	PASS	1:20 - 1:24	PASS	1:20-1:24

PERIOD 6 1:24 - 2:10

PASS 2:10 - 2:14

PERIOD 7 2:14 - 3:00

AFTER SCHOOL
ACTIVITIES 3:05 - 4:00

JOHN ADAMS MIDDLE SCHOOL
DELAYED OPENING SCHEDULE

ENTRANCE BELL 10:00

HOMEROOM 10:05 - 10:12

PASS 10:12 - 10:15

PERIOD 1 10:15 - 10:50

PASS 10:50 - 10:53

LUNCH A 6 TH GRADE		LUNCH B 7 TH GRADE		LUNCH C 8 TH GRADE	
A	10:53 - 11:17	PER. 4	10:53 - 11:27	PER. 4	10:53 - 11:27
PASS	11:17 - 11:20	PASS	11:27 - 11:30	PASS	11:27 - 11:30
PER. 4	11:20 - 11:54	B	11:30 - 11:54	PER. 5	11:30 - 12:04
PASS	11:54 - 11:57	PASS	11:54 - 11:57	PASS	12:04 - 12:07
PER. 5	11:57 - 12:31	PER. 5	11:57 - 12:31	C	12:07 - 12:31
PASS	12:31 - 12:34	PASS	12:31 - 12:34	PASS	12:31 - 12:34

PERIOD 2 12:34 - 1:08

PASS 1:08 - 1:11

PERIOD 3 1:11 - 1:45

PASS 1:45 - 1:48

PERIOD 6 1:48 - 2:22

PASS 2:22 - 2:25

PERIOD 7 2:25 - 3:00

AFTER SCHOOL
ACTIVITIES 3:05 - 4:00

JOHN ADAMS MIDDLE SCHOOL

SINGLE SESSION – NO LUNCH OPTION A

WARNING BELL	8:20
HOMEROOM	8:30 - 8:34
PASS	8:34 - 8:37
PERIOD 1	8:37 - 9:12
PASS	9:12 - 9:15
PERIOD 2	9:15 - 9:50
PASS	9:50 - 9:53
PERIOD 3	9:53 - 10:28
PASS	10:28 - 10:31
PERIOD 4	10:31 - 11:06
PASS	11:06 - 11:09
PERIOD 5	11:09 - 11:44
PASS	11:44 - 11:47
PERIOD 6	11:47 - 12:22
PASS	12:22 - 12:25
PERIOD 7	12:25 - 1:00
DISMISSAL	1:00 (APPROXIMATE)

JOHN ADAMS MIDDLE SCHOOL

SINGLE SESSION WITH LUNCHESES Option B (Partial Periods)

Homeroom	8:30 – 8:37
Pass	8:37 - 8:40
Period 1	8:40 – 9:10
Pass	9:10 – 9:13
Period 2	9:13 - 9:43
Pass	9:43 - 9:46
Period 3	9:46 - 10:16
Pass	10:16 - 10:19

6th GRADE

7TH GRADE

8TH GRADE

Lunch 6 10:19-10:49
Pass 10:49-10:52

Period 4 10:19-10:49
Pass 10:49-10:52

Period 4 10:19-10:49
Pass 10:49-10:52

Period 4 10:52-11:22
Pass 11:22-11:25

Lunch 7 10:52-11:22
Pass 11:22-11:25

Period 5 10:52-11:22
Pass 11:22-11:25

Period 5 11:25-11:55
Pass 11:55-11:58

Period 5 11:25-11:55
Pass 11:55-11:58

Lunch 8 11:25-11:55
Pass 11:55-11:58

Period 6 11:58-12:28
Pass 12:28-12:31

Period 7 12:31-1:00

John Adams Middle School General Information and Guidelines

ARRIVAL AT SCHOOL

Students should not arrive at school prior to 8:10 a.m. Students are expected to use the designated entrance for their respective grade. The main entrance may be used only when arriving to school tardy, and at the end of the day at dismissal.

HOMEROOM

Homeroom begins at 8:30 a.m. Morning exercises will be conducted via the intercom, and will include the flag salute and morning announcements. Breakfast is distributed in homeroom to those who purchase it. Morning announcements are also made during homeroom – it is important students remain seated and listen to announcements during homeroom.

LOCKERS & BACKPACKS/BAGS

Hall lockers will be assigned by your homeroom teacher. Gym lockers will be assigned in the first physical education class. School lockers remain the property of the school even when used by the students. Lockers are subject to administrative search at any time in the interest of school safety, sanitation, discipline, and enforcement of school regulations.

In the interest of safety, backpacks and/or other bags (including fanny packs) may not be worn or carried during the school day. However, string bags may be used to transport student Chromebooks to each class. Students will be allowed to visit their lockers on a limited basis during the school day, provided it does not cause tardiness to class. **Students are responsible for their lockers at all times. Students are not allowed to share lockers or combinations under any circumstances.**

CELL PHONES/HEADPHONES

Cell phones/headphones may not be used during the school day or during a school sponsored function. This includes text messaging and use of camera/video functions. **Cell phones/headphones need to be off and away in lockers.** Cell phone use is not permitted in the building for any reason. Cell phones found on, in use, or in view will be confiscated. A parent will need to pick up the cell phone and the student will receive disciplinary action.

CAFETERIA & FOOD/BEVERAGE

There are three lunch periods, (one for each grade level) that are 29 minutes in duration. All students must eat in the cafeteria, regardless of whether they purchase lunch or bring food from home. Students must report to, and remain in the cafeteria during the entire lunch period. Students will be dismissed at the end of the lunch period by section as directed by the teacher in charge. **Students may not bring in food/drink from outside restaurants (McDonald's, Dunkin Donuts, Starbucks etc.) and may not bring in group lunch items to celebrate birthdays, etc. Hot beverages are not permitted upon entry.**

LUNCH ROOM PROCEDURES

Parents can prepay for lunches using a check or cash. Checks must be paid to the “Edison Board of Education--Lunch Account.”

If students forget lunch, they may use the phone in the main office to call home. Lunch will not be provided by the cafeteria services. Students may use the office phone to call parents if they forget their lunch.

FREE OR REDUCED LUNCH

Regardless of eligibility, all students must submit a completed application for free or reduced lunch. These forms and explanatory letters will be distributed in homeroom on opening day. Please complete the form and return it to the homeroom teacher. These forms are available online at

<http://www.edison.k12.nj.us>.

EMERGENCY PUPIL CARD

The school nurse maintains an Emergency Pupil Card for each student. The card will be distributed on opening day in homeroom to be brought home, completed by parents, and returned the next day. **These must be kept up to date.**

STUDENT INSURANCE

Students may participate in a voluntary student insurance plan provided by an independent company. Information regarding the student insurance plan will be distributed to students in homeroom on the first day of school. The application should be returned regardless of whether or not you wish to participate.

PARENT TRANSPORTATION OF STUDENTS

Parents who transport students to school by car are asked to drop off and pick up students at the side entrance leading to the faculty parking lot. Parents may use the front driveway after 8:15 and 3:15 once all buses have arrived/departed.

BUS STUDENTS

Students who receive school bus transportation are to conduct themselves properly at all times, while at the bus stop, and while on the bus. Any student who causes a disturbance, or who in any way jeopardizes the safe operation of the school bus, is subject to disciplinary action and loss of bus privileges (TITLE 18A:25-2). All students must have their bus pass on them at all times.

FIRE DRILLS/LOCKDOWN DRILLS

Fire drills are necessary for the safety of students and faculty. Everyone should know the specific directions for reaching a point of safety from any location in the building. Students must follow the directives of their teachers, and must evacuate the building in an orderly fashion. Any student who fails to do so is subject to disciplinary action.

Lockdown drills will be conducted on a regular basis. Students must follow the directives of their teacher during a lockdown drill.

HALL PASSES

Students will not be allowed out of their classrooms without a pass except during passing between classes. Students found in the hallway without a pass will be subject to disciplinary action. Students who are late to class will be asked to sign the class late log.

STUDENT IDENTIFICATION CARDS

Students are required to wear their identification cards during the school day. ID cards and lanyards are provided by the school, but if a student loses his/her card, there is a five dollar charge to replace the card. ID cards are needed to attend such events as athletic contests and dances and are used as swipe cards in the cafeteria and school library, as well as a means for staff to identify students. Students who show up at school activities without identification cards will not be permitted into the event.

JEWELRY IN PHYSICAL EDUCATION

No jewelry will be worn during physical education class. Students who have a note from a physician stating that the earring(s) or jewelry cannot be removed for a stated period of time will be placed on medical, not to exceed 10 school days. Religious jewelry is not an excuse and must be removed. Medical bracelets are acceptable but must be covered with a soft wrist band. If students are considering body piercing, they should plan to do so during their health cycle.

SCHOOL CLOSINGS

Whenever it becomes necessary to close schools or delay the opening of school due to inclement weather or other emergency, the information will be disseminated as follows:

- District site: www.edison.k12.nj.us
- Blackboard connect
- Twitter: @JAMS_Knights

DELAYED OPENING PROCEDURES

A delayed opening will result in school beginning at 10:00 a.m., and ending at 3:00 p.m.

Students are to report directly to homeroom upon arrival. A special bell schedule will allow ALL classes to meet for approximately 35 minutes. Lunch will be served.

Students, who are transported to school via school buses, are to be at their regular pick-up locations 90 minutes later than their usual time. On a day of a delayed opening, students should not arrive before 10am.

HEALTH SERVICES

If a student becomes ill in school, he or she should report to the nurse, who will decide upon the appropriate course of action. Students must not leave the building because of illness without authorization. If the nurse is not in, students are to report to the main office.

Students entering the clinic MUST have a pass from their subject teacher.

Parents or guardians of students who self-administer asthma inhalers must complete the permission slip available from the school nurse.

MEDICATION

Before any medication may be administered to or by any pupil, a written request from the parent giving permission for such administration and a written order of the prescribing physician is required. Permission is effective for the school year for which it is granted and must be renewed each subsequent school year. (Source: Board of Education Policy 5141.21 – Administering Medication). Over the counter medications are included in this policy. Medical information may be shared with the principal, assistant principal, guidance counselors, teachers and support services staff on a need-to-know basis.

ITEMS PROHIBITED ON SCHOOL PROPERTY

The following items are prohibited in school and on school grounds at all times: animals, radios, skate boards, roller blades, hover boards, water pistols, cigarettes/smokeless tobacco, and any other items judged by the administration to be inappropriate for school.

HARASSMENT

Students and staff members are respected as individuals at all times. We are committed to fostering and maintaining respect and will not tolerate any form of bias or discrimination, whether it be cultural, racial, or sexual. Any bias incident should be promptly reported to a teacher, counselor, or administrator for appropriate action. There is a difference between bullying and conflict. Before a report is made, the reporting student should consider all of the events, details and his/her own actions/words as they pertain to the incident.

GUIDANCE SERVICES

Our Guidance Department provides many valuable services to our students. Foremost among them are personal, educational, and vocational counseling (both individual and group). Each student is assigned to a guidance counselor to whom he/she turns for any kind of assistance. However, students are free to seek the help of any counselor on staff. Counselors are generally assigned according to homeroom sections. Other guidance services include the following:

- Pupil programming and scheduling
- Student and parent orientation programs
- Parental conferences
- Community Services
- Standardized testing
- Parent/Teacher resource services
- Reporting pupil progress to parents
- Student referral services

STUDENT SUPPORT SERVICES

In order to assist students who manifest the special need for services not readily provided by our regular staff, the following personnel are also available:

Child Study Team (732) 452-2920

- Psychologist
- Learning Disabilities Teacher Consultant

- Social Worker
- Speech Therapist

CLUBS AND ACTIVITIES

Attendance during after school/Saturday activities is a privilege that students must earn. Students must be in good standing academically and behaviorally in order to maintain club status. Early morning clubs begin at 7:45. No students will be permitted into school earlier or without a pass. A sampling of JAMS clubs:

LIBRARY COUNCIL: Library Council members play a vital role in promoting faculty and student involvement in media center activities. Their efforts contribute to the efficient operation of the daily circulation of books, audio-visuals, and periodicals.

STUDENT COUNCIL: The Student Council provides opportunities for service and leadership in the school and community. Members of the Student Council are responsible for sharing important information with their homerooms. Members of the council also provide valuable input in the development and implementation of policies directly affecting the student body, such as the Student Dress Code and the Discipline Code.

STUDENT AMBASSADORS: The Peer Helpers program is designed to provide assistance to individuals visiting our building during parent conferences and Back to School Night. Peer Helpers also assist incoming 6th graders during Orientation week, and with all new students during the year.

MUSIC ORGANIZATIONS: Students who demonstrate talent and interest in belonging to one of the music organizations at JAMS have a variety of choices available to them. These activities may be taken as electives during the school day in addition to morning or after school practices. Students are required to perform at concerts given throughout the school year as well as at regional and state-wide competitions.

PHOTO & VIDEO-EDITING CLUB: Students have the opportunity to work with cameras, iPads, and other sources of technology to create movies.

COURT YARD CLUB: The court yard club focuses on making John Adams beautiful by gardening, grooming, and working together.

SPORTS/FITNESS ACTIVITY PROGRAM

EARLY MORNING BASKETBALL: This supervised activity is available to all students, and is held every morning until 8:30 a.m. Students form teams and play each other on a rotation basis.

FITNESS ACTIVITY: Fall and Winter programs are offered after school, with such offerings as basketball, volleyball, floor hockey, and badminton. Parent permission slips are required for student participation in Intramurals, along with health history/ physical forms.

DRESS CODE

The manner of dress must not create classroom disorder or distract others. **The administration reserves the right to restrict or prohibit any manner of dress or apparel judged to be inappropriate, a distraction to the learning environment, or apparel that presents a safety hazard.** The following guidelines are established to assist in maintaining the proper dress for school as per BOE POLICY 5132:

1. Students may not wear apparel that promotes or endorses illegal substances (i.e., drugs, alcohol or tobacco products). In addition, students may not wear clothing with messages deemed offensive, profane or inappropriate as judged by the administration.
2. Students may not wear strapless, see-through, one-shouldered, off-the-shoulder or halter tops. Additionally, bustiers, tops with cut outs, or shirts that allow the midriff to be exposed are not permitted (with arms raised the shirt must cover the midriff). Proper attire should include undergarments. No undergarments should be visible or worn as outerwear.
3. Tank tops, sleeveless tops and tops with thin straps may be worn, but the top must fall reasonably close to the neckline, as judged by the administration, and fall directly below the underarm to insure that the torso and undergarments are not exposed inappropriately. Bra straps must be covered. Tops that have lingerie or adjustable straps are not permitted. Clothing with thin straps should be worn with strapless undergarments.
4. No sunglasses may be worn during the school day (unless medically prescribed).
5. Students may not wear short skirts or short shorts. Shorts and skirts should have a reasonable distance from the knee but should not be shorter than mid-thigh. Ripped jeans should not be ripped in areas which could be considered as inappropriate as judged by the administration.
6. Students are not permitted to wear or carry hats or outerwear, such as winter coats, rain coats, heavy jackets, varsity jackets, during the school day. Windbreakers, lightweight jackets or lightweight jackets that are a part of a uniform or a warm-up suit are permitted during the school day.

NOTE: On special occasion days, such as School Spirit Day, the Principal is authorized to permit the wearing of hats or sports uniforms.

7. Ski masks are not permitted to be worn in school. Any similar type of hats or hoods that hide the face are not permitted and will be confiscated.
8. No sweatbands, headbands, scarves, bandanas, kerchiefs or large chains (jewelry) may be worn on any part of the body or visibly displayed in any other fashion while in school (unless approved by the administration for religious or medical reasons).
9. Students are not permitted to wear clothing that are clearly pajamas, slippers, or sleepwear.

NOTE: On special occasions, such as School Spirit Day, the Principal is authorized to permit the wearing of pajamas, slippers and sleepwear.

10. Students may not wear gloves of any kind (i.e. winter gloves, mittens, batter's gloves, etc.).
11. Students are not allowed to carry backpacks or other bags during the school day.

REMINDERS

1. An emergency phone number where a parent or relative can be reached during the day is to be given to your homeroom teacher at the start of the school year. This will be recorded on the emergency card provided by the clinic and the office. If there is any change during the school year, this information must be updated.

NOTE: Students will not be released from school to an individual who is not listed on the emergency card. For security reasons, individuals picking up students will be asked for ID. An older sibling is permitted to pick-up a child only in case of emergency; the older sibling's name should be on the emergency card and must be 18 years of age or older.

2. After arriving at school, whether walking, being bused, or driven by car, all students are to remain on school grounds in their designated areas. No students are permitted into the building without a pass: students aren't permitted through the main entrance doors.
3. Students must report to homeroom by 8:30. It is their responsibility to get to their locker to pick up school materials needed for the morning and then to report to their homeroom by 8:30. Students who don't arrive to homeroom by 8:30 are considered late and must report to the main office/lobby.
4. Students who are legitimately excused early should have a note signed by a parent stating the time they are to be excused. This note is to be brought to the office before homeroom begins so this information can be recorded on the attendance sheet.
5. Students are not allowed to leave the school building during the school hours without permission from the principal's office.
6. Students are allowed out of the classroom only with a pass given to them by their teacher. Students are not permitted to wander around the building.
7. On a day after an absence, students must report to the office with a written excuse from home. The only way to have an absence excused is with a medical note.
8. If a student had an accident, he/she should notify a teacher, the nurse, or the office at once.
9. When transferring to another school, parents must inform the guidance office in writing as soon as possible.
10. When a student has a change of address or telephone number, he/she must notify the guidance office.
11. If a student rides a bicycle to school it must be parked in the racks and must be secured with a lock.
12. If a student is absent from school during the regular school day, he/she may not participate in any after school or evening activities without prior permission from the principal or vice principal.
13. For security reasons, students who attend dances will not be released early without special permission from the principal or vice principal. Students who leave must be picked up by their parents.
14. Lost or stolen books must be paid for; students who do not pay fines will be prohibited from attending school events or participating in after-school activities.
15. Lockers must be locked at all times. Students are not permitted to share lockers.
16. Cellphones must be off and kept in lockers throughout the school day.
17. Students must wear ID cards at all times