

DAWES AVENUE ELEMENTARY SCHOOL

Family Handbook

Kindergarten-4th Grade



2026/2027

Welcome to Dawes Avenue School!

Mrs. Melanie Wagner
Principal & District Supervisor of ESL
(609) 653-1027 Ext. 6021

Somers Point School District, Board of Education
129 Jordan Road
Somers Point NJ, 08244
(609) 927-2053

DISTRICT ADMINISTRATION

Mr. Theodore Pugliese - Superintendent
Mrs. Chandra Coady- Business Administrator
Supervisor of Special Education & Preschool - Kate Bobst
Supervisor of Curriculum and Instruction - Amy Horan-Smith

BOARD OF EDUCATION

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***Please note that the information in the student handbook is subject to change.**
The most up-to-date version will be located on the Dawes Avenue School Webpage*

2026-2027 School Calendar

September 2026							March 2027						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5		1	2	3	4	5	6
6	7	8	9	10	11	12	7	8	9	10	11	12	13
13	14	15	16	17	18	19	14	15	16	17	18	19	20
20	21	22	23	24	25	26	21	22	23	24	25	26	27
27	28	29	30				28	29	30	31			
October 2026							April 2027						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3					1	2	3
4	5	6	7	8	9	10	4	5	6	7	8	9	10
11	12	13	14	15	16	17	11	12	13	14	15	16	17
18	19	20	21	22	23	24	18	19	20	21	22	23	24
25	26	27	28	29	30	31	25	26	27	28	29	30	
November 2026							May 2027						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7							1
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30						23	24	25	26	27	28	29
							30	31					
December 2026							June 2027						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	31			27	28	29	30			
January 2027							Parent Teacher Conferences						
S	M	T	W	T	F	S	Prek-8 Conferences						
					1	2	December 2 - 4						
3	4	5	6	7	8	9	Early Dismissal All Schools						
10	11	12	13	14	15	16							
17	18	19	20	21	22	23							
24	25	26	27	28	29	30							
31													
February 2027							Early Dismissal Times						
S	M	T	W	T	F	S	Jordan Road 12:30						
	1	2	3	4	5	6	Dawes K-3 12:40						
7	8	9	10	11	12	13	Dawes Preschool 12:20						
14	15	16	17	18	19	20							
21	22	23	24	25	26	27							
28													
Category of Events							Please Note						
							* SNOW DAYS: If needed, 4 days will be added to the end of the school year.						
						School Closed							
						Early Dismissal							
						*Last Day of School (subj. to change)							
						Prof. Development (no school for students)							
Month							Quarter Dates						
Sept						21	1st	Sept 4 - Nov 16				12/4/26	
Oct						21	2nd	Nov 17 - Feb 1				2/11/27	
Nov						14	3rd	Feb 2 - Apr 15				4/24/27	
Dec						17	4th	Apr 16 - Jun 21				Last Day of School	
Jan						19							
Feb						18							
Mar						19							
Apr						20							
May						20							
Jun						14							
						183							
						180							

DAWES AVENUE HOURS

	ARRIVAL	School Start	DISMISSAL
Kindergarten-4th Grade	8:00	8:10	2:40
Kindergarten-4th Grade Early Dismissal	8:00	8:10	12:40

Our K- 4th graders will be welcome to enter the building beginning at 8:00 AM on the Atlantic Avenue side of the building

Drop Off & Pick Up

There are two options available for morning drop-off. Parents/guardians may park their vehicle and walk their child to the designated entrance, or they may pull up in the designated car line and drop off their student(s) curbside. For the safety of all students, the only location for curbside drop-off will be in the carline on Atlantic Avenue. When picking up students, parents are asked to meet their student at the following locations:

- 1st Grade & 4th Grade Door 14 (Atlantic Avenue/Bike Path side of Building)
- Kindergarten 2nd & 3rd Grade Door 13 (Atlantic Avenue/Bike Path side of Building)

****Please do not park and get out of your car while in the car line. *Please do not double park.**

Arrival, Dismissal and Student Release Procedures

The safety of our students is our highest priority. Families must follow the procedures below during arrival and dismissal. Please allow extra time and follow the directions of school personnel.

Changes to a Student's Regular Dismissal Plan

Whenever possible, changes to a student's regular dismissal plan should be arranged in advance. Same-day dismissal changes must be communicated directly to the Dawes Avenue School main office by telephone during the morning. Messages sent only to a teacher by email, text or an electronic messaging application may not be seen during the instructional day and will not be considered sufficient notification.

Last-minute changes near dismissal are strongly discouraged and may not be accommodated unless an emergency exists. The school will not change a student's dismissal plan based solely on a message delivered by the student.

Pickup by a Different Adult

If someone other than the student's regular parent, guardian or caregiver will be picking up the child:

- The parent or guardian must call the Dawes Avenue School main office during the morning to provide the person's name.
- The person must already be listed as an approved contact in the student's school records.
- The authorized adult must be prepared to show a valid government-issued photo identification.
- School staff will verify the adult's identity and authorization before releasing the student.

A student will not be released to anyone who is not listed as an approved contact. Verbal permission from an unauthorized person, a message from the student or a request made by the arriving adult will not be accepted. If the person is not listed as an approved contact, the parent or guardian must update the student's contact information through the school office before that person may pick up the child.

Parents and guardians are responsible for keeping all emergency contacts and authorized pickup information current.

Car-Rider Procedures

Families using the car line must:

- Enter and proceed through the designated car line on Atlantic Avenue.
- Follow the directions of staff members.
- Remain in the vehicle while in the car line.
- Have students ready to exit promptly from the passenger side of the vehicle.
- Pull completely to the designated unloading area before allowing a student to exit.
- Refrain from using a cellphone while the vehicle is moving.
- Avoid blocking crosswalks, driveways, intersections or neighboring properties.

Staff members cannot accept a child from a moving vehicle. A vehicle must come to a complete stop in the designated unloading area before the child may exit. Double parking, stopping in an active traffic lane or allowing a child to cross between vehicles is prohibited.

Parents or guardians who wish to walk their child to the designated entrance must park legally in an authorized parking location. Vehicles may not be left unattended in the car line.

Walker Procedures

Students designated as walkers must use the assigned entrance and dismissal location. Parents, guardians and approved caregivers should wait in the designated area and remain clear of doorways, walkways and the car line.

Students will be released only according to the dismissal plan maintained by the school. A student may walk home without an adult only when the school has received the required written

authorization from the parent or guardian and the arrangement has been approved in accordance with school procedures.

Early Pickup

When a student must leave school early, the parent or guardian should notify the main office and the student's teacher in advance. The notification should include the student's full name, teacher, date and anticipated pickup time.

The student will remain in class until the authorized adult arrives. Upon arrival, the adult must report to the main office, present identification when requested and sign the student out. Students will not be called to the office in advance to wait for an adult who has not yet arrived.

Late Pickup

Students must be picked up promptly at dismissal. If a parent, guardian or approved caregiver expects to be late, the main office must be contacted immediately. Students who have not been picked up will remain supervised while the school attempts to contact the parent, guardian and approved emergency contacts.

Repeated late pickups may result in an administrative conference and the development of a plan to ensure timely dismissal.

Emergency or Unplanned Dismissal

During an emergency, weather-related closing or other unplanned dismissal, the district will communicate instructions through its official emergency notification systems. Families should not come to the school or attempt to remove a student from an emergency location until directed to do so.

Students will be released only to a parent, guardian or adult listed as an approved contact. Photo identification may be required. Normal dismissal locations and procedures may be changed when necessary for student safety.

Parents and guardians must keep telephone numbers, email addresses, emergency contacts and authorized pickup information current. If the school cannot reach a parent or guardian, staff will contact the approved emergency contacts listed in the student's records.

School personnel may delay dismissal or modify a release procedure whenever necessary to protect the safety of a student.

Attendance Requirements

Good attendance is necessary for a successful school experience and building positive habits for adulthood. Students shall be subjected to the school district's response for unexcused absences during the school year as outlined in NJAC 6A:16-7.8 (a) 4 and Somers Point District Policy Regulation 5200.

- Students shall attend school daily unless the absence is in the category of excused absence.
- Parents shall ensure that their child attends school punctually and daily, and be aware of all absences.
- Parents shall notify the school the morning of the absence by telephone by 8:30 a.m. If such notice is not received, the school shall make every attempt to contact the parents on the day of the absence through the Remind Messaging System
- The school administration may also require additional verification from the parent, such as a physician's note or court subpoena.
- Parents will receive notification for the following absences:
 - 4th absence - letter to parent
 - 7th absence - letter to parent
 - 10th absence - letter to parent, call from Attendance Officer or designee
 - 15th absence - letter to parent, call from Attendance Officer, Principal, Counselor, or designee
- **Students who have excessive absences are subject to possible retention and/or legal action.** The district Attendance Officer may visit their home to verify attendance.
- **If a student is absent from school, he/she may not participate in any after-school activities or school-sponsored events on those days.**

Visitors During School Hours

Anyone entering the school building must enter through the main entry doors. During school hours, school personnel will allow access to the building as necessary through a doorbell system. All visitors are required to present proper identification (a valid driver's license or government-issued identification). Upon verifying identification, visitors will receive a badge that should be worn and displayed at all times. Identification will be verified through our credentialing software.

Bus Transportation

Somers Point School District is a walking district for students located within the 2.1 mile required distance of the school. Limited bus transportation is provided for designated students based on residency location and individual needs. Students are not permitted to ride on the bus unless they have been assigned transportation by the District Office. **Riding the school bus is a privilege.** It is imperative that all students observe the rules of proper conduct while riding the bus and comply with the requests of the driver. **Failure to comply with rules and procedures may result in disciplinary consequences or loss of bus privileges.** The parent/guardian is responsible for providing and arranging for transportation if their student is excluded from transportation for disciplinary reasons. Students are expected to behave as follows:

- Remain seated at all times while the bus is moving until you reach your destination.
- Each student will receive a seat assignment. This assignment may be changed only by the administration or the transportation coordinator.
- Walk towards a waiting bus without pushing.
- Board the bus in an orderly manner.
- Keep all body parts inside the bus and never out the window.
- Loud talking, yelling, inappropriate language, and playing of music by students on the bus is distracting to the driver and is prohibited.
- No eating of food or drinking of beverages on the bus.
- No gum chewing.
- No throwing, acquiring, or dropping any objects in the bus or out of the windows at any time.
- Skateboards may not be brought on the bus to school. Drivers will not transport students with skateboards.
- Students may only get off at their designated bus stop unless approved by the principal

Food Services

Breakfast and hot or cold lunch are available every day. Breakfast will be made available in the classroom to students who wish to purchase it. Monthly menus are distributed before the beginning of each month.

Great news! Somers Point School District is participating in the Community Eligibility Provision (CEP) for the school year.

This means that all students enrolled at Dawes Avenue are eligible to receive a healthy breakfast and lunch at no charge every school day, regardless of household income or status. You do not need to fill out a standard meal application to receive daily free meals.

Note on State Funding / Summer EBT: Even though meals are universally free, we strongly encourage families to complete alternate household income data forms if requested by the district. This ensures our school continues to receive vital state educational funding and helps determine eligibility for related benefits like Summer EBT.

Cafeteria

Student behavior in the cafeteria should be based on school behavior expectations, courtesy, and cleanliness. All food and drinks must remain in the cafeteria. Students are also expected to travel to and from the cafeteria in an orderly manner to ensure that the academic classes in session are not disturbed. Students are expected to clean up their trash and debris from the tables and the floor.

To maintain an orderly atmosphere in the cafeteria, the following practices must be followed:

- Everyone should go to his/her table quickly and quietly. Students are not to get up and walk around the cafeteria without permission from the supervising staff. Students should find a staff member for assistance.
- Tables will be sent to the food lines when each one becomes quiet and orderly.
- Students should follow the traffic pattern set by the teachers. Five students are permitted inside the food service area at one time.
- Students are expected to clean up the area and dispose of trash properly.
- There is to be no throwing of food or other objects.
- There is to be a reasonable level of noise in the cafeteria.
- No personal contact, including pushing, fighting, or horseplay of any type; no running in the cafeteria.
- No student will leave the cafeteria without a hall pass or bathroom pass and permission from the supervising staff.
- ****Failure to comply with these guidelines will result in disciplinary action, including assigned seats, cafeteria exclusion, or detention.**

Health Services

Immunizations: Your child's immunization records must be kept up to date. Only records signed by a physician are acceptable.

I NEED TO STAY HOME FROM SCHOOL IF....

I HAVE A FEVER	I AM VOMITING	I HAVE DIARRHEA	I HAVE A RASH	I HAVE HEAD LICE	I HAVE AN EYE INFECTION
					
Temperature of 100.4 or higher	Within the past 24 hours	Within the past 24 hours	Body rash	Itchy head, active head lice	Redness, itching, and/or "crusty" drainage from eye

I AM READY TO GO BACK TO SCHOOL WHEN I AM...

Fever free for 24 hours without the use of fever reducing medications, i.e., Tylenol, Motrin)	Free from vomiting for 24 hours	Free from diarrhea for 24 hours	Evaluated by my doctor and have a doctor's note to return to school	Treated with appropriate lice treatment at home, and proof is provided to the school nurse	Evaluated by my doctor and started eye drops, if necessary, and have a note to return to school
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Administration of Medication

The Board of Education disclaims any responsibility for the diagnosis and treatment of the illness of any pupil. At the same time, the Board recognizes that a pupil's attendance might be contingent upon the timely administration of medication duly prescribed by a physician. The Board will permit the dispensation of medication in school only when the pupil's health and continuing attendance in school require it and when the medication is administered in accordance with the policy.

Definition- For purposes of this policy, "medication" means any prescription drug, over-the-counter medicine, or nutritional supplement. No medication will be administered to pupils in school except by the School Nurse, another registered nurse, or the pupil's parent/guardian.

Three items must be present for a student to receive medication in school:

- There must be a written request from the parent/guardian.
- A doctor must provide written orders for all medications, both over-the-counter and prescribed.
- Medication must be brought to the school by the parent/guardian in the original container and kept in the nurse's office. Students who use inhalers for the treatment of asthma may carry and self-administer their medication if they have their doctor's permission. Forms for this privilege must be filled out by both the parent/guardian and the physician and will be kept on record in the nurse's office.

Guidance Department

The Dawes Avenue Counselor is available to meet with students or parents regarding student concerns. She will discuss and help with academic, emotional, or social issues. Discussions with students/parents are confidential. Parent permission must be given for students to participate in counseling services. Parents can refer their child by calling (609) 652-1027 ext. 6012

Harassment, Intimidation, and Bullying (HIB)

The Somers Point Board of Education prohibits all acts of harassment, intimidation, and bullying. Dawes Avenue School is committed to maintaining a safe, respectful, and welcoming learning environment for every student.

Under New Jersey law, harassment, intimidation, or bullying may include any gesture; written, verbal, or physical act; or electronic communication, whether it is a single incident or a series of incidents, that is reasonably perceived as being motivated by an actual or perceived characteristic. These characteristics may include race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, a mental, physical, or sensory disability, or any other distinguishing characteristic.

The conduct must substantially disrupt or interfere with the orderly operation of the school or the rights of other students and must also:

- Cause, or reasonably be expected to cause, physical or emotional harm to a student, damage to a student's property, or reasonable fear of such harm or damage;
- Insult or demean a student or group of students; or
- Create a hostile educational environment by interfering with a student's education or by severely or pervasively causing physical or emotional harm.

HIB may occur on school property, on a school bus, at a school-sponsored activity, through electronic communication, or off school grounds when the conduct substantially disrupts or interferes with school operations or the rights of students. The complete statutory definition is available through the New Jersey Department of Education.

Reporting a Concern

Students and families are encouraged to report suspected HIB as soon as possible. A report may be made to any school employee or directly to:

- **Mrs. Julie Antell, School Anti-Bullying Specialist:** Extension 6012
- **Mrs. Melanie Wagner, Principal:** Extension 6021

Families may report a concern verbally or in writing. The NJDOE HIB 338 Form for Families and Caregivers may also be completed and submitted to the school. Reports may be made anonymously; however, formal disciplinary action may not be based solely on an anonymous report.

The form is located on our Somers Point School District website.

Investigation and Parent Notification

When an allegation of HIB is reported, the school will follow the procedures established in District Policy 5512 and the New Jersey Anti-Bullying Bill of Rights Act. Parents or guardians of the students involved will be notified, and the School Anti-Bullying Specialist will conduct the investigation in accordance with required timelines.

After the investigation is reported to the Board of Education, parents or guardians will receive the information permitted by law regarding the nature of the investigation, whether evidence of HIB was found, and whether consequences or services were imposed. Student confidentiality laws may prevent the district from disclosing specific disciplinary consequences or services provided to another student. Parents have the right to request a Board of Education hearing regarding the investigation results.

When HIB is substantiated, appropriate consequences, remedial measures, behavioral interventions, counseling, or other support may be provided in accordance with the Student Code of Conduct and District Policy 5512. Required HIB information is reported to the State in accordance with New Jersey law.

Not every conflict, disagreement, or act of unkind behavior meets New Jersey's legal definition of HIB. However, inappropriate behavior that does not meet the HIB standard may still violate the Student Code of Conduct and will be addressed by the school.

Parents' Rights and Required Notices

The Somers Point School District is committed to protecting the rights of students and families and providing equal access to its educational programs. The following is a summary of important rights and annual notices. Complete Board policies are available through the district's [Policies and Bylaws](#), and current district contacts are listed in the [Somers Point School District Contact Directory](#).

Nondiscrimination and Title IX

The Somers Point School District does not discriminate in its educational programs, activities, admissions, or employment practices on the basis of race, color, national origin, ancestry, religion, sex, pregnancy, sexual orientation, gender identity or expression, disability, age, or any other characteristic protected by law.

Title IX prohibits discrimination on the basis of sex in educational programs and activities. This includes sex-based harassment and retaliation against a person who reports discrimination or participates in a complaint process.

Questions or concerns regarding discrimination, affirmative action, or Title IX may be directed to:

Mr. Theodore Pugliese, Superintendent/Affirmative Action Officer
Somers Point School District
129 Jordan Road, Somers Point, NJ 08244
(609) 927-2053
tpugliese@sptsd.org

Section 504 and Students with Disabilities

Section 504 of the Rehabilitation Act and the Americans with Disabilities Act prohibit discrimination based on disability. A student may be eligible for accommodations or services when a physical or mental impairment substantially limits one or more major life activities.

Parents who believe their child may require accommodations under Section 504 should contact:

Mrs. Kate Bobst, District Section 504 Officer
Supervisor of Special Services and Preschool
(609) 927-7161, Extension 1246
kbobst@sptsd.org

Special Education and Child Find

The district is responsible for identifying, locating, and evaluating children who may have a disability and may require special education and related services. Parents who are concerned that their school-age child is developing or learning differently may speak with the child's teacher, school counselor, principal, or the [Somers Point Special Services Department](#).

Parents also have the right to submit a written request for a Child Study Team evaluation. Written requests should be directed to:

Mrs. Kate Bobst, Supervisor of Special Services and Preschool
Somers Point School District
129 Jordan Road, Somers Point, NJ 08244
(609) 927-7161, Extension 1246

Information regarding special education rights is available through the [NJDOE Office of Special Education](#). New Jersey's Project Child Find may also be reached at 1-800-322-8174.

Student Records and Privacy—FERPA

The Family Educational Rights and Privacy Act, commonly known as FERPA, provides parents and eligible students with certain rights regarding student education records. These include the right to:

- Inspect and review the student's education records;
- Request correction of information believed to be inaccurate or misleading;
- Provide consent before personally identifiable information is disclosed, except when disclosure is otherwise authorized by law; and
- File a complaint concerning an alleged failure to comply with FERPA.

The district provides an annual FERPA notice containing complete procedures and information regarding directory information. Families may also review the [FERPA Model Notification of Rights for Elementary and Secondary Schools](#).

Educational Stability and McKinney-Vento Rights

Children and youth who lack a fixed, regular, and adequate nighttime residence may qualify for protections and assistance under the McKinney-Vento Homeless Assistance Act. This may include students and families temporarily:

- Sharing housing with others because of eviction, loss of housing, or economic hardship;

- Living in a motel, hotel, shelter, campground, car, or other temporary setting; or
- Living in another situation that is not fixed, regular, and adequate.

Eligible students have the right to immediate school enrollment, even when normally required records are unavailable, and may be entitled to transportation, school-of-origin protections, meal benefits, and other educational supports.

Families experiencing housing instability should contact:

Mrs. Katelyn Tobiasen, Educational Stability/McKinney-Vento Liaison
(609) 927-7161, Extension 6001
ktobiasen@spsd.org

Requests for assistance will be handled respectfully and confidentially.

Title I Parents' Right-to-Know

Because Dawes Avenue School receives Title I funds, parents have the right to request information regarding the professional qualifications of their child's classroom teachers and paraprofessionals. Parents will also be notified when required by law if their child has been taught for four or more consecutive weeks by a teacher who does not meet applicable State certification requirements.

Requests may be directed to:

Mrs. Amy Horan-Smith, Supervisor of Curriculum and Instruction/Title I Coordinator
(609) 653-1027, Extension 6020
ahoran-smith@spsd.org

Additional information is available on the district's [Title I Parent Resources page](#).

Language Access and Communication Assistance

Parents and guardians have the right to receive important school information in a language they can understand. Translation or interpretation assistance is available at no cost to families. A parent or guardian who needs language assistance should contact the Dawes Avenue School main office at (609) 653-1027.

PROGRAM AND SUPPORTS

English as a second language



Multitiered Systems of Supports

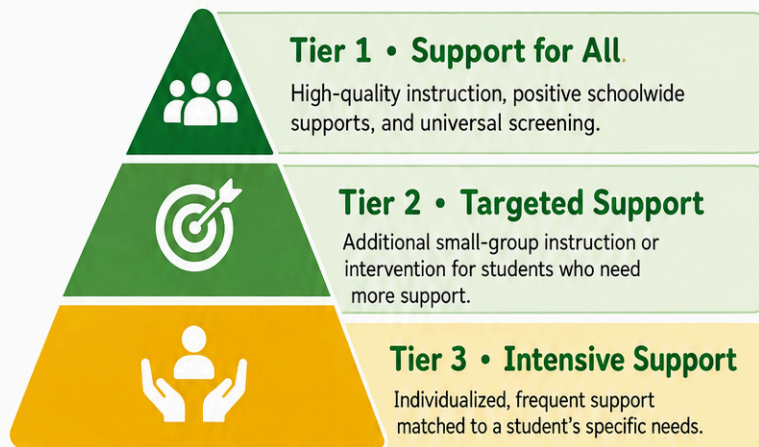
Supporting Every Student

Multi-Tiered Systems of Supports & Intervention and Referral Services



What is MTSS?

A Multi-Tiered System of Supports (MTSS) is a framework that uses student data to provide academic, behavioral, health, and social-emotional support. New Jersey's framework is called NJTSS.



How the I&RS Process Works



Families Are Important Partners

Families may be included throughout the process and are encouraged to share information, ask questions, and participate in planning.



I&RS is a general education support process. It does not replace a referral for a special education evaluation when one is suspected to be needed.



Social-Emotional Learning at Dawes Avenue

Building Skills for School—and for Life



The Second Step Program

Second Step supports a positive school climate by teaching skills for social, emotional, and academic success.



Skills for Learning

Focus attention, listen, follow directions, and be ready to learn.



Empathy

Understand feelings, consider other perspectives, and show compassion.



Emotion Management

Recognize strong emotions and use strategies to calm down and self-regulate.



Problem Solving

Work through conflicts, make responsible choices, and find positive solutions.



How Students Learn



Stories



Modeling



Role-Playing



Music & Movement



Puppets & Videos



Home-School Feedback



Bullying Prevention

Students learn three important actions:



Recognize



Report



Refuse

Students also learn safe ways to be a positive bystander and help build a respectful school community.



Families Make a Difference

Your positive reinforcement at home helps students use these skills inside and outside of school.



Questions?

Please contact your child's teacher or the Dawes Avenue School counselor for specific topics or information throughout the year.



Together, we help every child feel safe, supported, and ready to learn.





ROAR

with Purpose

Character Education at Dawes Avenue School



Great Character Makes Our School Stronger

Throughout the school year, students learn about and practice a new character trait each month. We encourage every student to demonstrate good character, make positive choices, and contribute to a caring school community.



Our Monthly Character Traits

1  September • Responsibility	2  October • Respect
3  November • Friendliness	4  December • Kindness
5  January • Caring	6  February • Honesty
7  March • Determination	8  April • Courage
9  May • Self-Control	10  June • Cooperation

Celebrating Great Character



Homeroom Recognition

Each month, teachers nominate one student from every homeroom for demonstrating outstanding character.



Students of the Month

Each month, one student from every grade level is selected and recognized as a Student of the Month.

Show Your ROAR!

Every positive choice is an opportunity to lead with purpose and inspire others.



Be Responsible. Be Respectful. Be Ready to ROAR!

GENERAL SCHOOL RULES & STUDENT CODE OF CONDUCT

General Dress Code Guidelines

In accordance with policy 5511, clothing worn on campus must reflect good taste and common sense to promote a safe atmosphere that is conducive to learning. Students are expected to dress in comfortable clothing and shoes that are appropriate for the weather and the activities of the day. Dress that disrupts the educational process or dress that is offensive is prohibited. Pajamas are only permitted to be worn on published pajama days.

Cell Phones and Personal Internet-Enabled Devices

Beginning with the 2026–27 school year, New Jersey law requires all public school districts to implement a “bell-to-bell” policy prohibiting students from using personal internet-enabled devices throughout the school day. This includes cellphones, smartphones, smartwatches, tablets, smart glasses and other personal devices capable of connecting to the internet.

Dawes Avenue students are strongly discouraged from bringing personal internet-enabled devices to school. Any device brought to school must be turned off and stored in the student’s backpack from arrival through dismissal. Students may not use personal devices to call, text, take photographs, make recordings, access social media or communicate during the school day. Parents who need to contact their child should call the school office.

Exceptions may be made when device use is required by a student’s IEP, Section 504 Plan, documented health plan, translation needs, law or an emergency, or when specifically authorized by the principal or designee. District-issued technology may continue to be used for approved educational purposes under staff supervision.

Violations will be addressed through developmentally appropriate, progressive responses consistent with the district’s Code of Student Conduct. The school is not responsible for personal devices that are lost, stolen or damaged.

This policy is consistent with P.L. 2025, c.195 and [NJDOE’s Guidance on Student Use of Internet-Enabled Devices](#).

Expectations of Student Behavior

- **Respect for Self and Others:** Students should treat themselves, their peers, and all school staff with kindness and respect.
- **Safe Behavior:** Students should behave in a manner that ensures their safety and the safety of others.
- **Responsibility:** Students should take responsibility for their actions, including following school rules and completing their w

Restorative Practices

In addition to tiered consequences, Dawes Avenue School uses age-appropriate restorative practices to help students understand the impact of their actions, take responsibility, rebuild relationships, and make better choices. Restorative practices may include:

- **Reflective Writing or Drawing:** Activities that encourage students to think about their behavior, its effect on others, and what they can do differently in the future.
- **Restorative Conversations:** Guided discussions with a teacher or administrator to help students explain what happened, consider who was affected, and identify how the situation can be repaired.
- **Apologies and Repairing Harm:** Supporting students in offering a sincere apology and taking appropriate steps to repair harm and rebuild trust.
- **Problem-Solving Plans:** Working with students to identify better choices and develop a plan for handling similar situations in the future.
- **Re-Teaching Expectations:** Reviewing and practicing appropriate behaviors, routines, or social skills to help students make successful choices moving forward.
- **Follow-Up Check-Ins:** Brief meetings with a teacher, counselor, or administrator to review progress, provide encouragement, and support positive behavior.

Restorative practices are used when appropriate and do not replace disciplinary consequences when consequences are necessary.



DAWES AVENUE ELEMENTARY SCHOOL

Code Of Conduct

2026/2027

Tier 1	Tier 2	Tier 3
Consequences & Other Actions Assigned by Teacher ● Parent/guardian contact ● Verbal correction ● Reminders and redirection ● In-class time-out ● Loss of classroom privileges ● Loss of preferred time	Consequences & Other Actions by Administration ● Parent/guardian contact ● Loss of privileges ● Restitution ● Lunch detention ● Administrative Warning ● Office detention (During school day) ● Bus suspension	Consequences & Other Actions by Administration ● Parent/guardian in-person conference ● Office detention (During school day) ● Bus suspension ● Suspension for violence* if developmentally appropriate ● Parent/guardian/student conference with superintendent ● BOE Hearing
Interventions and Restorative Practices Options based on the student and situation include, but are not limited to: ● Review established behavior expectation with examples ● Provide individual schedule or other reminders on child's desk ● Seat change ● Verbal and/or Written apology ● Behavior plan for use throughout the day, week, etc. ● Daily progress sheet on behavior ● Establish a peer buddy or an adult mentor ● Parent/guardian conference ● Teacher requests peer mediation ● Counselor/CST involvement ● Reflection & Goal Setting	Interventions and Restorative Practices Options based on the student and situation include, but are not limited to: ● Student conference ● Change in class ● No contact contract ● Behavior contract ● Establish buddy/mentor ● Referral to I&RS ● Parent/guardian accompany student to school ● Counselor/CST involvement ● Peer mediation ● Restorative lesson ● Reflection & goal setting with administrator	Interventions and Restorative Practices Options based on the student and situation include, but are not limited to: Student conference Change in class Establish buddy/mentor Referral to I&RS Parent/guardian accompany student to school Request 504 Plan Counselor/CST involvement I&RS Request for Assistance Peer mediation Referral to out-side counseling/service Educational consequences/lesson



DAWES AVENUE ELEMENTARY SCHOOL

Code Of Conduct 2026/2027

Behavior	Tier 1	Tier 2	Tier 3
General Misconduct	•		
Inappropriate Language/Gestures	•	•	
Disrespect/Defiance of Authority	•	•	•
Not telling the truth	•	•	
Conduct Potentially Dangerous	•	•	
Damaging school property	•	•	
Taking someone's property without permission	•	•	•
Possession/Use of Dangerous Materials: Matches, lighters, stink bombs, fireworks, tobacco, cigarettes, weapons, drugs, etc.	•	•	•
Endangering the safety of other students: NO intent to harm	•	•	
Endangering the safety of other students: intent to harm		•	•
Aggressive Behavior Towards Staff & Students Physical Threat/Contact		•	•

Community Partners

YMCA Before & After School Program

Our Y's Before and After School program extends your child's learning day in a fun and meaningful way! Our program focuses on character development and healthy living. Children experience academic, physical, and social activities under the supervision of positive, caring role models. Parents enjoy peace of mind knowing their school-age children have safe, healthy options before and after school.

After-school programs provide academic intervention, healthy activities, and enrichment opportunities throughout the school year, boosting their grades and reducing their risk-taking behaviors.

Visit the YMCA website for more information and to register your child.

https://vinelandymca.org/child_care/before-and-after-school-program.php

Somers Point Parent/Teacher Organization (PTO)

- **Purpose:** To promote students' social and educational development, encourage parent volunteerism, and foster home-school communication.
- **Activities:** Includes the Book Fair, Halloween Fun Run, grade-level field trips, and the Back to the Books Ice Cream Social.
- **Get Involved:** Parents are encouraged to attend monthly meetings and volunteer.
- **Contact:** somerspointpto@gmail.com
- Check them out on Facebook! Somers Point Parent Teacher Organization





SOMERS POINT SCHOOL DISTRICT

ADMINISTRATION OFFICES

129 Jordan Road ~ Somers Point, New Jersey 08233

Phone: (609) 927-2053 ~ **Fax:** (609) 927-7351 ~ www.sptsd.org

Mr. Theodore Pugliese, Superintendent Ext: 3211

Mrs. Chandra Coady, Business Administrator/Board Secretary Ext: 3220



CHAIN OF COMMAND

HOW TO EFFECTIVELY COMMUNICATE WITH SCHOOL OFFICIALS

Parents are often discouraged when they attempt to communicate with Central Office administrators and are sent back to building-based officials to resolve a problem their child may be experiencing in school. To prevent that frustration, parents can become informed about the "Chain of Command" or where to begin the communication sequence. Many parental questions can be answered easily and completely by communicating directly with the educator in charge of the class or program. Each situation should first be addressed at the level where the initial action was taken, with appeals then moving to the next level of the chain of command. The easiest way to communicate is via email; email addresses are listed on the Directory Page. A phone call would be the next preferred method of communication.

On Matters Involving Instruction (All Grades)

1. Classroom Teacher
2. Case Manager (If Applicable)
3. School Counselor
4. School Level Administration
 - **Jordan Road Middle School**
 - Principal/Superintendent, Mr. Theodore Pugliese (609) 927-7161 Ext. 1157
Secretary, Ms. Kelly Kimak
 - Assistant Principal, Mrs. Amanda Winslow (609) 927-7161 Ext. 1158
Secretary, Mrs. Isabel Ianuzzelli
 - **Dawes Avenue Elementary School**
 - Principal, Mrs. Melanie Wagner (609) 653-1027 Ext. 6121
Secretary, Mrs. Amy Hoffman
5. District Level Administration
 - **Office of Curriculum & Instruction**
 - Supervisor, Mrs. Amy Horan-Smith (609) 653-1027 Ext. 6020
 - **Office of Special Services**
 - Supervisor of Special Ed, Mrs. Kate Bobst (609) 927-7161 Ext. 6023
Secretary, Mrs. Melissa D'Amico

On Matters That Involve Section 504's.

Mrs. Carley Cross, Dawes Ave (3 & 4) & Jordan Road (5) (ccross@sptsd.org)

Mr. Jim Scarano, Jordan Road (6 - 8) (jscarano@sptsd.org)

Mrs. Julie Antell, Dawes Avenue (K - 2) (jantell@sptsd.org)

Mrs. Katelyn Tobiasen, Dawes Avenue - PreK (ktobisen@sptsd.org)

On Matters Involving Athletics or Extra-Curricular Activities (Middle School)

1. Club Advisor or Coach (609) 927-7161
2. Athletic/Activities Director (609) 927-7161
 - **Activities Director**, Mrs. Tiffany Unsworth (609) 927-7161
 - **Athletic Director**, Mrs. Devon Kallen (609) 927-7161
3. Principals
 - **Superintendent, Jordan Road**, Mr. Theodore Pugliese, (609) 927-7161 Ext. 1157
 - Secretary, Ms. Kelly Kimak
 - **Vice Principal Mrs. Amanda Winslow** (609) 927-7161 Ext. 1158
 - Secretary, Mrs. Isabel Ianuzzelli

On Matters Involving Student Discipline

1. Classroom Teacher
2. Assistant Principal, Jordan Road, Mrs. Amanda Winslow, (609) 927-7161 Ext. 1158 OR Principal/Superintendent, Jordan Road, Mr. Theodore Pugliese (609) 927-7161 Ext. 1157
 - Secretary, Ms. Kelly Kimak
3. Principal, Dawes Avenue Mrs. Melanie Wagner (609) 653-1027 Ext. 6021
 - Secretary, Mrs. Amy Hoffman

On Matters Involving Facilities and Building & Grounds (Maintenance/Custodial/Grounds)

1. Principal/Superintendent, Theodore Pugliese (Jordan Road) (609) 927-7161 Ext. 1158
Principal, Melanie Wagner (Dawes) (609) 653-1027 Ext. 6021
2. Director of Facilities, Mr. Tomczak (609) 927-7161 Ext. 1159
3. Business Office, Central Office Business Administrator/Board Secretary Mrs. Chandra Coady, (609) 927-2053 Ext. 3220
 - Secretary, Mrs. Tina Loder

On Matters Involving Transportation

1. Vice Principal, Mrs. Amanda Winslow (Jordan Road) (609) 927-7161 Ext. 1158
2. Principal, Melanie Wagner (Dawes) (609) 653-1027 Ext. 6021
3. Business Office, Central Office Business Administrator/Board Secretary Mrs. Chandra Coady, (609) 927-2053 Ext. 3220
 - Secretary, Mrs. Tina Loder

To resolve all matters, only after you have followed the levels outlined above (Central Office)

1. Superintendent of Schools, Mr. Theodore Pugliese. (609) 927-2053 Ext. 3211
 - Secretary, Mrs. Kelly Kimak