



# MONTCLAIR HIGH SCHOOL

100 Chestnut Street  
Montclair, New Jersey 07042

## **Modified Closed Campus Lunch (Community Lunch)**

We are pleased to provide a modified closed campus lunch (community lunch) plan that directly addresses our efforts to enhance student support services and promote student safety. Further, the modified closed campus lunch reflects feedback from staff, students, parents/guardians and the community. As a result of the rotating drop schedule, students will be able to take additional courses to enrich their high school experience. To this end, an overview of how staff will address the decrease in instructional hours from the 2018-2019 schedule to the 2019-2020 schedule is provided at the end of the document.

**All freshmen and sophomores** must remain on campus for their lunch period.

**Freshman** will eat lunch in the Annex Cafeteria.

**Sophomores** will eat lunch in the Main Cafeteria, LGI and Large Gym.

**Juniors and seniors *may go off campus*** for their lunch period **providing they meet the following criteria:**

- Have **parent approval documented in Parent Access.**
- Have their official picture IDs (no temporary IDs).

**ALL juniors and seniors who have parent approval documented in Parent Access will begin the school year with the off-campus lunch privilege.**

Additionally, any student involved in a **specific disciplinary infraction will lose off-campus lunch privileges for the remainder of the semester. These privileges will be reinstated the following semester.**

**Juniors and seniors** who choose to stay at school for their lunch period will eat in the Main Cafeteria, LGI and Large Gym.

The following changes will help us manage the new lunch policy:

- Students who leave campus for their lunch period must exit and re-enter through the **main doors ONLY**, which will be monitored by several security staff members.
- Color-coded ID cards and color-coded lanyards, which clearly identify the student's class year will be scanned through our Genesis Student Information System to ensure the student is, in fact, able to leave. Any student who is not able to leave will be directed to the main eatery areas in the school.
- Security personnel and administration will monitor all other outside access points from the building during the lunch period.

Disciplinary consequences for leaving campus without authorization include:

- **Saturday Detention.**
- **Loss of off-campus privilege for the remainder of the semester for juniors and seniors.**

**More details about our Code of Conduct will be available in the Student Handbook** which will also be posted on the Montclair High School website.

For all students who remain on campus for lunch:

The Main Cafeteria will serve students in the following areas:

- The main cafeteria line will handle all hot items with a point-of-service check out.
- The adjacent serving area will provide a *Grab and Go* area with a point-of-service check out.
- On the opposite end of the cafeteria will be a Snack Bar window that will also be a point-of-service check out providing items that would be classified as snacks.
- Students would enter the hot item line and the *Grab and Go* line through the gym hallway as students have in the past.
- Students would be able to access the Snack Bar through the main eating area.
- Students will also have access to the LGI and the Gym area for sit down areas inside the building in conjunction with the Main Cafeteria. All eatery areas and food lines will be contained in this particular area of the building.

Once the lunch period has started, the following options are also available:

- Students may get a pass from the Office of Student Services to the following places:
  - New Student Drop In Center for Tutoring
  - Media Center
  - New Student Assistance Counselor Suite
  - New Guidance Suite
  - Auditorium for special programming
- Students may make prior arrangements with specific staff and get a pass from a teacher/counselor/staff member for an appointment.

**2018 - 2019 Student Lunchtime Volume Per Period Compared to  
2019 – 2020 Community Lunchtime Period**

<b><u>2018 - 2019 Students Assigned Open Campus Lunch Per Period (Sophomores, Juniors and Seniors)</u></b>	<b><u>2019 - 2020 Students Assigned Open Campus Lunch Period (Juniors and Seniors)</u></b>
Period 4: 424 Students Period 5: 1,007 Student Period 6: 550 Students	Lunch Period: 1,062 Students
Overall difference of possible students leaving campus for lunch compared from the 2018 - 2019 School Year to the 2019 - 2020 School Year	55 Students

### **Staff Preparation for the Double Rotating Drop Schedule**

Staff has started and continues to plan for the difference in the schedule by the following:

- Department exploration during the last school year about teaching practices using the new schedule.
- Teachers will have daily common planning which will norm instructional practices and serve as job-embedded professional development. Due to the implementation of the new schedule, this opportunity has not been afforded to the teachers before as an ENTIRE department due to the previous structure of the schedule.
- Professional development will be provided for all staff on how to chunk and streamline instruction to ensure all standards are met.
- The professional development will occur before students return to school and continue over the course of the school year.

***During this school year, through professional development and course exploration, staff will be able to start the process of creating new course options and implementation of courses for the following year.***