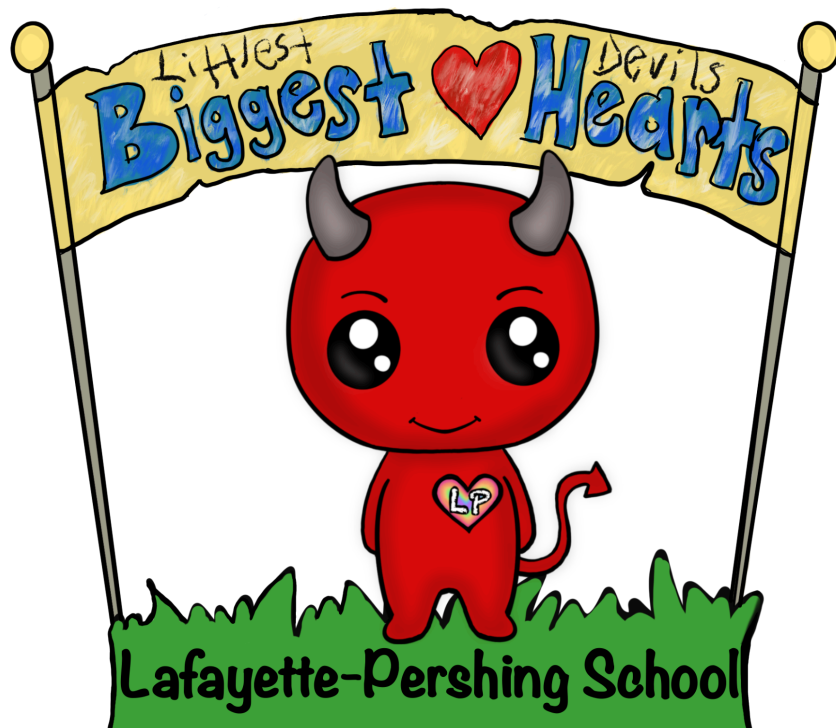


Lafayette-Pershing & Lafayette-Pershing Annex Schools

Student Handbook 2026-2027



Dr. Georgette Meister, Principal

Lafayette-Pershing School
237 Shell Road
Carneys Point, NJ 08069
Phone: (856) 299-3230
Fax: (856) 299-2180

Lafayette-Pershing Annex
300 Smith Avenue
Penns Grove, NJ 08069
Phone: (856) 299-3230
Fax: (856) 299-2180

Our mission is to provide a safe, nurturing and engaging early learning environment which creates a foundation for children to develop academically, socially, and emotionally for lifelong success.

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Welcome Letter from the Principal

Dear Parents/Guardians:

The First Day of School is Thursday, September 3, 2026. PreK & Kindergarten classes begin at 8:30 a.m. and end at 2:45 p.m. Doors open at 8:20 a.m.

Please take some time to review this handbook with your child to gain a clear understanding of school/district policies, expectations and manuals. This handbook is designed to help you and your child experience success at Lafayette-Pershing School during the 2026-2027 school year. www.pgcpschools.org.

Please sign the acknowledgement page indicating that you have read the handbook and that you understand your responsibilities, and return it to your classroom teacher by **Friday, September 18, 2026.**

I look forward to meeting and working together as we prepare our students for a successful future.

PGCPRSD BOARD OF EDUCATION MEMBERS

- ❖ Joseph M. Tighe, Sr., President
- ❖ Casey Stefanski, Vice President
- ❖ Norma Alestock
- ❖ John Ashcraft
- ❖ Anthony Finkel
- ❖ Renee L. Rasin
- ❖ Leonela Smith
- ❖ Marcia Smith
- ❖ Shameka Turner
- ❖ Mark Toscano, Board Solicitor

The School Board usually meets every 1st Monday of each month for a working meeting and 3rd Monday of each month for an action meeting at 7 p.m. at the District Office, 100 Iona Avenue, Penns Grove, NJ. Scheduled meetings and agendas are posted on the Penns Grove Carneys Point Regional School District website at <http://pgcpschools.org>. The public is encouraged to attend.

All Board policies and administrative regulations for the Penns Grove Carneys Point Regional School District are available in principals' offices, and they are posted on the district's website, which can be accessed at <http://pgcpschools.org>

Lafayette-Pershing Staff Directory

Position	Name	Location
Principal	Georgette Meister	LP & LPA
Supervisor of Early Childhood	Diana Morris	LP & LPA
Main Office	Leslie Wright-Pinheiro	LP
Main Office	Blanca Garcia	LP
Main Office	Bianca Rivera	LPA
PreK Staff	Patricia Carter	LP
	Hailey Collins	LPA
	Nikki Cooper	LP
	Delia Delgado-Martinez	LPA
	Mikayla Evans	LPA
	Tabatha Ford	LP
	Diana Gary-Karr	LP
	Lily Kalyon	LPA
	Madison Levine	LP
	Alexis Lucallen	LPA
	Meghan McKenzie	LPA
	Makka Muhammad Stevens	LPA
	Jasmyn Nunez	LPA
	Jesse O'Brien	LP
	Madison Richardson	LP
	Deanne Seber	LP
	Amanda Tanyer	LP
	Cianna Weathers	LPA
	Eileen Zarbo	LP
Kindergarten Staff	Cecily Austin	LP
	Victoria Catlin	LP
	Meredith Cawley	LP
	Brooke Davenport	LP

	Gianna Lombardo	LP
	Kelly Anne McIntyre	LP
	Maria Mendez	LP
	Alivia Muldoon	LP
	Stephanie Painter	LP
	Nicole Stafford	LP
	Melissa Szatkowski	LP
	Kaitlyn Wratchford	LP
	K MD TBD	LP
Support Staff	Victoria Bucksar (Literacy Specialist)	LP
	Michael Lorenzo (PreK & K Special Education Teacher)	LP
	Charlyn Martin (School Counselor/CPIS)	LP & LPA
	Drew McFarland (ESL Teacher)	LP
	Peter DelCollo (PreK Relief Teacher)	LP & LPA
	Jennifer Tomarchi-Konopka (PIC)	LP & LPA
	Regan Boice (PreK Relief Teacher)	LPA
	Tammy Doster- Reed (PIRS)	LP & LPA
Special Areas Teachers	Denise Buff (Art)	LP
	Angelo Cerminara (Music)	LP
	Bonnie Guerrieri (Physical Education)	LP
	Michael Murphy (STREAM & Math Interventionist)	LP
Instructional Assistants	Deb Ahl	LP
	Edda Alvira	LP
	Melissa Araujo	LPA
	Midaya Araujo	LPA
	Faith Baker	LP
	Chimene Beausejour	LP

	Shaa'Kira Bell	LP
	Deborah Blackston (non-instructional)	LP
	Eleshia Blanchard	LP
	Amber Brittingham	LP
	Diana Camacho Martinez	LPA
	Alysen Civile	LP
	Nereida Crespo	LP
	Sh'Reese Dorsey	LP
	Frances Febles	LP
	Francheska Febles	LPA
	Tara Gipson	LP
	Sharon Johnson	LP
	Lesley Lopez	LP
	Cara Merryfield	LPA
	Erica Morell	LP
	Atiyana Moyenda	LP
	Jacqueline Muy	LP
	Maria Ortiz	LP
	Tashika Owens	LP
	Elizabeth Parente	LPA
	Genesis Pagan	LP
	Amelia Phillippi	LP
	Gina Ray	LP
	Diana Reese	LP
	Deborah Richardson	LP
	Sadayah Richardson	LP
	Sarahi Robles Crespo	LPA
	Leidy Rodriguez	LP
	Luis Seda	LP

	Jai'mani Sorrel	LP
	Anissia Tompkins	LPA
	Cristina Torres	LP
	Tina Willitt	LP
	Taylor Williams	LP
	Zuleyka Zavala	LPA
Security Aides	John Bondi	LP
	David Gaston	LP
	TBD	LPA
Child Study Team	Laura Cybulki (PT)	LP & LPA
	Megan Ziller (LDTC)	LP & LPA
	TBD (Speech)	LP & LPA
	TBD (OT)	LP & LPA
	Jennifer Garcia (Social Worker)	LPA
School Nurse	Eve Fenton	LP
	Terika Taylor	LPA
Custodial Staff	Aaron Robinson	LP
	Juan Carlos Santiago	LP
	Nancy Strickland	LP
	TBD	LPA
	TBD	LPA
Cafeteria Staff	Verangelys Gasca	LP
	Kristen Pelura	LP
	Lisa Rudderow	LP
	Sarah Edwards	LPA

General Student Information

Regular School Day & Early Dismissal

The regular school day for students begins promptly at 8:30 a.m. and ends at 2:45 p.m. Morning drop off opens at 8:20 a.m. Please see [Transportation/Drop off/Pickup](#) for more information about the procedure on dropping off or picking up your student.

Please note that on early dismissal days school begins promptly at 8:30 a.m. and ends at 1:00 p.m. The drop off and pick up procedures are the same for either day.

Student Expectations H.E.A.R.T.

We are the “Littlest Devils with the Biggest H.E.A.R.T.”

H- Helpful

E- Empathetic

A- Achieving

R- Respectful

T- Thankful

Lafayette-Pershing is excited to continue with our PBIS program this school year. The school staff will be modeling, practicing, and rewarding appropriate behaviors throughout the school day. We have signs posted that provide students with expected behavior in given areas. For example *“I show H.E.A.R.T in the HALLWAY. -Walking Quietly -Walking Feet -Eyes Forward -Hands to Self”*. Students modeling for peers, and practicing positive traits will receive positive reinforcement in the way of positive reinforcement and a tangible H.E.A.R.T. tickets.

In the classroom, teachers will establish their own classroom rules. These rules will be posted in the classroom and shared with families to encourage students following the classroom rules.

Lafayette-Pershing will also have a building goal on how many tickets we as a school community can earn in a designated time period. Then once a trimester when the goal is reached, we will celebrate with a school wide activity.

Our district’s SEL program, SiLAS, will also be used in students’ classrooms to reinforce the five main social-emotional learning competencies, Self-Awareness,

Self-Management, Responsible Decision Making, Relationship Skills and Social Awareness.

Lafayette-Pershing will provide students who need more support in the area of SEL. Some of the supports could be but are not limited to individual behavior incentive (Sticker charts, special jobs, etc.) , SiLAS - individual lessons, daily check in-check out with designated staff member, parent communication log, or scheduled meetings with teacher, counselor, and administrator.

Lafayette-Pershing Corrective Consequences Interventions

Lafayette Pershing School's PBIS- H.E.A.R.T. sets behavioral expectations for students throughout the building. Teachers will establish their classroom expectations with students during the first week of school. These expectations will be shared with families. Thus creating a unified effort for students' behavioral success. Each teacher will have a behavioral management system in their classroom that encourages connection, consistency, and compassion. Along with our SEL program, SiLas, Lafayette-Pershing staff will emphasize positive and appropriate behavior throughout the day.

If teachers need more support, they will follow the district's NJTSS procedure by contacting the counselor and filling out the appropriate checklist. Parents/Guardians will be included in these discussions. Please refer to the NJTSS section of this handbook for more information.

Corrective consequences are those consequences administered when classroom interventions have failed. Corrective Consequences such as these should always be measured by their functional relationship to the reduction of the problem behavior. Additionally, they are to be supportive regarding the behavioral infractions leading to office discipline referrals.

For example corrective consequences should:

- Teach students the appropriate replacement behavior.
- Reduce the occurrence of inappropriate behavior.
- Aid and support the classroom teacher after classroom strategies are exhausted.
- Reduce the need for ineffective consequences that do not teach the appropriate replacement behavior.

Disciplinary Consequences Matrix

Behavior	Definition	Intervention 1	Intervention 2	Intervention 3
Disruptive Behavior ● Defiance/ Noncompliance ● Leave Class without Permission ● Inappropriate Language/ Gestures ● Property Destruction	Repetitive behavior causing an interruption in class. Disruptive behaviors can include the following: ● sustained loud talking ● yelling or screaming ● Failure to comply with staff requests or directives after multiple classroom intervention strategies have been utilized and documented. ● The student leaves the class/school building without permission. ● Swearing, name-calling, or the use of words in an inappropriate way. ● Student deliberately impairs, defaces, or destroys staff, student, or school property.	Tier 1 Checklist to be completed prior to starting interventions in this category. One or more of the following: ● School Counselor social skills instruction ● Loss of a privilege ● The student corrects the behavior ● mandatory parent-teacher contact ● Check-In Check-Out	Consequences from Intervention 1 may occur in addition to the following: ● removal for de-escalation ● Complete work missed during the time of de-escalation ● RFA to be completed, and an intervention plan is to be created with the teacher and the NJTSS team.	Consequences from Intervention 1 & 2 will occur, and a parent/principal/staff involved meeting will be scheduled for the following day.
Harassing/ Threatening/ Intimidating Behavior	Any gestural, verbal, or written act that comments on a person's characteristic,	Initiate HIB Tier 1 Checklist to be	Consequences, including those from Intervention 1, a counseling consultation,	Consequences may include those in Intervention 1 & 2 with a counseling referral

	such as ethnicity, religion, gender, sexual orientation, or handicap, that physically or emotionally harms other students.	completed prior to starting interventions in this category. Process/Documentation. One or more of the following: ● School counselor social skills instruction specific to infraction ● Loss of privilege ● The student corrects the behavior ● Mandatory teacher-parent contact by phone	and a Parent/principal/staff involved conference.	and/or NJTSS process.
Physical/Verbal Altercation Hitting/Kicking Staff or Student Fighting Harmful Instruments	Age or developmentally appropriate behavior may include age-appropriate temper tantrums or aggressive behavior that results from extreme frustration. Any hitting, kicking, biting, and/or throwing of objects at a staff member or student(s). Actions involving serious physical contact where injury or harm may occur to one or more students (two or more students need to be involved to be considered	Tier 1 Checklist to be completed prior to starting interventions in this category. Mandatory removal from class with an immediate mandatory consultation between a counselor/behavior specialist and the student or students involved. One or more of the following: ● School counselor social skills instruction specific to infraction ● Loss of privilege	Mandatory removal from class with an immediate mandatory consultation between a counselor/behavior specialist and the student or students involved. One or more of the following: ● Parent/principal/staff involved conference. *The student cannot return to school until a conference is held. ● The student will be referred to counseling.	Consequences will include those in Intervention 1 & 2 In addition, the following will take place: ● Trained staff will develop, with the classroom teacher, an intervention based on the results of a functional behavioral assessment and/or behavior modification plan (determined according to the infraction). ● Possible 2 Days

	fighting). Students are in possession of items such as knives, other sharp instruments, or other objects that can cause bodily harm.	• The student corrects the behavior • Mandatory principal-parent contact • Intervention plan created with the teacher and the NJTSS team.	• Possible 1-Day Home Reset.	Home Reset.
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Possession of Non-School Items

Some students possess items that are not appropriate for use in school. Many times these items disrupt the educational environment.

- Electronic devices of the types listed below are not permitted:
- Cell phones
- iPads/Tablets
- Smart Watches
- Handheld video games (Nintendo Switch, PSP, etc.)

These items will be confiscated by the teacher who will contact the parent. Depending on the item, parents may need to come to the school to pick up the item.

Toys in School

Toys in general are only permitted in school during the day the teacher permits them for classroom use or for a lesson such as “Show and Tell”. Your child’s teacher will notify you of those days in advance. Toys are very special to students, please do not send in expensive or heirloom items to school. Teachers cannot be responsible for items brought in the school events or “Show and Tell”. Guns, knives or any other weapon is not permitted and will be taken from the student. The parent will have to come to the school to pick up the item.

Attendance

The Penns Grove-Carneys Point Board of Education provides a quality program for the education of children. In order to benefit from what our schools offer, it is important that children attend school regularly. When a student is unable to attend school, a parent or guardian must call the school at **299-3230, ext. 5012 before 9 a.m.** and state the reason for absence.

A note **must** be sent in with the student upon returning to school stating the reason for absence, even if you have previously called the school. **A doctor’s note is required if a student is absent for three consecutive days.** Those students who come to school after 10:45 a.m. or leave before 12:30 p.m. will be counted absent from school for that day.

A letter of attendance (five-day legal notice) will be sent to every parent/guardian whose child has five (5) or more unexcused absences. This letter does not include suspension days. However, it must be noted that **vacations** are **not** excused absences.

School Excused absences are:

- A doctor or dental appointment with a doctor’s note.
- A doctor's note for illness or counseling services.

- Religious exemption (State).
- Court appearance with documentation.

The above excused absences **will** count against your child's perfect attendance. All doctor notes, counseling and court appearance documentation must be turned in upon the student's return to school. A student sent home by the nurse for illness or injury that is absent the next day is **not** automatically excused. A parent/guardian note or doctor's notes must be turned in upon return to school. If the above listed policies are not followed, the district wide attendance officer will file a complaint with the appropriate court. Please make every effort to follow the outlined procedures.

Lateness Policy

The New Jersey Administrative Code requires that a student who is late to school for any reason, except for bus lateness, must be marked late. Students who arrive after 8:30 a.m. are considered late. Medical appointments, dental appointments and court are excused lateness with doctor/court documentation upon arrival to school.

Breakfast & Lunch Programs

The Penns Grove-Carneys Point Food Service department is excited to announce for the 2026/2027 school year, *all students will receive, at **NO COST**, a breakfast and lunch meal daily.*

Food Service Forms PG CPRSD Website

Food Allergies

Please contact the school nurse and present a doctor's note for any food allergies or dietary needs.

Health & Medication

Please assist the school by following the procedures recommended below:

- Check your child every morning before he/she leaves for school. If your child is nauseous, feverish or has a rash, please keep him/her home.
- **Your child needs to be symptom free and fever free for 24 hours without the use of fever reducing medications to return to school.**
- See that your child eats a healthy breakfast if not participating in the school breakfast program.
- Please make sure that your child bathes and brushes his/her teeth regularly.
- Make sure that your child understands to wash his/her hands after toileting and before eating.
- **Please send in a change of clothes because accidents do occur.** The change of clothes do not need to be the school uniform however still need to be appropriate school attire and appropriate for the season.
- If your child requires diapers or pullups, please send in with wipes. The school

does not supply diapers/pullups or wipes.

A **parent/guardian must** accompany a child who needs to come to school with crutches, splints, ace bandages, casts, etc. Please report to the main office before proceeding to the nurse. A doctor's order must be brought in stating the following:

1. Reason for appliance (fracture, strain, etc.)
2. Student limitations
3. Length of incapacitation
4. When your child can resume normal physical activities.

In compliance with the guidelines established by the State of New Jersey, the school nurse **may not** administer **any** medication to a student without a **written order from the physician** ordering the medication, detailing the diagnosis or type of illness involved, the name of the drug, dosage and time of administration. The parent/guardian should provide a **written request** for the administration of the prescribed medication at school. The medication should be brought to school by a **responsible adult** in the **original container** appropriately labeled by the pharmacy or physician. The medication is to be given to the **nurse** and kept in the health office to be administered as directed. Unless a medication is prescribed by a physician, it should not be brought into the school building.

PreK Students:

Seasonal Flu: **The current seasonal influenza vaccine is required every year for those children 6 months through 59 months of age.** Children who have not received the flu vaccine by **November 30, 2026 must be excluded** (not allowed to attend child care/preschool) for the duration of influenza season (through March 31), until they receive at least one dose of the influenza vaccine or until they turn 60 months of age. Children entering child care/preschool after December 31, must provide documentation of receiving the current seasonal flu vaccine. Children entering child care/preschool after March 31 are not required to receive the flu vaccine; however, flu season may extend until May and therefore getting a flu vaccine even late in the season is still protective.

NOTE: NJ also accepts valid medical and religious exemptions (reasons for not showing proof of immunizations) as per the NJ Immunization of Pupils in School regulations, (N.J.A.C. 8:57-4). Children without proof of immunity as defined by ACIP, including those with medical and religious exemptions, may be excluded from a school, preschool, or child care facility during a vaccine preventable disease outbreak or threatened outbreak as determined by the Commissioner, Department of Health or his or her designee. In addition, anybody having control of a school may, on account of the prevalence of any communicable disease, or to prevent the spread of communicable disease, prohibit the attendance of any teacher or pupil of any school under their control and specify the time during which the teacher or scholar shall remain away from school. The Department of

Health shall provide guidance to the school of the appropriateness of any such prohibition. This document is meant to be a quick resource.

Transportation/Drop Off/Pick Up

To ensure a safe and effective arrival and dismissal please read the following very carefully and follow this way all students remain safe at all times. **ALL parents/guardians or emergency contact individuals are required to show ID when picking up a student.** All bus passes must be attached to students' backpacks on a daily basis.

Arrival

Student drop off begins at 8:20 a.m. and ends at 8:30 a.m. Vehicles need to enter the fenced in area off of Georgetown Road. **The main entrance to the school will not be open to parents.** At 8:30 a.m. ALL late students must sign in at the main office.

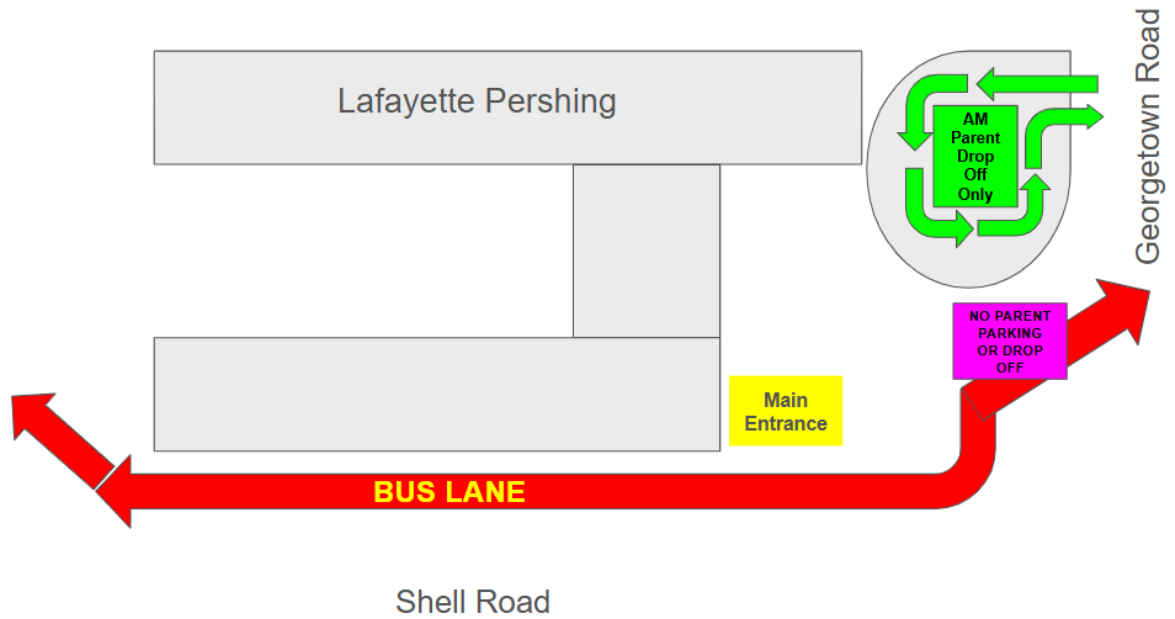
ALL PARENTS/GUARDIANS MUST REMAIN IN THEIR VEHICLES DURING DROP OFF. A staff member will come to your vehicle and assist your child out of the vehicle. If your student is having difficulty, you will be asked to pull up out of the loop and assist in removing him/her from the vehicle.

Dismissal

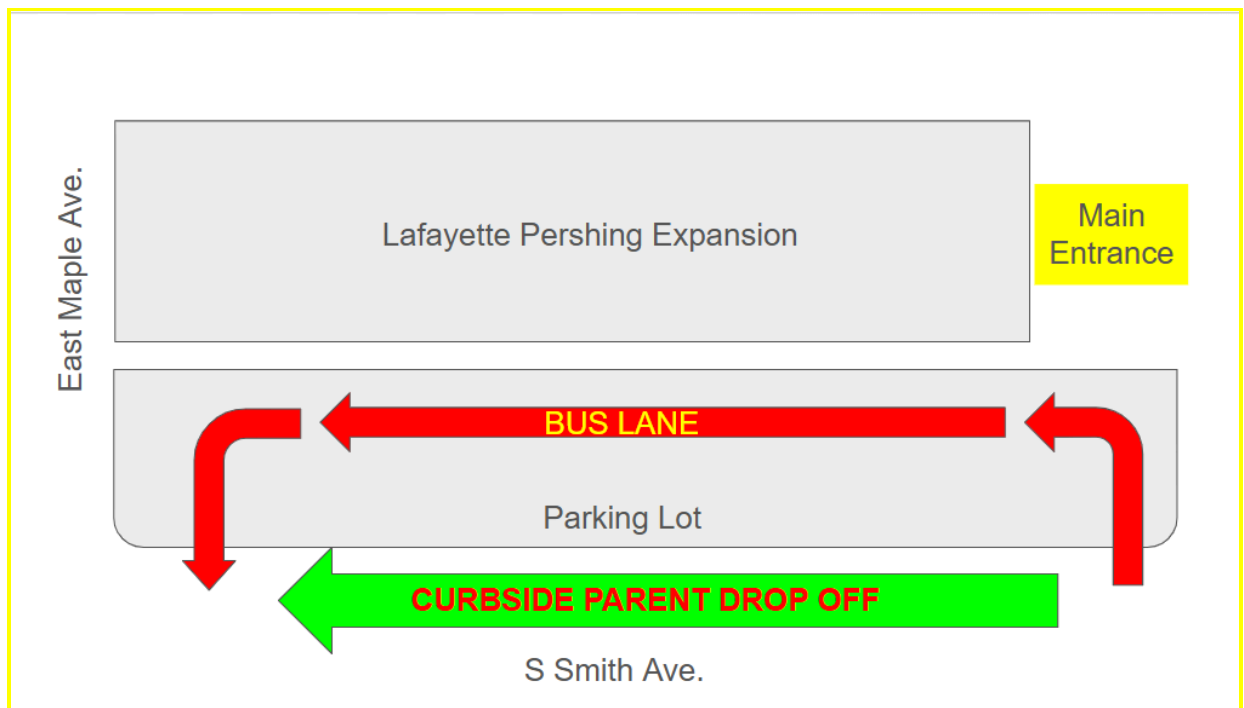
Student pick up is at 2:45 p.m. **No vehicles will be allowed to enter the fenced in area off of Georgetown Road.**

DUE TO SAFETY CONCERNS ALL PARENTS MUST PARK AND WALK TO THE PICK UP AREA TO RECEIVE THEIR CHILD.

Lafayette-Pershing School Drop Off & Pick Up Procedure



Lafayette Pershing Annex Drop off & Pick Up Procedure



Change of Dismissal

If you have a change from your child's regular dismissal procedure, please use the attached **[Change of Dismissal Form](#)** to notify your child's teacher and the office. Please send this form in with your child the morning the dismissal change is to occur. **In the case of an emergency, changes must be called in to the main office by 2:15 p.m. (Class Dojo is NOT an acceptable form of communication for dismissal changes.)**

No students will be dismissed from the main office or front foyer area after 2:15 p.m. Nor are parents permitted to remove a student from the bus or bus line once dismissal has been started.

SACC Program

The SACC Program is a separate entity from the school. We offer childcare for PreKindergarten through fifth grade, before and after school, at a cost. It is offered at Lafayette Pershing School and Field Street School buildings. Please contact the Lafayette Pershing School SACC program at (856) 299-4700 or email us at saccpgcp@gmail.com with any questions or interests.

Uniform Policy for Kindergarten Only

Tops: red, white, navy or light blue collared golf/polo shirt or turtleneck

Bottoms: beige, navy or khaki shorts, slacks, skirts or jumpers

Gym days: sweatpants & shirts in black, navy & gray may be worn as well as district issued shirts.

Please be sure that footwear is school appropriate to ensure student safety while in the building and on the playground. Footwear: Closed-toe sneakers or shoes. No flip-flops or sandals. Students requiring accommodations for disabilities, religious observance, or medical needs will be supported per district policy and applicable laws.

Please notify the main office if you would like to request a form to opt-out for religious exemption or financial hardship.

Interims, Report Cards & Parent/Teacher Conferences

Instruction at Lafayette-Pershing School is aligned with the New Jersey Student Learning Standards (NJSLS), ensuring students are taught according to rigorous, state-approved content expectations.

Interim reports, report cards and parent/teacher conferences occur throughout the school year to keep parents/guardians informed about their child's academic and social progress. The dates are as follows:

1st TRIMESTER MARKING PERIOD-

September 3, 2026 to December 7, 2026

Interim Reports- October 16, 2026

Parent/Teacher Conferences- December 15th-17th
Report Cards Distributed- December 18, 2026

2nd TRIMESTER MARKING PERIOD-

December 8, 2026 to March 18, 2027

Interim Reports- February 1, 2027

Parent/Teacher Conferences- April 6th-8th, 2027

Report Cards Distributed- April 9, 2027

3rd TRIMESTER MARKING PERIOD-

March 19, 2027 to June 16, 2027

Interim Reports- May 4, 2027

Report Cards Distributed- June 18, 2027

Birthday Celebrations

Please arrange your child's birthday celebration with the classroom teacher at least **one week** in advance. Some recommended celebration activities include a craft, a special book that the teacher can read with the class, Show And Tell, etc.

All food items brought into the school must be in the original manufacturer's packaging with an attached nutritional and ingredient label. **Homemade food and/or candy may not be brought into school to share with other students.** Below is the list of recommended foods and drinks.

Individually packaged Food:

- Pre-packaged fruit or vegetable trays with low fat dips
- Apples or bananas
- Pre-packaged carrots with low fat dip
- Crackers (animal crackers, goldfish, graham crackers, vanilla wafers, ginger snaps)
- Baked potato chips
- Pretzels
- Popcorn
- Cheese sticks
- Tortilla chips and salsa
- Rice cakes
- Dried fruit/raisins
- Fruit cups
- Applesauce
- Low fat pudding
- Low fat yogurt
- Sugar free Jell-O
- Low fat ice cream cups

Individual drinks:

- Water
- Low fat milk (plain or flavored)
- 100% Fruit juice

Field Trips

Attendance on class trips is a privilege. Students will not be permitted to participate in class trips without written permission from a parent/guardian and final approval by the Administrator. When students go on trips, they represent the school and community.

Students may be considered for exclusion from a class trip if they exhibit behavior that could risk the safety of themselves/others. No handwritten notes from parents will be accepted as Field Trip Permission slips. Permission slips must be returned on the date specified to the teachers.

While parental involvement is highly encouraged, the number of chaperones permitted on field trips is limited. To ensure a safe experience for all students, the PTO, administration, and teachers coordinate chaperone selection, often utilizing a lottery system or prioritizing parents who have not yet had the opportunity to chaperone. To ensure that student safety and supervision remain the primary focus, siblings or other children are not permitted to attend field trips with chaperones.

Additionally, all approved chaperones must be willing to submit a background check to the school office prior to the trip, if requested.

Field Trip Guidelines for Chaperones

Selected chaperones are expected to adhere to the following guidelines:

- Chaperones are responsible for monitoring their assigned group of students at all times. Students must never be left unattended.
- All students must ride the school bus to and from the field trip destination. Chaperones may be requested to ride the bus or drive separately, depending on space availability.
- Chaperones are requested to limit personal cell phone use to emergencies, ensuring constant visual supervision of the children.

Student Information

Address Changes/Transfers

It is important that parents keep the office informed of any change of address, telephone number and email address. Please contact the office for necessary paperwork. Before a student transfers to another school from Lafayette-Pershing School, a parent or guardian must notify the office 24 hours before a transfer may take place in order to prepare transfer forms. Information needed at this time:

- Address where student will be residing and the name
- Address of the school the student will be attending.
- Copy of parent/guardian ID

Student Withdrawal

Whenever a parent anticipates moving and transferring a student to another district, he/she should obtain a transfer card from the school office, which will tell the next school where to obtain the student's records. The further in advance you can do this, the better prepared the next school can be to receive your child and their records.

Student Support Services

In order to effectively meet the needs of individual students, the district provides a number of services in addition to direct classroom instruction. These include:

Counseling

Our school counselor is available to help students adjust to the school routine and resolve problems that interfere with their academic and emotional development while attending Lafayette- Pershing School. In addition, the counselor is available to meet with teachers and parents to provide assistance as needed. Counseling services follow the American School Counselor Association (ASCA) National Model to provide equitable academic, career, and social-emotional support.

NJTSS Tiered Systems of Support Services

A Tiered Systems of Support Committee has been developed at both the PreK (PIRT) and Kindergarten levels to help teachers and parents provide instructional strategies for regular education students who are experiencing learning and/or behavioral difficulties.

Child Study Team

The district's Child Study Team is made up of a School Psychologist, Learning Disabilities Teacher Consultant and a Social Worker. This group assists parents and teachers in providing appropriate educational programs for students with identified learning problems.

HIB

Reports of harassment, intimidation or bullying including anonymous reports, made to teachers or aides are to be investigated that day. Inform the counselor who will continue to follow-up on the investigation in order to conduct a prompt, thorough, and complete report of the alleged incident. Please see attached Penns Grove-Carneys Point Regional School District Board of Education Policy Manual, Policy 5131 Students Conduct & Discipline. Also, see attached Anti-Bullying Pledge for Parents and Students that needs to be signed and returned to the classroom teacher.

Lafayette-Pershing School Safety Committee (Harassment, Intimidation & Bullying)

District Anti-Bullying Coordinator- Mrs. Charlyn Martin

Anti-Bullying Specialist- Mrs. Charlyn Martin

Administrator- Ms. Georgette Meister

Teachers/Staff: Denise Buff, Kelly McIntyre, Charlyn Martin, Angelo Cerminara, Brooke Davenport, Madison Richardson, Eileen Zarbo, Drew McFarland and Nicole Cooper

Speech/Language Specialist

A speech/language specialist is available to work with students who exhibit difficulty in some areas of speech and language development. The speech specialist works with students individually or in small groups.

Home Instruction Procedures

Please follow the procedures listed below to request home instruction due to temporary illness or injury, for at least a two-week period of time:

1. An original note signed by a doctor stating the illness and the length of time the student needs to be on home instruction must be presented to the CST secretary, home instruction secretary. The law requires a minimum of two weeks. The doctor's note will then be reviewed by the school district's doctor for either approval or denial.
2. The parent must request in writing home instruction be provided for his/her child in accordance with the doctor's note. The parent must present the doctor's note and the parent's written request to the CST secretary, before the home instruction process can begin.

McKinney-Vento Homeless Liaison

If you find yourself in this situation, contact the Director of Human Resources local liaison at 856-299-4250 (extension 1131). That individual will help in enrolling your child in a new school or arrange for your child to continue in his or her former school. Contact the school and provide any information you think will assist the teachers in helping your child adjust to new circumstances.

Section 504 Compliance Officer

Mr. Sage Schmidt
Director of Special Services
PGCP Administration Offices
100 Iona Avenue
Penns Grove, NJ 080694
(856) 299-4250 Ext. 1131

Policies & Procedures

All policies and procedures outlined in this handbook are consistent with the Penns Grove-Carneys Point Regional School District Board of Education policies. For more information or clarifications, please visit <http://pgcpschools.org> or contact the school administration.

PGCPRSD has affirmed its policies prohibiting bias, harassment, discrimination, segregation, and ensuring equality in educational programs. Discrimination, sexual harassment, or harassment of any kind are strictly prohibited and will not be tolerated by the school district. Violators will be appropriately disciplined in accordance with Board policies and state and federal laws. Individuals wishing to report cases of discrimination and/or harassment are to contact either the school principal or the Superintendent of Schools/Affirmative Action Officer. Copies of the District's equity plan, policies, and grievance procedures are maintained in the office of the Affirmative Action Officer. Or it can be accessed at the district website: pgcpschools.org

Affirmative Action Officer

Dr. Sydonie Maitland
Director of Curriculum & Instruction
100 Iona Avenue
Penns Grove, NJ 080694
(856) 299-4250 Ext. 1119

Equality Plan/Policies/Grievance Procedures and Reports

All information is available through the Director of Curriculum & Instruction Office, 100 Iona Avenue, Penns Grove, NJ 08069-2057. Persons wishing to review this information are asked to contact Dr. Sydonie Maitland, Director of Curriculum's Office at (856) 299-4250, Ext. 1119 for an appointment.

Family Educational Rights & Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Lafayette- Pershing School with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Lafayette- Pershing School may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Lafayette-Pershing School to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production; The annual yearbook; Honor roll or other recognition lists, Graduation programs, and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Lafayette-Pershing School to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by October of this school year. Lafayette-Pershing School has designated the following information as directory information:

[Note: **an LEA may, but does not have to, include all the information listed below.**]

*Student's name	- Participation in officially
*Address	recognized activities and sports
*Telephone listing	- Weight and height of members of
-Electronic mail address	athletic teams
-Photograph	- Degrees, honors, and awards
*Date and place of birth	received
-Major field of study	- The most recent educational
-Dates of attendance	agency or institution
*Grade level	attended

These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

* - indicates information to be released

Safety & Security

Copies of the *Safety & Security Plan* can be found at the District Office and at each school building.

Mr. Arsenio Gonzalez
Safety & Security Specialist
argonzalez@pgcpschools.org
(856) 299-4250 Ext. 3412

Fire Drills Procedures

New Jersey State Law requires each school conduct one fire drill each month. The following guidelines will govern all such drills:

1. Everyone must exit the building through the nearest exit.
2. On leaving the room, all doors and windows are to be closed and lights turned off.
3. Follow the evacuation plan posted on the wall by the classroom door designating the exit for that room.
4. Students should leave the building quickly, in a single file and proceed quickly to their designated areas silently.
5. Students should wait quietly in their assigned area.
6. Upon signal, students will return to the building escorted by their teachers through doors with key card access points.

Security Drills

NJ public schools are required to hold monthly security drills. Notification of drills will be sent to parents/guardians.

Emergency Preparedness Plan

Penns Grove-Carneys Point Regional School District has developed this plan to provide guidance and direction for maintaining essential functions and services during an emergency closing of the school district.

[PGCPRSD Emergency Preparedness Plan-2024-2025](#) - TBD from Mr. Gonzalez

District Policies

District Therapeutic Restraint Policy

5561 - USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES (M)

Section: Students

Date Created: August 2023

Date Edited: August 2023

The Board of Education strives to provide a safe, caring atmosphere that supports all students in the least restrictive environment. On occasion, during an emergency, a situation may arise making it necessary to temporarily restrain or seclude a student with a disability in accordance with N.J.S.A. 18A:46-13.4 through 13.7.

A school district, an educational services commission, or an approved private school for students with disabilities (APSSD) that utilizes physical restraint on students with disabilities shall ensure that:

1. Physical restraint is used only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;
2. A student is not restrained in the prone position, unless the student's primary care physician authorizes, in writing, the use of this restraint technique;
3. Staff members who are involved in the restraint of a student receive training in safe techniques for physical restraint from an entity determined by the Board of Education to be qualified to provide such training, and that the training is updated at least annually;
4. The parent of a student is immediately notified when physical restraint is used on the student. This notification may be by telephone or electronic communication. A post-incident written notification report of the incident of physical restraint shall be provided to the parent within forty-eight hours of the occurrence of the incident;
5. Each incident in which physical restraint is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the

safety of the child and others; and

6. Each incident in which physical restraint is used is documented in writing in sufficient detail to enable staff to use this information to develop or improve the behavior intervention plan at the next individualized education plan (IEP) meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of physical restraints through inclusion of positive behavior supports in the student's behavior intervention plans developed by the IEP team.

A school district, an educational services commission, or an APSSD that utilizes seclusion techniques on students with disabilities shall ensure that:

1. A seclusion technique is used on a student with disabilities only in an emergency in which the student is exhibiting behavior that places the student or others in immediate physical danger;
2. Each incident in which a seclusion technique is used is carefully and continuously visually monitored to ensure it was used in accordance with established procedures set forth in Policy and Regulation 5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities, developed in conjunction with the entity that trains staff in safe techniques for physical restraint, in order to protect the safety of the child and others; and
3. Each incident in which a seclusion technique is used is documented in writing in sufficient detail to enable the staff to use this information to develop or improve the behavior intervention plan at the next IEP meeting.

A school district, an educational services commission, and an APSSD shall attempt to minimize the use of seclusion techniques through inclusion of positive behavior supports in the student's behavior intervention plans developed by the IEP team.

The New Jersey Department of Education shall establish guidelines for school districts, educational services commissions, and APSSDs to ensure a review process is in place to examine the use of physical restraints or seclusion techniques in emergency situations, and for the repeated use of these methods for an individual child, within the same classroom, or by a single individual. The review process shall include educational, clinical, and administrative personnel. Pursuant to the review process the student's IEP team may, as deemed appropriate, determine to revise the behavior intervention plan or classroom supports, and a school district, educational services commission, or APSSD may determine to revise a staff member's professional development plan pursuant N.J.S.A. 18A:46-13.7.

The Superintendent or designee may gather input from school staff members and parents

of students with disabilities on this Policy and Regulation. All students with disabilities and their parents shall be afforded the procedural safeguards provided by the Individuals with Disabilities Education Act (IDEA).

The Superintendent or designee shall annually inform parents of students with disabilities about the Board's Policy regarding restraint and seclusion.

N.J.S.A. 18A:46-13.4; 18A:46-13.5; 18A:46-13.6; 18A:46-13.7

New Jersey Department of Education Restraint and Seclusion Guidance for Students with Disabilities – July 10, 2018

Adopted: 21 August 2023

District Drug Policy

5530 - SUBSTANCE ABUSE (M)

Section: Students

Date Created: August 2023

Date Edited: August 2023

The Board of Education recognizes that a student's abuse of harmful substances seriously impedes that student's education and threatens the welfare of the entire school community. The Board is committed to the prevention of substance abuse and the rehabilitation of substance abusers by educational means, but will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances. Accordingly, the Board will establish policies and procedures in operating programs to support the social, emotional, and physical development of students in accordance with the provisions of N.J.S.A. 18A:40A-1 et seq. and N.J.A.C. 6A:16-4.1 et seq. The Board of Education will maintain a comprehensive substance abuse intervention, prevention, and treatment referral program in the schools of this district.

A. Definitions

N.J.S.A. 18A:40A-9

N.J.A.C. 6A:16-1.3; 6A:16-4.1 et seq.

The definitions as outlined in N.J.S.A. 18A:40A et seq., N.J.A.C. 6A:16 et seq., and those terms defined in Regulation 5530 shall be used for the purposes of this Policy and Regulation.

B. Discipline

N.J.S.A. 18A:40A-10; 18A:40A-11

N.J.A.C. 6A:16-4.1(c)2.; 6A:16-6.3(a)

The Board prohibits the use, possession, and/or distribution of alcohol or other drugs on school grounds according to N.J.S.A. 18A:40A-9, 10, and 11.

A student who uses, possesses, or distributes alcohol or other drugs will be subject to discipline in accordance with the district's Code of Student Conduct. School authorities also have the authority to impose a consequence on a student for conduct away from school grounds in accordance with the provisions of N.J.A.C. 6A:16-7.5. Discipline may include suspension or expulsion. The Board will establish consequences for a student not following through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors.

Any final determination as to discipline will be at the discretion of School Administration, depending on the severity of the offense.

Where appropriate, restorative practices will be used to support behavioral reflection, responsibility, and relationship repair. For students with disabilities under IDEA or Section 504, corrective decisions will include required manifestation determinations and procedural safeguards.

C. Instruction

N.J.S.A. 18A:40A-1 et seq.
N.J.A.C. 6A:16-3.1

The Board shall provide an instructional program on the nature of drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances in accordance with the provisions of N.J.S.A. 18A:40A-1 et seq. and N.J.A.C. 6A:16-3.1.

D. Reporting, Notification, and Examination

N.J.S.A. 18A:40A-11 through 18A:40A-17
N.J.A.C. 6A:16-3.1; 6A:16-4.1; 6A:16-4.2; 6A:16-4.3

1. Alcohol or Other Drugs

- a. Any educational staff member or other professional to whom it appears that a student may be currently under the influence of alcohol or other drugs as identified in N.J.S.A. 18A:40A-9 and N.J.A.C. 6A:16-4.1(a), on school grounds shall report the matter in accordance with N.J.A.C. 6A:16-4.3(a)1.
- b. An immediate medical examination shall be conducted and a written report of the medical evaluation shall be furnished to the parent of the student, the Principal, and the

Superintendent in accordance with N.J.A.C. 6A:16-4.3(a)2 through 4.3(a)8.

- c. If the written report of the medical examination is not provided within twenty-four hours of the referral of the student, the student shall be allowed to return to school until such time as a positive determination of alcohol or other drug use is received from the examining physician, unless the student was also removed for violating the Code of Student Conduct.
- d. If the written report of the medical evaluation verifies that alcohol or other drugs do not interfere with the student's physical or mental ability to perform in school, the student shall be immediately returned to school. If there is a positive determination from the medical examination indicating the student's alcohol or other drug use interferes with his or her physical or mental ability to perform in school, the student shall be returned to the care of the parent as soon as possible. Attendance at school shall not resume until a written report has been submitted to the parent, Principal, and Superintendent from a physician licensed to practice medicine or osteopathy who has examined the student that verifies the student's alcohol or other drug use no longer interferes with his or her physical and mental ability to perform in school.
- e. Removal of a student with a disability shall be in accordance with N.J.A.C. 6A:14.
- f. While a student is at home because of the medical evaluation or after the student returns to school, an appropriately certified school staff member(s) will conduct an alcohol and other drug assessment of the student and a reasonable investigation of the situation and may initiate referral alcohol or other drug abuse treatment in accordance with N.J.A.C. 6A:16-4.3(a)12, 4.3(a)13, and 4.3(a)14.
- g. Disclosure to law enforcement authorities of the identity of a student in instances of alcohol and other drugs shall be in accordance with the requirements of N.J.A.C. 6A:16-4.3(a)3.
- h. The Board may provide additional intervention and referral services for the student according to the requirements of N.J.S.A. 18A:40A-10 and N.J.A.C. 6A:16-8.

2. Anabolic Steroids

- a. Whenever any teaching staff member, certified or non-certified

school nurse, or other educational personnel has reason to believe a student has used or may be using anabolic steroids, the person shall report the matter in accordance with N.J.A.C. 6A:16-4.3(b)1.

- b. The Principal or designee upon receiving such report shall immediately notify the parent and Superintendent and shall arrange for an examination of the student as soon as possible to determine whether the student has been using anabolic steroids in accordance with N.J.A.C. 6A:16-4.3(b)2.
 - c. Disclosure to law enforcement authorities of the identity of students in instances of anabolic steroids shall be in accordance with the requirements of N.J.A.C. 6A:16-4.3(b)3.
 - d. A written report of the examination shall be provided by the examining physician to the parent, Principal, and Superintendent.
 - e. If it is determined the student has used anabolic steroids, an appropriately certified school staff member(s) shall interview the student and others to determine the extent of the student's involvement with and use of anabolic steroids and the possible need for referral for treatment in accordance with N.J.A.C. 6A:16-4.3(b)5.
 - f. If the results of a referral for evaluation have positively determined the student's involvement with and use of anabolic steroids represents a danger to the student's health and well-being, an appropriately certified school staff member(s) shall initiate a referral for treatment to agencies and/or private practitioners as outlined in N.J.A.C. 6A:16-4.3(b)6.
- 3. A school employee who seizes or discovers alcohol or other drugs, or an item believed to be a controlled dangerous substance, including anabolic steroids, or drug paraphernalia, shall comply with the provisions of N.J.A.C. 6A:16-6.4.
 - 4. The Board will provide intervention, referral for evaluation, and referral for treatment services to those students that are affected by alcohol or other drug use in accordance with the provisions of N.J.A.C. 6A:16-4.1(c)7.
 - 5. Refusal or failure by a parent to comply with the provisions of N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 shall be treated as a policy violation of the Compulsory Education Act, pursuant to N.J.S.A.

18A:38-25 and 31, and child neglect laws, pursuant to N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-11.

6. Refusal or failure of a student to comply with the provisions of N.J.S.A. 18A:40A-12 and N.J.A.C. 6A:16-4.3 shall be treated by the school district as a policy violation and handled in accordance with N.J.A.C. 6A:16-4.1(c)2.

E. In-Service Training

N.J.S.A. 18A:40A-15

The Board directs the Superintendent to develop a program of in-service training for all teaching staff members involved in the instruction of students in accordance with the provisions of N.J.S.A. 18A:40A-15. The Board will provide time for the conduct of the program during the usual school schedule. The in-service training program required in N.J.S.A. 18A:40A-15 shall be updated at regular intervals in order to ensure teaching staff members have the most current information available on this subject.

F. Parent Training Program/Outreach Program

N.J.S.A. 18A:40A-16; 18A:40A-17

N.J.A.C. 6A:16-4.1(c)8

The Board will provide a parent training program/outreach program in accordance with the provisions of N.J.S.A. 18A:40A-16 and 17.

G. Records and Confidentiality of Records

42 CFR Part 2

N.J.S.A. 18A:40A-7.1; 18A:40A-7.2

N.J.A.C. 6A:16-3.2; 6A:32-7.1 et seq.

Notations concerning a student's involvement with substances may be entered on his/her records, subject to N.J.A.C. 6A:32-7.1 et seq. and Policy 8330 regarding confidentiality. Information concerning a student's involvement in a school intervention or treatment program for alcohol or other drug abuse shall be kept strictly confidential according to 42 CFR Part 2, N.J.S.A. 18A:40A-7.1 and 7.2, N.J.A.C. 6A:16-3.2, and N.J.A.C. 6A:16-6.5.

If an elementary or secondary student who is participating in a school-based drug or alcohol abuse counseling program provides information during the course of a counseling session in that program which indicates that the student's parent or other person residing in the student's household is dependent upon or illegally using a substance as that term is defined in N.J.S.A. 18A:40A-9, that information shall be kept confidential and may be disclosed only in accordance with N.J.S.A.

18A:40A-7.1 and N.J.A.C. 6A:16-3.2.

H. Nonpublic School Students

N.J.S.A. 18A:40A-5; 18A:40A-17(c)

The Board has the power and duty to loan to students attending nonpublic schools located in this district and to the parents of such students all educational materials on the nature and effects of drugs, alcohol, anabolic steroids, tobacco, and controlled dangerous substances developed and made available by the Commissioner of Education. The Board shall not be required to expend funds for the loan of these materials.

I. Civil Immunity

N.J.S.A. 18A:40A-13; 18A:40A-14

N.J.A.C. 6A:16-4.3(c)

No action of any kind in any court of competent jurisdiction shall lie against any employee, officer, or agent of the Board because of actions taken under the education statutes on substance abuse, N.J.S.A. 18A:40A-1 et seq., provided the skill and care given is that ordinarily required and exercised by other such employees, officers, and agents of the Board in accordance with the provisions of N.J.S.A. 18A:40A-13.

Any educational or non-educational Board employee who in good faith reports a student to the Principal or designee in compliance with N.J.A.C. 6A:16-4.3 shall not be liable in civil damages as a result of making such a report, as specified in N.J.S.A. 18A:40A-13 and 14.

J. Reporting Students to Law Enforcement Authorities

N.J.A.C. 6A:16-4.1; 6A:16-6.3

The Superintendent or designee shall disclose to law enforcement authorities the identity of a student reasonably believed to be in possession of a controlled dangerous substance, including anabolic steroids, or related paraphernalia or involved or implicated in distribution activities regarding controlled dangerous substances, including anabolic steroids pursuant to N.J.A.C. 6A:16-4.1(c)9. The Superintendent or designee shall not disclose the identity of the student who has voluntarily sought and participated in an appropriate treatment or counseling program for an alcohol or other drug abuse problem provided the student is not reasonably believed to be involved or implicated in drug-distribution activities.

The Superintendent or designee may disclose to law enforcement authorities the identity of a student suspected to be under the influence of alcohol and/or other drugs, pursuant to N.J.A.C. 6A:16-4.1(c)9.i. Law enforcement authorities shall

not be notified of the findings if a student's alcohol or other drug test was obtained as a result of a district's voluntary random drug testing program pursuant to N.J.S.A. 18A:40A-22 et seq. and N.J.A.C. 6A:16-4.4.

K. Policy Review and Accessibility

N.J.S.A. 18A:40A-10; 18A:40A-11
N.J.A.C. 6A:16-4.2(a) and (b)

The Board will annually review the effectiveness of Policy and Regulation 5530 on student alcohol and drug abuse. The Board may solicit parent, student, and community input, as well as consult in the review process with local alcohol or other drug abuse prevention, intervention, and treatment agencies licensed by the New Jersey Department of Human Services.

This Policy and Regulation shall be annually disseminated to all school staff, students, and parents through the district website or other means.

N.J.S.A. 18A:40A-1 et seq.; 18A:40A-7.1 et seq.
N.J.A.C. 6A:16-1.1 et seq.; 6A:16-4.1 et seq.; 6A:16-6.1 et seq.

Adopted: 21 August 2023

Annual Integrated Pest Management Notice

This notice is being distributed to comply with the New Jersey School Integrated Pest Management Act. The Penns Grove – Carneys Point Regional School District has adopted an Integrated Pest Management (IPM) Policy and has implemented an IPM Plan to comply with this law. IPM is a holistic, preventive approach to managing pests that is explained further in the school's IPM Policy which is found at the school or on the district website.

All schools in New Jersey are required to have an Integrated Pest Management Coordinator (IPM Coordinator) to oversee all activities related to IPM and pesticide use at the school.

The IPM Coordinator for Lafayette Pershing is Mr. Kevin Tocco.

Name of IPM Coordinator: Kevin Tocco

Business Phone number: (856) 299-6300, ext. 3044

Business Address: 334 Harding Highway, Carneys Point, NJ 08069

The IPM Coordinator maintains the pesticide product label, and the Material Safety Data Sheet (MSDS) (when one is available), of each pesticide product that may be used on school property. The label and the MSDS are available for review by a parent, guardian, staff member, or student attending the school. Also, the IPM Coordinator is available to parents, guardians, and staff members for information and to discuss

comments about IPM activities and pesticide use at the school.

As part of a school pest management plan, Lafayette-Pershing may use pesticides to control pests. The United States Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in accordance with instructions printed on the label does not pose an unreasonable risk to human health and the environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, persons who are potentially sensitive, such as pregnant women, infants and children, should avoid unnecessary pesticide exposure.

Student Conduct on the School Bus

IT IS CRITICAL THAT THE FOLLOWING RULES BE FOLLOWED FOR THE SAFETY OF ALL CHILDREN RIDING THE SCHOOL BUS:

1. Use only the bus and bus stop you have been assigned.
2. Behave appropriately while waiting for the bus.
3. Remain seated, facing front, when the bus is in motion.
4. Do not change seats.
5. Do not talk to or distract the driver unless absolutely necessary.
6. Keep head and arms inside the bus.
7. Do not leave or throw litter inside or outside the bus.
8. Talk quietly, respectfully and obey the bus driver.
9. Switching buses or taking a bus to/from school for convenience of transportation is not allowed.
10. Open containers of food and drink are not allowed on the bus.
11. Seatbelts on the bus must be worn at all times.

It shall be the policy of the Board of Education of the Penns Grove-Carneys Point Regional School District to establish acceptable student conduct on school district provided vehicles. The bus represents an integral part of the school system and, as such, the same standards of conduct that apply to a school, also apply to a school bus. In keeping with the N.J. Statutes, Chapter 18A:25-2 and 18A:36-2, the following procedures for students deemed unmanageable shall be in effect:

- First Offense – The student will be reported to the Administration. A letter or telephone call to the student's parents will inform them of the problem as well as, what procedures will be followed if a second or third offense occurs during the school year. Depending upon the violation, the student may receive a warning, a detention (s) or suspension from the bus for a period of five (5) school days. The parent/guardian of any student suspended from riding the school bus will be

responsible for transporting the student to and from school during the suspension period.

- Second Offense – Depending upon the violation, the student may receive a warning, a detention (s) or suspension from the bus for a period of ten (10) school days. The student's parent/guardian is to be notified of the violations(s) and what procedure will be followed for each subsequent violation/offense that may occur during the school year. The parent/guardian of any student suspended from riding the school bus will be responsible for transporting the student to and from school during the suspension period.
- Third Offense – Depending upon the violation the student will be excluded from the bus for a period of up to fifteen (15) school days. The student's parent/guardian is to be notified of the violations(s) and what procedure will be followed for each subsequent violation/offense that may occur during the school year. The parent/guardian of any student suspended from riding the school bus will be responsible for transporting the student to and from school during the suspension period.
- Subsequent Offenses-Any further infractions may result in being subject to an additional thirty (30) days suspension of bus privileges or a possible suspension/expulsion from school.
- Permanent Loss of Bus Privilege - Any student who is permitted to ride a school bus as a courtesy: by the school district and continuously violates school bus conduct rules or commits serious violations, such as fighting, drug use/possession/distribution, weapon use/possession, vandalism, etc.; while riding on school district provided vehicles, may have his/her bus privileges suspended indefinitely for the remainder of the school year with the approval of the Superintendent of Schools. Parents shall be responsible for providing transportation to and from school during that period.

The penalty for bus conduct violations shall apply to the bus route to and from the destination on which the infraction occurred.

Any acts of vandalism will be reported to the Administration. The Administration will determine the action to be taken depending on the severity of the offense.

Absenteeism from school during this period will be considered truancy in accordance with school policy on attendance.

Important Forms

Below you will find the “Change of Dismissal” form, “Student Code of Conduct Acknowledgement” form, and “Title 1 Parent/Teacher Agreement” form. Please print or request a printed copy of these forms. “Student Code of Conduct Acknowledgement” and “Title 1 Parent/Teacher Agreement” forms are due to the classroom teacher by **Friday, September 18, 2026.**

Lafayette-Pershing Elementary & Lafayette- Pershing Annex Schools
237 Shell Road, Carneys Point, NJ, 08069
251 East Maple Avenue, Penns Grove, NJ 08069
856-299-3230
Dr. Georgette Meister, Principal
gmeister@pgcpschools.org

Our mission is to provide a safe, nurturing and engaging early learning environment which creates a foundation for children to develop academically, socially, and emotionally for lifelong success.

Change of Dismissal Form/Formulario de modificación de despido

If you have a change from your child's regular dismissal procedure, please use this form to notify Lafayette-Pershing School or Lafayette-Pershing Annex office staff. **Please complete this form in the morning that the dismissal change is to occur.** In the case of an emergency, changes must be called in by **2:15 p.m.** for all students on a regular dismissal day. On Early dismissal days changes must be made by **12:00 p.m.** for all students.

Si hay algún cambio en el horario de salida habitual de su hijo/a, utilice este formulario para notificarlo a la Escuela Lafayette-Pershing. **Complete este formulario la mañana del día en que se vaya a producir el cambio.** En caso de emergencia, los cambios deben notificarse antes de las **2:15** para todos los alumnos en un día de salida normal. En los días de salida anticipada, los cambios deben notificarse antes de las **12:00** para todos los alumnos.

[Lafayette-Pershing School Change of Dismissal Form](#)

[Lafayette-Pershing Annex Change of Dismissal Form](#)

**PGCP SCHOOL DISTRICT
STUDENT HANDBOOK
ELEMENTARY AND SECONDARY EDUCATION ACT
STUDENT CODES OF CONDUCT AND USE OF DRUGS AND ACTS
OF VIOLENCE NOTIFICATION**

Dear Parents/Guardians and Students:

We have prepared the Lafayette-Pershing School Parent/Student Handbook to provide parents/guardians and students with a clear understanding of school policies and expectations. Parents/guardians and students are asked to review the student handbook and district policy manual. Please sign the statement at the bottom of the page indicating that you have read the handbook and understand your responsibilities. Thank you for your cooperation in this matter. We look forward to a productive year!

- I grant permission for my child's photo/image and name to be published on the school and/or district's public internet website, as well as, local newspapers. Pursuant to law, the school will not release any personal identifiable information without prior consent.
- I understand that the Board of Education prohibits acts of harassment, intimidation or bullying of students, employees, visitors and volunteers. The District and building HIB Specialist is Mrs. Charlyn Martin, 856-299-3230 x 5106 cmartin@pgcpschools.org The specific policy and procedures are on the district website; www.pgcpschools.org.
- I understand if I do not have access to a computer, I may request a hardcopy of the student handbook by calling the school office at 856-299-3230.

Parent/Guardian Agreement: Please check both of the following statement:

- ☐ I give permission as to the above policies and procedures as outlined in the Lafayette-Pershing School Handbook.
- ☐ I have read the Parent/Student Handbook and will help my child to understand and follow the stated guidelines.

Student Name: _____

Parent signature: _____ Date: _____

Parent signature: _____ Date: _____

**PLEASE RETURN TO YOUR CHILD'S TEACHER BY
FRIDAY, SEPTEMBER 18, 2026.**

DISTRITO ESCOLAR REGIONAL DE PENNS GROVE-CARNEYS POINT
MANUAL DEL ESTUDIANTE
ACTA DE EDUCACIÓN DE LA ESCUELA ELEMENTAL Y SECUNDARIA
CÓDIGOS DE CONDUCTA Y USO DE DROGAS Y ACTOS DE VIOLENCIA
Hoja de Consentimiento de la escuela Lafayette-Pershing

Estimados Padres/Guardianes y Estudiantes:

Hemos preparado el manual de padres y estudiantes escuela Lafayette-Pershing para proveer a los padres y estudiantes con una comprensión clara de las políticas escolares y las expectativas. Los padres o tutores y los estudiantes deben revisar las normas y procedimientos descritos a continuación. Por favor, firme la declaración en la parte inferior de la página que indica que usted ha leído el manual y comprende sus responsabilidades.

Gracias por su cooperación en esta materia. ¡Esperamos tener un año productivo!

- *Concedo el permiso para la imagen de la foto y el nombre de mi hijo que se publicará en la escuela o sitio de internet público del distrito, así como, los periódicos locales. Conforme a ley, la escuela no dará a conocer cualquier información personal identificable sin el consentimiento previo.*
- *Entiendo que la Junta de educación prohíbe actos de acoso, intimidación o acoso escolar de los estudiantes, empleados, visitantes y voluntarios. La especialista en HIB del distrito y del edificio es la Sra. Charlyn Martin, 856-299-3230 x 5106; cmartin@pgcpschools.org. Las políticas específicas y procedimientos están en el sitio web del distrito; www.pgcpschools.org.*
- *Entiendo que si no tengo acceso a una computadora, puedo solicitar una copia impresa del manual del estudiante llamando a la oficina de la escuela en 856-299-3230.*

Acuerdo del padre o tutor: *Por favor revise la siguiente declaración:*

___ Doy permiso en cuanto a las políticas y procedimientos descritos en el manual de escuela Lafayette- Pershing.

He leído el manual de padres y estudiantes de la Escuela Lafayette - Pershing y ayudaré a mi hijo a entender y seguir las instrucciones indicadas.

Nombre del Estudiante: _____

Firma del Padre/Guardián: _____ Fecha: _____

Firma del Padre/Guardián: _____ Fecha: _____

POR FAVOR DEVUELVA AL MAESTRO DE SU HIJO EN O ANTES DE VIERNES, 18 DE SEPTIEMBRE DE 2026.

DISTRIK LEKÒL PGCP

MANUYÈL ELÈV LA

LWA SOU EDIKASYON ELEMANTÈ AK SEGONDÈ

**KÒD KONDWIT ELÈV AK NOTIFIKASYON SOU ITILIZASYON DWÒG AK AK
VYOLANS**

Chè Paran/Tutè ak Elèv yo:

Nou prepare Manuyèl Paran/Elèv Lekòl Lafayette-Pershing an pou nou bay paran/tutè ak elèv yo yon konpreyansyon klè sou règleman ak egzijans lekòl la. N ap mande paran/tutè ak elèv yo pou yo egzamine manuyèl elèv la ak manuyèl règleman distrik la. Tanpri siyenti deklarasyon an nan anba paj la ki endike ou te li manuyèl la epi ou konprann responsabiltè w yo. Mèsi pou koperasyon w nan matyè sa a. Nou ap tann ak enpasyans yon ane ki pwodiktif!

Mwen bay pèmisyon pou foto/imag ak non pitit mwen an pibliye sou sit entènèt piblik lekòl la ak/oswa distrik la, ansanm ak nan jounal lokal yo. Konfòm ak lalwa, lekòl la p ap divilge okenn enfòmasyon pèsònèl ki ka idantifye moun san konsantman alavans.

Mwen konprann konsèy edikasyon an (Board of Education) entèdi tout aksyon harasman, entimidasyon oswa matirite sou elèv, anplwaye, vizitè ak volontè yo. Espesyalis HIB Distrik la ak lekòl la se Madanm Charlyn Martin, 856-299-3230 x 5106, cmartin@pgcpschools.org. Règleman ak pwosedi preziz yo sou sit entènèt distrik la: www.pgcpschools.org.

Mwen konprann ke si mwen pa gen aksè ak yon òdinatè, mwen ka mande yon kopi enprime manuyèl elèv la lè m rele biwo lekòl la nan 856-299-3230.

Akò Paran/Tutè: Tanpri coche tou de deklarasyon sa yo:

- Mwen bay pèmisyon konsènan règleman ak pwosedi ki anwo yo jan yo dekri nan Manuyèl Lekòl Lafayette-Pershing an.
- Mwen te li Manuyèl Paran/Elèv la epi m ap ede pitit mwen an konprann epi swiv konsèy ki make yo.

Nom Elèv la: _____

Siyati Paran an: _____ **Dat:** _____

Siyati Paran an: _____ **Dat:** _____

TANPRI RETOUNEN LI BAY ANSEYAN PITIT OU A ANVAN

VANDREDI 18 SÈPTANM 2026.

PENNS GROVE-CARNEYS POINT REGIONAL SCHOOL DISTRICT

TITLE I PARENT POLICY MANUAL (click to read policy information)

The Penns Grove-Carneys Point Regional School District envisions the highest level of success for every individual. As such, the district makes the commitment to motivate, to challenge, and to inspire our students to do their very best. To accomplish this, parents, teachers, and students need to work together. We ask that you promise to do this by completing and signing the part of the agreement that refers to you. [Right to Know Letter](#) (click to read)

PARENT/GUARDIAN RESPONSIBILITIES:

I will do my personal best to:

- Provide support for my child's homework.
- Attend parent/teacher conferences, when needed or requested, for each of my children.
- Attend as many school functions/programs as possible.
- Provide my child with a nutritional breakfast each morning.
- Help my child maintain good attendance.
- Teach my child respect for the rules of the classroom and school.
- Provide my child with a sufficient night's sleep.
- Inquire about my child's progress on a regular basis.

Parent/Guardian's Signature _____ Date _____

SCHOOL RESPONSIBILITIES:

We will do our personal best to:

- Provide a safe and caring learning environment.
- Follow the curriculum designed for your child in meeting state standards.
- Take into account individual strengths in children.
- Help your child follow the school and classroom rules.
- Keep you informed of your child's progress on a regular basis, including annual student achievement results.
- Schedule parent/teacher conferences.
- Attend school functions.
- Help you with how you can help your child.
- Notify you about the school's improvement status and any supplemental educational services (SES) and/or choice options.

Teacher's Signature _____ Date _____

STUDENT RESPONSIBILITIES:

I will do my personal best to:

- Respect myself and others
- Come to school ready to learn

Student's Signature _____ Date _____

THANK YOU FOR YOUR COMMITMENT TO OUR PARTNERSHIP
DISTRITO ESCOLAR REGIONAL DE PENNS GROVE-CARNEYS POINT TÍTULO I
MANUAL DE POLÍTICA PARA PADRES (haga clic para leer la información)

El Distrito Escolar Regional Penns Grove-Carneys Point prevé el más alto nivel de éxito para cada individuo. Como tal, el distrito se compromete a motivar, desafiar e inspirar a nuestros estudiantes para que hagan lo mejor que puedan. Para lograr esto, los padres, maestros y estudiantes deben trabajar juntos. Le pedimos que se comprometa a hacerlo completando y firmando la parte del acuerdo que se refiere a usted. [Carta: Derecho a Saber para los Padres](#)

RESPONSABILIDADES DE LOS PADRES/TUTORES:

Haré mi mejor esfuerzo personal para:

- Brindar apoyo para la tarea de mi hijo.
- Asistir a conferencias de padres y maestros, cuando sea necesario o solicitado, para cada uno de mis hijos.
- Asistir a tantas funciones/programas escolares como sea posible.
- Proporcionarle a mi hijo un desayuno nutritivo cada mañana.
- Ayudar a mi hijo a mantener una buena asistencia.
- Enseñarle a mi hijo el respeto por las reglas del salón de clases y de la escuela.
- Proporcionar a mi hijo una noche de sueño suficiente.
- Preguntar sobre el progreso de mi hijo con regularidad.

Firma del padre/tutor _____ Fecha _____

RESPONSABILIDADES DE LA ESCUELA:

Haremos nuestro mejor esfuerzo personal para:

- Proporcionar un entorno de aprendizaje seguro y afectuoso.
- Siga el plan de estudios diseñado para que su hijo cumpla con los estándares estatales.
- Tenga en cuenta las fortalezas individuales de los niños.
- Ayude a su hijo a seguir las reglas de la escuela y del aula.
- Mantenerlo informado sobre el progreso de su hijo de forma regular, incluidos los resultados anuales de rendimiento estudiantil.
- Programe conferencias de padres y maestros.
- Asistir a funciones escolares.
- Ayudarle a saber cómo puede ayudar a su hijo.
- Notificarle sobre el estado de mejora de la escuela y cualquier servicio educativo suplementario (SES) y/u opciones de elección.

Firma del maestro _____ Fecha _____

RESPONSABILIDADES DEL ESTUDIANTE:

Haré mi mejor esfuerzo personal para:

- respetarme a mí mismo y a los demás
- Ven a la escuela listo para aprender.

Firma del estudiante _____ Fecha _____

GRACIAS POR SU COMPROMISO CON NUESTRA ASOCIACIÓN

Aquí tienes la traducción al criollo haitiano (Kreyòl Ayisyen):

DISTRI LEKÒL REJYONAL PENNS GROVE-CARNEYS POINT TIT I MANYÈL POLITIK POU PARAN (klike pou w li enfòmasyon an)

Distri Lekòl Rejyonan Penns Grove-Carneys Point prevwa pi wo nivo siksè pou chak endividi. Kòm sa, distri a pran angajman pou l motive, defye ak enspire elèv nou yo pou yo fè sa yo kapab pi byen. Pou reyalize sa, paran, profesè ak elèv dwe travay ansanm.

Nou mande w pou w pran angajman sa a lè w konplete epi siyasyon pati nan akò ki konsène w la. Lèt: Dwa pou Paran yo Konnen

RESPONSABILITE PARAN/TUTÈ YO:

M ap fè tout posib mwen pou m:

- Bay sipò nan devwa pitit mwen an.
- Asiste nan reyinyon paran ak pwofesè yo, lè sa nesesè oswa lè yo mande sa, pou chak nan pitit mwen yo.
- Asiste nan tout aktivite/pwogram lekòl yo ki posib.
- Bay pitit mwen an yon ti dejene ki gen bon valè nitrisyonèl chak maten.
- Ede pitit mwen an kenbe yon bon prezans nan lekòl la.
- Enstwi pitit mwen an pou l gen respè pou règleman nan klas la ak nan lekòl la.
- Sèten pitit mwen an jwenn ase somèy chak swa.
- Mande enfòmasyon sou pwogrè pitit mwen an regilyèman.

Siyati paran/tutè: _____ Dat: _____

RESPONSABILITE LEKÒL LA:

N ap fè tout posib nou pou nou:

- Bay yon anviwònman aprantisaj ki ansekirite epi ki gen lanmou.
- Suiv pwogram etid ki fèt pou pitit ou a ka reponn ak estanda leta yo.
- Pran an konsiderasyon fòs ak kapasite endividyèl chak timoun.
- Ede pitit ou a swiv règleman lekòl la ak règleman nan klas la.
- Enfòme w sou pwogrè pitit ou a regilyèman, gen ladan l rezilta nasyonal/yèd pèfòmans elèv la.
- Planifye reyinyon ant paran ak pwofesè.
- Asiste nan aktivite lekòl yo.
- Ede w konnen ki jan ou ka ede pitit ou a.
- Siyale w sou eta amelyorasyon lekòl la ak nenpòt sèvis edikatif siplemantè (SES) ak/oswa opsyon chwa yo.

Siyati pwofesè a: _____ Dat: _____

RESPONSABILITE ELÈV LA:

M ap fè tout posib mwen pou m:

- Respekte tèt mwen ak lòt moun
- Vini nan lekòl la pare pou m aprann.

Siyati elèv la: _____ Dat: _____

MÈSI POU ANGAJMAN W NAN PATNAYA NOU AN