

Dear Parent/Guardian,

On Thursday, September 5th, Mahwah High School will re-open its doors to welcome over eight hundred and sixty students back to school. We are pleased to know that your child will be among them. On behalf of our high school community, I want to wish you a warm welcome to our community of learners. As a parent/guardian you are a vital collaborative member of our school community and we appreciate the tremendous contributions that lead to your child's success.

Our mission is to provide rigorous and relevant learning experiences while forming positive relationships with your child. Our goal is to ensure that every graduate has the required 21st century skills necessary to succeed in a post-secondary environment and future career pathway. This year, our school theme will be **Thunderbirds: Forging New Paths**.

Visitors to the Building

Our primary goal is to make visitors feel welcome as they arrive to visit our school community, while still ensuring student and staff safety. In conjunction with the Mahwah Police Department, the high school will be implementing the following building visitor procedures. In order to access the building, a scheduled appointment will be required in advance. Visitors with approved appointments may call 201-762-2300 extension 5050 for assistance.

Upon arrival, parents and visitors will need to enter through the Visitor's entrance (Door 1A on far right).

- 1) Scan driver license bar codes at the Raptor visitor kiosk located on the right of the foyer.
- 2) Approved visitors will be given a visitor's badge from the greeter.
- 3) Visitors are required to return the visitor's badge to the greeter upon exiting the building or scan out at the kiosk to indicate they have left the building.

In addition, please understand that during our lunch period from 10:35 am - 11:20 am staff are supervising and assisting students. Therefore, to ensure the safety of our students, visitors must have an appointment or prior authorization, to enter the building during lunch.

Dropping-Off Items For Students

Items that need to be dropped off for students must be labeled (envelopes available) with: Student's first name, Student's last name, and grade level. Items should be placed on the bookshelf located in the front foyer (on the right) between the outside doors and inner doors. **Greeters will not allow you to enter the building lobby to drop off items at the greeter's desk.** The greeter will secure the items dropped off once you leave and then the greeter will notify students to pick-up their items.

Cell Phone Use

Students may not receive texts or telephone calls from parents during the school day, except during lunch (10:45 am-11:15 am) on a regular school day. We appreciate parent and student cooperation in helping to minimize interruptions to your child's instructional day. In a time-sensitive emergency, please call the main office and we will bring the student to an office where the call can be taken during the school day.

One Call Now Notification System

The Board of Education subscribes to One Call Now, an automated notification system that allows the district to make telephone calls, send e-mails, or texts to families regarding essential school news. This system is used as the primary avenue of providing information and keeping parents/guardians in the loop. **Every high school family will be enrolled into this system automatically.**

e-Communication

Click on [e-Communication](#) for information about school-home communication found on our website.

If you are **not** receiving electronic mail from Mahwah High School, please contact Pamela Gervasi at pgervasi@mahwah.k12.nj.us . Please provide your child's name, grade level, and a parental e-mail address. If you have more than one student in our school, please indicate that information in your e-mail because the address books are created by grade levels (i.e., grade 9, grade 10, grade 11, and grade 12). If at any time you change your provider or change your e-mail address, kindly update the contact information in the Realtime Parent Portal so that our records are updated.

Emergency School Closing

Every family will receive a telephone call when school is closed or delayed due to inclement weather or an emergency. You will receive the call shortly after 5:00 a.m. when schools are closed for weather or other emergencies. The message will be a recording from the Superintendent of Schools, indicating that schools will be closed or delayed. One Call Now will also be used to notify all parents/guardians when there is an emergency early dismissal.

If you have any doubts regarding a school closing, before venturing out, check the school district or high school web page at <https://hs.mahwah.k12.nj.us/> .

If you do not wish to receive emergency calls, please contact Pamela Gervasi, Secretary, at 201-762-2304 or e-mail her at pgervasi@mahwah.k12.nj.us BEFORE September 15th.

MHS Picture Day - Yearbook Pictures

Underclassmen in grades 9, 10 & 11 will have their school and yearbook pictures taken on Thursday, September 5, 2024 and Friday, September 6, 2024, in the gymnasium during physical education classes by [LORS Photography](#). Our school online login is **25-11 MA**.

FOB/ID Badges

FOB/ID Badges allow students to enter the building through doors 1, 13, and 45, as well as scan in for attendance accountability purposes in the attendance office, main office, guidance office, health office, and the media learning commons. Lost FOB/IDs cost \$10.00 to replace if lost. Click on [FOB/ID Badge](#) for more information found on our website.

PaySchools Central Online Payment Dashboard

We are an electronic payment, cashless building and strongly suggest that students do not carry cash in school. See [Online Meal and Fee Payments](#) for more information on our website.

District Calendar and Attendance Requirements

Students are expected to be in attendance on all days that school is in session. Families should arrange for vacations and other family business when school is not in session. Please consult the district calendar located on the high school webpage at: <https://hs.mahwah.k12.nj.us/> before planning family vacations. Go to the “Calendar” link found on the top right of the homepage for a printable district calendar.

Please be aware that family business or vacation days, which occur during the days that school is in session, are countable absences. As stated in the district attendance policy, a student will be denied credit on the 13th countable absence in a full year course and on the 7th countable absence in a semester course.

Early Dismissal Procedures

A request for early dismissal from a regularly assigned class is to be presented in writing to the attendance office **before** the beginning of time block one (between 7:30 a.m. and 7:40 a.m.). **Classes will not be interrupted while in session, for any reason, for an early dismissal.** If you need to pick up your child due to an unexpected situation, you must come into the building prior to the passing time (consult the [early dismissal procedures](#) found on the high school web page under Parents → Early Dismissal Procedures). Students can only be called to the office in between classes while moving through the halls. Early dismissal from regularly assigned class(es) will count toward the maximum number of countable absences allowed in a course (13 countable absences in a full year course, 7 countable absences in a semester course).


Final Examination Information

The dates and procedures for January Semester Course Final Examinations, as well as June [final course examinations](#) should be reviewed in advance to avoid conflicts while planning family business, vacations, and college/employer visits.

Absence from School

Parents are required to report an absence directly to the attendance office no later than 7:45 am **using one method** below:

Method 1 (preferred)

1. Log into the Realtime Parent Portal.
 2. Select Daily Attendance from the menu on the left.
 3. Click on the blue button called "Report Student Attendance" found on the top right of the
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4. box
 5. Complete the prompts.
 6. Click on the Review Attendance Request button to submit. This method does not require a follow-up written note or email. **OR**

Method 2 Call the attendance office directly at 201-762-2306 and leaving a voice mail message for Mrs. Polina Los, Attendance Office Specialist. Parents are required to submit a written note or email to hsattendance@mahwah.k12.nj.us indicating why their child was absent **within 5 school days** when their child is absent. Notes will not be accepted after the deadline. Please understand that failure to follow the attendance policy may affect your child's accrued credits, grade level status, athletic and co-curricular eligibility, and graduation.

Athletics

Athletic registration and medical forms are completed online. The [registration link](#) is available on the high school website under "Departments", select "Athletics" (the link is on the right side of the overview page). Health forms should be returned to the athletic office.

The link for [athletic schedules](#) for the 2024-2025 school year is located under "Popular Links." Please be aware that schedules are subject to change. You can sign up for e-mail or SMS Text notifications for any sport on *rSchoolToday* schedule calendar using the notification button located on the right side of the page.

NFHS Network Livestream Athletics

Mahwah High School has partnered with the NFHS (National Federation of High Schools) Network, and we've invested in new technology that will bring you every game from the John F Carty Gymnasium and the Egidio Caporale Stadium LIVE. Friends and family members who can't make the game will never miss a play again! Access this subscription service by logging into www.NFHSnetwork.com

Interscholastic Athletic/Co-curricular Attendance and Participation Requirements

Athletes and participants are required to make a commitment to their sport/activity by attending all contests and practices including those that occur on weekends, during vacations, and during post-season tournaments. Students will always be excused for observance of religious holidays without penalty and should notify their coaches/adviser of these circumstances well in advance. Consequences for not adhering to the attendance and participation requirements may include suspension from the next game, suspension from several games, or removal from the team/activity. **Please note that students must be in attendance for four hours of instruction (five periods out of six periods; not including lunch) in order to participate in any co-curricular or athletic activity.**

Traffic and Parking at Athletic Events

In order to ensure student and visitor safety, all vehicles are **required to park in the front or rear school parking lots** (by Joyce Kilmer) for all school athletic events and township recreational events. The athletic facilities gate will be closed from 2:00 p.m. - midnight each day. Vehicles parked in the area around building #5 and the gymnasium must exit using the one-way roadway behind the school when the gate is closed. If you require parking accommodations, requests should be made to the athletic office 24 hours in advance of the event at 201-762-2330.

The service road behind the high school is a permanent one-way road 24 hours per day/seven days per week. Therefore, vehicles are **not** permitted to drive from the Joyce Kilmer roadway beyond the Wyckoff YMCA toward the tennis courts, football field, and Building #5 (athletic field house) at any time. Please note that the speed limit on this roadway is **5 mph**.

We are continually monitoring compliance with the district's traffic guidelines. Students not adhering to traffic guidelines will forfeit their parking privileges for a minimum of two (2) months. Non-student drivers will be subject to a NJ motor vehicle summons. Thank you in advance of your cooperation.

Student Parking

Due to the limited number of parking spaces available to staff and students, only senior class students will be permitted to park a vehicle on school grounds. There will be no parking for juniors for any reason. *Juniors who park on school property risk disciplinary consequences, as well as not being issued a parking spot during their senior year.* Grade level status is determined by credits. In order to be a member of the senior class, students must have successfully completed 90 academic credits and be eligible to graduate in June/August. Before any student applies for a parking permit, all fine obligations incurred from grades 9-11 must be cleared through Mrs. Wright, in the guidance office. All disciplinary obligations must be satisfied. Vehicles are subject to search.

Parent/Visitor Parking

All numbered parking spots in our parking lots are assigned to students and staff during school hours. If you are visiting the high school, please park in a spot labeled visitor. These spots are located in the first row of the parking lot closest to the building adjacent to the Media Learning Commons. You may also park in the driveway (left side) if you need to come into the building for less than 15 minutes between 8:00 a.m. and 1:30 p.m. (not during dismissal time). Parking is not permitted along the yellow curb as it is a fire zone.

Bus Transportation

School bus pick-up and drop-off times, as well as bus stop locations, are listed in the Realtime Parent Portal under the "Transportation" tab found on the left side menu. Please be sure to access this information so that your child knows what time to be at their bus stop. There will not be a separate mailing for transportation. Please contact Tracy Spindler, Transportation Director, directly if you have any transportation questions at tspindler@mahwah.k12.nj.us or 201-762-2407.

Information regarding the MHS music bus and late bus service can be accessed on our website under Departments → [Transportation](#).

Student Book Lockers

All students in grades 9 -12 will be assigned a locker. Lockers are the property of the Mahwah Board of Education; inspection of lockers may take place at any time.

Responsibilities

- Students must maintain lockers as they inherited them. We would expect to find lockers in a similar condition at the end of the year. If someone else damages the locker, please inform us so that you will not be held liable.
- Each student will be assigned a locker and should only use the locker that has been assigned for the storage of their books and personal items. This locker is school property and is only loaned to the student. As such, it may be periodically inspected and should not be defaced or marked in anyway.
- Students must not keep anything in their lockers which is against the law or school regulations. School officials have the right to conduct a search of a locker if there is a "reasonable suspicion" of wrongdoing.

Locks Grade 12 - Senior lockers are located in the new wing and are equipped with built in combination locks. Senior locker assignments and combinations will be available via the student portal on the top of the student schedule.

Locks Grade 10-11 – Your child is required to use the locker and lock they were issued last year. Locker locations remain the same for students in grades 10 and 11. Lost Zephyr lock combo-padlocks can be replaced through Mahwah High School Guidance Department for \$7.00. Only locks issued by the guidance department are permitted on hallway lockers.

Locks Grades 9- Students will be assigned a locker. The locker number is available via the student portal and is located on the top of the student schedule. Students in grade 9 will receive a Zephyr lock combo-pad lock at freshman orientation. Students are responsible for keeping their combination information in a safe place. Each student will use this assigned lock for the duration of their underclassmen time at Mahwah High School.

Back-to-School Night

Back to School Night at Mahwah High School will take place on Thursday, September 12, 2024.

Please complete, sign, and print the medical information sheet and return it with the other forms to your child's Time Block 1 (Period 1) teacher no later than Friday, September 6, 2024.

When you have a question or a concern, please don't hesitate to reach out to your child's Counselor. Your child's counselor will be able to point you in the right direction or get you the answers you seek. Please check the portal for your child's counselor. The best way to communicate is via e-mail:

Dominick Gliatta, Director of Guidance: dgliatta@mahwah.k12.nj.us

Megan Beatty, School Counselor: mbeatty@mahwah.k12.nj.us

Brain Gregson, School Counselor: bgregson@mahwah.k12.nj.us

Rayhan Jalil, School Counselor: rjalil@mahwah.k12.nj.us

Stacy Mandel, School Counselor: smandel@mahwah.k12.nj.us

Finally, please know that our door is always open, and you are always welcome to meet or visit with us. We appreciate hearing from parents, and we hope we can count on you to share your concerns, ideas, and feedback. Thank you for taking the time to read this letter. More information will be sent via e-mail prior to the opening of school. We hope this is the beginning of a year-long dialogue and we look forward to working with you. Stay connected by following us on social media @MahwahHS.



Thunderbirds: Forging New Paths
#MahwahConnects

Sincerely,

John P. Pascale
Principal

Craig V. Jandoli
Assistant Principal

Michael G. McCabe
Assistant Principal

Dominick J. Gliatta
Director of Guidance

Roger Pelletier
Athletic Director