



MEMORANDUM

TO: Principals
Director, Infant-Toddler Development Center
Program Coordinator, RED Program

FROM: Stacie Poelstra

DATE: July 11, 2019

RE: Religious Holidays Calendar

Attached please find the New Jersey Department of Education's calendar of religious holidays for the 2019-20 school year and the regulations concerning religious holidays.

Also attached are the following: notes regarding separate holidays; Board Policy and Regulation 5200 (Attendance) defining a legal absence for a religious holiday and the required written excuse; Board Policy and Regulation 8810 (Religious Holidays) defining accommodations for students observing religious holidays; and the Board-approved school calendar for the 2019-20 school year.

Please take all of the information provided into consideration when planning your school calendar of events, and advise parents and staff that this information will be posted on the district website (Board page/Board Business/District Calendars) by Tuesday, September 3, 2019.

SP:cl

- Attachments:
1. Notes re: Separate Religious Holidays 2019-20
 2. NJDOE Religious Holidays Resolution and List (May 1, 2019)
 3. Board Policy & Regulation 5200 – Attendance
 4. Board Policy & Regulation 8810 – Religious Holidays
 5. 2019-20 School Calendar

c: Dr. Daniel Fishbein
Ms. Ojetta Townes
Ms. Debra Anderson
Ms. Lucy Papamichael

Notes Concerning Separate Religious Holidays 2019-20

Please note details regarding the following major Jewish and Islamic holidays.

Jewish Holidays

Jewish holy day observances begin on the evening of the preceding day and end on the evening of the final day of observance.

Rosh Hashanah

Begins on the evening of Sunday, September 29, 2019 and ends on the evening of Tuesday, October 1, 2019

Yom Kippur

Begins on the evening of Tuesday, October 8, 2019 and ends on the evening of Wednesday, October 9, 2019

Passover

Begins on the evening of Friday, April 8, 2020 and ends on the evening of Saturday, April 16, 2020

Islamic Holidays

Ramadan

The Muslim month of fasting will begin on the evening of Thursday, April 23, 2020 and continue through the evening of Saturday, May 23, 2020. Many Muslim children will be encouraged to fast for all or part of the day during this time. Therefore, The Muslim Society advises that some parents may suggest permitting their children to go to the school library during gym class or during lunch, when it may be hard for children to watch others eating. However, this decision should be left to the individual child and his or her parents.



**Adoption Resolution
May 1, 2019**

State of New Jersey
STATE BOARD OF EDUCATION

RESOLUTION

The List of Religious Holidays Permitting Student Absence from School

WHEREAS, according to N.J.S.A. 18A:36-14 through 16 and N.J.A.C. 6A:32-8.3(j), regarding student absence from school because of religious holidays, the Commissioner of Education, with the approval of the State Board of Education, is charged with the responsibility of prescribing such rules and regulations as may be necessary to carry out the purpose of the law; and

WHEREAS, the law provides that:

1. Any student absent from school because of a religious holiday may not be deprived of any award or of eligibility or opportunity to compete for any award because of such absence;
2. Students who miss a test or examination because of absence on a religious holiday must be given the right to take an alternate test or examination;
3. To be entitled to the privileges set forth above, the student must present a written excuse signed by a parent or person standing in place of a parent;
4. Any absence because of a religious holiday must be recorded in the school register or in any group or class attendance record as an excused absence;
5. Such absence must not be recorded on any transcript or application or employment form or on any similar form; and
6. The Commissioner, with the approval of the State Board of Education, is required to:
 - (a) prescribe such rules and regulations as may be necessary to carry out the purposes of this act; and
 - (b) prepare a list of religious holidays on which it shall be mandatory to excuse a student. The list, however, is to be a minimum list. Boards of education, at their discretion, may add other days to the list for the schools of their districts; and

WHEREAS, although the New Jersey Department of Education makes every attempt to ensure the accuracy of the dates using the lunar, Gregorian and Julian calendars; and

WHEREAS, dates within this resolution may not be fixed before the State Board adopts the annual calendar and may require additional revision; now therefore be it

RESOLVED, the State Board of Education permits the Commissioner of Education, after annual adoption by the State Board of Education, to revise the dates provided in list of religious holidays.

WHEREAS, the district board of education has the right to add any bona fide religious holiday to the list for its own schools; now therefore be it,

RESOLVED that the State Board of Education adopts the following list of religious holidays for the 2019 - 2020 school year:

2019-20 School Year Observances

July 2019

Date	Observance
July 9	Martyrdom of the Bab (Baha'i)
July 16	<ul style="list-style-type: none"> Guru Purnima Asalha Puja Day (Buddhist)

August 2019

Date	Observance
August 1	<ul style="list-style-type: none"> Fast in Honor of the Holy Mother of Lord Jesus (Eastern Orthodox Christian) Lammas (Christian and Wicca)
August 5	Naga Panchami (Hindu)* ¹
August 6	Transfiguration of the Lord (Eastern Orthodox Christian)
August 9-14	Hajj Day (Islam)*
August 10	<ul style="list-style-type: none"> Tish'a B'Av (Jewish) Yawm al-Arafa (Islam Dawoodi Bohra)*
August 11	Eid al-Adha (Islam Dawoodi Bohra)*
August 12-15	Eid al-Adha (Islam)*
August 13-15	Obon (Buddhist)
August 15	<ul style="list-style-type: none"> Feast of the Assumption of the Blessed Virgin Mary (Catholic Christian) Dormition of the Theotokos (Orthodox Christian) Ulambana (Buddhist) Raksha Bandhan (Hindu)*
August 19	Eid-e-Ghadeer (Islam Dawoodi Bohra)*
August 24	Krishna Janmashtami (Hindu)*
August 27-September 3	Paryushana (Jain)
August 31	<ul style="list-style-type: none"> New Year – Hijra (Islam) 1st Muharram (Islam Dawoodi Bohra) Muharram (Islamic New Year)

¹ * Disclaimer: New Jersey Department of Education has made every attempt to ensure the accuracy of the dates. The information has been verified through the use of various sources and some dates may vary due to the lunar, Gregorian and Julian calendars.

September 2019

Date	Observance
September 1-9	Ashara Mubaraka (Islam Dawoodi Bohra)*
September 1 – 15	Onam (Hindu)*
September 2	Ganesh Chaturthi (Hindu)*
September 7	His Holiness Sakya Trizin's Birthday (Buddhist)
September 8	<ul style="list-style-type: none"> Nativity of Mary (Christian) Nativity of the Theotokos (Eastern Orthodox Christian)
September 10	Yawm Aashura (Islam Dawoodi Bohra)*
September 21-29	Mabon (Wicca/Pagan)
September 27	The Elevation of the Holy Cross (Eastern Orthodox Christian)
September 29-October 1	Rosh Hashanah (Jewish)
September 29 - October 8	Navaratri (Hindu)*
September 30	Feast of Trumpets (Church of God, Philadelphia Church of God)

October 2019

Date	Observance
October 9	<ul style="list-style-type: none"> Yom Kippur (Jewish) Day of Atonement (Christian, Church of God, Philadelphia Church of God)
October 13-20	Sukkot (Jewish)
October 14-20	Feast of Tabernacles (Church of God, Philadelphia Church of God)
October 19	Chehlum Imam Hussain (Islam Dawoodi Bohra)*
October 20	Installation of the Scriptures as Guru Granth (Sikh)
October 20-22	Sh'mini Atzeret (Jewish)
October 21	Last Great Day (Church of God, Philadelphia Church of God)
October 22	Simchat Torah (Jewish)
October 24-29	Diwali (Puja, Deepavali)*
October 27	Diwali (Hindu, Jain and Sikh)*
October 28	Goverdhan Puja (Hindu)*
October 29	Birth of B'ab (Baha'i)
October 30	Birth of Baha'u'llah (Baha'i)

November 2019

Date	Observance
November 1	<ul style="list-style-type: none">All Saints' Day (Christian)Samhain-Beltane (Wicca)
November 2	All Souls' Day (Christian)
November 9	Maulid al-Nabi (Islam and Islam Dawoodi Bohra)*
November 12	Guru Nanak Dev Sahib Birthday (Sikh)
November 13	Urus-Syedna Mohammed Burhanuddin (Islam Dawoodi Bohra)*
November 21	The Presentation of the Theotokos to the Temple (Eastern Orthodox Christian)
November 24	Guru Tegh Bahadur Martyrdom (Sikh)
November 26	Day of Covenant (Baha'i)
November 28	<ul style="list-style-type: none">Nativity Fast begins (Eastern Orthodox Christian)Ascension of 'Abdu'l Baha(Baha'i)

December 2019

Date	Observance
December 1	<ul style="list-style-type: none">First Sunday of Advent (Christian)Milad Imam-uz-Zamaan (Islam Dawoodi Bohra)*Ecclesiastical Year begins (Eastern Orthodox Christian)
December 8	Immaculate Conception (Christian)
December 17	Milad Syedna Mohammed Burhanuddin (Islam Dawoodi Bohra)*
December 22	Yule (Wicca and Christian)
December 22-30	Hanukkah (Jewish)
December 25	<ul style="list-style-type: none">Christmas (Christian)The Nativity of Christ (Eastern Orthodox Christian)
December 26	Zarathosht Diso (Zoroastrian)

January 2020

Date	Observance
January 1	<ul style="list-style-type: none">Gantan-sai (Shinto)Mary, Mother of God - Catholic Christian
January 1 -7	Holy Convocation (Church of God and Saints of Christ)
January 2	Bodhi Day (Buddhist)
January 5	Birthday of Guru Gobind Singh Sahib (Sikh)

Date	Observance
January 6	<ul style="list-style-type: none"> • Feast of Epiphany (Christian) • Feast of Theophany (Eastern Orthodox Christian) • Nativity of Christ (Armenian Orthodox)
January 7	Feast of the Nativity (Eastern Orthodox Christian)
January 14	Maghi (Sikh)
January 15	Makar Sankranti and Pongal (Hindu)*
January 19	World Religion Day (Baha'i)
January 25	Chinese/Lunar New Year (Confucian, Daoist, Buddhist)
January 29	Vasant Panchami (Hindu)*

February 2020

Date	Observance
February 1	Imbolic-Candlemas (Wicca and Christian)
February 2	The Presentation of Our Lord to the Temple (Eastern Orthodox Christian)
February 8	Nirvana Day (Buddhist)
February 10	Tu B'shvat (Jewish)
February 13	Jonah's Passover (Eastern Orthodox Church)
February 15	Nirvana Day (Jain)
February 21	Maha Shivaratri (Hindu)*
February 25	Shrove Tuesday (Christian)
February 26	Ash Wednesday (Christian)
February 26-March 1	Intercalary Days (Baha'i)

March 2020

Date	Observance
March 2	Clean Monday (Eastern Orthodox Christian)
March 9	Ayyam al Beez (Islam Dawoodi Bohra)*
March 9-10	Holi (Hindu)*
March 10	Purim (Jewish)
March 10-12	Hola Mohalla (Sikh)*
March 13	<ul style="list-style-type: none"> • L. Ron Hubbard's Birthday (Church of Scientology) • Milad Imam-uz-Zamaan (Islam Dawoodi Bohra)*
March 20	<ul style="list-style-type: none"> • Ostara (Wicca) • Mabon (Wicca/Pagan Northern and Southern Hemispheres) • Nowruz (Zoroastrian)
March 21	Yawm al-Mab'ath (Islam Dawoodi Bohra)*
March 22	Lailat al Miraj (Islam)*

Date	Observance
March 24	Souramana Yugadi (Hindu)*
March 25	<ul style="list-style-type: none"> The Annunciation of the Theotokos (Eastern Orthodox Christian) The Annunciation of the Virgin Mary (Christian) Chandramana Yugadi (Hindu)*
March 28	Khordad Sal (Zoroastrian)

April 2020

Date	Observance
April 2	Ramnavami (Hindu)*
April 5	Palm Sunday
April 6	Mahavir Jayanti (Jain)
April 7	<ul style="list-style-type: none"> Lord's Evening Meal (Christian, Jehovah's Witness) Theravadin New Year (Buddhist) Memorial of the Feast of the Lord's Passover (Church of God and Saints of Christ)
April 8	<ul style="list-style-type: none"> Hanuman Jayanti (Hindu)* Passover (United Church of God) Buddha's Birthday/Buddha Day-Buddha Day*
April 8-16	Passover (Jewish)
April 9	<ul style="list-style-type: none"> Holy Thursday (Christian) Lailat al Bara'ah (Islam)* First Day of Unleavened Bread (Church of God) Passover/Days of Unleavened Bread (Church of God and Saints of Christ)
April 9-15	Days of Unleavened Bread (Philadelphia Church of God)
April 10	Holy Friday (Christian)
April 11	Lazarus Saturday (Eastern Orthodox Christian)
April 12	<ul style="list-style-type: none"> Easter (Christian) Palm Sunday (Eastern Orthodox Christian)
April 13	Easter Monday (Christian)
April 15	Last Day of Unleavened Bread (Church of God)
April 16	Holy Thursday (Eastern Orthodox Christian)
April 17	Holy Friday (Eastern Orthodox Christian)
April 19	Easter (Eastern Orthodox Christian)
April 20	<ul style="list-style-type: none"> First Day of Ridvan (Baha'i) Bright Monday (Eastern Orthodox Christian)

Date	Observance
April 24 – May 23	Ramadan (Islam)
April 25	The 11 th Panchen Lama's Birthday (Buddhist)
April 26	The Last Friday of The Great Lent (Eastern Orthodox Church)
April 29	Yom Ha'Azmaut (Jewish)
April 28	Ninth Day of Ridvan (Baha'i)

May 2020

Date	Observance
May 1	<ul style="list-style-type: none"> Beltane (Wicca) Twelfth Day of Ridvan (Baha'i)
May 7	Visakha Puja (Buddhist)
May 11	Shahadat – Amirul Mumineen (Islam Dawoodi Bohra)*
May 12	Lag B'Omer (Jewish)
May 14-15	Laylatul Qadr (Islam and Islam Dawoodi Bohra)*
May 15	Milad Syedna Mufaddal Saifuddin (Islam Dawoodi Bohra)*
May 19	<ul style="list-style-type: none"> Laylatul Qadr (Islam Dawoodi Bohra)* Laylat as-Qadr (Islam)*
May 21	Ascension of Our Lord (Christian)
May 22	Aakhir Jumo'a (Islam Dawoodi Bohra)*
May 23	<ul style="list-style-type: none"> Declaration of the Bab (Baha'i) Eid al-Fitr (Islam Dawoodi Bohra)*
May 24	Eid al Fitr (Islam)*
May 28	Ascension of Baha'u'llah (Baha'i)
May 29-30	Shavuot (Jewish)
May 31	Pentecost (Christian)

June 2020

Date	Observance
June 7	Pentecost (Eastern Orthodox Christian)
June 15	Fast of the Holy Apostles (Eastern Orthodox Christian)
June 16	Martyrdom of Guru Arjan Dev Sahib (Sikh)
June 24	Litha (Wicca)

Lamont O. Repollet, Ed.D., Commissioner
Secretary, N.J. State Board of Education

Kathy A. Goldenberg, Vice President
N.J. State Board of Education

5200 ATTENDANCE

In accordance with the provisions of N.J.S.A. 18A:38-25, every parent, guardian, or other person having control and custody of a child between the ages of six and sixteen shall cause the child to regularly attend school. The Board of Education requires students enrolled in the school district attend school regularly in accordance with the laws of the State.

In accordance with the provisions of N.J.A.C. 6A:16-7.6, and for the purposes of this Policy and Regulation 5200, a student's absence from school will be excused or unexcused that counts toward truancy.

In order for the Board of Education to fulfill its responsibility for providing a thorough and efficient education for each student, the complete cooperation of parents/guardians and students is required to maintain a high level of school attendance.

The frequent absence of students from classroom learning experiences disrupts the continuity of the instructional process and limits the ability of students to complete the prescribed curriculum requirements successfully.

Excused Absences

The Board considers the following as cause for excused absence:

- a. Illness
- b. College Visit
- c. Legal obligation
- d. Death in the family
- e. Family obligation
- f. Medical appointment
- g. Motor vehicle test
- f. Such good cause as may be acceptable to the Principal.



Regular Release Of Students Before The End Of The Normal School Day

There are varying situations which may justify release of certain students from school before the normal time for closing. Such situations are justifiable only if the release does not jeopardize the student's educational program and the reasons for such release can be shown to have positive benefits for the student.

Truancy

The Board will report to appropriate authorities infractions of the law regarding the attendance of students below the age of sixteen. Repeated infractions by enrolled students over the age of sixteen may result in the suspension or expulsion of the student.

It shall be the policy of the Board to consider the effectiveness and appropriateness to his/her needs of the educational program that is offered each student who is habitually and repeatedly absent from his/her assigned program and to consult with the Child Study Team for its recommendations.

Students that are absent from school for any reason are responsible for the completion of assignments missed because of their absence. A student who is absent from school for observing a religious holiday shall not be deprived of any award, eligibility, or opportunity to compete for any award, or deprived of the right to take an alternate test or examination that was missed because of the absence provided there is a written excuse of such absence signed by the parent.

Prolonged or repeated absences, excused or unexcused, from school or from class, deprive students of the educational and classroom experiences deemed essential to learning and may result in retention at grade level or loss of credit or removal from a course that would count toward the high school diploma in accordance with policies of this Board.

Students shall be subjected to the school district's response for unexcused absences that count toward truancy during the school year as outlined in N.J.A.C. 6A:16-7.6(a)4 and Regulation 5200.

Unexcused absences from school or from classes within the school day may subject a student to consequences that may include the denial of a student's participation in co-curricular activities and/or athletic competition. Repeated absences from school interfere with efforts of this Board and its staff in the maintenance of good order and the continuity of classroom instruction and such absences may result in the removal of the student from a class or course of study.



The Superintendent shall calculate and monitor the average daily attendance rate for the district and for each school in the district. Whenever the average daily attendance rate does not meet the New Jersey Department of Education requirements the Superintendent or designee shall develop a district improvement plan to improve student attendance pursuant to N.J.A.C. 6A:30-5.2.

N.J.S.A. 18A:36-14; 18A:38-25

N.J.S.A. 34:2-21.1 et seq.

N.J.A.C. 6A:16-7.6; 6A:32-8.3

Adopted: 7 December 2009

Revised: 27 January 2014

Revised: 9 February 2015

Revised: 18 May 2015



R 5200 ATTENDANCE

A. Definitions

1. For the purposes of school attendance, a “day in session” shall be a day on which the school is open and students are under the guidance and direction of a teacher or teachers engaged in the teaching process. Days on which school is closed for such reasons as holidays, teachers’ institutes, and inclement weather shall not be considered as days in session.
2. A “school day” shall consist of not less than four hours, except that one continuous session of two and one-half hours may be considered a full day of Kindergarten.
3. “A day of attendance” shall be one in which the student is present for a full day under the guidance and direction of a teacher while school is in session.
 - a. Whenever over-crowded conditions make it necessary to hold two separate sessions with a different group of students in each session, a student attending for all of either session shall be regarded as having attended for the full day. An excused absence for any reason shall not be counted as a day of attendance in the school register.
4. A “half-day class” shall be considered the equivalent of a full day’s attendance only if in session for four hours or more, exclusive of recess periods or lunch periods.

B. Attendance Recording

1. A record of the attendance of all students on roll in a school register shall be kept each day that school is in session by a teacher or other authorized person. It shall be the duty of this person to keep the attendance records according to these rules and the specific instructions issued by the Commissioner of Education.
2. No student shall be recorded as present unless the school is in session and the student so recorded is under the guidance and direction of a teacher in the teaching process.
3. A student shall be recorded as absent in the school register when not in attendance at a session of the school while a member of the school, except students excused due to religious holidays who shall be recorded as excused.



4. A student shall be recorded as either present, absent, or excused for religious observance, every day the school is in session after the student enters until the date the student is transferred to another school, transferred to an individual home instruction record, or officially leaves the school system.
5. The Commissioner shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse students for religious observance upon the written request signed by the parent or person standing in loco parentis.
6. The mere presence of a student at roll call shall not be regarded as sufficient attendance for compliance with N.J.A.C. 6A:32-8.3. In a school which is in session during both the forenoon and the afternoon, a student shall be present at least one hour during both the forenoon and the afternoon in order to be recorded as present for the full day. In a school which is in session during either the forenoon or the afternoon, a student shall be present at least two hours in the session in order to be recorded as present for the full day.
7. A student not present in school because of his/her participation in an approved school activity, such as a field trip, meeting, cooperative education assignment, or athletic competition will be considered to be in attendance.

C. Unexcused Absences That Count Toward Truancy/Excused Absences

1. “An unexcused absence that counts toward truancy” is a student’s absence from school for a full or a portion of a day for any reason that is not an “excused absence” as defined below.
2. “An excused absence” is a student’s absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, or any absence for the reasons listed below:
 - The student’s illness supported by notification to the school by the student’s parent;
 - The student’s required attendance in court;
 - Where appropriate, when consistent with Individualized Education Programs, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. §§ 794 and 705(20), and individualized health care plans;



- The student's suspension from school;
 - Family illness or death supported by notification to the school by the student's parent;
 - Visits to post-secondary educational institutions;
 - Interviews with a prospective employer or with an admissions officer of an institution of higher education;
 - Examination for a driver's license;
 - Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day; supported by written notification by the doctor's office;
 - Take Our Children to Work Day;
 - An absence considered excused by a New Jersey Department of Education rule;
 - An absence for a reason not listed above, but deemed excused by the Principal upon a written request by the student's parent stating the reason for the absence and requesting permission for the absence to be an excused absence.
3. "Truancy" means ten or more cumulative unexcused absences that count toward truancy of a student between the ages of six and sixteen as determined by the Board's Attendance Policy and Regulation pursuant to N.J.A.C. 6A:16-7.6(a)4.iii. and the definition of school day pursuant to N.J.A.C. 6A:32-8.3. Any absence not listed in C.2. above shall be an unexcused absence counted toward truancy.

D. Notice to School of a Student's Absence

1. The parent or adult student is requested to notify the school office before the start of the student's school day.
2. The parent of the student or an adult student who will attend the morning session, but will not attend the afternoon session should call or provide notice to the school office before the start of the afternoon session.
3. The parent or adult student who anticipates a future absence or anticipates that an absence will be prolonged should notify the school office to arrange make-up work.



E. Readmission to School After an Absence

1. A student returning from an absence of any length must present to the attendance officer in the form of a phone call, email, written note or verbal confirmation by the parent(s) or adult student, of the reasons for the absence.
2. A note explaining a student's absence for noncommunicable illness for a period of more than five days school days must be accompanied by a physician's statement of the student's illness.
3. A student who has been absent by reason of having or being suspected of having a communicable disease must present to the school nurse written evidence of being free of communicable disease, in accordance with Policy No. 8451.

F. Instruction

1. Teachers shall cooperate in the preparation of home assignments for students who anticipate an excused absence of three or more school days duration. The parent or student must request such home assignments.
2. A student who anticipates an absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy 2412. The parent must request home instruction.
3. Students absent for any reason are expected to make up the work missed. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.
4. In general, students will be allowed a day for each day they are out to make up missed work.
5. A student who missed a test or an exam shall be offered an opportunity to take the test, exam, or an appropriate alternate test.



G. Denial of Course Credit

1. The teacher will determine the credit to be awarded a student for make-up work. Where class participation is a factor in the learning process, the teacher may consider a student's absence in determining a final grade, except absences for the observance of a religious holiday or absence for a student's suspension from school will not adversely affect the student's grade. The teacher may record an incomplete grade for a student who has not had a full opportunity to make up missed work.
2. A Ridgewood High School student may be dropped from the course and denied course credit when he/she has been absent thirteen times from a full year course; seven times from a semester course; or two times from a quarterly course, whatever the reason for the absence, except that absences for the observance of religious holidays and absences caused by a pupil's suspension will not count toward the total.

Grade Advisors will have the right to waive loss of credit penalties where absences are clearly legitimate. In such cases, the student need not appear before the Attendance Committee. Waivers will generally not be given by the Grade Advisor where a pattern of absence is noted in a particular class, or where there is the appearance of abuse of the Attendance Policy.

3. An elementary student may be retained at grade level, in accordance with Policy No. 5410, when he/she has been absent twenty or more school days, whatever the reason for the absence, except that absences for the observance of religious holidays and during a student's suspension will not count toward the total. Exceptions to this rule may be made for pupils whose absences are excused and who have demonstrated through completion of home assignments and/or home instruction that they have mastered the proficiencies established for the assigned courses of study.

H. School District Response To Unexcused Absences During the School Year That Count Toward Truancy

1. For up to four cumulative unexcused absences that count toward truancy, the Principal or designee shall:
 - a. Make a reasonable attempt to notify the student's parent of each unexcused absence prior to the start of the following school day;



- b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent;
 - c. Identify, in consultation with the student's parents, needed action designed to address patterns of unexcused absences, if any, and to have the child return to school and maintain regular attendance;
 - d. Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-10, if a potentially missing or abused child situation is detected; and
 - e. Cooperate with law enforcement and other authorities and agencies, as appropriate.
2. For between five and nine cumulative unexcused absences that count toward truancy, the Principal or designee shall:
- a. Make a reasonable attempt to notify the student's parent of each unexcused absence prior to the start of the following school day;
 - b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent;
 - c. Evaluate the appropriateness of action taken pursuant to N.J.A.C. 6A:16-7.6(a)4.i.(3) and H.1.c. above;
 - d. Develop an action plan to establish outcomes based upon the student's patterns of unexcused absences and to specify the interventions for supporting the student's return to school and regular attendance, which may include any or all of the following:
 - (1) Refer or consult with the building's Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
 - (2) Conduct testing, assessments, or evaluations of the student's academic, behavioral, and health needs;
 - (3) Consider an alternate educational placement;



- (4) Make a referral to or coordinate with a community-based social and health provider agency or other community resource;
 - (5) Refer to a court or court program pursuant to N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below;
 - (6) Proceed in accordance with N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-10, if a potential missing or abused child situation is detected; and
 - (7) Engage the student's family.
 - e. Cooperate with law enforcement and other authorities and agencies, as appropriate.
3. For ten or more cumulative unexcused absences that count toward truancy, a student between the ages of six and sixteen is truant, pursuant to N.J.S.A. 18A:38-25, and the Principal or designee shall:
 - a. Make a determination regarding the need for a court referral for the truancy, per N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below;
 - b. Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;
 - c. Cooperate with law enforcement and other authorities and agencies, as appropriate; and
 - d. Proceed in accordance with N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School, and other applicable State and Federal statutes, as required.
4. A court referral may be made as follows:
 - a. When unexcused absences that count toward truancy are determined by school officials to be violations of the compulsory education law, pursuant to N.J.S.A. 18A:38-25, and the Board of Education's policies, in accordance with N.J.A.C. 6A:16-7.6(a), the parent may be referred to Municipal Court.



- (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Municipal Court; or
 - b. When there is evidence of a juvenile-family crisis, pursuant to N.J.S.A. 2A:4A-22.g, the student may be referred to Superior Court, Chancery Division, Family Part.
 - (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Juvenile-Family Crisis Intervention Unit.
5. For a student with a disability, the attendance plan and its punitive and remedial procedures shall be applied, where applicable, in accordance with the student's IEP, pursuant to 20 U.S.C. §§ 1400 et seq., the Individuals with Disabilities Education Act; the procedural protections set forth in N.J.A.C. 6A:14; accommodation plan under 29 U.S.C. §§794 and 705(20); and individualized health care plan and individualized emergency healthcare plan pursuant to N.J.A.C. 6A:16-2.3(b)5.xii.
6. All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with N.J.A.C. 6A:16-7.6(a)4.i. and H.1. above for each student with up to four cumulative unexcused absences that count toward truancy.
 - a. For each student attending a receiving school with five or more cumulative unexcused absences that count toward truancy, the absences shall be reported to the sending school district.
 - (1) The sending school district shall proceed in accordance with the Board of Education's policies and procedures pursuant to N.J.A.C. 6A:16-7.6(a) and H.5. above and the provisions of N.J.A.C. 6A:16-7.6(a)4.ii. through iv. and H.2. through H.5. above, as appropriate.

I. Discipline

1. Students may be denied participation in co-curricular activities if the Board establishes attendance standards for participation.



2. Students may be denied participation in athletic competition if the Board establishes attendance standards for participation.
3. No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

J. Recording Attendance

1. Teachers must accurately record the students present, tardy, or absent each day in each session or each class. Attendance records must also record students' attendance at out-of-school curricular events such as field trips.
2. A record shall be maintained of each excused absence, and each unexcused absence that counts toward truancy as defined in Policy and Regulation 5200.
3. A report card will record the number of times the student was absent and tardy in each marking period.
4. A student's absence for observance of a religious holiday will not be recorded as such on any transcript or application or employment form.

K. Appeal

1. Students may be subject to appropriate discipline for their school attendance record.
2. A student who has been retained at grade level for excessive absences may appeal that action in accordance with Policy 5410.
3. A student who has been dropped from a course and/or denied course credit for excessive absences may appeal that action in accordance with the following procedures:
Elementary and Middle Schools
 - a. The student shall file a written appeal to the Principal or designee within five school days of receiving notice of the action. The appeal should state the reasons for each absence, any documentation that may support reducing the number of absences for the purposes of course credit, and reasons why the student should either continue to be enrolled in the course or receive course credit for a class the student completed.



- b. The Principal or designee will respond in writing no later than seven school days after receiving the student's appeal.
- c. If the student is not satisfied, he/she may submit a written request to the Principal for consideration by an Attendance Review Committee.
- d. On a student's request for consideration by an Attendance Review Committee, the Principal shall convene an Attendance Review Committee. The Attendance Review Committee shall meet informally to hear the student's appeal. The student's parent and teacher(s) may attend the meeting.
- e. The Attendance Review Committee shall decide the appeal and inform the student in writing within seven school days of the meeting.
- f. The student may appeal an adverse decision of the Attendance Review Committee to the Superintendent, the Board of Education, and the Commissioner of Education in accordance with Policy 5710, Pupil Grievance and N.J.S.A. 18A. An appeal to the Attendance Review Committee shall be considered to have exhausted the first two steps of the grievance procedure outlined in Policy 5710.

High School

- a. The student shall file a written appeal to the Assistant Principal within ten school days of receiving notice of the action. The appeal should state the reasons for admitted absences, documentation that would reduce the number of absences, and reasons why the student should continue to be enrolled in the course and/or receive course credit.
- b. On the student's request, the Assistant Principal shall convene an Attendance Review Committee consisting of a teacher(s), and Administrator(s). The Attendance Review Committee shall meet informally to hear the pupil's reasons for reenrollment and/or credit. The student's parent(s) and teacher may attend the meeting.
- c. The Attendance Review Committee shall decide the appeal and inform the student in writing within seven working days of the meeting. The committee may impose conditions on any reenrollment and may require the pupil to agree to those conditions.



- d. The student may appeal an adverse decision of the Attendance Review Committee to the Principal, Superintendent, the Board of Education, and the Commissioner of Education, in that order and in accordance with Policy No. 5710, Student Grievance. Resort to the Attendance Review Committee shall be considered to have exhausted the first step of the grievance.

L. Attendance Records

1. Attendance records for the school district and each school will be maintained and attendance rates will be calculated as required by the New Jersey Department of Education. The school district will comply with all attendance requirements and any improvement plans as required by the Department of Education.

Issued: 7 December 2009

Revised: 27 January 2014

Revised: 9 February 2015



8810 RELIGIOUS HOLIDAYS

The Board of Education recognizes the acknowledgment of religious holidays in the public school may be a source of community concern. It is a goal of the district educational program to teach mutual understanding and brotherhood and respect for group differences. In pursuing this goal, the educational program may recognize that various religious groups celebrate different holidays with different practices.

In the acknowledgment or observance of any religious holiday, the Superintendent shall ensure the school and/or school officials do not mandate, organize, participate in an official capacity, endorse, persuade, compel, prevent or deny participation in constitutionally protected prayer or religion in violation of the governing principles of the First Amendment of the United States Constitution. Consistent with these principles, the Superintendent shall ensure:

1. No worship or religious service of any kind is sponsored by the school district and conducted during the school day, whether or not conducted by a clergyman;
2. Religious exhibits or displays include only materials that are a necessary or integral part of the curriculum;
3. Any religious music played is selected primarily for its artistic content; and
4. Any acknowledgment of a religious holiday neither advances nor inhibits any particular religious sect or religion consistent with the governing principles of the First Amendment of the United States Constitution.

U.S. Consti., First Amendment

N.J. Consti., Art. 1, ¶4

United States Department of Education - Guidance on Constitutionally Protected Prayer in
Public Elementary and Secondary Schools

N.J.S.A. 18A:36-16

N.J.A.C. 6:20-1.3(j)

Adopted: 7 December 2009



R 8810 RELIGIOUS HOLIDAYS

Teachers will accommodate pupils who are observing religious holidays. Issues related to religious observance or absences should be handled with sensitivity and tact. The district shall distribute annually a list of religious holidays, published by the Commissioner of Education, to administrators, faculty, and staff.

Individual Pupils

When a parent informs an administrator, in writing that his/her child will be observing a religious holiday or be absent for a religious holiday, then the following procedures will apply to that child:

1. No homework will be assigned for the period of the religious holiday.
2. No homework will be assigned on the weekend during which a pupil is celebrating a religious holiday.
3. No homework assignment or project will be due on the day after the religious holiday.
4. Pupils celebrating a weekend religious holiday or a religious holiday during the week will be exempt from tests or quizzes on the day they are out or on the day following the holiday. Tests or quizzes missed may be made up at another time.
5. Teachers will provide opportunities for pupils to makeup work that occurred during their absence and, where practicable, to make up activities that occurred during their absence.

District

When, based on pupil absentee records, a significant number of pupils will be absent on a religious holiday, the above guidelines will apply to all pupils. "Significant" - when historically the average absentee rate for the holiday in question is five percentage points higher than the district average daily attendance rate. The following will apply to all pupils:

1. No tests or quizzes will be given on the holiday in question.
2. Field trips and special school activities, e.g., pupil election, assemblies, programs, and other special activities will not be scheduled on the holiday in question.
3. Homework will not be due on the holiday in question.

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RIDGEWOOD PUBLIC SCHOOLS
School Calendar for 2019-2020

Revised-APPROVED 12-17-18

<u>School Hours</u>			<u>NUMBER OF DAYS SCHOOL IN</u>	
			<u>SESSION</u>	
	<u>Full Day</u>	<u>Minimum Day</u>	Instructional Days	Teachers Present
Kindergarten – Grade 5	8:45 - 3:00	8:45-12:45	August 0	1
Grades 6-8	8:00 - 2:53	8:00-12:15	September 19	19
Grades 9-12	7:45 - 3:15	7:45-12:00	October 21	22
			November 16	17
			December 15	15
			January 21	21
			February 17	17
			March 21	22
			April 17	17
			May 20	20
			June 17	18
			184	189

School Opening and Closing Schedule:

Opening Day for Teachers (All Staff Convocation)	August 30	
Labor Day	September 2	
Opening Day for Students	September 3	Minimum Day
Rosh Hashanah Observance	September 30	Schools Closed
Yom Kippur Observance	October 9	Schools Closed
Prof. Development Day	October 14	Columbus Day – no school for students
Prof Development Day	November 6	No School for Students
NJEA Convention	November 7 & 8	Schools Closed
Minimum Day	November 27	Minimum Day
Thanksgiving Recess	November 28 and 29	Schools closed
December Recess	Dec. 23 through Jan. 1	Schools closed
Martin Luther King Day	January 20	Schools closed
February Recess	February 17 - 19	Schools closed (includes President’s Day)
Prof. Development Day	March 27	No school for students
Spring Recess <i>(See Note below)</i>	April 6 – 10	Schools Closed (includes Good Friday)
Memorial Day	May 25	Schools closed
Last Day of Instruction	June 23	Minimum Day (last day for students)
High School Graduation	June 23	(5:00 pm)
Closing Day for Teachers	June 24	

May 21, 22 & 26, 2020 – Schools may be closed based upon the number of INCLEMENT WEATHER days used

SPRING RECESS DAYS SUBJECT TO CANCELLATION IF MORE THAN 4 INCLEMENT WEATHER CLOSINGS OCCURED DURING THE 2019-2020 SCHOOL YEAR.

If more make-up days are required than those included in the calendar, the first day to be used will be Monday April 6 and working forward.