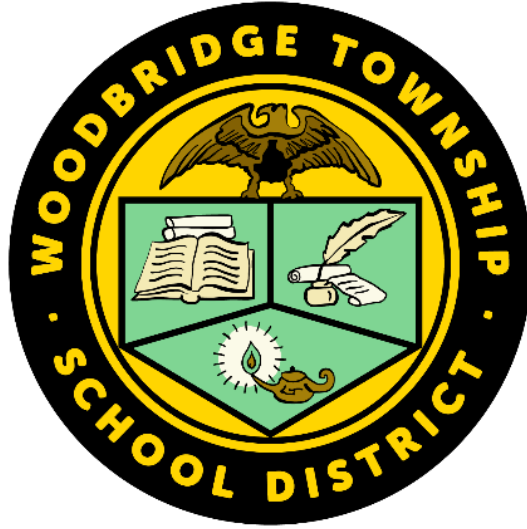


WOODBIDGE TOWNSHIP SCHOOL DISTRICT



PARENT /STUDENT HANDBOOK 2026-2027 SCHOOL YEAR

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**WOODBIDGE TOWNSHIP SCHOOL DISTRICT
PARENT/STUDENT HANDBOOK
2026-2027**

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BOARD OF EDUCATION

P.O. Box 428, School Street - Woodbridge, NJ 07095
(732) 750-3200
woodbridge.k12.nj.us/page/about-the-board

BOARD MEMBERS

SUSAN BOURDIN, President

JONATHAN TRIEBWASSER, Vice President

MARIE ANDERSON

VINCENT COUGHLIN

FRANK DELLA PIETRO III

STEPHAN LALLY

NAZAM MOHAMMED

JENNY PEREZ

AKSHAR “AJ” SIDANA

ADMINISTRATIVE OFFICES

P.O. Box 428, School Street - Woodbridge, NJ 07095
(732) 750-3200
woodbridge.k12.nj.us

CENTRAL OFFICE ADMINISTRATION

JOSEPH MASSIMINO, Ed.D., Superintendent of Schools
Superintendent@wtsdnj.com (732) 602-8550

PAUL T. POSTORINO, Asst. Superintendent for Curriculum and Instruction
Curriculum@wtsdnj.com (732) 602-8487

MARIA GENCARELLI, Ed.D., Asst. Superintendent for Human Resources
Personnel.Services@wtsdnj.com (732) 602-8470

JULIE BAIR, Director of Special Services
Special.Services@wtsdnj.com (732) 602-8575

KENDELL ALI, Director of Student Access and Engagement
SAE@wtsdnj.com (732) 602-8566

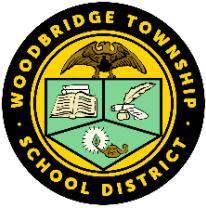
BRIAN WOLFERMAN, Business Administrator/Board Secretary
Business.Admin@wtsdnj.com (732) 602-8536

**WOODBIDGE TOWNSHIP SCHOOL DISTRICT
PARENT/STUDENT HANDBOOK
2026-2027**

SCHOOL LOCATIONS, PHONE NUMBERS, WEB ADDRESSES

ELEMENTARY SCHOOLS	Principal /Vice Principal	(732)	School Website
Mawbey Street School # 1 275 Mawbey St., Woodbridge 07095	Suzana Zeitz	602-8401	https://www.woodbridge.k12.nj.us/o/mawbey
Avenel Street School # 4/5 230 Avenel St., Avenel 07001	Mary Panko	602-8504	https://www.woodbridge.k12.nj.us/o/avenel
Port Reading School # 9 77 Turner St., Port Reading 07064	Sarah DeRollo	602-8409	https://www.woodbridge.k12.nj.us/o/prs
Ross Street School #11 110 Ross St., Woodbridge 07095	Warren Rotella	602-8511	https://www.woodbridge.k12.nj.us/o/rossin/11
Indiana Avenue School #18 256 Indiana Ave., Iselin 08830	Catherine Wehrle	602-8518	https://www.woodbridge.k12.nj.us/o/indiana
Menlo Park Terrace School #19 19 Maryknoll Rd., Metuchen 08837	Margaret Truppa	596-4147	https://www.woodbridge.k12.nj.us/o/menlo
Claremont Avenue School #20 90 Claremont Ave., Colonia 07067	Joanne Shafer	596-4153	https://www.woodbridge.k12.nj.us/o/claremont
Oak Ridge Heights School #21 720 Inman Ave., Colonia 07067	Laura Calabrese	499-6553	https://www.woodbridge.k12.nj.us/o/orh
Lynn Crest School #22 98 Ira Ave., Colonia 07067	Matthew Connelly	499-6558	https://www.woodbridge.k12.nj.us/o/lc22
Woodbine Avenue School #23 89 Woodbine Ave., Avenel 07001	Dr. Robert Zega	602-8523	https://www.woodbridge.k12.nj.us/o/woodbine
Kennedy Park School #24 150 Goodrich St., Iselin 08830	Pamela Kaminsky	568-5680	https://www.woodbridge.k12.nj.us/o/kps
Lafayette Estates School #25 500 Ford Ave., Fords 08863	Edward Braunsdorf, Principal Quienzell Bunch, VP	596-4143	https://www.woodbridge.k12.nj.us/o/lafayette25
Robert Mascenik School #26 300 Benjamin Ave., Iselin 08830	Judith Martino	602-8526	https://www.woodbridge.k12.nj.us/o/rms
Pennsylvania Avenue School #27 80 Pennsylvania Ave., Colonia 07067	Robert Hugelmeyer	499-6566	https://www.woodbridge.k12.nj.us/o/pennave27
Matthew Jago School #28 99 Glen Cove Ave., Sewaren 07077	Thomas Perry	602-8428	https://www.woodbridge.k12.nj.us/o/matthewjago28
Oak Tree Road School #29 29 Wilus Way, Iselin 08830	Jill Osborne	602-8424	https://www.woodbridge.k12.nj.us/o/otr
MIDDLE SCHOOLS	Principal /Vice Principal	(732)	School Website
Avenel Middle School 85 Woodbine Ave., Avenel 07001	Thomas Leusen, Principal Corinne Smith, VP	596-4210	https://www.woodbridge.k12.nj.us/o/ams
Colonia Middle School 100 Delaware Ave., Colonia 07067	Joseph Short, Principal Alisha Davison, VP	396-7000	https://www.woodbridge.k12.nj.us/o/cms
Fords Middle School 100 Fanning St., Fords 08863	Jennifer Murphy, Principal Matthew Taber, VP	596-4200	https://www.woodbridge.k12.nj.us/o/ims
Iselin Middle School 900 Woodruff St., Iselin 08830	Kelly Cilento, Principal Douglas Sealander, VP	602-8450	https://www.woodbridge.k12.nj.us/o/fms
Woodbridge Middle School 525 Barron Ave., Woodbridge 07095	Jamison Panko, Principal Brian O'Halloran, VP	602-8690	https://www.woodbridge.k12.nj.us/o/wms
HIGH SCHOOLS	Principal / Vice Principals	(732)	School Website
Colonia High School 180 East Street Colonia 07067	Christopher Chiera, Principal Cynthia DiChiara, VP Abel Ramos, VP	726-7060	https://www.woodbridge.k12.nj.us/o/chs
JFK Memorial High School 200 Washington Avenue Iselin 08830	Dr. James Parry, Principal Steven Caroscio, VP Dr. Alison Valente, VP	602-8650	https://www.woodbridge.k12.nj.us/o/jfk
Woodbridge High School 25 Samuel Lupo Place Woodbridge 07095	Scott Osborne, Principal Brian Casey, VP Tamiko Gourdine-Broadway, VP Lee Mosko, VP	602-8600	https://www.woodbridge.k12.nj.us/o/whs
RISE 81 Turner Street Port Reading 07064	Julie Bair, Administrator	568-5657	https://www.woodbridge.k12.nj.us/o/rise/staff

SUPERINTENDENT'S MESSAGE



WOODBIDGE TOWNSHIP SCHOOL DISTRICT

P. O. Box 428, School Street
Woodbridge, NJ 07095
Telephone: (732) 602-8472
Fax: (732) 750-3493
superintendent@wtsdnj.com

Joseph Massimino, Ed.D.
Superintendent of Schools

August 28, 2026

Dear Parents and Guardians,

I would like to welcome everyone back as we prepare for the first day of school on Wednesday, September 2, 2026.

All parents/guardians must complete the required forms for their children in the Genesis Parent Portal. Please read them carefully and discuss the policies and regulations with your students. Once this is complete, parents then have access to the lunch application form, which we encourage everyone to review. Parents can access the [Genesis Parent Portal](#) by visiting our website at www.woodbridge.k12.nj.us and clicking on the *Genesis-Parent Access* tab.

Please be reminded that in January, the Governor signed legislation ([S-3695/A-4882](#), P.L.2025, c.195) requiring all school districts in New Jersey to adopt policies restricting the use of cell phones and other personal internet-enabled devices in K-12 schools. Our compliance with this legislation is highlighted in Policy 5131 and Regulation 5131f and are among the required forms parents must acknowledge in the Genesis Parent Portal. If you have any questions regarding the Genesis Parent Portal or any of the policies & regulations, please contact your child's principal.

We will continue using our district's chain of communication guide, which can be found on our website under the *Administration* tab. This will assist families when questions arise regarding topics such as Harassment, Intimidation, and Bullying (HIB), discipline, transportation, athletics, and school events, to name a few. We strongly encourage everyone to utilize our district website for general information and resources such as the chain of communication.

Finally, we encourage our parents to be active participants in our district by attending school sponsored events, regularly checking grades & attendance in the Genesis Parent Portal, learning about the PTO, and utilizing parent-teacher conferences. Ultimately, we share the same goal of providing the best education possible for all of our students. We appreciate your partnership and continued support, best wishes for a safe and successful school year!

Sincerely,

A handwritten signature in blue ink that reads "Joseph Massimino".

Joseph Massimino, Ed.D.
Superintendent of Schools

VISION STATEMENT

To provide our students with resources and access to opportunities that enable them to become well-rounded individuals and meet their full potential.

MISSION STATEMENT

To empower students in safe, innovative learning environments that facilitate individual growth by maintaining high standards, fostering dialogue, and valuing different perspectives.

CORE BELIEFS

- Trust is crucial in building relationships and being responsive to change.
- Safe and healthy environments are characterized by honesty, accountability, and teamwork.
- Supportive communities that value academics, athletics, and the arts foster versatile learners.
- Learning is a dynamic process that requires adaptation by the educational community to meet each student's needs.

DISTRICT GOALS

1. Review and update the District's Strategic Plan with input from relevant entities.
2. Develop and implement policies and regulations that appropriately govern student use of internet-enabled devices during the school day in accordance with [P.L.2025, c.195](#).
3. Expand opportunities for student community service and civic engagement through school and neighborhood-based projects.

STUDENT CALENDAR 2026-2027

WOODBRIIDGE TOWNSHIP SCHOOL DISTRICT STUDENT CALENDAR 2026-2027

July 2026						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2026						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Sep-26

- 1 Staff In-Service
- 2 **First Day of School**
- 7 Labor Day

Oct-26

- 12 Staff In-Service

Nov-26

- 2-6 Fall Break
- 11 Veterans Day
- 25 Early Dismissal ALL
- 26-27 Thanksgiving Recess
- 30 Early Dismissal - Elem ONLY

Dec-26

- 1-4 Early Dismissal - Elem ONLY
- 23 Early Dismissal - ALL
- 24-31 Winter Break

Jan-27

- 1 New Year's Day
- 18 Dr. M.L. King Jr. Day
- 27-28 Early Dismissal-HS ONLY
- 29 Early Dismissal-MS & HS ONLY

Feb-27

- 15 Presidents' Day

Mar-27

- 1 No School - Staff In-Service
- 29-31 Spring Break

Apr-27

- 1-2 Spring Break

May-27

- 31 Memorial Day

Jun-27

- 8 Primary Election Day
- 16-17 Early Dismissal - Students ONLY
- 18 Juneteenth Observed
- 21-22 Early Dismissal - Students ONLY
- 23 **Last Day - Early Dismissal ALL**

(13)

Schools/Offices Closed



Early Dismissal - ALL



Early Dismissal - ES ONLY
(ES Teachers ONLY In-Service)



Early Dismissal - ES ONLY
(Parent/Teacher Conferences)



Early Dismissal - HS ONLY



Early Dismissal - MS & HS ONLY



Early Dismissal - Students ONLY



Staff In-Service Day



Marking Period Ends

January 2027						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

(19)

February 2027						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

(19)

March 2027						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

(19)

April 2027						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

(20)

May 2027						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

(20)

June 2027						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

(15)

3 Inclement Weather Days Built In. Additional inclement weather days will be made up as follows: 4/2, 4/1, 3/31, 3/30 and 3/29
In the event inclement weather days are unused, schools will be closed on 5/28, 6/1 and 6/7

Revised: July 16, 2026

START & DISMISSAL TIMES

REGULAR START AND DISMISSAL TIMES

Elementary Schools	Grades K-5	8:55 a.m. – 3:30 p.m.
	Preschool Disabled Full Day	8:55 a.m. – 2:30 p.m.
	Preschool Disabled a.m.	8:55 a.m. – 11:30 a.m.
	Preschool Disabled p.m.	12:55 p.m. – 3:30 p.m.
Middle Schools	Grades 6-8	8:15 a.m. – 3:05 p.m.
High Schools	Grades 9-12	7:40 a.m. – 2:30 p.m.
Gifted and Talented	A.M. Session	9:30 a.m. – 11:15 a.m.
	P.M. Session	12:30 p.m. – 2:15 p.m.

DELAYED OPENING SCHEDULE*

*No breakfast – all schools		
Elementary Schools	Grades K-5	10:55 a.m. – 3:30 p.m.
	Preschool Disabled Full Day	10:55 a.m. – 2:30 p.m.
	Preschool Disabled a.m.	10:55 a.m. – 1:30 p.m.
	Preschool Disabled p.m.	12:55 p.m. – 3:30 p.m.
Middle Schools	Grades 6-8	10:15 a.m. – 3:05 p.m.
High Schools	Grades 9-12	9:40 a.m. – 2:30 p.m.
Gifted and Talented	A.M. Session	CANCELLED
	P.M. Session	CANCELLED

SCHEDULED EARLY DISMISSAL TIMES (Scheduled 1/2 days)**

** Elementary – breakfast/ lunch in classrooms; Middle & High Schools – breakfast/no lunch		
Elementary Schools	Grades K-5	8:55 a.m. – 1:10 p.m.
	Preschool Disabled Full Day	8:55 a.m. – 1:10 p.m.
	Preschool Disabled a.m.	8:55 a.m. – 11:30 a.m.
	Preschool Disabled p.m.	10:30 a.m. – 1:10 p.m.
Middle Schools	Grades 6-8	8:15 a.m. – 12:45 p.m.
High Schools	Grades 9-12	7:40 a.m. – 12:10 p.m.
Gifted and Talented	A.M. Session	9:30 a.m. – 11:15 a.m.
	P.M. Session	CANCELLED

UNSCHEDULED EARLY DISMISSAL SCHEDULE***

*** Elementary – breakfast/ lunch in classrooms; Middle & High Schools – breakfast/no lunch		
Elementary Schools	Grades K-5	8:55 a.m. – 1:10 p.m.
	Preschool Disabled Full Day	8:55 a.m. – 1:10 p.m.
	Preschool Disabled a.m.	8:55 a.m. – 11:30 a.m.
	Preschool Disabled p.m.	CANCELLED
Middle Schools	Grades 6-8	8:15 a.m. – 12:45 p.m.
High Schools	Grades 9-12	7:40 a.m. – 12:10 p.m.
Gifted and Talented	A.M. Session	9:30 a.m. – 11:15 a.m.

AFFIRMATIVE ACTION

The Woodbridge Township School District is committed to providing all students opportunities and challenges suitable to their interest and talents, without regard to race, color, creed, physical condition, national origin, age or sex. Each building principal serves as the building level Affirmative Action Officer and is open and willing to hear any questions related to any perceived discrimination. If any student believes they have been discriminated against on the basis of race, color, creed, physical condition, national origin, age or sex, or has been the victim of sexual harassment, please contact the building principal as soon as possible. For additional information, refer to Policy #5145.4, Equal Educational Opportunity, and Policy # 6121, Non-Discrimination/Affirmative Action.

ATTENDANCE – ALL STUDENTS

In order to provide each student with the greatest opportunity to learn, and in compliance with the attendance laws of the State of New Jersey as set forth in N.J.S.A. 18A:38-25-26, the Woodbridge Township Board of Education accepts its responsibility in requiring students to regularly attend school.

Students will be marked present or absent in accordance with Policy #5113, Attendance, Absences, and Excuses.

ATTENDANCE – EXCUSED ABSENCES

Students who miss school will be marked “unexcused” unless they are absent for one of the following reasons:

- ❖ Religious observance (N.J.S.A.18A:36-15);
- ❖ A civic event(public school students grade 6 through 12 (N.J.S.A.18A:36-33.2)
- ❖ A college visit (up to three (3) days per school year, only for students in grades 11 and 12);
- ❖ Take Our Children to Work Day” (pursuant to memo issued by the Commissioner to all districts on April 25, 2017) or other rule issued by the Commissioner;
- ❖ Participation in observance of Veterans Day (N.J.S.A. 18A:36-13.2) or district board of education membership activities (N.J.S.A. 18A:36-33); or
- ❖ The closure of a busing district that prevents a student from having transportation to the receiving school.

BOOKS / TECH DEVICES

Textbooks and tech devices are the property of the Woodbridge Township School District. Students are responsible for care of District issued books and tech devices.

BUS TRANSPORTATION

Bus transportation will be provided for students who live beyond state-determined distances from school. No other student may ride the bus – no exceptions. Non-Transported students CANNOT be given permission to ride a bus under ANY circumstances. Transported students may not take a bus other than the one to which they are assigned. If a parental emergency necessitates such a change, permission may be granted by the building principal on a day-by-day basis provided that:

1. A written parental request is submitted to the office during homeroom on the day of the needed change;
2. The reason for the request constitutes an emergency;
3. The request is verified by the office via a telephone call to the parent/guardian;
4. There is room on the bus that a student wishes to ride. The pick-up and drop-off times at specific bus stops will be forwarded to parents/guardians by the Transportation Department.

BUS TRANSPORTATION – STUDENT BEHAVIOR

Student conduct on school buses is a serious matter since it directly affects the welfare and safety of all the students on the bus, and the safety of all students is the first priority of the school district. Please review Regulation #3541.33, Transportation Safety, and Regulation #5131a, Student Conduct and Discipline.

The same rules of conduct that apply in school apply on the bus and at the bus stop, and students are mandated to exhibit proper behavior at all times while on a school bus. Once on the school bus, students must sit in the seats assigned to them by the driver and students must remain in their seats until they are dismissed.

Loud and raucous behavior is not permitted. There will be no standing, screaming, use of profanity, vandalism, throwing of objects, fighting, etc., on any school bus.

State law provides that students may be denied bus transportation for serious infractions committed on the bus or at the bus stop. If a student does not exhibit proper behavior and disciplinary actions are required, suspension of bus privileges for a period of time will be issued to the student. **It will then become the responsibility of the parent/ guardian to transport the child to and from school for the duration of the suspension.**

Students are required to ride the bus that is assigned by the Transportation Department. If a student is found riding a bus that was not assigned by the Transportation Department, the student will be suspended from riding the bus for two (2) weeks. Again, the parent/guardian of will be responsible for transporting the child to and from school during the suspension.

Students must use safety belts while riding on a school bus.

CARE OF SCHOOL PROPERTY

Students are responsible for the proper care of all electronic devices, books, supplies and materials. If a student damages any school property, the student will face disciplinary action and will be required to pay for the damage.

Students will be supplied textbooks and various other materials during the school year, which should be used with great care. Textbooks are to be covered. Fines will be assessed at the end of the school year for items that have been misused. Students who have outstanding fines, including unpaid lunch balances, may not be permitted to participate in school activities.

CHILD CARE FOR ELEMENTARY SCHOOLS

- **BEFORE-CARE:** 7:00 am – 8:55 am

Registration information may be accessed @ [YMCA Registration](#)

YMCA Before-Care is held at the following schools:

Mawbey Street School #1
Avenel Street School #4/5
Port Reading School #9
Ross Street School #11
Indiana Avenue School #18

Menlo Park Terrace School #19
Claremont Avenue School #20
Lafayette Estates School #25
Robert Mascenik School #26
Matthew Jago School #28

- **AFTER-CARE:** – 3:30 pm – 6:30 pm

The Woodbridge Township School District (WTSD) has partnered with Leading Edge, LLC. to offer after school child care in all 16 elementary schools across the district for students in grades K-5. A description of the program, as well as tuition rates, can be found [HERE](#). Registration is direct through [Leading Edge, LLC](#).

CONFERENCE DAYS – ELEMENTARY SCHOOLS

Evening Conferences:	December 1 st and 3 rd , 2026
Day Conferences:	December 2 nd and 4 th , 2026

DRESS CODES

Administrative discipline for non-compliance of the school district's dress code policy will be enforced. Please refer to Policy #5132, Student Dress and Grooming.

ELECTRONIC DEVICES

Electronic devices may only be used in accordance with school rules. Any other unauthorized use of electronic devices is prohibited and subject to consequences. Equipment needed for class projects should be checked in the office. The Woodbridge Township School District is not responsible for lost/stolen/damaged items that are not checked in at the school's main office.

District issued electronic device(s), may record and/or collect information concerning the students' activities or use of the device. The school district, however, shall not use any such capabilities in a manner that would violate the privacy rights of the students or any individual residing with the students.

For Cell Phone Usage: see handbook section labeled: *Internet Enabled Device Usage During the School Day (Bell to Bell Cell Phone Use)*.

EVENING ACTIVITIES

All elementary and middle school students attending evening activities must be accompanied by a parent/guardian.

EXTRA HELP

It is the shared responsibility of the teacher, parent and student to make arrangements when extra help is needed.

EXTRA-CURRICULAR ACTIVITIES

There are a variety of clubs and activities available for students. Throughout the year there will be announcements as to the time and place of meetings. Students are strongly urged to participate in these activities since they can prove to be most beneficial to their total development.

FAMILY-EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

FERPA affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access. Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write the school principal [or appropriate official], clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that

FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. [Optional] Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

[NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or eligible student of the records request unless it states in its annual notification that it intends to forward records on request.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office / U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5901

FAMILY LIFE EDUCATION

The New Jersey State Department of Education has mandated that Family Life Education be taught in all New Jersey schools. The State Department of Education defines Family Life Education as the study of human development, interpersonal relationships, responsible personal behavior, and family life.

Parents/Guardians who are interested in reviewing the curriculum or video used in the program may contact the Office of Curriculum and Instruction (732-602-8487) to arrange an appointment.

Parents/Guardians who are interested in reviewing any of the other educational resources used may contact the school nurse at their child's school.

Students may be excused from any portion of the course that is in conflict with a parent/guardian's beliefs.

Parents/Guardians should submit a signed statement designating the specific concepts that are in conflict with their sincerely held moral and religious beliefs. No penalties as to credit or graduation will result from a student's exemption from those portions of the course.

GRADING – ELEMENTARY STUDENTS (GRADES K-2)

Report cards will be distributed only in marking periods 2 and 4 for K only. Grade 1 will be distributed in marking periods 2, 3 and 4. Grade 2 will be distributed in all marking periods. Student performance will be shown on report cards using the following scale:

3	Consistently meets grade level expectations/standards
2	Occasionally meets grade level expectations/standards
1	Not yet meeting grade level expectations/standards

GRADING – ELEMENTARY STUDENTS (GRADES 3-5)

Conversion of averaged component marks for class work and major assessments shall be done separately on the following scale:

A	=	90-100
B	=	80-89
C	=	70-79
D	=	60-69
F	=	Below 60

Report card marks shall be calculated by giving weight to major assessments and class work as follows:

- The numerical average of all class work marks shall count as two-thirds ($\frac{2}{3}$) of the report card mark.
- The numerical average of all major assessment marks shall count as one-third ($\frac{1}{3}$) of the report card mark.

GRADING –SECONDARY STUDENTS (GRADES 6-12)

Report card marks shall be calculated as follows:

High Schools:

The numerical average of all minor assessment marks shall count as 50% of the report card mark. The numerical average of all major assessment marks shall count as 50% of the report card mark, except in those college level courses where a syllabus is provided.

Middle Schools:

The numerical average of all minor assessment marks shall count as two-thirds (2/3) of the report card mark.

The numerical average of all major assessment marks shall count as one-third (1/3) of the report card mark.

The numerical average of the class work and major assessments for high schools and middle schools shall be averaged and applied to the scale below to determine the report card mark.

A+	=	98-100
A	=	95-97
A-	=	92-94
B+	=	89-91
B	=	86-88
B-	=	83-85

C+	=	80-82
C	=	77-79
C-	=	74-76
D+	=	71-73
D	=	68-70
D-	=	65-67
F	=	64 and Below

Zero Policy

Student work, including major assessments and classwork, shall receive a numerical mark of no less than 50, unless the teacher determines that little or no effort was made by the student, in which case a lower numerical mark may be recorded.

Students who do not submit assignments in the time designated by the teacher will receive a grade of zero.

The penalty of plagiarism is a grade of a zero on the assignment with no make-up permitted. The teacher may also report the incident to the student's parents/guardians, guidance counselor and the school administrators. A parental conference with school officials may also be required.

HARASSMENT, INTIMIDATION AND BULLYING (HIB)

Parents and students are strongly encouraged to review the school district's Policy #5131.1, Harassment, Intimidation, and Bullying. Policy #5131.1 explains the required legal responsibilities which brings WTSD into compliance with the new comprehensive Anti-Bullying law that took effect on September 1, 2011.

HOMEWORK

Homework is regularly assigned to reinforce learning and the curriculum. Students are expected to complete all homework activities by the date assigned. Students who are absent from school have the responsibility to make up all homework assigned during their absence. If an absence is excused, students are permitted two days for each day absent to make up any missed work. In the event of an absence exceeding three days, parents may call the school for assignments. Students may need to schedule make up dates with their teacher for missed assignments and assessments.

IMMUNIZATIONS

Any student not properly immunized will be excluded from school.

INCLEMENT WEATHER CONSIDERATIONS

- **How is the Decision Made?** – The decision to open or close the schools in bad weather is based on a careful analysis of all relevant factors, such as:
 - **Information on road conditions from transportation staff and from the police.**
 - **Amount of snow and ice accumulated.**
 - **Whether precipitation is continuing.**
 - **Building conditions** (such as whether schools have electricity and heat).
 - **Parking lot conditions**
 - **Temperature and wind chill**
 - **Weather predictions**
 - **What other school districts are doing?**

Who makes the decision? – The Superintendent of Schools is responsible for the final decision, based on the above factors and recommendations from the school district's Supervisors of Transportation and Buildings and Grounds, and the Police Department.

How is the Public Notified?

- Parents and staff are notified via the **Thrillshare® Alert System**.
- **Parents are reminded NOT to contact the Police Department regarding school closings.**

Information is also available at:

- Woodbridge Township School District's Web page
- TV35/36, News12, WCBS Channel 2, WNBC TV Channel 4, WABC TV Channel 7, and WPIX Channel 11

When is the Decision Made? – The Superintendent of Schools must make the decision to close the schools by 5:30 a.m. or earlier, so that the information is disseminated to parents and staff via Thrillshare, to radio and TV stations, and posted on the school district's website.

Will Schools Close If Conditions Worsen? – Even if weather conditions worsen, the decision to close schools for the day cannot be reversed without endangering students. When the decision is made to open the schools, many parents rely on it and leave for work. If we then send students back home, many will return to unsupervised bus stops and empty houses. If conditions worsen during the school day, a decision to conduct an early dismissal will be considered.

INTERNET USE POLICY

Students and Parents are required to complete the "Acceptable Internet Use Agreement" available on the [Genesis Parent Portal](#). Please refer to Policy #6142.10, Internet Safety and Technology, and Regulation #6142.10, Acceptable Internet Use. Please be advised that when using any district issued electronic device(s), said device(s) may record and/or collect information concerning the students' activities or use of the device. The school district, however, shall not use any such capabilities in a manner that would violate the privacy rights of the students or any individual residing with the students. District issued electronic device(s) may record and/or collect information concerning the students' activities or use of the device. The school district, however, shall not use any such capabilities in a manner that would violate the privacy rights of the students or any individual residing with the students.

INTERNET ENABLED DEVICES BELL TO BELL CELL PHONE USE

The school district prohibits the use of personal internet-enabled devices, subject to certain exceptions, during the entirety of the school day (bell-to-bell) for students K through grade 12. “Bell-to-Bell” is the timeframe when the morning bell rings at the start of the school day, until the dismissal bell rings at the end of the school day. Bell-to-Bell **includes** time in between class periods, and during lunch.

“Internet-Enabled Device” means any device capable of connecting to the internet and accessing online content (e.g., smartphones, tablets, smartwatches), including social media applications. An internet-enabled device does not include an internet-enabled device provided by the school when used for educational purposes during authorized times. Details and further explanation can be found under Policy 5131 Conduct/Discipline and Regulation 5131f Student Internet Enabled Device Usage During the School Day (Bell to Bell Cell Phone Use)

LUNCH APPLICATIONS

Children need healthy meals to learn. The Woodbridge Township School District offers healthy meals every school day. Free and reduced price lunches are available to eligible families. All parents/guardians are required to complete a lunch application form **annually**. Lunch application forms may be completed through the [Genesis Parent Portal](#) under the FORMS module.

MILITARY RECRUITMENT – HIGH SCHOOL JUNIORS AND SENIORS

The school district is required by federal law to release the names, addresses and phone numbers of all students in Grades 11 and 12 to military recruiters, upon request by a United States Military Recruiter, unless the parent/guardian of a minor student or an adult student submits a written objection. A response submission to the “U.S. Military Recruiter Notice” for your Grade 11 and/or Grade 12 student(s) via the [Genesis Parent Portal](#) is required in the beginning of the year forms and will act as a written objection response to this request.

PARENT PORTAL - GENESIS

Emergency forms and student report cards may be accessed via the [Genesis Parent Portal](#). You may access the portal by downloading the **Woodbridge Township School App**, or visit your school's individual website and click on the [Genesis Parent Portal](#) link or you can click directly on the following link:

<http://parent.woodbridge.k12.nj.us/woodbridge/parents?gohome=true>

It is recommended that you bookmark the URL or add it to your favorites. Your email address must be provided to your child's school. An account will be created for you by the school and instructions will be forwarded to you via email. **If you have questions regarding your [Genesis Parent Portal](#), please contact your child's school for instructions.**

PASSES

Students will not be permitted outside of classes during class time without a pass signed by a staff member.

PERSONAL PROPERTY

The Woodbridge Township School District IS NOT responsible for any items that are lost or stolen from school. It is recommended that students refrain from bring expensive jewelry or other expensive, non-instructional personal items to school.

PHYSICAL EDUCATION

In accordance with New Jersey law, all students must participate in physical education. In order to be excused, students must present a note, signed by a physician, to the physical education teacher and to the school nurse. This note should state the reason and the length of time the student is to be excused.

POLICIES/REGULATIONS

All [Policies](#) and [Regulations](#) of the Woodbridge Township Board of Education are available for review on the school district's website. Students and Parents are responsible for reviewing and understanding all relevant Board Policies and Regulations. Parents and students are specifically directed to the Policies and Regulations listed below:

Policy	#1250	Visitors
Policy	#2224.1	Title IX – Sex Based Discrimination
Policy	#3510	Operation and Maintenance of Plant
Policy	#3517	Security and Electronic Surveillance
Policy	#3541.33	Transportation Safety
Policy	#3542.2	School Meal Program Arrears
Policy	#5113	Attendance, Absences and Excuses
Regulation	#5113a	Administrative Attendance Regulations for Middle Schools
Regulation	#5113b	Administrative Attendance Regulations for High Schools
Policy	#5125	Student Records
Policy	#5131	Conduct and Discipline
Regulation	#5131a	Student Conduct and Discipline
Regulation	#5131f	Student Internet Enabled Device Usage During the School Day (Bell to Bell Cell Phone Use)
Policy	#5131.1	Harassment, Intimidation, and Bullying
Policy	#5131.2	Plagiarism
Policy	#5131.6	Drugs, Alcohol, Steroids, Tobacco (Substance Abuse)
Policy	#5131.6b	Agreement w/Law Enforcement Related to Drug Free School Zone
Regulation	#5131.7	Drug Awareness and Abuse
Policy	#5131.7	Weapons and Dangerous Instruments
Regulation	#5131.7	Weapons and Other Dangerous Instruments
Policy	#5131.8	Random Alcohol & Other Drugs
Policy	#5132	Student Dress and Grooming
Regulation	#5141a	Control of Contagious Diseases
Policy	#5141.2	Illness
Regulation	#5141.2	Use of Medications
Policy	#5141.21	Administering Medications
Policy	#5141.3	Health Examinations and Immunizations
Policy	#5145.4	Equal Opportunity
Policy	#6121	Non-Discrimination/Affirmative Action
Policy	#6142.10	Internet Safety and Technology – Acceptable Internet Use
Regulation	#6142.10	Acceptable Internet Use
Policy	#6173.1	Remote Learning

RELIGIOUS HOLIDAYS

Certain religious holidays permitting pupil absence from school, have been identified by the New Jersey State Department of Education. Although the school district appreciates and celebrates the wide diversity in Woodbridge Township, it would not be possible to recognize every religious or cultural holiday by closing school. Parents are encouraged to decide if they would like to keep their children home to celebrate holidays. If students miss school because they are celebrating a NJDOE religious holiday, it will be recorded as an excused absence. The student will be given a reasonable opportunity to make up any missed assignments, and there will be no academic penalty. A listing of approved religious holidays for the 2026-2027 school year can be viewed [here](#).

REPORT CARDS

Accurate report card dates will be posted on the school district's website, www.woodbridge.k12.nj.us. Report cards for grades 1 through 12 will be available through [Genesis Parent Portal](#) only. Refer to "Parent Access" instructions on page 17 in this handbook. Kindergarten progress reports will be distributed to students on the scheduled dates as posted on our website.

SCHOOL COUNSELORS

Each school will be assigned a School Counselor. Counselors may meet with students individually and in groups throughout the school year. Students wishing to meet with a School Counselor must notify the main office of the school to schedule an appointment.

SCHOOL MEALS

Students may eat lunch in the school's designated areas. **Glass containers/bottles are not permitted.** Hassle-free lunch payments may be made through PaySchools Central. Visit www.payschoolscentral.com for more information. Additional lunch information and menus may be accessed by visiting the district website at:

<https://www.woodbridge.k12.nj.us/page/cafeteria-food-services>

SCHOOL NURSE

During the course of the school year, the school nurse will be involved in health evaluations. If a student becomes hurt or ill in school, parents/guardians will be notified. **If the injury or illness requires immediate attention, the parent/guardian must pick the child up from school.**

STUDENT BEHAVIOR/CONDUCT

Students are responsible to the school for their conduct from the time they leave home until the time they return home from school. Students are expected to conduct themselves in accordance with the rules and regulations of the school. Disrespect for, or defiance of teachers, insubordination, smoking in school or on school grounds, possession of fireworks or explosive devices, unauthorized lighting or possession of lighted materials, fighting, using profanity, cutting class, leaving the building, using electronic devices in school, and/or repeated discipline referrals, are serious violations of school rules. Consequences have been established by the Board of Education for violations of the Student Code of Conduct. (See Policy #5131, Conduct and Discipline and Regulation #5131a, Student Conduct and Discipline.) The Student Code of Conduct defines the operating principles that help to govern students' behaviors. The Code of Conduct sets the standards of how everyone in the building is expected to interact with one another.

Guidelines:

The following guidelines, in effect throughout the school day, both within the building and on school property, are listed for students' self-direction in meeting the standards of the Code of Conduct.

1. Classroom Behavior

Students are expected to:

- Arrive to class on time;
- Be prepared for class;
- Maintain appropriate classroom behavior;
- Pay attention to and follow directions;
- Show respect for teachers, fellow students and property.

2. Hall Behavior

Students are expected to:

- Have a signed pass when in the hallways during a class period;
- Not loiter in the halls at any time;
- Not run in the halls;
- Not engage in loud conversations, yelling, or dangerous play in the hallways.

STUDENT RESIDENCY HOTLINE

All students attending the schools of Woodbridge Township must reside within the township. If you suspect that a student does not reside in the township, please call the **Student Residency Hotline at 732-726-2328**. Your call can be anonymous.

THRILLSHARE NOTIFICATION SYSTEM

The *Thrillshare Notification System* is an essential tool for notification and communication between the Woodbridge Township School District and parent/guardians. Notifications of emergencies, school closings, and everyday activities will be sent to parents/guardians. The *Thrillshare Notification System* delivers a single, clear message via telephone, cell phone, e-mail; or any combination of these communication devices.

The *Thrillshare Notification System* uses data from the [Genesis Parent Portal](#). Any person marked as Guardian 1, Guardian 2 or Guardian 3 to a student will have their household phone number, cell phone number, and email address used.

In order to ensure delivery of notifications, it is essential that parents/guardians verify and update their phone numbers through the [Genesis Parent Portal](#). For all email address updates please contact your child's school directly.

If you do not have access to a mobile device or a computer, please visit one of the Woodbridge Township libraries to utilize the computers that are available for public use.

- **Fords Library**, 211 Ford Avenue, Fords 732-726-7071
- **Henry Inman Library**, 607 Inman Avenue, Colonia 732-726-7072
- **Iselin Library**, 1081 Green Street, Iselin 732-726-7073
- **Woodbridge Main Library**, 1 George Frederick Plaza, Woodbridge 732-634-4450

TITLE IX

The Woodbridge Township School District is committed to ensuring a school environment free from sex-based discrimination and sexual harassment. If any student believes they have been discriminated against on the basis of sex, or has been the victim of sexual harassment, please contact the building principal as soon as possible. Complaints should also be submitted to the Woodbridge Township School District's Title IX Coordinator, [Mr. Kendell Ali](#). For additional information, refer to Policy #2224.1, Title IX – Sex-Based Discrimination, and Regulation # 2224.1, Title IX – Sex-Based Discrimination Procedures and Grievance Process.

WATER

Students are permitted to carry a water bottle throughout the school day. Students, who comply with the following guidelines, may consume water from the bottle during class periods.

1. Only clear plastic water bottles with screw-on tops may be carried.
2. Students may consume water during class, except while in science or art classes. Soda, ice tea, fruit juices or sports drinks, etc. may not be consumed at any time in classes.
3. In special area classes such as physical education, the teacher will designate an area for placement of the water bottles away from the activity taking place.

Inappropriate behavior by a student regarding the use of water bottles may result in the student's loss of this privilege and/or other consequences. All school water fountains will be turned off.

WEAPONS AND OTHER DANGEROUS INSTRUMENTS

Board of Education Policy, #5131.7, Weapons and Dangerous Instruments, and Regulation #5131.7, Weapons and Other Dangerous Instruments, prohibits the possession or use of weapons. Any student who has a weapon in his/her possession or in his/her locker or any other storage facility will be immediately suspended from school and the police department notified. An expulsion hearing before the Board of Education is mandated by these policies.

WE TIP

WeTip Inc. is offered to the Woodbridge Township School District by the New Jersey School Boards Association Insurance Group, the district's insurance carrier, at no charge. The hotline system is available 24 hours a day 365 days a year with 60 trained operators taking anonymous tips, and relaying that information immediately to school officials and local enforcement officers. This program provides the necessary tools to create a pro-active crime abatement program in our community.

Many students as well as adults are afraid to report a crime or an act of vandalism for the fear of being identified. This program will put that fear to rest.

How it works:

- The informant calls the WeTip Hotline. All calls are anonymous--not just confidential. Confidential means that someone knows your name and promises not to tell, until they are subpoenaed. Anonymous means that nobody knows who you are and there is absolutely no way to find out. The Hotline has no taping, tracing or caller ID so they have no way of knowing who the caller is.
- The very first thing you hear is "This is the WeTip Crime Hotline, do not give your name or identify yourself in any way." If at any time the caller starts to identify him or herself, the operator will interrupt telling the caller "I have to disconnect this call, please call back and speak to another operator." The reason for this is that WeTip absolutely cannot know who is on the other end of the phone line, but they do want the information.
- Once the anonymity has been established, the operator takes the caller through a series of about 65 questions. These questions have been developed through the aid of law enforcement and the purpose is to elicit as much information as possible. Many times the caller actually has more information than they realize.
- The very last question asked is "If there is an arrest and conviction, are you interested in a reward?" If the answer is yes, the caller is issued a 3-part fictitious code name in addition to their tip number. This is how they will identify themselves later. Rewards are paid anonymously. The caller picks up their cash reward in the city of their choice with nothing more than their 3-part code name. They have 30 days in which to pick up that cash reward.

**You can call this number 24 hours a day and report your concerns to WeTip
No one will ask your name. You will remain anonymous.**

**800 78-CRIME 800 47-DRUGS 800 47-ARSON 800 US-FRAUD
(800-782-7463) (800-473-7847) (800-472-7766) (800-873-7283)**

If it saves one student from being bullied, one weapon from entering a school, or a piece of property from being damaged, it is worth the time and effort it will take the school district to implement it. For further information about WeTip, go online at **www.WETIP.com**

2ND FLOOR NEW JERSEY HELPLINE

The New Jersey Youth Helpline, 2NDFLOOR, is a toll-free, anonymous and confidential helpline available 24 hours a day, 7 days a week, 365 days a year to all New Jersey young people, ages 10 to 24. Youth can call 2NDFLOOR at 1-888-222-2228 to speak with professionals and trained volunteers who listen attentively, non-judgmentally and compassionately to issues and problems they are facing. Visit <https://www.2ndfloor.org/> for more information and try the message board! ***Remember, if you have an emergency, always dial 911.***