



WALL TOWNSHIP PUBLIC SCHOOLS

Office of the Superintendent of Schools

P.O. Box 1199 • 18th Avenue

Wall, NJ 07719

Dr. Tracy Handerhan
Superintendent of Schools

officeofsuperintendent@wallpublicschools.org

August 28, 2024

Dear Parent(s)/Guardian(s):

Cooler mornings and evenings in August signal a special time of year, the start of the new school year! We at WTPS are looking forward to welcoming our students back to school on **Wednesday, September 4th**. This year your students will begin to see some very obvious improvements to facilities such as site improvements, newly paved parking lots, lighting upgrades, and restroom renovations in some schools just to name a few. Please continue to visit our website for before and after pictures of our ongoing renovations ([click here](#)).

On **September 4**, all schools will operate on a [full-day schedule](#). Please be reminded, that schedules and bussing information can be accessed through the [Genesis Portal](#). Throughout the school year, continue to check out our website (www.wallpublicschools.org) for updated news and announcements from the district. Our district social media platforms – Facebook and Instagram – will continue to showcase the exciting happenings in our schools as well as provide important information (e.g., SNOW DAYS!).

Family engagement continues to be a priority at WTPS. Our first family engagement event of the school year is scheduled for Thursday, September 5. Presenters from *Integrated Care Concepts* will speak on “The Importance of Showing Up.” Additionally, this event will support families on the following topics:

- Technology Support for Parents with the *Genesis* Parent Portal;
- Social support access and HIB prevention;
- Completion of Required Health Forms and Paperwork; and
- Dinner!

Please [click here](#) to see more details and to RSVP. I would like to thank our faculty, staff, and administrative volunteers as well as the WTEA for their continued support as we launch the second year of our family engagement programming.

Individual school information can be found directly on the school websites and through Smores Newsletters. As you know, there are many forms that are completed through the *Genesis* Parent Portal. For your convenience, several of these forms, documents, and some relevant letters are



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provided for you in this correspondence with hyperlinks. Please take the opportunity to review them through this more reader-friendly option.

Lastly, Wall Township Public Schools provides various opportunities to create partnerships with our parents. I encourage you to actively participate in your respective schools' PTOs and Boosters. There are also district-wide organizations that are always seeking parent involvement such as the *Crimson Knight Foundation* and the *Special Education Parents Advisory Group* (SEPAG). These associations aim to enrich all student experiences and support our educators in their endeavors. Information regarding these organizations and community involvement can be found [here](#).

I hope that everyone enjoys the extended holiday weekend and I wish your child(ren) an amazing first day of school and a fulfilling school year.

Sincerely,

Tracy R. Handerhan, D.Litt.

Superintendent of Schools



Wall Township Public Schools 2024-2025 Back-to-School Notices

Dear Parents/Guardians,

Please find attached the 2024-2025 District Calendar, school hours, inclement weather letter, district attendance letter, and insurance coverage letter.

Many of the notices below were provided to you in your Genesis Parent Portal and are linked below for your reference.

- 📁 [District Calendar](#)
- 📁 [School Hours](#) – Regular, Delayed Opening and Early Dismissal Days
- 📁 2024-2025 [Religious Holidays](#)
- 📁 Chain of Communications: [Elementary](#)
- 📁 Chain of Communications: [Intermediate](#)
- 📁 Chain of Communications: [High School](#)
- 📁 Request for Pupil Supervision After School Dismissal: [Elementary](#)
- 📁 Request for Pupil Supervision After School Dismissal: [Intermediate](#)
- 📁 Request for Pupil Supervision After School Dismissal: [High School](#)
- 📁 [School Bus Safety Rules K-5](#)
- 📁 [School Bus Safety Rules Intermediate & High School](#)

From the Superintendent

- 📁 Superintendent's Letter - [Inclement Weather School Closings/Delays/Dismissals](#)
- 📁 Superintendent's Letter - [Insurance Coverage](#)
- 📁 Superintendent's Letter - [District Attendance Letter](#)
- 📁 Superintendent's Letter - [Anti-Big Brother Act Notice](#)
- 📁 Superintendent's Letter - [Weapons Awareness Agreement](#)
- 📁 Superintendent's Letter - [Media Consent Form](#)
- 📁 Assistant Superintendent's Letter - [Title I Parents' Right to Know](#)

From the Business Administrator

 [Annual Integrated Pest Management Notice](#)

 [Annual AHERA Notice](#)

 [Free & Reduced Lunch Forms \(English\)](#)

 [Free & Reduced Lunch Forms \(Spanish\)](#)

Health Forms and Resources:

 [Health Forms](#)

Technology:

 [Technology Insurance Form](#)

 [Internet User Contract](#)

e-Notices:

 [Verification Form of e-Notices](#)

							2024-2025 School Calendar													
September 2024 - 19 Student Days								February 2025 - 19 student days												
S	M	T	W	Th	F	Sa		S	M	T	W	Th	F	Sa						
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								
							Important Dates													
October 2024 - 22 Student Days							March 2025 - 21 Student Days													
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa							
		1	2	3	4	5							1							
6	7	8	9	10	11	12	2	3	4	5	6	7	8							
13	14	15	16	17	18	19	9	10	11	12	13	14	15							
20	21	22	23	24	25	26	16	17	18	19	20	21	22							
27	28	29	30	31			23	24	25	26	27	28	29							
							November 1, 4, 5 (evening), & 6: Elementary Conferences													
							Nov 7: Schools closed (NJEA)													
							Nov 8: Schools closed (NJEA)													
November 2024 - 17 Student Days							April 2025 - 17 Student Days													
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa							
					1	2			1	2	3	4	5							
3	4	5	6	7	8	9	6	7	8	9	10	11	12							
10	11	12	13	14	15	16	13	14	15	16	17	18	19							
17	18	19	20	21	22	23	20	21	22	23	24	25	26							
24	25	26	27	28	29	30	27	28	29	30										
							Jan 1: School Closed New Years Day													
							Jan 2: Students & Staff return													
December 2024 - 15 Student Days							May 2025 - 21 Student Days													
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa							
1	2	3	4	5	6	7					1	2	3							
8	9	10	11	12	13	14	4	5	6	7	8	9	10							
15	16	17	18	19	20	21	11	12	13	14	15	16	17							
22	23	24	25	26	27	28	18	19	20	21	22	23	24							
29	30	31					25	26	27	28	29	30	31							
							Jan 20: Schools Closed (MLK)													
							Feb 12: Early Dismissal for all Students													
							Feb 17: Schools Closed (Presidents' Day)													
							March 12: Early Dismissal for all Students													
							March 25 & 26: Elementary Conferences													
January 2025 - 21 Student Days							June 2025 - 10 Student Days													
S	M	T	W	Th	F	Sa	S	M	T	W	Th	F	Sa							
			1	2	3	4						6	7							
5	6	7	8	9	10	11	8	9	10	11	12	13	14							
12	13	14	15	16	17	18	15	16	17	18	19	20	21							
19	20	21	22	23	24	25	22	23	24	25	26	27	28							
26	27	28	29	30	31		29	30												
							April 14-18: Schools Closed (Spring Break)													
							May 26: Schools Closed (Memorial Day)													
							June 6-13: Final Exams (WHS)													
							June 11-13: Early Dismissal for all Students													
							June 13: Graduation, Last Day, Early Dismissal													
School Closed			Early Dismissal WHS Students				1st/Last Day for Students			Early Dismissal for Students and Staff										
Full Day Inservice (Staff only)			Delayed Opening for WHS Seniors Only				Early Dismissal for Elementary Students Due to Conferences			Early Dismissal for all Students										
<p>Closings for inclement weather or emergencies will result in an adjustment to the district calendar. In the event there are remaining "emergency/snow days" not used, the District will be closed May 23. Note: Any further calendar revisions will require BOE approval.</p>																				



Wall Township Public Schools 2024-2025 School Hours

Regular School Day Schedule

<u>SCHOOL</u>	<u>OPEN</u>	<u>CLOSE</u>
Wall High School	7:20 AM	2:02 PM
Wall Intermediate	8:10 AM	2:50 PM
All Elementary Schools K-5	9:05 AM	3:20 PM
Wall Primary School		
AM Session	8:15 AM	10:35 AM
PM Session	12:00 PM	2:20 PM

Early Dismissal-Day Schedule

No lunch served on early dismissal days -
Please send a snack with your child

<u>SCHOOL</u>	<u>OPEN</u>	<u>CLOSE</u>
Wall High School	7:20 AM	11:45 AM
Wall Intermediate	8:10 AM	12:20 PM
All Elementary Schools K-5	9:05 AM	1:05 PM
Wall Primary School		
AM Session	8:15 AM	10:35 AM
PM Session	No Session	

Delayed Opening for All Schools

Lunch served on delayed opening days

Ninety-minute delayed opening

<u>SCHOOL</u>	<u>OPEN</u>	<u>CLOSE</u>
Wall High School	8:50 AM	2:02 PM
Wall Intermediate	9:40 AM	2:50 PM
All Elementary Schools K-5	10:35AM	3:20 PM
Wall Primary School		
AM Session	No Session	
PM Session	12:00 PM	2:20 PM

Wall Township Public Schools

School Closings/Delayed Openings/Early Dismissals Information

2024-2025

Notification:

In the event of a delayed opening, early dismissal, or school closing, a call will be placed to each child's home via the *Blackboard Connect* calling system. Additionally, announcements will be available via the following:

- Automated Call and Text
- Web Site: www.wallpublicschools.org
- Instagram: www.instagram.com/walltwp_schools/
- Facebook on the Wall Township Public Schools Official Facebook page @ WallTwpSchools

Note: Please do not call Police Headquarters and/or Wall School District offices for school closing information. Telephone lines must be available for emergency communications.

School Closings:

- It may be necessary to close school due to inclement weather or building emergencies.
- Weather related closings are announced as soon as possible given the conditions and circumstances of the weather events. Every attempt will be made to communicate these decisions by 6:00 am.
- Please note that the school district may announce that schools are closed for the full day after an initial announcement stating a delayed opening.

Delayed School Openings:

We are often forced to delay school opening because of inclement weather or hazardous road conditions early in the morning. We try to avoid closing an entire day because of these early morning conditions. The following is our procedure for "Delayed School Openings":

1. There will be an announcement that Wall Township Schools are on a 90-minute delayed opening.
2. Transportation will run 90 minutes later. For example, if your child's regular pick-up time is 8:00 AM, then s/he will be picked up at 9:30 AM.
3. Delayed openings only apply to the opening time of full-day students. PM Primary School students report at their normal time on a delayed opening day.
4. AM Primary School is **not** in session on days with delayed openings.
5. If weather/road conditions do not improve during the time of delay, the district may close schools for the full day. Check for further announcements prior to leaving for the bus stop or school.
6. Students who attend the Monmouth County Vocational School District **and** are transported by Wall Public Schools buses are transported on the 90-minute delay schedule, even if the MCVSD is not delayed. Students who arrive late to the vocational schools due to a delayed opening in their home school district are considered "excused" from the class(es) missed. A student who attends a MCVSD and is transported by a bus company other than Wall Township Public School buses must check with the transportation provider to determine transportation times in the event of a delayed opening in Wall and a lack of a delayed opening in the MCVSD.

Early Dismissal Closing Procedure:

Once a decision is made to have an early dismissal, a *Blackboard Connect* call will be made to all primary numbers identified in the Genesis portal. As soon as possible after that, students will be bused home in three shifts, as follows:

First Shift	- -	High School Students & Primary School Students
Second Shift	40 minutes later	Intermediate School Students
Third Shift	40 minutes later	Elementary School Students

High school parents should be aware that our students who have licenses can drive to school, but they do not have to; this is a parental decision. If the roads in your neighborhood are icy, I encourage you to transport your child or have him/her take the bus.

Please make certain that your child has specific instructions on what to do if s/he should arrive home and find no one home.

Please contact your school building principal with any questions regarding these procedures.



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2024-2025

Dear Parents/Guardians:

Regular school attendance is required in New Jersey according to statute (N.J.S.A. 18A:38-25) and Wall Township Board of Education Policy #5200. The law states, “every parent, guardian, or other persons having control and custody of a child between the ages of six and sixteen shall cause the child to regularly attend school.”

The district maintains three classifications for recording absences: excused, school district excused that does not count toward truancy, or unexcused that counts toward truancy. Regardless of the reason for the absence or the classification of the absence, students who are absent from school for any reason are responsible for the completion of assignments missed because of their absence.

Excused Absences

An excused absence is a student’s absence from school for a full-day or a portion of the day for the observance of a religious holiday pursuant to N.J.S.A. 18A: 36 14-16, providing such absence is supported by notification to the school by the student’s parent and supported by written communication from the parent. An excused absence, as defined by statute above, is recorded as excused in the student records.

School District Excused Absence That Does Not Count Toward Truancy

A school district excused absence that does not count toward truancy is a student’s absence from school for a full-day or a portion of a day for the reasons listed below, providing such absence is supported by notification to the school by the student’s parent and supported by written communication from the paren. Additional verification may be required for some absences. A school district excused absence is recorded as absent in the student records. School district excused absences that do not count toward truancy include:

- a. The student’s illness
- b. The student’s required attendance in court (verification required)
- c. Where appropriate, when consistent with Individualized Education Programs, accommodations under individualized health care plans
- d. The student’s suspension from school
- e. Family illness or death
- f. Visits to post-secondary institutions (verification required)



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- g. Interviews with a prospective employer or with an admissions officer (verification required)
- h. Examination for a driver's license (verification required)
- i. Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day (verification required)
- j. *Take Our Children to Work Day*
- k. An absence considered excused by a NJDOE ruling

Unexcused Absences That Count Toward Truancy

An unexcused absence that counts toward truancy is a student's absence from school for a full or portion of a day for any reason that is not an excused absence or a school excused absence.

Absences from school for vacations, family travel, babysitting or child care, household duties, hunting, etc. are **unexcused** absences. Any **unverified** absences from school are considered unexcused absences that count towards truancy.

According to Wall Township Board of Education Policy/Regulation #5200, for up to four cumulative **unexcused** absences, the school will notify you and investigate the cause of each unexcused absence as noted above. In addition, a cooperative action plan shall be developed to address any patterns of unexcused absences and to have the child maintain regular attendance. If a potentially missing or abused child situation is detected, the school shall then cooperate with law enforcement and other authorities as appropriate and in accordance with N.J.S. A. 9:6-1 et seq. and N.J.A.C. 6A:16.

For between five and nine cumulative **unexcused** absences, the school shall follow the procedure noted above and will revise the action plan as needed, including all of the following: refer to consult with the building *Intervention and Referral Services* Team; conduct an evaluation of the student's academic, behavior and health needs; consider an alternate educational placement;; make a referral to a community-based social and health agency; refer to the court program designated by the NJ Administrative Office of the Courts.

For cumulative unexcused absences of ten or more, a student (6-16 years of age) is **truant** according to N.J.S.A. 18A:38-27 and the school ***shall make a mandatory referral to the court program required by the NJ Administrative Office of the Courts***; make a reasonable attempt to notify the parent/guardian of the mandatory referral; continue to consult with the family and the involved agencies, law enforcement, and other appropriate authorities and agencies.

According to Wall Township Board Policy #5200, students absent from school for any reason are responsible for the completion of assignments missed because of their absence. Prolonged or repeated absences, excused or unexcused, from school or from class, deprive the student of the



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classroom experience deemed essential to learning and may result in retention at that grade level.

We appreciate your cooperation in helping us maintain accurate records and to ensure the appropriate education of all students. The letter that you receive from your child(ren)'s school principal will have more specific information regarding the development of a plan for your child to support him or her if attendance has become an issue.

Sincerely,
Dr. Tracy Handerhan
Superintendent of Schools



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September 2024

RE: Insurance

Dear Parent/Guardian:

The Board of Education purchased insurance coverage to protect all students against accidental injury. This coverage includes all participants in extracurricular activities and interscholastic athletics.

In the event of hospital and/or surgical expenses, this policy becomes *excess* over any other insurance you may have. If hospital and/or surgical expenses incur, *parents must use their own insurance first*. This policy will then cover those bills not covered by your own insurance, up to the limits in the policy.

Although this coverage is very broad, restrictions, limitations and exclusions do apply. Medical bills may not be covered in full. Parents should understand that medical expenses are their own responsibility and not that of the Board of Education.

Please report any injuries immediately to your child's coach or faculty advisor. The school will provide claim forms, but it is the parent's responsibility to obtain all medical bills and submit them to the insurance company. Questions regarding the policy coverage or about specific claims can best be answered by contacting [Bollinger Incorporated](#) at 973-467-0444.

Sincerely,
Dr. Tracy Handerhan
Superintendent