



Weymouth Township School District



2025-2026



Parent/Student Handbook

Hardworking-Amaring-Wise-Kind

Weymouth Township School District

1202 Eleventh Avenue - Dorothy, NJ 08317

P: (609) 476-2412 F: (609) 476-3966

Weymouthtownshipschool.org

Dear Hawk Families,

On behalf of the Board of Education, our Administrative Team, and our outstanding Faculty and Staff, welcome to the 2025-2026 school year!

We believe in fostering a learning environment where everyone is welcome, each student is supported, and every voice is valued. Our school community is built on respect, responsibility, and collaboration. You can expect frequent, transparent communication from our team throughout the year, and we encourage you to reach out with any questions, concerns, or ideas.

This year, we are especially focused on embracing change and encouraging growth, both academically and personally. As the world evolves, so do our approaches to teaching and learning. Together, we will face new challenges and opportunities with optimism, flexibility, and resilience. Change is not only inevitable; it is essential to progress.

This handbook is offered as a guide to help communicate an overview of our policies, procedures, and expectations we have for ourselves and our students. It contains key information and guidance on a variety of topics. Should you have any questions about the information in this handbook, please do not hesitate to contact the main office. We welcome your input, involvement, and support.

**One Town. One School. One Family.
#HawkPride**

Let's make this a great year!

Michelle Mesghali
Acting Superintendent/Principal
mmesghali@weymouthtsd.org

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Academic Integrity

Students who plagiarize academic work in any way will receive an *automatic "0"* for that particular assignment, and may face further discipline from the Administration.

Artificial Intelligence (AI) Usage Policy

This policy sets expectations for the ethical and responsible use of AI tools. Students may use AI tools (ChatGPT, Grammarly, etc.) only when permitted by the instructor and within the boundaries set for a specific assignment. Proper citation or acknowledgement of AI assistance is required if mandated by the assignment guidelines.

Unacceptable Use of AI

- Submitting AI-generated content as original work without permission or disclosure.
- Using AI to complete assignments, quizzes, or exams intended to assess personal understanding or skill.
- Employing AI to bypass learning (writing essays, solving problems, generating code) unless explicitly authorized.
- Using AI to impersonate others, deceive faculty/staff, or misrepresent another student/staff member .

Affirmative Action

Pursuant to US Title IX and NJ Title 6:4, the Weymouth Township Board of Education shall provide equal educational and employment opportunity to all persons regardless of sex, race, color, origin, creed, religion, ancestry, national origin, social or economic status. Additionally, the Board of Education shall appoint an Affirmative Action Officer who will coordinate the district's Affirmative Action activities and ensure equal educational and employment access to all. The Affirmative Action Officer for Weymouth Township School is Michelle Mesghali. Mrs. Mesghali is located at the school at 1202 Eleventh Avenue, Dorothy, NJ (609) 476-2412. The Policies, Plans, and Grievance Procedures are kept in the Weymouth Township School Office.

Arrival AND Departure Routines

Students will enter and exit from their designated entrances. Cars follow the flow of traffic for both the car line and the front parking lot.



Attendance Rules and Regulations (Policy 5200)

Compulsory attendance at school is a longstanding state policy and has been upheld by the court of New Jersey and the U.S. Supreme Court as a matter of public concern and legislative regulations. Consequently, there is an impelling responsibility upon the parents and student for the student to attend school as scheduled. Therefore, Weymouth Township School cannot condone or permit absences from school for minor reasons and will not issue credit if minimum pupil attendance requirements are not met.

Pupils are required to attend school regularly in accordance with the laws of the state. A pupil will be considered to have attended school if he/she has been present at least four and a half (4.5) hours during the school day.

New Jersey School Law requires that each child attend school every day school is in session except in cases of illness, death in the family or certain religious holidays. Regular attendance is essential for good academic progress and to foster a sense of responsibility.

When a student is absent, his/her parent **must** call the school's main office at (609) 476-2412 before 9:00 a.m. to give notice of the absence. In the event of a foreseen extended absence, the office should be notified of the anticipated dates of the student's absence. If the homeroom teacher reports a student absent and there has been no notice from the parent, the school nurse will call the parent to verify the absence. Parental cooperation with this procedure is essential. **Upon returning to school, a note explaining the absence must be presented to the homeroom teacher.** If a student is absent for five (5) consecutive days due to illness, they must return to school with a doctor's note. The school nurse will keep all doctors' notes on file in the health office.

If your child is going to be absent for several days and you would like work to be sent home, please give the office adequate time to gather it. When prepared, a main office staff member will contact you to pick it up.

Student/Parent Responsibilities

- Students shall attend school daily unless the absence is excused.
- Parents shall insure that their child attends school punctually and daily and be aware of all absences

Notice to school of student's absence

Parents shall call the school the morning of the pupil's absence, and the pupil shall submit a note to the attendance office upon their return.

PARENT NOTES Parent notes will not be accepted to excuse any absences. Excused absences will require a doctor's note, or other written documentation need to prove the absence.

- Doctors' notes will only be accepted for specific days of absences. No "blanket coverage" notes will be accepted.
- The school physician may be asked to review any questionable medical situations.
- Doctors' notes must be given directly to the Attendance Office.
- Altered notes will not be accepted.

- When verifying notes with a doctor's office, if it is discovered that the note has been forged or stolen, the day will become an unexcused absence.
- No subsequent notes will alter that unexcused status.

- **District recognized excused absences:**

- o Pupil's illness
- o Family illness or death
- o Educational opportunity
- o Excused religious observances
- o Suspension from school
- o Required attendance in court
- o Necessary and unavoidable medical or dental appointments

- **District recognized unexcused absences:**

- o Any reason other than listed above
- o Family vacations
- o After five unexcused absences in any one marking period, a letter of concern will be sent by the administration.
- o After seven (7) unexcused absences, a parent conference may be required.

When a student acquires more than 10 unexcused absences the student would be required to complete academic fulfillment in order to satisfy the attendance requirement of the classes involved. If the student does not achieve academic fulfillment, they may be retained.

Understanding Absences and NJ State Law

While the school may mark some absences as "excused" (like a family emergency or a doctor's appointment with a note), **the State of New Jersey only recognizes a very limited number of absences as "excused" under state reporting guidelines. These typically include religious observations, Take Your Child to Work Day required court appearances and certain other state-approved reasons.** All other absences, even with a parent or doctor's note, are still considered *unexcused* by the state for attendance tracking and reporting purposes.

What is Chronic Absenteeism?

In simple terms, chronic absenteeism means missing 10% or more of the school year, regardless of whether the absences are excused or unexcused. That's about 18 days in a typical 180-day school year, or just 2 days a month. Even "excused" absences add up quickly and can impact your child's academic performance, social and emotional growth and connection to routines and expectations.

Why Attendance Matters - Every Day Counts

Children thrive on structure, consistency, and routine. Being in school regularly helps students stay on track with learning, build strong relationships with peers and teachers and develop good habits that support success in school

We understand that occasional absences are sometimes necessary, but we encourage families to prioritize attendance as much as possible. If your child must be absent, please communicate with the school and reach out if you're facing challenges that may affect attendance. We're here to help.

- **Tardiness-** Being on time is an important part of being a responsible and successful student. When students arrive late, they miss important instructions and disrupt learning for others.

Basic Skills Improvement Program

In accordance with the Every Student Succeeds Acts (ESSA), provided funds to ensure that all students meet challenging, State academic standards and close educational achievement gaps. Basic Skills, is provided to assist a student by improving readiness skills in Literacy and Mathematics skills in grades 1-8. Students receive basic skills instruction in the least restrictive environment. Multiple indicators such as standardized test results, benchmarking, teacher recommendation, and grades determine eligibility for participation.

Before & After-School Care Program

The district operates a Before School Care and After School Care program for all students. The **Before-School Care** program operates from **7:00 a.m.- 8:20 a.m.** **After-Care Program** operates from **2:55 p.m. - 5:30 p.m.** Students must be registered and pre-paid to attend. Please find a registration form on our website or request one from the main office.

Bicycles/ Walkers

Students in grades 4-8 may ride their bikes or walk to school with prior written approval from their parent/guardian. A **Bike Permission Form** is attached to the back of the Emergency Information Form included in the opening packet. This form **must be completed and signed by a parent or guardian** and **returned to the main office before** a student is allowed to ride a bike to or from school. No exceptions will be made.

Please remember that New Jersey state law requires all students under the age of fourteen to wear a bike helmet. The school is obligated to cooperate with this law. Bikes are to be kept in the bike racks provided at our car drop-off line next to the library. A lock is encouraged. Bikers are to use the main entrance when entering and exiting the building.

Buses

Transportation is provided through the Greater Egg Harbor Regional School District Consortium. It is expected that the assigned pick-up stop will be the drop-off point unless a permanent and approved arrangement has been made. Bus changes must be processed through the Main Office. Bus concerns should be brought to the attention of an administrator. Please email or call Mrs. Mesghali with any issues or concerns.

All students will be expected to ride the bus **unless we receive notice in writing from the parent/guardian.** Please note: All requests for bus stop changes need to be updated **each year.**

Bus Drop Off and Pick Up

All buses drop off and pick up students **in front of the Main Entrance** of the school. Please do not park in the bus loading areas to ensure students can exit the bus promptly and safely upon arrival.

A.M. bus loading- 8:10 a.m. - 8:25 a.m.
P.M. bus loading - 2:30 p.m. - 3:10 p.m.

Bus Regulations

1. If a parent needs to speak about their child or bus routes, the main office.
2. Seat belts and/or other child restraint systems must be worn at all times.
3. A parent or officially designated adult must be present to receive students in grades Preschool through 4th at the bus stop. If there is no one at the bus stop, the student will be brought back to the school.
4. All seats are assigned by the driver.
5. Be on time at your designated stop. Students may not board the bus at any other bus stop. If the bus is missed, transportation must be provided by a parent.
6. Students should only ride on their assigned bus. Any student not planning to ride home on his/her assigned bus must submit a written note from the parent to the school office for approval.
7. Wait for the bus to come to a complete stop before getting on or off.
8. Go directly to your assigned seat and remain seated until it is time to be discharged from the bus.
9. Keep hands and head inside the bus at all times
10. Cell phones or any other electronic device may not be used on the bus.
11. Do not eat while riding on the bus.
12. Do not chew gum on the bus.
13. Students are expected to remain seated at all times, no playing or “fooling around” and no throwing things.
14. Be courteous to fellow students and the driver.
15. Nothing is to be placed in the aisle.
16. There is to be absolute quiet when approaching a railroad crossing stop.
17. Do not tamper with the bus or any equipment—any damage done must be paid for by the offender.
18. Students who must cross the highway to reach home shall cross in front of the stopped bus at the signal of the bus driver.
19. Students are expected to conduct themselves properly while on the bus. This means talking in a conversational tone (no singing, shouting or loud talking) so as not to cause confusion and divert the driver’s attention.
20. In case of emergency, students are to remain in the bus unless directed otherwise.

Students may be removed from the bus for misbehavior and transportation must then be provided by the parent. Please note: the student is still expected to attend school when bus privileges have been suspended.

Cafeteria—Breakfast/Lunch Program

Meals are available daily through Nutri-Serve Food Management Inc. per federal and state guidelines. Prices and menu information are provided on the distributed monthly menus, and also found on our school website. All students are issued a personal identification number (PIN). If desired, students may bring their own lunch. The cost for full-price lunch is **\$3.60/day**. Free and reduced?

Breakfast will be served 8:20 am- 8:31 am. The cost for full-price breakfast is **\$1.75/day** Free and reduced?

Snacks are available for purchase to supplement a student’s lunch, not replace it. Students are expected to eat their lunch before buying and eating any snacks. Please note that snacks may not be available every day, and prices vary depending on the item.

Due to the number of growing students who have been diagnosed with peanut allergies, which can be fatal to some, we ask that you be mindful of the existing food allergies among your child's classroom and discourage sharing of snacks. Sharing of food is not permitted.

Cafeteria Expectations

To ensure a safe, respectful, and enjoyable environment for all students during mealtime, the following cafeteria expectations must be followed:

- **Use quiet voices** while talking with others at your table.
- **Stay seated** unless you have permission to get up.
- **Clean up after yourself**—dispose of all trash, food, and packaging properly.
- **Use good table manners** and be respectful to peers and staff.
- **Follow adult directions** the first time they are given.
- **Wait your turn** in line and keep hands and feet to yourself.
- **Food is to be eaten—not shared, thrown, or saved to take out of the cafeteria.**
- **Beverages-** no carbonated beverages or glass containers are permitted

By following these expectations, we help create a positive and welcoming space for everyone to enjoy their meals.

Car Line Students - Drop Off/Pick Up

For safety reasons, **no cars are permitted to park or wait in the bus loading area.** If you are dropping your child off in the morning, please use the visitor parking lot by the library. Students will enter the building using the Estelle Avenue door.

- K-8 Students will be dropped off/picked up along the sidewalk adjacent to the LIBRARY SIDE EXIT.
- Enter the parking lot **from the second entrance on Estelle Avenue** and make an immediate **LEFT** turn into the side lot and follow the flow of traffic.
- Please display your school-provided placard to help staff identify families. **Only adults on your child's guardian/contact list will be permitted to pick up your child.**
- Drivers and other passengers must remain in their cars at all times
- Please remain in a single line.
- To ensure a safe experience for all, please do not go around other cars.

Students should be able to independently unfasten or fasten their seat belt in the car line. If they need additional assistance being secured into a booster seat, please pull into a parking space to secure your child.

PreK student pick up and drop off is in the small lot by the basketball court. Please follow the one way directions through the parking lot.

Any child who has not been picked up by 3:00 PM will be taken to the main office, and a phone call will be made to the child's primary parent or guardian.

Please come to the Main Office entrance to pick up your child promptly.

Child Find

(Early support & Understanding Your Child's Development)

If you are noticing any problems in your preschool child such as:

- By age 3, child has difficulty balancing, speaking, using manipulatives
- By age 4, child is not talking in short sentences
- Child's speech and/or language is not understood by people outside your family
- Child talks in very loud or very soft voice
- Child seems frustrated by simple tasks

Help is available. To find out if your preschool child (age 3-5) is eligible for a free screening and special education program, contact the Weymouth Township School Child Study Team at (609) 476-2412.

Weymouth Township School District offers a full-day Pre-K 3 & 4 program and welcomes registration to the program.

Child Study Team/Special Education Program

The New Jersey Department of Education requires that the **Child Study Team** include a school psychologist, Learn Disabilities Education Consultant (LDTC), and a school counselor. In consultation with the school physician and any other professionals deemed appropriate by the Child Study Team or the Chief School Administrator. Identification of students in need of special education services should be brought to the attention of Special Education Supervisor, Mrs. [Mesghali](#). Or LDTC, Mrs. Improta/Mrs. Smith

Our Special Education programs are for children who have been identified as eligible for special education services. A full continuum of services is provided as per the Administrative Code.

Chromebooks/Electronic devices - Acceptable Use Policy

New Jersey Statutes Annotated (N.J.S.A.) 18A:36-39 (P.L. 2014, c.44) requires notification to students about the usage of electronic devices effective July 1, 2013. The statute requires that:

A school district or charter school that furnishes a student with a laptop computer, cellular telephone, or other electronic device shall provide the student with written or electronic notification that the electronic device may record or collect information on the student's activity or the student's use of the device if the electronic device is equipped with a camera, global positioning system, or other feature capable of recording or collecting information on the student's activity or use of the device. The notification shall also include a statement that the school district or charter school shall not use any of the capabilities in a manner that would violate the privacy rights of the student or any individual residing with the student. The parent or guardian of the student shall acknowledge receipt of the notification. The school district or charter school shall retain the acknowledgement as long as the student retains the use of the electronic device. A school district or charter school failing to provide the notification required by this section shall be subject to a fine of \$250 per student, per incident.

Students in grades 1 – 8 will be assigned a Chromebook. The Chromebook and related equipment are the property of Weymouth Township School District and are being lent to the student for educational purposes. Each district device is equipped with monitoring software that actively tracks

student usage and internet activity. Chromebooks are to be used as received, except for normal wear and tear as determined by the district.

Parents and students will need to sign a receipt for this equipment and accept responsibility for it as with any other instructional materials assigned, i.e., textbooks, manuals, etc. Chromebooks will remain in school and should not be brought home, unless directed by a teacher.

Expectations for the Use of Student Chromebook Computers

- Every student is responsible for the appropriate use of his or her Chromebook.
- The Chromebook is to be used for educational purposes only.
- Students are required to bring their Chromebook to classes every day with a fully charged battery. Failure to charge the Chromebook is equivalent to not being prepared for class.
- Students are responsible for keeping track of the Chromebook and taking precautions to keep it safe.
- Make certain the Chromebook is stored in a safe and secure location while not in use.
- Downloading unauthorized games, applications, or software by students is NOT permitted.
- Downloading purchased music or loading music from a purchased CD and/or personal photos onto the Chromebook is permitted.
- All software on District Chromebooks will be licensed, approved, and installed by a District Computer Technician. Students should not loan the Chromebook to anyone (including family members) and should not share login or password information for any website or services.
- Inappropriate language and materials used as screensavers and/or desktop images are not permitted

To extend the longevity of your Chromebook, the Weymouth Township School District recommends the following:

- Do not place anything on the keyboard before closing the lid (i.e., pen, pencil, headphone cables).
- Wrap the power cord properly.
- Do not eat or drink while using your Chromebook.
- When using USB storage devices or connecting the power cord to the Chromebook, carefully remove and attach these devices.
- Chromebooks may not be disassembled, repaired, hacked, jailbroken, or subverted in any way.
- Cords, cables, and removable storage devices should be inserted carefully into the Chromebook.
- Students should not carry Chromebooks while the screen is open.
- Chromebooks must remain free of any writing, drawing, stickers, or labels that are not the property of the District.
- Do not lean on the top of the Chromebook when it is closed.
- Do not poke the screen.
- Clean dirty screens with an anti-static cloth. Do not use tissues, paper towels, or any other kinds of material that will scratch the Chromebook screen.
- Do not remove the device from the protective casing for any reason.
- Be careful not to drop or throw backpacks or Chromebook sleeves. The Chromebook will get damaged.

Chromebook Damage or Neglect

All parents/guardians are responsible for full payment for loss, intentional damages, and/or neglect to the Chromebook. Students will receive one charger with the Chromebook and are responsible for purchasing a replacement if broken or missing. 30-60-watt USB-C chargers are widely available

and support fast charging on Chromebooks. The administration also reserves the right to charge the following for Chromebook Damage or Neglect:

Students who intentionally abuse and/or neglect a school issued Chromebook will also be subject to disciplinary action. Parents may be monetarily liable for replacement.

Chromebook Internet Policy

Teachers will report inappropriate behaviors, violations, or complaints to administration who will take appropriate disciplinary action. Violations may result in a loss of access, disciplinary action, and/or legal action. When applicable, law enforcement agencies may be involved. Computer access is granted to students for their sole use only. Each user will be given copies of this regulation and procedures and will sign an acceptable use agreement before establishing an account or continuing use. The following are not permitted:

- Sharing of accounts, IDs, or Passwords
- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting or attacking others
- Damaging computers, computer systems or computer networks
- Violating copyright laws
- Trespassing in another's subdirectories, work, or files
- Intentionally wasting limited resources, including but not limited to streaming music and video
- Employing the network for commercial purposes

Clubs and After-School Activities

We offer students the opportunity to join clubs and organizations. A list of clubs/organizations will be available during the first weeks of school. Participation requirements include students receiving grade C or higher on their report card and progress reports. Students who do not meet this academic requirement will be excluded from the activity until their grade improves. Suspensions also restrict students from participating in clubs/after-school activities.

Code of Conduct

Students at Weymouth Township Elementary School have both the right and the responsibility to learn in a safe environment. As they progress through our school and into high school, they build on the core values of being respectful, responsible, ready to learn, and safe.

The ultimate purpose of the code of student conduct is the development of self-discipline. We strive to be consistent, firm but fair, and aware of the pride and dignity of all people. We expect students to behave responsibly, to respect the rights and properties of others, and to work cooperatively with all members of the school community. We expect students to follow the code of student conduct and the specific behavioral guidelines established in each class. Students are accountable to all school personnel for their behavior while on school property, at any school-sponsored function, at the bus stop, on the school bus, walking or riding a bike to and from school, in after school programs, or off school grounds, when substantial disruption to the orderly operation of school results. This includes online behavior (that is behavior transmitted by an electronic device).

When a student fails to follow the code, the school staff helps the student to see the relationship between the offense and the related core value. When logical consequences are applied, age-specific parameters are used. The student's developmental needs and history of behavior, as well as the circumstances of the offense are taken into consideration.

To ensure this, the following rules and regulations must be followed:

1. The Weymouth Township School is the taxpayer's building. School property belongs to the taxpayer in Weymouth Township. - It is expected that school property will be treated respectfully.
2. Students are expected to comply with attendance policies, be prepared for learning, and to follow classroom and school rules.
3. Students are expected to interact with others in a polite and courteous manner.
4. Students are expected to comply with Board Policies governing appropriate dress and the proper use of electronic devices.
5. As per New Jersey law, Weymouth Township School is a smoke-free building.
6. Students are not permitted to chew gum, at any time, on the school grounds or in the school building.
7. Students become the responsibility of school officials when they attend school and therefore are not permitted to leave school grounds without permission of the administration.
8. Each student has the responsibility to respect the personal property of others.
9. Each student has the responsibility to be respectful of others. All students and staff have the right to feel safe from harm and harassment.
10. Students are not permitted in halls, lavatories, or other such areas without permission or a pass.
11. Failure of any student to abide by the directions of the school bus driver may result in removal from the bus as well as other disciplinary action.
12. Physical aggression and threatening behavior are not acceptable and will be addressed appropriately to ensure a safe and respectful environment for all students.
13. Harassment, intimidation, or bullying will not be tolerated under any circumstance.
14. Students have the right to an education that supports their development into productive citizens and are expected to accept disciplinary consequences with dignity and a resolve to improve one's performance and conduct.

Code of Infractions and Consequences

The following is a partial list of offenses and their consequences and will be considered *guidelines* for violations of school rules. Parents will be informed each time a student is referred to the office for discipline. In some instances, parents may be required to remove the child from the school grounds immediately.

Other offenses may be considered actionable as deemed appropriate by school authorities. These guidelines for discipline implementation are subject to change as per yearly review or governmental mandates. The Superintendent/Principal or designee reviews information provided by the referring staff member on the discipline referral form and determines the consequence. In addition, any discipline issue that is referred to administration and involves physical contact with another student will require parental contact via phone and/or a message home.

General Consequences

Failure to follow school and/or classroom rules may result in the following:

- Verbal or written warning
- Loss of ClassDojo point (Hawk Feather)
- Exclusion or suspension from social or extracurricular activities (dances/field trips)
- Teacher detention and/or administrative detention
- Lunch/recess detention
- Loss of school privileges
- Parental phone call/letter/conference

Infractions and Consequences (Administrative)

Infraction	Frequency	Anticipated consequence
Fighting	1 st offense	Minimum 1 day suspension
	2 nd offense	Minimum 3 days suspension and parent conference
Disruptive or Inappropriate Behavior	1 st offense	Detention & parent notification
	2 nd offense	Detention & parent conference
	3 rd offense	Minimum 1 day school suspension
Cheating, stealing or forgery, misuse of AI	1 st offense	Detention & parent notification
	2 nd offense	Detention & parent conference
	3 rd offense	1 day school suspension
Insubordination/defiance	1 st offense	Detention & parent notification
	2 nd offense	Detention & parent conference
Dress Code Violation	1st offense	Nurse/or parent provided change of clothes
	2nd offense	Parent provided change of clothes & detention
	3rd offense	Parent provide change of clothes, detention, parent conference
Leaving class without permission or cutting class	1st offense	Detention & parent notification
	2nd offense	Detention & parent conference
	3rd offense	Minimum 1 day school suspension
Leaving school grounds*		Minimum 1 day school suspension
Cafeteria Misconduct <ul style="list-style-type: none"> ● throwing food/trash ● leaving cafeteria without permission ● cutting in cafeteria line ● late to cafeteria 	1st offense	Warning
	2nd offense	Lunch detention & parent contact
	3rd offense	Detention & parent conference
Vandalism—requires full restitution*	1st offense	Minimum 1 day school suspension & parent conference
	2nd offense	3 days school suspension
	3rd offense	5 days school suspension
Tobacco, vape, or e-cigarette possession and/or use (products will be confiscated)*	1st offense	2 days out of school suspension & parent conference
	2nd offense	3 days out of school suspension
	3rd offense	5 days out of school suspension

Drug or alcohol offenses (over the counter drugs that are not handled according to the medication policy will be treated the same as controlled drugs) *	1st offense	As per state statute
Weapons *	1st offense	10 days out of school
	2nd offense	Expulsion
Harassment, Intimidation and Bullying		Please see the HIB policy on the school website or available per request.
Violating Technology Acceptable Use Agreement	1 st offense	Detention & parent notification
	2 nd offense	Restricted access to technology
Bus Offenses	1st offense	Warning & Parent notification
	2nd offense	Removal from bus for up to 3 days
	3rd offense	Removal from bus for up to 5 days

*** Requires informing police of violation**

Please note: All out-of-school suspensions require a conference between the Superintendent/Principal and parent/guardian before the student will be readmitted.

Communication

The district utilizes an automated telephone communication system, Blackboard Connect. This system enables us to reach parents through voice, text, or email alerts. This system will be used to communicate emergency information, including but not limited to inclement weather closings, early dismissals and other information deemed important by the district. You will be informed of this service and given directions for preferences. Each year, Weymouth Township School performs a system check assuring our contact information is current, but please reach out if you feel that you are not receiving communications.

The district website www.weymouthtownshipschool.org is a primary source of information and provides up-to-date news, including need-to-know information, policies, upcoming events, and/or emergency information. Contact information is also available on the site.

Comprehensive Equity Plan

Weymouth Township School District has completed our Comprehensive Equity Plan which ensures equal access to employment and all school facilities, programs, activities, and benefits for all students regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability or socioeconomic status. It also prohibits/eliminates sexual harassment and intimidation.

The Weymouth Township Board of Education has appointed Michelle Mesghali as Affirmative Action Officer, including Title IX Coordinator. Her office is in the Weymouth Township School located at 1202 Eleventh Avenue in Dorothy, NJ. The telephone number is (609) 476-2412.

The district's Comprehensive Equity Plan, as well as the Board's policies, grievance procedures, and annual reports, are kept in the Weymouth Township School office, 1202 Eleventh Avenue, Dorothy, N.J. and are available for review in the office.

Conferences/Meetings with Teachers

Our school supports open communication regarding your child's educational experience. When you have a question or concern, begin with the classroom teacher, either through ClassDojo, email, or a phone call. In the event of an emergency, please call the main office.

On occasion, a parent may have a concern, complaint, suggestion or request related to a school decision or policy. Many parental questions are easily and completely answered by communicating directly with the educator in charge of the class or program. Each situation should first be addressed at whatever level the initial action was taken with appeals moving on to the next level on the chain of command.

Teachers are available to meet with parents during the school year at a mutually agreed-upon time. Generally, these meetings should be scheduled at 3:00 p.m., Monday through Thursday. An appointment may be made by directly contacting the teacher through ClassDojo, email, or phone call.

Dates for fall and spring conferences can be found on the school calendar. Schedules will be determined before conducting the conferences.

Custody and Guardianship

Unless a parent's right to information about his/her child's performance in school has been terminated by the court, both parents have access to such information. If a parent's right has been terminated by the court the school will need to be given a copy of the legal documentation/court ordered action in order to exclude that parent/guardian. In order to meet its legal obligations, the school will need a copy of that part of your legal agreement that specifies the custody and visitation rights of parents. This information will be kept confidential.

Dances

Dances are sponsored by the affiliates of the Weymouth Township School District. Permission slips are required for admittance to dances. Students are expected to follow the Weymouth dress code policy. Students who are absent on the day of the dance may not attend. In addition, students with accumulated discipline referrals may be excluded.

Dress Code

The purpose of this dress code is to enhance school safety, improve the learning environment, and promote good behavior. Children's attitudes toward schoolwork and behavior are related to the clothing that they wear. Therefore, we expect clothing and footwear suitable for a working atmosphere and appropriate weather. In order to achieve this goal, the following guidelines are in place:

Shoes

- Students recess and/or PE almost every day; students should wear sneakers or other safe footwear to school daily.
- Flip-flops, loose or unsupportive footwear such as Crocs, or open-toed/open-backed shoes are not permitted.

Pants, shorts, skirts

- Pants and shorts need to fit snugly at the waist. Undergarments should not be visible at any time.
- Extremely brief shorts and short skirts are not appropriate or permitted for school. Mid-thigh length or longer is appropriate.

Shirts

- Shirts with sleeves are recommended. Halter, tank, and thin-strapped, backless, see-through, short, bare-midriff, cut-out tops and/or strapless attire tops are not permitted.
- Clothing displaying obscene writing or promoting indecent or unacceptable behavior, whether stated or implied, will not be permitted.
- Clothing may not contain any references to drugs, alcohol, firearms, or other prohibited items in the school.
- Outer garments that are worn over tights or leggings are to follow the same length expectations as shorts or skirts.

General

- Tops and bottoms must overlap at all times, including when arms are raised.
- Hats, caps, hoods, and other headwear may not be worn during the school unless for school-sponsored activities.
- Jackets and coats (outerwear) may not be worn indoors during the school day.
- Perfume, cologne, body spray and heavily scented deodorants should not be worn to school.

Note: This dress code does not regulate the exercise of an individual's sincerely held religious beliefs.

Electronic Device Policy –Cell phone/Video/Other Electronic Devices

To protect the privacy and safety of all students and staff, the recording and/or distribution of videos or images on school property without permission is strictly prohibited. This includes sharing content through text messages, social media, or any digital platform.

Students are prohibited to:

- Record videos or take photos during the school day without staff permission.
- Share, post, or distribute videos or images of other students or staff without their consent.
- Use phones or other devices to create or spread content that violates school rules or disrupts the learning environment.

Violations of this policy may result in disciplinary action, including confiscation of the device, parent notification, and further consequences based on the severity of the incident

Cell Phone Policy

We understand that most parents/guardians want their child to have access to cell phones for a variety of reasons. However, the use of cell phones during the school day interrupts the educational process and presents safety concerns for our school. In order to accommodate family needs and promote the educational process, the following cell phone possession and requirements will be in place during the school year.

1. Using cell phones or any other device for any reason during school activities or on district property without school staff permission is prohibited.
2. Students **are permitted to bring cell phones into the school building**. Prior to entering the school students must shut off the phones and store them in their backpacks before reporting to entering the building. **Students may not leave their phone on vibrate or silent mode. The**

phone must be powered off. Once the dismissal bell rings at the end of the school day, students may retrieve their phones from their lockers. However, students participating in after-school activities may not use or activate their phones until the activity has ended.

3. Sending, possessing, or posting videos taken during school activities without permission is also prohibited.
4. In case of emergencies or with Administrative permission, students may use the phones in the main office or Nurse's office.
5. Cell phone use on the school bus prohibited. Students who do not follow this policy may have their cell phones confiscated and could face disciplinary action. Repeated violations may require a parent or guardian to pick up the phone from the school.

Pagers/Laser Instruments

1. It is illegal for any student enrolled in the elementary or secondary school to bring or possess any paging device (beeper) (2C:33-19) New Jersey Police Manual.
2. Use of laser instruments by students is not permitted on school grounds. Any electric shocking device is prohibited.
3. Absolutely no electronic games should be brought to school.

Emergency Closing

Regular sessions of school are canceled in case of emergency. Serious weather conditions that might cause a hazard to pupils are the primary reason for the emergency closing of school. Parents will be notified through Blackboard Connect. Notice of such closing will also be available on the school website and social media. Television coverage is available on ABC or CBS.

Educational Field/School Trips

Field trips are used as teaching and learning tools as related to the curriculum. Field trips are an extension of classroom learning and support our curriculum objectives by providing valuable educational experiences. A signed permission form from a parent or guardian is required for all field trips. Students may be excluded from trips for discipline reasons and/or safety concerns.

Emergency Fire and Security Drills

In partnership with local, state, and federal authorities, the school has a comprehensive security plan organized to ensure the safety of all students and staff. Fire drills and security drills are held twice a month. Students are to take fire and security drills seriously and evacuate the building quietly and quickly. In the event of an actual emergency, parents/guardians will be notified of the school's plan and course of action at the appropriate time. Parents can facilitate this process by maintaining accurate, updated emergency contact information with the Main Office. **Any change in home and cell phone numbers and local emergency contact persons should be reported to the Main Office immediately.** The importance of updated information cannot be **overemphasized.**

Grading

Grading Scales

Students in grades K-4 receive a Standards Based Report Card.

A standard-based report card measures a student's progress toward mastering specific learning goals defined by academic standards. This type of report card is designed to support student success and help you better understand your child's progress throughout the year. For example, instead of just seeing a single math grade, you might see how your child is doing in areas like "understanding multiplication" or "solving word problems."

Criteria is as follows:

4 = Excellent, 3 = Acceptable, 2 = Limited progress, 1 = little or no progress.

All other subjects receive a numerical grade, which correspond as follows:

90-100 = 4/Excellent

80-89 = 3/Acceptable

70-79 = 2/Limited progress

0-69 = 1/little or no progress.

Students in grades 5-8 receive numerical grades in all subjects, using the following scale:

A = 93-100

B = 85-92

C = 75-84

D = 70-74

F = 69 and below

Harassment, Intimidation & Bullying

Weymouth Township School is fully compliant with the New Jersey Anti-Bullying Bill of Rights Act (ABR) (P.L.2022, c. 122) standards and procedures for preventing, reporting, investigating and responding to incidents of HIB of students that occur on school grounds and off school grounds under specified circumstances. The school policy and all other required documents are linked on the school website. Any questions or concerns can be directed to Mrs. Mesghali, Supervisor of Curriculum and Instruction, who will serve as the School Anti-Bullying Specialist or Mrs. Bakker, School Counselor, who will serve as the School Anti-Bullying Coordinator.

Health Services

School health services are maintained to appraise and promote the health of all students and school personnel. A school nurse is employed to give the students maximum protection while they are entrusted to the care of the school. Students at specified grades are examined for vision, hearing, blood pressure, height, weight, and additional screening for scoliosis in grades 4 through 8. Parents may have students examined by their private physician and should speak to the school nurse regarding this. The nurse is watchful for signs of communicable diseases and illnesses that may occur during the school day.

Contagious diseases, such as measles and mumps, require exclusion from school. A student may not be readmitted until cleared by a doctor with the doctor's certificate.

If under exceptional circumstances a child is required to take medication during school hours, Board Policy 5141.21 should be followed. This policy also addresses the steps for approval of self-administration of medication. Please contact the school nurse for further information.



Medication Policy

Proper dispensation of medication at school requires the following:

1. Medication must be in the original container.
2. Permission slips must be signed by parent/guardian and also signed by physician or accompanied by a written order or note from the physician. (Permission slips are available from the school nurse or office.)
3. Medication will be kept in the Nurse's Office. It is advisable to ask your pharmacist for a bottle marked "extra" if your child will be on medication for a few days.

The same procedure is required for both prescription and over-the-counter medications such as Tylenol, ibuprofen, or inhalers. Students may not carry any medication in their locker or backpack.

MEDICATION MUST BE TRANSPORTED TO AND FROM SCHOOL BY AN ADULT

Physical Examination Requirement

1. Physical Examination: All students must have a physical examination in order to attend school in New Jersey as required by NJAC 6A: 16-2.2. The exam must be completed by a physician within the calendar year (January-December).
2. Health History: The general information section of the form must be completed by the parent or guardian and returned with the physical exam form before the start of the school year. Pre-Kindergarten students must have a physical exam before they may start school.
3. Transfer students: grades 1 – 8 require a physical exam within 30 days of registration unless they are transferring from another New Jersey school system
4. Pre-K and Kindergarten MUST have a physical exam completed within the calendar year, BEFORE they may enter school.

Immunization Requirement

State laws require completed immunizations, or your child may be denied admission to school.

Immunizations: NJ Administrative Code 6A:16-22. Any questions should be directed to the school nurse.

Intramural Sports

New Jersey law mandates that students who intend to participate in school intramural sports are required to have a physical examination by their physician that **MUST** be completed within 365 days prior to the FIRST PRACTICE SESSION. The Pre-participation Physical Evaluation is required for all 6th, 7th, and 8th grade students who intend to participate in sports at school. Forms are available in the main office or from the school nurse.

Home and School Association

Our Weymouth Township Home and School Association (HSA) is a group of volunteers who serve as officers and members who donate their time to better our school community. We would encourage and welcome parents to volunteer for this program for our students. If you are interested in volunteering please email weymouthhsa@weymouthtsd.org. The H.S.A. is an outstanding and active group of parents and staff who meet monthly. Meetings are held at the school. Please consider joining this group which is open to all parents and staff. The H.S.A. among all of its worthy activities, conduct various fundraisers throughout the year to provide school activities such as field day/carnival day, field trips, assemblies, and school supplies, etc. for all of our students.

Homework

Homework is assigned to extend and reinforce the learning experience. Parent support and cooperation is necessary so that homework will have a positive impact upon a child's learning. Providing an appropriate time, quiet workplace, and support helps to create a child's sense of responsibility for learning. Close communication between teacher and parents is essential in order to effectively coordinate this component of the educational program.

Students in grades 3 - 8 will be given a homework assignment book at the beginning of the school year. Parents and guardians can help by checking their child's daily assignments. If you have any questions regarding homework, please contact your child's teacher.

Intervention and Referral Services (I&RS)

Intervention and Referral Services are available and developed for the regular educational program plans to assist students, who are experiencing learning, behavior or health difficulties. Administration, staff and parent participation in both the development and implementation of I&RS action plans is required under school code and is a quality educational practice. Please contact the school for questions and concerns or assistance if you feel your child would benefit from this service.

Lockers

Students in grades 5 – 8 have lockers, the following procedures should be kept in mind: Lockers are the property of the school and the administration reserves the right to search lockers if and when the need arises. (NJSA 18A:36-19.2).

1. Every student is responsible for the contents of his/her locker, which is to be used for school-related items only.
2. Locks are on loan and, if lost, a **\$5.00** replacement charge will be collected.
3. Lockers are property of the school district and are subject to inspection at any time.-Individual lockers may be searched when deemed necessary by administration.
4. Anything displayed in the locker should be temporary in nature and school appropriate. The school does not recognize any right of privacy that a student may wish to claim with regard to the locker.
5. Lockers will be checked periodically throughout the year for cleanliness by the administration or homeroom teacher.

Materials

Students are issued textbooks, Chromebooks, and other materials and are responsible for their care. Teachers will note the condition of the materials at distribution. Students should review the condition of the materials/textbooks when distributed to them. When materials are collected they will be inspected. Damaged or lost materials may result in a fine. Electronic materials are also used for instruction. Adherence to all Weymouth Township School electronic policies are required.(See Chromebook/Electronic Policy)

Playground Rules

1. Use respectful language.
2. Students must obtain permission to be in the building from the supervising adult.
3. Play in designated areas.
4. Use equipment in a safe manner.
5. No picking up or throwing sand, sticks, or rocks.
6. Do not disturb any wildlife, including insects.
7. Report any unsafe objects or conditions to the supervising adults.
8. Students in kindergarten through 4th grade must walk with a buddy when on the walking track.
9. Students may not leave the track.
10. No one is permitted in the boiler room area.
11. Playground equipment must be used safely. This includes limiting the number of students on an apparatus and playing in the designated area.

Report Cards

Report cards are issued quarterly. Distribution dates are indicated on the School Calendar. You keep the report card, but it is important that you **sign and return** the envelope to school with your child.

Your signature indicates that you have received and read the report. Halfway through the marking period notices will be sent home for any student not making adequate progress. (We haven't sent progress reports)

We encourage you to contact your child’s teacher at any time with concerns or questions. In addition, you may access your child’s grades at any time through the Parent Portal. Please contact the main office if you need information regarding sign-in to the portal.

Residency

Weymouth Township Board of Education requires *Proof of Residency* when registering a child to attend school in this district. The following listed documents will fulfill that requirement: You’ll need to bring at least 2 of the items noted below:

- **Rental or Lease Agreement Tax bill**
- **Copy of a deed or lease**
- **Signed contract of sale with expected date of closing**
- **Voter registration**
- **Driver license**
- **Canceled check**
- **Utility bill**
- **Letter from your landlord.**

This information needs to be presented upon registering your child in the district, prior to their first day of school.

School Hours:

Daily Schedule		Early Dismissal		Delayed Opening	
Arrival/Breakfast	8:20- 8:30	Arrival/Breakfast	8:20-8:30	Arrival/Breakfast	10:20-10:30
Homeroom	8:33-8:40	Homeroom	8:30-8:38	Homeroom	10:30-10:34
Period 1	8:42-9:22	Period 1	8:40-9:05	Period 1	10:35-11:01
Period 2	9:24-10:04	Period 2	9:07-9:32	Period 2	11:02-11:28
Period 3	10:06-10:46	Period 3	9:34-9:59	Period 3	11:29-11:55
Period 4	10:48-11:28	Period 4	10:01-10:26	Period 4	11:56-12:22
Period 5	11:30-12:10	Period 5	10:28-10:53	Period 5	12:23-12:53
Period 6	12:12-12:42	Period 7	10:55-11:20	Period 6	12:53-1:23
Period 7	12:44–1:24	Period 8	11:22-11:38	Period 7	1:24-1:51
Period 8	1:26-2:06	Period 9	11:40-12:10	Period 8	1:52-2:18
Period 9	2:08 – 2:48	Period 6	12:12-12:44	Period 9	2:19-2:48
Dismissal	2:50-3:00	Dismissal	12:44-12:50	Dismissal	2:50-3:00

Supervision starts at 8:20 am. Students may not be dropped off before 8:20 am. Before Care and After Care are paid services available for families needing an early dropoff or later pickup. If interested, please contact the main office. The school's main office is open:

- 8:00 am to 4:00 pm Monday through Friday during the scheduled school year
- 9:00 am to 2:30 pm Monday through Thursday during the summer months.

Signing Out Children Early or Change in Dismissal:

- If your child is assigned to ride the bus but will be picked up, a note is required. **If you need to make a last-minute change to your child's dismissal plan while your child is already at school, please call the main office by 12:30 pm. Do not email any changes in dismissal to either your child's teacher or the main office. If we do not have a written note or phone call before 12:30 pm, your child will go home in their usual manner. If you have some type of family emergency, contact the main office as soon as possible, and we will try to accommodate your request. *Please be reminded that these changes should be only for emergency reasons and not a general occurrence.***
- For the safety and efficiency of our regular dismissal procedures, student pickups are not permitted between 2:30 PM and 3:05 PM. We kindly ask that all early dismissals occur before 2:30 PM. Thank you for your cooperation in helping us maintain a safe and orderly environment during dismissal.
- If you intend to pick your child up from school **before** the end of the school day, the school requires a note from the parent or guardian. For safety concerns, this note must specify the date or dates the student will be picked up and by whom.
- No student will be permitted to leave the school before the close of the school day unless he/she is met in the school office by his/her parent or guardian.
- Students will not be released to anyone unless noted on **Emergency Cards**, unless proper authorization by a parent or guardian is received. Please keep your child's Emergency Card information current. Must be 18 years of age or older.

Smoking on School Grounds

No smoking, vaping, or use of any tobacco product is permitted on school grounds by any student or adult. This includes after school, evening events, public meetings, or other Board sanctioned activities in accordance with state and federal law.

Staff List

Administration

Mrs. Michelle Mesghali, Acting, Superintendent/Principal
Business Administrator/Board Secretary

School Office:

Mrs. Michaelena Riordan, Secretary
Ms. Jillian Seelman, Secretary

Child Study Team

Mrs. Michelle Mesghali, Supervisor of Curriculum and Instruction
Mrs. Christina Improta & Mrs. Justyna Smith, LDTC

School Nurse:

Ms. Lauryn Hooven

Elementary Grades

PreK 3&4	Mrs. DeFeo, Ms. D'Orio, & Ms. Gallo
Kindergarten	Mrs. Foley
Grade 1	Ms. Guidos
Grade 2	Mrs. Mashura
Grade 3	Mrs. Morrison
Grade 4	Mrs. Ricci

Middle Grades:

ELA 5-6	Ms. Elwell
ELA 7-8, Special Education	Mrs. Walsh
Math 5-6, Algebra, Special Education	Mrs. Salvucci
Math 7-8, Special Education, CST	Mrs. Improta
Science 5-8	Mrs. Lemelin
Social Studies 5-8, Special Education, CST	Mrs. Smith
Interventions, Lead Teacher	Mrs. Merusi

Specials:

Art	Mrs. Henault
Music	Mrs. Chappius
Physical Education/Health	Mr. Bradley
Technology	Mr. Henderson

Instructional Aides:

Mrs. Merlock, Mrs. Wehner, Ms. Adkisson, Mrs. Fullerton, Ms. Cerminara, Ms. Daisy, Mrs. Keedy, Ms. McCabe, Ms. Hesse, Mrs. Nicosia

Student Records

Parents or legal guardians have the right to review the records of their child. If you wish to review the records of your child, please contact the school and set up an appointment with the administration.

Student Services and Programs

Speech-Language Therapy

Speech-language therapy is available for students who have communication difficulties in areas such as articulation, fluency, and receptive or expressive language. To receive these services students must meet the eligibility criteria set by the State. The speech-language therapist provides evaluation and instruction, either individually or in small groups, based on each student's needs. If you suspect a speech or language issue, please contact the school and ask to speak with the Child Study Team Coordinator.

Transfer of Students

If you plan to transfer your child from our school, request a transfer card from the main office. We require 24 hours notice to prepare transfer records. Please remember that we need your written authorization to send and/or release any records on your child.

Visitors

A "visitor" is anyone other than a pupil enrolled in or a staff member employed by the school. All visitors and volunteers are required to report to the main office upon arrival, state their business and get a visitor's pass. If you are dropping off something for your child, the main office will handle delivery in a timely manner.

Weekly School Information

In an effort to streamline communication between school and home, all school families will receive a weekly email, text, or digital Friday Folder with current school information. Parents can also view current information on our school website (weymouthtownshipschool.org). Please notify the office immediately if you are not receiving information from the school.

Revised: August 2025