



COLTS NECK HIGH SCHOOL



Freehold Regional High School District
59 Five Points Road, Colts Neck NJ 07722

Brian Donahue, Ed. D.
Assistant Principal

Daniel D. Simon, Sr.
Principal

Debra Kozar
Assistant Principal

August 2016

Dear Colts Neck High School Student and Parent(s)/Guardian(s),

I hope this letter finds you happy healthy and relaxing with your families. Welcome members of the **Class of 2020**, all other students new to our school, and of course all returning upperclassmen for the 2016–2017 school year ... especially the Senior Class of 2017! I am excited as I enter my fourth year as Principal of Colts Neck High School and I look forward to continuing to work together with all of you and our talented and dedicated staff to build upon prior successes towards an even brighter future.

Parent Portal/Required Documentation

The parent portal (<https://parents.frhsd.com/genesis/parents>) provides electronic access to forms and important information, including student attendance, grades, and conduct. The portal will be accessible starting Monday, August 15th. If you are in need of assistance logging in to the parent portal, please contact the CNHS guidance office at (732) 761-0190, ext. 1030.

Parents are required to log into their parent account, review the forms and information and acknowledge their review. This acknowledgment will constitute an electronic signature and will have the same force and effect as a written signature. Please log-in, review, and acknowledge through an electronic signature the following important documents:

- 2016-2017 Student-Family Handbook Acknowledgement Form
- Network Use Agreement Form
- FERPA and Directory Notification of Rights Form
- Media Information Release Form
- Student Health History Form – Parent Questionnaire
- NJ Family Care Information Form
- Emergency Contact Form – (Note: you will be prompted to update your child's emergency contact information in the Parent Portal)

Schedules will available for viewing as of Friday, August 19th at 4:00 pm, **but will not be visible until all required forms are reviewed and acknowledged.** Please contact the CNHS main office to request paper forms if you do not have computer/internet access. Any questions regarding schedules should be directed to the guidance office. As a reminder, requests for a schedule change will only be considered for the following reasons (and these guidelines and procedures for schedule changes will be followed at all times):

1. Data processing errors (i.e. a required course is not on the student schedule or the requested level is not indicated).
2. Successful credit recovery program or credit advancement which allows progress to the next sequential course.
3. Seniors who require a course to fulfill a graduation requirement.
4. A documented history of student/teacher/family conflict. Requests for schedule changes based on teacher preference will not be honored.

In addition, bussing information will be available for you to review. Click on the "View Bus Pass" link in order to download and print the student bus pass. If you have any questions or concerns, please refer to the FAQ section on the FRHSD Transportation page: <http://www.frhsd.com/Page/137>. All change requests should be submitted on the bus stop change request form: <http://frhsd.schoolwires.net/cms/module/selectsurvey/TakeSurvey.aspx?SurveyID=105>.



COLTS NECK HIGH SCHOOL



Freehold Regional High School District
59 Five Points Road, Colts Neck NJ 07722

Brian Donahue, Ed. D.
Assistant Principal

Daniel D. Simon, Sr.
Principal

Debra Kozar
Assistant Principal

The FRHSD Student-Parent Handbook is available online in a user-friendly format at <http://frhsd.schoolwires.net/Page/389>. This handbook contains important information that you and your child should review together. Building expectations and protocols will also be reviewed with students in class meetings at the start of the year.

If there is an outstanding fine noted in the parent portal, please settle that with our main office staff as soon as possible. As soon as these requirements are satisfied, a locker will be assigned.

Schedule for Opening Day(s)

For all incoming **freshmen**, orientation will take place on Tuesday, September 6th, from 8:25 – 10:40. You should report to your bus stop at the time indicated on the bus pass. Upon your arrival, please report directly to the **AUDITORIUM**. Counselors will be on hand in the auditorium to assist students with identifying homeroom locations, where student schedules will be distributed. After an opening address, students will be dismissed to homeroom and follow an abbreviated schedule until dismissal at 10:40. No lunch will be served on this day. Hopefully this will give students a chance, not only to see classroom locations, but also to meet teachers and to become familiar with the building prior to the first day of school.

ALL students will report for a 'regular' day on Wednesday, September 7th. Homeroom begins at 8:25. **Students are expected to bring a hard copy of their schedule.**

Attendance – “Every Day Counts”

Consistent daily attendance and on time arrival to school is critical to the learning process and academic success. In accordance with State law, students are required to attend school regularly to ensure continuity of instruction and classroom participation. Your child's course credit may be withdrawn if the total number of absences (excused and unexcused) is excessive, which is defined as exceeding:

- five (5) days for a quarter course
- nine (9) days for a half year course
- fourteen (14) days for a three-quarter course
- eighteen (18) days for a full-year course

Attendance shall be taken daily in every class and parent/guardians will be notified of absences through various communications. Interventions and supports will be provided to students to assist in improving attendance.

For more information, visit

<http://frhsd.schoolwires.net/cms/lib8/NJ01912687/Centricity/Domain/4/Every%20Day%20Counts%20Information%202016.pdf>.

Safety/Security

The safety and security of all of our students and staff is a top priority. As part of that effort, designated entrance doors will open at 7:45 am and all doors will be secured at 8:30 am. After 8:30 am, all visitors will be required to be buzzed in through our main entrance, and required to show identification and sign in with our security officers. Parents/Guardians dropping off items for their child will be asked to leave the items in the designated location and immediately exit the building. We thank you in advance for your understanding and cooperation.

All morning drop offs will be at the main entrance on the 537 side of the building. **There will be no morning drop offs permitted on the Five Points Road side of the building.**



COLTS NECK HIGH SCHOOL



Freehold Regional High School District
59 Five Points Road, Colts Neck NJ 07722

Brian Donahue, Ed. D.
Assistant Principal

Daniel D. Simon, Sr.
Principal

Debra Kozar
Assistant Principal

Additional Information

The district website (<http://www.frhsd.com>), and the CNHS homepage (<http://www.frhsd.com/coltsneck>) remain an excellent source of current, relevant information. Please bookmark these locations and check in throughout the school year for news and updates, calendars, and a stream of my Twitter feed (@DSimonCNHS) as well.

Visit our SECA's website (<http://www.oncoursesystems.com/school/webpage/438499/651001>) for all things pertaining to sports and extra-curricular activities. Be sure to look there for a registration page to receive the SECA's Cougar Connection newsletter to stay on top of what's happening in our Cougar community.

The attachment "Instructions to join Remind (Community)" provides direction on how to sign up for a text message group for the CNHS community. This is used sparingly to 'push' important messages of a timely nature.

The attachment "Additional Info for Parent Letter 16-17" contains information from our Nurse, SECA, and Guidance Supervisor. Please take a moment to look that over as well for some important updates.

As you begin to transition into the new school year, I urge you to support our hard-working Colts Neck High School PTSO. Their membership forms for the 2016-2017 school year are included as attachments. I strongly encourage you to offer your unique skills and talents to contribute to their success in supporting our students and staff.

On behalf of Mrs. Kozar, Dr. Donahue, Mr. Arnao, and Mrs. Kenney we look forward to seeing all of you in September. I would also like to remind parents to mark your calendar for our "Back to School Night" which is scheduled for September 15th. Additional information about that evening's program will follow. In the meantime, enjoy what is left of the summer; and if you have any questions, do not hesitate to reach out.

Sincerely,

Daniel D. Simon, Sr.
Principal

P.S. All new students are reminded that the Cougar Kickoff takes place on Wednesday, August 24th at 6 pm. Details can be found on the CNHS website. I hope to see you there!