

HARRISON TOWNSHIP SCHOOL DISTRICT

Parent Handbook and Calendar

2026 ~ 2027



Harrison Township School
120 North Main Street
Mullica Hill, NJ 08062
Phone: 856-478-2016

Pleasant Valley School
401 Cedar Road
Mullica Hill, NJ 08062
Phone: 856-223-5120

Website: www.harrisontwp.k12.nj.us

School District KYW Radio Closing Number: 820

Welcome to the Harrison Township School District!

Dear Students and Families:

Welcome to the 2026-2027 school year of the Harrison Township School District! Our Board of Education, Administration, and Staff are looking forward to servicing and growing with our students and families throughout the academic year ahead. Each September provides a new and exciting beginning for our students and staff. We encourage our families to reach out to our teachers to begin a lasting, professional relationship that will benefit your children for years to come. We have professional, supportive, and expert staff members in Harrison Township that look forward to working with our students and families each and every day.

Here in the Harrison Township School District, our academic program is rigorous, relevant and has truly been designed to prepare our children for success in their future educational careers and beyond! Also, our Positive Behavior Support Program compliments the academic program through socially appropriate expectations. With the implementation of PBS, these expectations will continue to help prepare our students to be successful and productive members of our society through the celebration of positive behavior and various character traits.

Please enjoy each day of this academic year with your child. Once again, our superb staff is ready to lend support to ensure your child's growth throughout the school year at Harrison Township. Please feel free to contact me any time with any questions that may arise.

With sincere thanks and enthusiasm for what lies ahead this year,

Dr. Missy Peretti
Superintendent of Schools



School Hours

Full Day

Harrison Township School	8:25 AM— 3:10 PM
Pleasant Valley School	7:45 AM — 2:25 PM

Early Dismissal Day

Harrison Township School	8:25 AM — 1:05 PM
Pleasant Valley School	7:45 AM—12:20 PM

One-hour Delay

Harrison Township School	9:25 AM—3:10 PM
Pleasant Valley School	8:45 AM—2:25 PM

Two-hour Delay

Harrison Township School	10:25 AM—3:10 PM
Pleasant Valley School	9:45 AM—2:25 PM

"6-Day" Schedule

The Harrison Township School District operates on a "6-day" academic schedule through the school year. Each attendance day has been designated as Day 1, Day 2, etc., and is marked on this calendar for your reference. The designated "days" will not change at any point during the school year.

If school must be closed due to inclement weather, the scheduled "day" assignment will be made up by the end of the school year. For example, if our schools were to be closed on February 5, 2027 (a "Day 6") due to snowy road conditions, that attendance day might be re-scheduled for June 16, 2027 and would remain as a "Day 6" even though the prior school day of June 15 is established as a "Day 6."

This "6-Day" academic schedule ensures the even delivery of instruction for all curricular areas, including the special areas of Art, Library, and Physical Education.

September 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 SCHOOL CLOSED Teacher In-Service	3 SCHOOL CLOSED Teacher In-Service	4 SCHOOL CLOSED Labor Day Holiday	5
6	7 <i>Labor Day</i> SCHOOL CLOSED	8 SCHOOL OPENS!  Day 1	9 PTA Meeting @ HTS 7:30PM Day 2	10 Day 3	11 <i>Patriot Day</i> Spirit Day “Wear Red, White & Blue” Day 4	12 <i>Rosh Hashana</i>
13 <i>Grandparents Day</i>	14 Day 5	15 <i>International Dot Day: Wear Your Dots!</i> Day 6	16 Day 1	17 Day 2	18 Day 3	19
20	21 OPEN HOUSE Grades 4 & 5 6:30PM Bd. Of Education Mtg. PVS @ 7:00PM Day 4	22 PVS Fall Pictures OPEN HOUSE Grade 6 6:30PM Day 5	23 OPEN HOUSE PreK, K, & 1 6:30PM Day 6	24 OPEN HOUSE Grades 2 & 3 6:30PM Day 1	25 Spirit Day “Hat Day” Day 2	26 <i>Sukkot Begins</i>
27 <i>Gold Star Mother’s Day</i>	28 HTS Fall Pictures Day 3	29 Day 4	30 Day 5			<i>Student Days— 17</i> <i>Teacher Days— 19</i>

October 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Student Days— 21</i> <i>Teacher Days— 22</i>				1	2 <i>Last Day of Sukkot</i> Spirit Day “School Color Day”	3
				Day 6	Day 1	
4	5	6	7 PTA Meeting @ HTS 7:30PM	8	9	10
	Respect Week/School Anti-Violence Week		Respect Week/School Anti-Violence Week			
	Fire Prevention Week		Fire Prevention Week		Fire Prevention Week	
	Day 2	Day 3	Day 4	Day 5	Day 6	
11	12 <i>Columbus Day</i> SCHOOL CLOSED Teacher In-Service	13	14 PVS School Store	15	16 HTS School Store	17
		Day 1	Day 2	Day 3	Day 4	
18	19	20 Mid Marking Period	21 HTS Stem & Tech Toy Night 6-7:30PM Evening Book Fair 6-8PM	22	23 Spirit Day “Superhero Day”	24
	HTS Book Fair		HTS Book Fair	HTS Book Fair	HTS Book Fair	
	Red Ribbon Week		Red Ribbon Week	Red Ribbon Week	Red Ribbon Week	
	Day 5	Day 6	Day 1	Day 2	Day 3	
25	26 Bd. Of Education Mtg. PVS @ 7:00PM HTS Book Fair	27	28 Explorer Recognition Breakfast PVS 7:00AM HTS 8:00AM	29	30 Halloween Parades PVS 9:00AM HTS 10:00AM HTS PM Preschool 1:45PM	31 <i>Halloween</i>
	Day 4	Day 5	Day 6	Day 1	Day 2	

November 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 EARLY DISMISSAL Parent Conferences Food Drive Begins Day 3	3 <i>Election Day</i> EARLY DISMISSAL Evening Parent Conferences Day 4	4 EARLY DISMISSAL Parent Conferences PVS Picture Retakes PTA Meeting @ HTS 7:30PM Day 5	5 SCHOOL CLOSED Teacher In-Service	6 SCHOOL CLOSED NJEA Convention	7
8	9 Day 6	10 HTS Picture Retakes Day 1	11 <i>Veterans Day</i> Day 2	12 Day 3	13 Spirit Day “School Color Day” Food Drive Ends Day 4	14
15	16 Day 5	17 Day 6	18 Explorer Recognition Breakfast PVS 7:00AM HTS 8:00AM Day 1	19 Day 2	20 Spirit Day “Crazy Hair Day” Day 3	21
22	23 Bd. Of Education Mtg. PVS @ 7:00PM Day 4	24 Day 5	25 EARLY DISMISSAL Day 6	26 <i>Thanksgiving</i> SCHOOL CLOSED	27 <i>Thanksgiving Recess</i> SCHOOL CLOSED	28
29	30 Explorer Giving Project Begins Day 1					<i>Student Days— 17</i> <i>Teacher Days— 18</i>

December 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 <i>Giving Tuesday</i> Day 2	2 Day 3	3 Day 4	4 Spirit Day “School Color Day” End of Marking Period Day 5	5 <i>Hanukkah Begins</i>
6	7 <i>Pearl Harbor Remembrance Day</i>	8	9	10	11	12 <i>Hanukkah Ends</i>
	HTS Holiday Shop HTS Holiday Shop HTS Holiday Shop HTS Holiday Shop					
	Day 6	Day 1	Day 2	Day 3	Day 4	
13	14	15 Explorer Giving Project Ends Day 6	16 Explorer Recognition Breakfast PVS 7:00AM HTS 8:00AM Day 1	17 Explorer Gift Card Pickup Day 2	18 Spirit Day “Holiday Attire” Explorer Gift Card Pickup Report Cards Sent Home Day 3	19
20	21 Bd. Of Education Mtg. PVS @ 7:00PM Day 4	22 Day 5	23 EARLY DISMISSAL Day 6	24 <i>Christmas Eve</i> SCHOOL CLOSED Winter Recess	25 <i>Christmas</i> SCHOOL CLOSED Winter Recess	26 <i>Kwanzaa Begins</i>
27	28 SCHOOL CLOSED Winter Recess	29 SCHOOL CLOSED Winter Recess	30 SCHOOL CLOSED Winter Recess	31 <i>New Year’s Eve</i> SCHOOL CLOSED Winter Recess		<i>Student Days— 17</i> <i>Teacher Days— 17</i>

January 2027

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Student Days— 19</i> <i>Teacher Days— 19</i>					1 <i>New Year's Day</i> SCHOOL CLOSED Winter Recess	2
3	4 Bd. of Education Reorganization Mtg. PVS @ 7:00PM Day 1	5 Day 2	6 Day 3	7 PTA Meeting @ HTS 7:30PM Day 4	8 Spirit Day "School Color Day" Day 5	9
10	11 Day 6	12 Day 1	13 Day 2	14 Day 3	15 HTSD Day of Service Day 4	16
17	18 <i>Martin Luther King Jr</i> <i>Day</i> SCHOOL CLOSED	19 Day 5	20 PVS Book/Art Fair Family Night 6-8PM Day 6	21 Grade 3 Choral Concert 6:00PM & 7:00PM Day 1	22 Spirit Day "School Color Day" PVS Gr. 5 Spelling Bee 8:30AM HTS School Store Day 2	23
24 31	25 Day 3	26 Day 4	27 Explorer Recognition Breakfast PVS 7:00AM HTS 8:00AM Day 5	28 Mid Marking Period Day 6	29 Day 1	30

February 2027

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 <i>Groundhog Day</i>	3 <i>Nat'l Girls and Women in Sports Day</i> PVS School Store	4 PTA Meeting @ HTS 7:30PM	5 Spirit Day "Wear Red"	6
	Day 2	Day 3	Day 4	Day 5	Day 6	
7 <i>Ramadan Begins</i>	8	9	10 <i>Ash Wednesday</i> 100th Day of School Progress Reports Available	11 Pillo Polo at PVS 1:00PM	12 <i>Lincoln's Birthday</i> SCHOOL CLOSED Teacher In-Service	13
	Day 1	Day 2	Day 3	Day 4		
14 <i>Valentine's Day</i>	15 <i>Presidents' Day</i> SCHOOL CLOSED	16	17 PVS Spring Photos & Class Pictures	18 PVS Family Game Night 6-7:30PM	19 Spirit Day "Pajama Day" HTS School Store	20
		Day 5	Day 6	Day 1	Day 2	
21	22 <i>Washington's Birthday</i>	23	24 Explorer Recognition Breakfast PVS 7:00AM HTS 8:00AM	25 HTS Spring Photos & Class Pictures HTS Family Game Night 6-7:30PM	26	27
	Day 3	Day 4	Day 5	Day 6	Day 1	
28						<i>Student Days— 18</i> <i>Teacher Days—19</i>

March 2027

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 EARLY DISMISSAL Parent Conferences PVS 5th Gr. Battle of the Books 8:30-10AM Day 2	2 <i>Read Across America</i> EARLY DISMISSAL Parent Conferences PVS 5th Grade Battle of the Books 8:30-10AM Day 3	3 Day 4	4 PTA Meeting @ HTS 7:30PM Day 5	5 Spirit Day “School Color Day” Day 6	6
7	8 Day 1	9 Day 2	10 Day 3	11 Day 4	12 End of Marking Period Day 5	13
14 <i>Pi Day</i>	15 Day 6	16 Day 1	17 <i>St. Patrick’s Day</i> Day 2	18 HTSD Culture Fair @ PVS 6-7:30PM Day 3	19 <i>World Down Syndrome Day</i> Spirit Day “Rock Your Socks” HTS School Store Day 4	20
21 <i>Palm Sunday</i>	22 Day 5	23 Day 6	24 Explorer Recognition Breakfast PVS 7:00AM HTS 8:00AM Report Cards Sent Home Day 1	25 EARLY DISMISSAL Spring Recess Day 2	26 <i>Good Friday</i> SCHOOL CLOSED Spring Recess	27
28 <i>Easter</i>	29 SCHOOL CLOSED Spring Recess	30 SCHOOL CLOSED Spring Recess	31 Day 3			<i>Student Days— 20</i> <i>Teacher Days— 20</i>

April 2027

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Student Days— 21</i> <i>Teacher Days— 22</i>				1 <i>April Fool's Day</i> PTA Meeting @ HTS 7:30PM	2 <i>Autism Awareness/ Neurodiversity Day</i>	3
				Day 4	Day 5	
4	5	6	7	8	9 Spirit Day "School Color Day"	10
	Day 6	Day 1	Day 2	Day 3	Day 4	
11	12	13 <i>Nat'l Library Workers' Day</i>	14 Grade 3 Visits PVS	15 Grade 3 Visits PVS Grade 3 Parent Night at PVS 6:30PM	16 SCHOOL CLOSED Teacher In-Service	17
	Day 5	Day 6	Day 1	Day 2		
18	19	20 PVS Stem & Tech Toy Night 6-7:30PM	21 <i>Administrative</i> <i>Professionals' Day</i> PVS School Store	22 <i>Passover Begins</i> <i>Take Your Daughters</i> <i>& Sons to Work Day</i>	23 Spirit Day "Neon Day"	24 Reimagination Garden Work Day 8:00AM
	Day 3	Day 4	Day 5	Day 6	Day 1	
25	26	27	28 Explorer Recognition Breakfast PVS 7:00AM HTS 8:00AM	29 <i>Passover Ends</i>	30 <i>Arbor Day</i> Mid Marking Period	
	Day 2	Day 3	Day 4	Day 5	Day 6	

May 2027

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	3 Mid Marking Period	4 <i>National Teacher Appreciation Day</i> NJSLA State Testing Grade 5	5 <i>Cinco de Mayo Nurses' Day</i>	6 <i>National Day of Prayer</i> PTA Meeting @ HTS 7:30PM	7 Spirit Day "School Color Day" HTS School Store Progress Reports Available	8
	Staff Appreciation Week Day 1	Staff Appreciation Week Day 2	Staff Appreciation Week Day 3	Staff Appreciation Week Day 4	Staff Appreciation Week Day 5	
9 <i>Mother's Day</i>	10	11	12	13	14	15 <i>Armed Forces Day</i>
	NJSLA Testing Grades 3-6 Day 6	NJSLA Testing Grades 3-6 Day 1	NJSLA Testing Grades 3-6 Day 2	NJSLA Testing Grades 3-6 Day 3	NJSLA Testing Grades 3-6 Day 4	
16	17	18 HTS Art Show 5-7PM	19 HTS Art Show 5-7PM Grade 3 Choral Concert 6:00PM & 7:00PM	20	21	22
	Day 5	Day 6	Day 1	Day 2	Day 3	
23	24	25	26 Explorer Recognition Breakfast PVS 7:00AM HTS 8:00AM	27 HTS Kindergarten Butterfly Parade 10:15AM & 1:45PM	28 SCHOOL CLOSED Memorial Day Holiday	29
	Day 4	Day 5	Day 6	Day 1		
30	31 <i>Memorial Day</i> SCHOOL CLOSED					<i>Student Days— 19</i> <i>Teacher Days— 19</i>

June 2027

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 HTS PreK & K Track & Field Day Day 2	2 HTS Grade 1 Track & Field Day Day 3	3 HTS Grade 2 Track & Field Day Day 4	4 HTS Grade 3 Track & Field Day Day 5	5
6 <i>D-Day</i>	7 PVS Grade 4 Track & Field Day Day 6	8 PVS Grade 5 Track & Field Day Day 1	9 PVS Grade 6 Track & Field Day End of Marking Period Day 2	10 Day 3	11 Day 4	12
13	14 <i>Flag Day</i> EARLY DISMISSAL Day 5	15 EARLY DISMISSAL Last Day of School Report Cards Sent Home Day 6	16	17	18	19 <i>Juneteenth</i>
20 <i>Father's Day</i>	21	22	23	24	25	26
27	28	29	30			<i>Student Days— 11</i> <i>Teacher Days— 11</i>

July 2027

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

August 2027

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

Student Dress Code

The Harrison Township Board of Education feels that appropriate student attire is important. An effort has been made to maintain a high standard of dress in the school. Proper attire also sets a positive atmosphere for learning. The code below was developed by a committee of parents, teachers, and administrators.

- A. No bare midriffs will be permitted at any time.
- B. T-shirts with double meanings or crude phrases are unacceptable.
- C. For safety reasons, shoes should have a back and should be properly worn (ex. Flip flops are unacceptable).
- D. Rain and snow boots are not to be worn throughout the day.
- E. Physical education shoes must be fastened and rubber soled and clothing must allow for safe physical activity.
- F. Any clothing that does not follow the stated policy will be referred to the school nurse, who will confer with the parent to correct. If the attire continues to be inappropriate, referral will be made to the School Principal.

HARRISON TOWNSHIP BOARD OF EDUCATION

Shannon Williams, President	williamss@harrisontwp.k12.nj.us
Jennifer Bowen, VP	bowenj@harrisontwp.k12.nj.us
Todd Baron	baront@harrisontwp.k12.nj.us
Tim Bast	bastt@harrisontwp.k12.nj.us
Walter Bright	brightw@harrisontwp.k12.nj.us
John Cavanaugh	cavanaughj@harrisontwp.k12.nj.us
Janette Coslop	coslopj@harrisontwp.k12.nj.us
Colleen Kendrick	kendrickc@harrisontwp.k12.nj.us
Alexis Rubino	rubinoa@harrisontwp.k12.nj.us

School Lunch Program



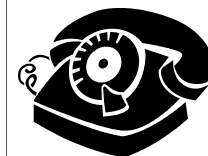
The school lunch program continues to be managed by Nutri-Serve Food Management Company. The price of a full student lunch was increased to **\$3.50**, and includes milk.

The 'Point of Sale' program for lunch purchases is in full operation in both school buildings. Each student has been assigned an I.D. number, which will remain the same from year to year. This number allows each student access to their personal lunch accounts.

Parents may make payments on-line, or send advance lunch program payments to school with their child each Monday in an envelope **clearly marked with the student's name, I.D. number and teacher name**. Payments to the individual lunch account may be made in any amount for meals and/or snacks. Checks are to be made to "Harrison Township Food Service." In the event that a student arrives at school without a packed lunch, has no funds in their lunch account, and no one can be reached at home, a meal may be 'charged' through Nutri-Serve. A "Charge Slip" will be sent home to the parent so that swift repayment can be made to the cafeteria. If three unpaid charges accrue and lunch is forgotten again with no one available to bring in lunch from home, the student would be provided with an "emergency" sandwich lunch.

Nutri-Serve will provide all students in grades K-6 with a monthly menu listing daily meal choices. The menu can also be viewed online on the district website at www.harrisontwp.k12.nj.us (select *Food Service*).

Questions regarding all aspects of the Lunch Program may be directed to the Nutri-Serve Manager at Pleasant Valley School at 223-5120 ext. 8888. Parents / guardians may also contact the Manager by e-mail at HAR@nsfm.com.



Important School District Telephone Extensions

Harrison Township School Grades Pre-K thru 3 856-478-2016

Ext. 7120	Main Office
Ext. 1000	Student Absence Reporting
Ext. 6311	Nurse's Office
Ext. 7126	Principal's Office
Ext. 7169	Supervisor of Instruction's Office
Ext. 9000	Transportation Supervisor
Ext. 9090	Ass't Transportation Sup'r
Ext. 8888	Cafeteria
Ext. 7123	Superintendent's Office
Ext. 7153	Board of Education Office
Ext. 7169	Chief Academic Officer
Ext. 6501	Guidance - J. Sutton
Ext. 6502	Guidance - C. Nelson
Ext. 7159	Super. of Bldgs. & Grounds

Fax Line: 856-223-1672 (Principal's Office)
 Fax Line: 856-478-6463 (Health Office)
 Fax Line: 856-478-0699 (Business Office)
 Fax Line: 856-418-1619 (Sup't/Curric. Off.)
 Fax Line: 856-478-0656 (Child Study Team)

Pleasant Valley School Grades 4 thru 6 856-223-5120

Ext. 7011	Main Office
Ext. 2000	Student Absence Reporting
Ext. 6321	Nurse's Office
Ext. 7019	Principal's Office
Ext. 7334	Assistant Principal's Office
Ext. 6504	Guidance - A. McGovern
Ext. 6502	Guidance - H. Schank
Ext. 8888	Cafeteria
Ext. 7159	Maintenance Office

Fax Line: 856-223-2692 (Principal's Office)
 Fax Line: 856-223-1781 (Health Office)

HARRISON TOWNSHIP PARENT-TEACHER ASSOCIATION OFFICERS

President	Stephanie Brunstrom	htptastudentprograms@gmail.com
Executive Vice-President	Danielle Hart	daniellehartpta@gmail.com
Treasurer	Brittney Kalnas	brittneykalnas@gmail.com
Recording Secretary	Kelly O'Neill	kellyoneill115@gmail.com
VP of Communications	Kristen Cavanaugh	kristencavanaugh12@gmail.com
VP Student Events	Laura Mancini	mancinifam5@gmail.com
VP Student Programs	Allison Hembrecht	allison.hambrecht@yahoo.com
VP of Fundraising	Lauren Walter	laurenrosewalter@gmail.com

A Message from the PTA President.....

Dear Explorer Families, Teachers, and Staff,

Welcome to a brand new school year at Harrison Township! As your PTA President, I am thrilled to welcome our new and returning families to another exciting year in our school community.

Our theme this year is “Together We Shine”—because when families, teachers, and staff work together, our children truly thrive. Strong connections between home and school help us better understand, support, and celebrate every child.

The PTA is here to strengthen those connections and enhance the student experience through special events, enrichment opportunities, school activities, and support for our teachers and classrooms. We also want to create more opportunities for parents and teachers to connect, share ideas, and build community.

Whether you volunteer, attend an event, share an idea, or simply show your support, your involvement makes a difference.

I am honored to serve as your PTA President. Let’s make this a year filled with connection, collaboration, new friendships, and exciting opportunities for our entire Explorer community. When we come together, there’s nothing we can’t achieve!

Be on the lookout for ways to join us! Follow us on Facebook (Harrison Township PTA) or Instagram (@ptaharrisontownship), and visit harrisontownshippta.givebacks.com for membership, student, and community information.

Here’s to a wonderful year ahead—together, we shine!

With gratitude and excitement,

Stephanie Brunstrom
PTA President



USE OF MEDICATIONS

The Board of Education shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication to a student during school hours will be permitted only when failure to take such medicine would jeopardize the health of the student, or the student would not be able to attend school if the medication were not made available during school hours. For the purpose of this policy, "medication" shall include prescription and non-prescription medicines.

Before any medication may be administered to or by any student during school hours, the Board shall require the written request of the parent and the written order of the prescribing physician. Medication must be in the original container stating the student's name, name of medication, dosage, frequency of dosage, and any description of adverse reactions.

The Superintendent shall develop procedures for the administration of medication which provide that:

1. All medication shall be administered by the School Nurse or the student himself or herself for rescue inhalers or Epinephrine, if the student's healthcare provider has provided written permission.
2. Medication shall be securely stored and kept in the original labeled container.
3. All medication shall be brought to the School Nurse by the parent/guardian and shall be picked up at the end of the school year or the end of the period of medication, whichever is earlier, by the parent/guardian. **STUDENTS ARE NOT PERMITTED TO TRANSPORT MEDICATION.**
4. The School Nurse will maintain documentation relating to the administration of any medications, recording the name of the prescribing physician, the name of the student, the dosage and timing of medication, and a notation of each instance of medication.

AFFIRMATIVE ACTION POLICY

Federal Law (Title IX) and State Law (Title 6) prohibits discrimination against students and employees in public schools.

Title IX prohibits discrimination on the basis of sex; Title 6 goes further and prohibits discrimination on the basis of race, color, creed, religion, ancestry, national origin, and social or economic status.

It is the policy of the Harrison Township School District not to discriminate on the basis of the areas identified above. In order to ensure compliance with the regulations, State law requires the appointment of an Affirmative Action Officer. Inquiries regarding compliance should be directed to:

Office of the Superintendent
Phone: 856-478-2016 ext. 7123

Please be aware that the district's Multi-Year Equity Plan is on file and available for review at the Office of the Superintendent during normal school hours.



SCHOOL VISITORS

The school buildings of the Harrison Township School District are protected by full-time School Resource Officers and Sonitrol Security Systems. Visitors are monitored and screened using Lobby Guard System.

All visitors to our schools must press the buzzer at the right of the Main Entrance door and identify themselves to the staff. Upon admittance, all visitors must provide a government issued photo ID for electronic scanning.

All other doors are fully secured during the school day, and require an employee access card for admission.

Please refer to our Board Policy (available on the Board of Education page of the district website, at www.harrisontwp.k12.nj.us) for additional information regarding visitors at the schools.



Thank you for your continued cooperation with this very important safety procedure!

PUPIL ABSENCE

The Board of Education believes that regular attendance at school is necessary for a child to maintain his/her academic program in good standing. On the basis of this belief, the Board supports the Superintendent in all reasonable efforts to ensure that children attend school regularly when they are physically and mentally capable of doing so.

IN THE CASE OF AN ABSENCE, THE PARENT/GUARDIAN MUST CALL THE ATTENDANCE LINE AT THE BUILDING THE CHILD ATTENDS TO REPORT THE ABSENCE TO THE HEALTH OFFICE. THIS SHOULD BE DONE AS FAR IN ADVANCE AS POSSIBLE, OR **NO LATER THAN 9:00 AM** ON THE DAY OF ABSENCE



Harrison Township School Absence Line 856-478-2016 ext. 1000

Pleasant Valley School Absence Line 856-223-5120 ext. 2000

EXCUSED ABSENCES

1. Disabling illness
2. Recovery from accident
3. Required court attendance
4. Death in family
5. Religious observance
6. Such good cause as may be deemed acceptable by the Principal
7. Family travel

RELEASE OF PUPILS BEFORE END OF NORMAL SCHOOL DAY

There are varying situations which may justify the release of certain pupils before the normal school closing time.

Such situations are justifiable only if the release does not jeopardize the pupil's educational program and reasons for such release can be shown to have positive benefits for the pupil

RE-ADMISSION TO SCHOOL FOLLOWING PUPIL ABSENCE

- In the event a child is absent from school for a period of five days or more due to illness, re-admission is dependent upon a certificate from the family physician.
- Chicken pox is considered contagious for a minimum of five days, and until all lesions are crusted. If five school days or more are missed, a physician's authorization is required for the student to return to school.
- With the above-mentioned conditions, a phone call or fax to the Health Office from the office of the family physician would be considered adequate in lieu of written verification from doctor.

IMPORTANT: In the case of any absence, the parent/guardian must follow up with a note explaining the reason for the absence.

Pupils should not return to school for at least 24 hours following recovery from diarrhea, vomiting, or fever (without fever-reducing medications), to help prevent the spread of contagious illness to classmates.

Intervention and Referral Services Committee

If a student experiences academic and/or behavioral difficulties in the classroom, communication between the teacher and the student's parents is the first important step to identify particular concerns and discuss strategies for intervention. If concerns continue, the Principal is consulted and a referral to the Intervention and Referral Services Committee may be initiated. Parents are then invited to participate in a meeting.

As a result, written recommendations are developed and provided to the teacher and parents. Interventions may include program modifications such as changing Instructional level, changing reading and/or math group, learning style strategy adaptations, in-school counseling, remedial reading and/or math instruction, or referral to the child study team.

Project CHILD FIND

The Early Intervention System (EIS) under the Department of Health and Senior Services, implements New Jersey's statewide system of services for infants and toddlers, birth to age three, with developmental delays or disabilities, and their families.

For children, birth to age 21 with special health care needs, referrals continue to be made through the 21 county Special Child Health Case Management Units (SCHS-CMUs). The SCHS-CMU referral numbers can be found at:
<http://www.nj.gov/health/fhs/sch/sccase.shtml>.

BIRTH TO AGE THREE— The New Jersey Early Intervention System (NJEIS) is regionalizing the System Point of Entry (SPOE) for referral of children with developmental delays and disabilities. To refer a child to NJEIS, call 1-888-NJEI—INFO (1-888-653-4463).

PRE-SCHOOL CHILDREN AND STUDENTS (ages three through twenty-one) - If you are concerned that your pre-school child or school-age student is developing or learning differently, you can call Mrs. Lori Hynes, Supervisor of Student Services for the Harrison Township School District, at (856)478-2016 ext. 7141.

What Happens When You Call? You will speak with Mrs. Hynes, who is knowledgeable about special education and related services. If you would like to request an evaluation for special education and related services, send a written request for an evaluation to Mrs. Lori Hynes, Supervisor of Student Services, Harrison Township School, 120 N. Main Street, Mullica Hill, NJ 08062.

After receiving your written request, the district's Child Study Team will meet with you within 20 days. At this meeting, you and the team members will decide if an evaluation is needed and what the evaluation will include. To the maximum extent appropriate, pre-schoolers and students with disabilities receive their education with children who are not disabled.

A developmental checklist is available from Mrs. Hynes, and is also on the Child Study Team page of the school district website, at www.harrisontwp.k12.nj.us.



ANTI-BULLYING POLICY

The Harrison Township School District recognizes that bullying and intimidation have a negative effect on the school climate. Students who are intimidated and fearful cannot give their education the single-minded attention that they need for success. Bullying can also lead to more serious violence. Every student has the right to an education and to be safe in and around school.

The Harrison Township Board of Education prohibits acts of harassment, intimidation or bullying. At each district school, the Principal is responsible for receiving complaints alleging violations of this policy. The complete policy is available at the office of the Superintendent, and on the district website, at www.harrisontwp.k12.nj.us (Board of Education page).

Bullying is defined as a pattern of abuse over time and involves a student being “picked on.” Bullying includes physical intimidation or assault; extortion; oral or written threats, or any electronic communications; teasing; putdowns; name-calling; threatening looks, gestures or actions; cruel rumors; false accusations; and social isolation. The Harrison Township School District and staff shall not tolerate any bullying on district grounds, school bus, or during school-sponsored functions.

The district expects staff members who observe or become aware of an act of bullying to take immediate, appropriate steps to intervene – unless intervention would be a threat to staff members’ safety. Staff members shall not directly intervene in a fight or physical altercation. If a staff member believes that his/her intervention has not resolved the matter, or if the bullying persists, he/she shall report the bullying to the school principal for further investigation.

The district expects students and parents who become aware of an act of bullying to report it to the school principal for further investigation. Any student who retaliates against another for reporting bullying will be subject to the consequences outlined below.

Upon learning about a bullying incident, the principal or designee shall contact the parents of both the aggressor and the victim, interview both students, and thoroughly investigate. This investigation may include interviews with students, parents, and school staff; review of school records; and identification of parent and family issues.

Consequences for students who bully others shall depend on the results of the investigation, and may include but not be limited to counseling; a parent conference; detention; suspension and/or expulsion. Depending on the severity of the incident, the Principal may also take appropriate steps to assure student safety. These may include implementing a safety plan; separating and supervising the students involved; providing staff support for students as necessary; reporting incidents to law enforcement if appropriate; and developing a behavior support plan.

This school district is a bully-free zone!

CODE OF CONDUCT

The district's discipline policies are based on the *Code of Conduct* that was developed by a committee of students, parents, teachers and administrators. The detailed Code will be distributed in September, and is available through the administrative offices. The *Code of Conduct* is also posted on the school district web site.

The *Code of Conduct* promotes the highest-quality teaching and learning, based on fair and consistent application of school rules. It fosters parental involvement and encourages the development of personal responsibility in the students. The purpose is to create a safe, nurturing educational environment for every student of the Harrison Township School District.



The district Board of Education is committed to the prevention of substance abuse, and provides the students with a preventative educational program through our health and guidance services. The use, possession, sale, or possession with the intent to sell/distribute any alcohol or other drugs at any time is prohibited. Policies and procedures governing these issues are on file in the Superintendent's Office and posted on the web site at **www.harrisontwp.k12.nj.us**.

PUPIL PROMOTION / RETENTION / ASSIGNMENT

The educational program of the Harrison Township School District shall be related to district goals and objectives. It shall be the policy of the Board of Education that this program shall provide for the continuous progress of students from grade to grade. Students will be placed at the grade level to which they are best adjusted academically, socially, and emotionally. Criteria to be considered shall include:

1. The achievement of minimum proficiency levels in basic communication and computational skills.
2. Continuous achievement and growth in all program areas commensurate with ability and grade level.
3. The demonstration of social and emotional maturity necessary for a successful learning experience.

It is the responsibility of the administration, in consultation with the classroom teacher and the Intervention and Referral Service Committee to make final judgment regarding promotion, assignment, or retention of all pupils. In reviewing the placement of a child, the following factors will be taken into consideration:

1. Standardized test scores
2. Teacher-made test scores
3. Teacher observations
4. Special teacher observation and recommendations (if student attends special classes)
5. Child Study Team recommendations (if the student has been processed by the Team);
6. Annual progress reports (report cards)
7. Chronological and mental age
8. Maturity—physical and social
9. Parental recommendation (although placement is the prerogative of the school, every effort is made to gain the support and approval of the parent). If it is deemed to be in the best interest of the child, after thorough review of all factors indicated, to retain the child, the school's decision will supersede that of the parent.

After the final decision is made, the parent or guardian will be given written notification advising them of this action.

Annual Notification to Parents Regarding Confidentiality of Student Records and School Directory Information

Confidentiality of Education Records is a right assured to public school students and their parents. The Harrison Township School District assures that all stages of gathering, storing, retaining and disclosing education records to third parties complies with Federal confidentiality laws. In addition, the destruction of any education records of a child with a disability must be in accordance with IDEA regulatory requirements.

Further information can be found on the district's website, at **www.harrisontwp.k12.nj.us**. Select **Board of Education** from menu at left of the website home page.

INTERNET SAFETY

The Harrison Township School District is dedicated to ensuring 'cyber-safety' for our students. A comprehensive filtering system is in place, and cyber-safety is an important aspect of technology instruction throughout the grades.

Each student and staff member is required to understand and sign an Acceptable Use Policy form. The district also works in collaboration with the Harrison Township Police Department in providing training for students and staff in cyber-safety.



ESSA—Every Student Succeeds Act

Knowledge about the qualifications of your child's teachers is a right under the ESSA law. We believe that nothing is more important to your child's education than having well-prepared and highly-qualified teachers. Every teacher in our district is fully qualified and certified by the State of New Jersey.

If you have a specific question concerning the qualifications of our district teachers, please contact the Office of the Superintendent.

School Report Card

Information about every New Jersey public school is gathered by the State Department of Education each year, and organized in the form of a 'School Report Card.' This is reported to the public the following year, and provides comprehensive descriptions of each school, including performance indicators and financial data.

A link to the most current 'School Report Cards' for Harrison Township School and Pleasant Valley School can be found on the district website, by visiting **www.harrisontwp.k12.nj.us**. Scroll down and click on the golden School Report card box at bottom left of the home page. A printed copy of the School Report Card is also available from the Curriculum Office by request.

The Harrison Township Board of Education,
Administration, Teachers, and Staff would like to
sincerely thank the parents, volunteers and community
members who graciously donate their time and efforts
to our school district. The contributions and strengths of
the whole community are essential to maintain and raise
our standards for the benefit of our students.

Dr. Missy Peretti,
Superintendent of Schools