



**Ocean Township Elementary School
Office of the Principal**

555 Dow Avenue
Oakhurst, NJ 07755
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(732) 531-5690 ext. 2000

Melissa Lopusznick
Principal

WE'RE A TEAM - GRADES Preschool - 4

Dear Parent/Guardian:

It is with great pleasure that I welcome you and your child to the [Ocean Township Elementary School](#) for the 2026-2027 school year. We are looking forward to a productive and successful year working with you to provide the best educational program possible for your child. You are the first and most long-lasting, important teacher in your child's life. This is why we at the [Ocean Township Elementary School](#) continually encourage your involvement and support. As "Partners in Learning," we can make the 2026-2027 school year a success.

The following is provided for your information and use.

The first day of school will be Thursday, September 3, 2026.

- ★ The Township of Ocean School District uses [Genesis](#) as our Student Information System and Parent and Student Portal provider. Please access the Parent Portal throughout the school year to complete required online forms and documents, access your child's teacher assignment, class schedule, and report cards. If you do not have a Parent Portal account, please contact the main office. The Genesis Parent Portal for elementary schools will open on August 24, 2026.

School Hours

Grades K to 4	8:45 am - 3:15 pm
Preschool	9:30 am - 3:30 pm

School Phone Numbers

Main Office, Mrs. Susan Dilloian, Secretary: 732-531-5690, Extension 2000
Nurse, Ms. Leslie Huhn: 732-531-5690, Extension 2010
Supvr. of Transportation, Mrs. Daile Stapienski: 732-531-5600, Ext. 1950

School Calendar

Please review the 2026-2027 [School Calendar](#) for pertinent information regarding early dismissals and school closures.

Student Handbook

Please review the [Elementary School Handbook](#) with your child. It provides specific information around protocols, procedures, and expectations for our school. Please carefully review procedures and protocols for cellular devices.

Preschool and Kindergarten Orientation for Parents and Students

You and your child are invited to our [Orientation Program](#) on Wednesday, September 2, 2026.

- Preschool Orientation (9:00 am)
- Kindergarten Orientation (10:00 am)

We encourage you to attend our orientation in order to eliminate any concerns associated with the first day of school. Parents will have the opportunity to ask questions, while the children visit their classrooms and meet their teacher. This meeting will give your child the chance to become familiar with the school environment prior to the excitement of opening day, Thursday, September 3, 2026.

Bus Information

Your child's bus pass will be available in Genesis after August 28, 2026.

Please check the bus stop and have your child there **10 minutes** prior to the time indicated. If you have any questions concerning transportation, call Mrs. Daile Stapienski, Supervisor of Transportation at **732-531-5600 Extension 1950**. **Transportation Directive:** Students **will not be permitted** to change buses for babysitting, parties, playtime, etc. **Bus drivers will not leave a kindergarten child at a stop unless there is someone to take him/her home.**

First Day Information

Additional staff will be on hand to assist preschool, kindergarten and first graders as the buses arrive, and direct them to the proper classrooms. Preschool and kindergarten students will receive bus tags at orientation. First grade students will receive bus tags on the first day of school. **The bus tag should be attached firmly to your child's backpack everyday.**

Second, Third, and Fourth grade students will report directly to their classrooms upon arrival to school. Please make sure your child knows his/her teacher name and room number.

Open House

Our [Open House](#) will take place on Thursday, September 10, 2026 (Grades PreK - 4). Please make every effort to attend. At this time you will become familiar with bus safety, our school's goals, rules, policies, procedures and hear from your child's teacher(s). Although we prefer that children do not attend, we do realize that there may be extenuating circumstances. If this is the case, children must remain with their parents at all times.

School Pictures

Pictures will be taken on Wednesday, September 9, 2026. More information will be forthcoming.

Entering the Building – Building Security

All persons entering the school building must present identification and report to the front office, to receive a pass, prior to being escorted to another area of the building.

Morning Drop-Off Procedures

Please be advised that students **MAY NOT** be dropped off at school prior to 8:30 am, as there is no supervision. Students may be dropped off on the side entrance of the building by going to the drive through drop-off (same location and procedure as pick-up) when there is a teacher on duty. For the children's safety please do not pick up or drop off in the front parking lot of the building. The Ocean Township Department of Community Services Project Extend will offer childcare from 7:00 am - 9:30 am and 3:15 pm – 6:00 pm. For further information please call 732-531-2600. **Please write a note on the first day of school informing us that your child will be staying after school for Project Extend.**

Student Pick-up

- If your child is to be picked up early, or at the regular dismissal time, you **MUST** send the teacher a note with specific details indicating who will pick him/her up and the exact time he/she should be dismissed. **Photo identification is required for students being picked up.**
- **If your child is being picked up early, you must come to the main office and sign them out.**
- **If your child is being picked up at dismissal time, you must go to the drive-through pick up, located on the side of the building.**

Release of Students

If there are any changes to your child's daily schedule, such as leaving school early, not riding the bus, etc., **written notification must be provided to the office that morning. Please notify the office in writing if there are any restrictions pertaining to the release of your child. Students will not be released to another adult without a note from a parent or guardian. Photo identification is required for students being picked up.** The school **MUST** be notified in writing any time there is a change to your child's dismissal procedure. If we do not receive a note, your child will follow normal dismissal procedures.

Student Absences

When a student is absent, the parent **must** call the main office, 732-531-5690 (select #1) by 9:00 am. If you are calling outside of school hours, you may leave a message on voicemail. A note is required on the child's first day back indicating the reason for the absence. If your child is going to be absent for more than one day and you would like to request schoolwork, please call the office before 10:00am.

Student Tardiness

All students are expected to arrive to school on time. **If a child is tardy, parents are to escort their child to the main office for a late pass.**

Conferences/Early Dismissal Dates (Dates, noted below, are subject to change)

November 17, 18, 19, 20 - Teacher Conferences - Early Dismissal - (Grades Preschool - 4)

- Preschool (1:35 pm) / Grades K-4 (1:05 pm)
- November 19 - Evening Conferences 6:00 pm -8:00 pm

November 25 - Day before Thanksgiving – Early Dismissal (Grades Preschool - 4)

- Preschool (1:35 pm) / Grades K-4 (1:05 pm)

December 23 - Day Before Winter Break - Early Dismissal (Grades Preschool - 4)

- Preschool (1:35 pm) / Grades K-4 (1:05 pm)

June 15, 16, 17, 18 – End of School Year – Early Dismissal (Grades Preschool - 4)

- Preschool (1:35 pm) / Grades K-4 (1:05 pm)

Delayed School Openings & School Closings

Weather conditions or other circumstances are reasons for school closings. A two hour “Delayed Opening” may go into effect when it seems likely that conditions will improve later in the morning.

As a general practice, the District avoids an “Emergency Early Dismissal” because of the risk. Sending young children home to uncertain supervision can be more dangerous than remaining in school. Currently, if it snows after the start of school, students will remain in school until the regular dismissal time. This action will provide more time for roads to be plowed, salted and sanded. In this circumstance, concerned parents are free to pick up their children from school at any time, however, we do recognize that there may be an extraordinary condition that might warrant an early dismissal. This action would be warranted only if children were unsafe in the school building or if the Office of Emergency Management directed us to do so.

When schools are closed, our district will not provide transportation to those students who attend private or parochial schools. In addition, when schools are closed, all athletic and co-curricular activities will be canceled. Because buildings will be closed, facilities will not be available for public use.

Continue checking after a delayed opening is announced. An initial decision to delay opening may be changed to a school closing. That decision will also be announced.

During inclement weather, parents can obtain information about the schools in the following ways:

- In conjunction with the municipality, CODE RED, an automated telephone notification system will contact anyone with children in our school district. Please keep your child’s school updated with phone number changes. If you have a call-blocking system, you may not be able to receive the automated call. The system will call you up to three (3) times within a few minutes of each other if the line is busy.
- Visit www.oceanschools.org
- Call the Superintendent’s Office (732-531-5600 ext. 3000)
- Follow our superintendent on X (formerly Twitter) @MsKWeldon
- Facebook page: www.facebook.com/TownshipofOceanSchoolDistrict

In case of a delayed opening or early dismissal, district Elementary Schools will operate on the following schedule:

	<u>Delayed Opening</u>	<u>Early Dismissal</u>
Grades K-4	10:45 am - 3:15 pm	8:45 am – 1:05 pm
Preschool	11:30 am - 3:30 pm	9:30 am – 1:35 pm

Bus schedules will also be delayed two hours (i.e. if your child gets the bus at 8:10 am they will be picked up at 10:10 am). Students will return home at the regular time.

Delayed Opening: Lunch will be served; breakfast will not be served

Early Dismissal: Breakfast and Lunch will be served

If school is dismissed early, without advance notice, every effort is made to contact the home of all our students. Many times the parent cannot be reached. We urge you to instruct your child where he/she is to go if they arrive home and no one is there. Also, be sure we have the name, address and phone number of babysitters. Please be sure to advise the office of any phone number changes or emergency number changes as they occur.

Additional Information

Electronics - Cell phones, iPods, watches equipped with Wi-Fi or cellular service, and electronic games are not permitted in school. Valuable items should not be sent to school with your child as we cannot be responsible for them.

Label clothing and lunchboxes - Clothing such as jackets should be labeled so that lost articles can be identified and returned promptly. Make sure to label your child's lunchbox.

Medication – All medication in school **MUST** be administered by the school nurse. Students are not to have medication in their possession at any time during school hours. Medication must be brought to school and picked up by the parent. It must be contained in the pharmacist's package, providing proper instructions and the physician's name.

Parent-Teacher Association – Our PTA meets regularly. A newsletter is sent out monthly informing you of meetings and other PTA and school activities. Stay involved and join the PTA. You may contact Kristen McCauley, the PTA President, via email - pta@otespta.org for more information regarding the PTA.

Recess - Students are requested to bring only nerf type balls for use on the playground. Bats, footballs, baseballs or any other hard balls are not permitted.

2026-2027 District Activities Calendar – The District Calendar may be found on our District website at www.oceanschools.org. Select the Calendar link located on the main page/red ribbon.

Again, I would like to welcome you and your child to [Ocean Township Elementary School](#), and I look forward to a successful school year!

Sincerely,



Melissa S. Lopusznick

Enclosures: DIBELS
Every Student Succeeds Act (ESSA) Letter
Interscholastic Sports and Student Accident Insurance
NJ Family Care



NJ Covers All Kids!

All children can apply for NJ FamilyCare,
regardless of their immigration status.

With NJ FamilyCare, income-eligible children under 19 can receive:

- Primary and specialty care, including check-ups and other visits
- Eye Glasses
- Hospitalization (both inpatient and outpatient)
- Lab tests/x-rays
- Prescriptions
- Dental Services
- Preventive Screenings
- Vaccinations
- Mental Health Care
- Substance Use Testing and Treatment
- Vision Services
- Hearing Services
- Lead Screening
- Family Planning
- Other medically necessary services

Coverage must be renewed every year. Renew even if you think your child no longer qualifies.



Visit nj.gov/CoverAllKids
to learn more and apply.



Call **1-800-701-0710 (TTY: 711)** with questions or to
apply by phone. Language translators are available.



State of New Jersey
Phil Murphy, Governor
Tahesha L. Way, Lt. Governor



Department of Human Services
Sarah Adelman, Commissioner

NJ FAMILY CARE



Cover All Kids increases access to healthcare coverage for income-eligible children in New Jersey.

Now, all children can apply for NJ FamilyCare, regardless of their immigration status.

Coverage must be renewed every year. Renew even if you think your child no longer qualifies.



Visit nj.gov/CoverAllKids to learn more and apply.



Call **1-800-701-0710 (TTY: 711)** with questions or to apply by phone. Language translators are available.



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NJFAMILYCARE



¡NJ cubre a todos los niños!

Todos los niños pueden solicitar NJ FamilyCare, **independientemente de su estado migratorio.**

Con NJFamilyCare, los menores de 19 años que reúnan los requisitos de ingresos pueden recibir:

- Atención primaria y especializada, incluyendo los chequeos y otras visitas
- Gafas/ lentes
- Hospitalización (tanto hospitalaria como ambulatoria)
- Pruebas de laboratorio y radiografías
- Recetas médicas
- Servicios dentales
- Exámenes preventivos
- Vacunas
- Cuidado de salud mental
- Pruebas y tratamiento del uso de sustancias
- Servicios oftalmológicos
- Servicios de audición
- Detección de plomo
- Planificación familiar
- Otros servicios médicamente necesarios

La cobertura debe renovarse cada año. Renueve aunque piense que su hijo ya no califique.



Para más información y solicitar visite nj.gov/CoverAllKids



Para preguntas o solicitar por teléfono llame al **1-800-701-0710 (TTY: 711)** Intérpretes de idiomas están disponibles.



Estado de New Jersey
Phil Murphy, Gobernador
Tahesha L. Way, Vicegobernadora



Departamento de Servicios Humanos
Sarah Adelman, Comisionada

NJ FAMILY CARE



Cover All Kids aumenta el acceso a la cobertura médica de los niños de New Jersey que reúnen los requisitos de ingresos.

Ahora, todos los niños pueden solicitar NJ FamilyCare, independientemente de su estado migratorio.

La cobertura debe renovarse cada año. Renueve aunque piense que su hijo ya no califique.



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