



Public Schools of Plainfield New Jersey

Plainfield High School

950 Park Avenue, Plainfield, NJ 07060

(908) 731-4390 Fax: (908) 731-4394

Mr. Dion Roach, Principal

Dear Parent/Guardian,

Our records indicate that your child has excessive Unexcused Absences that may affect his/her credit standing. To be specific, according to State and District Policy, students who have accumulated more than 15 days of unexcused absences in a full year course or more than 8 days of unexcused absences in a semester course may lose credit for that course. This loss of credit may affect the fulfillment of graduation requirements. Seniors who are in loss of credit status may not graduate in June of 2019.

Credit Recovery Program

Plainfield High School offers a Credit Recovery Program that provides students, who are currently passing a course with a minimum average of 65, with an opportunity to regain seat-time in order to recover loss of credit for that course. Students must complete the application and submit it to their Counselor.

Seat Time:

The number of Unexcused Absences translate into hours. Students are given the number of hours, known as Seat-Time, and must complete those hours in order to recover lost credit. Such sessions include, but are not limited to:

- Central Credit Recovery: Monday-Friday (3:00-4:00)
- Saturday Credit Recovery: Saturdays (9:00-12:00)
- Designated Credit Recovery: Specific times designated by the Principal.
- **Summer School: Any student who does not complete their Credit Recovery hours during the school year must attend Summer School Credit Recovery. Seniors who must attend Summer School Credit Recovery will not be able to participate in the June of 2019 Graduation Ceremony. Instead, they will be invited to participate in the Summer School Graduation Ceremony to take place in August of 2019.**

Mandatory Parent Meeting

All students who are eligible for Credit Recovery must attend a mandatory Parent/Guardian Conference on Thursday, March 7 at 9am in the Auditorium. Parents should enter through the Auditorium doors on Park Avenue and sign in at the tables. The application deadline has been extended to March 8, 2019. If you have any questions, please contact your child's Professional School Counselor on 908-731-4390 Ext. 5218. Thank you and we look forward to collaborating with you to help your child be successful at Plainfield High School.

Sincerely,

Dion Roach
Principal

Policy References: 5124 Reporting to Parents/Guardians
5113 Attendance, Absences, and Excuses