



WILLIAM F. HALLORAN SCHOOL No.22
Gifted and Talented School

STUDENT HANDBOOK
2023-2024



This handbook belongs to:

Elizabeth Public Schools
Elizabeth, New Jersey

Dear Halloran Students,

Welcome to a new year at William F. Halloran School No. 22! We look forward to a wonderful year, working together to pursue our dreams and goals. The information in this handbook will describe your responsibilities and rights as a student at William Halloran School No.22. Please review this information with your parent/guardian and sign the **Contract of Commitment**.

The commitments and values described in this handbook are important to the orderly operation of our school. Nevertheless, it is important to remember that they represent only a starting point, a set of basic standards for us to follow. What will ultimately help make this year a positive experience for you, your friends, and your teachers is *you*. This includes your good judgment and your contribution to our school community. We are happy to have you here and wish you the best of luck for a great school year.

Respectfully,

Lauerin Gareis
Principal

Our Pledge of Ethics

As a member of the Elizabeth Public Schools Professional Learning Community, I will treat people as I wish to be treated. To do that I pledge to:

- Understand that the school community is a “special place”
- Listen respectfully when someone else is speaking by paying close attention and not interrupting
- Speak in a calm voice and use proper language
- Dress appropriately for teaching and learning
- Inspire the best in myself and others by celebrating successes and learning from mistakes
- Care about others by demonstrating acts of kindness
- Be a life-long learner by taking every opportunity to learn from others

Student Responsibilities

Academics

All students in the gifted and talented program are responsible for maintaining satisfactory levels of academic performance. This is demonstrated by completing classwork and homework assignments and achieving grades of 70 or above in all classes. The Gifted and Talented Program adheres to all requirements for promotion and retention adopted by the Elizabeth Board of Education. As such, any student whose final grade in language arts literacy, mathematics or science falls below 70, will be removed from the Gifted and Talented Program, referred to summer school classes, and may face retention in his/her current grade level. Students’ grades are accessible via the PowerSchool system at <https://epsnj.powerschool.com/public>

Attendance

The school day at William Halloran School No.22 is from **8:20 AM to 3:00 PM**. Students are responsible for maintaining satisfactory attendance. Students may be removed from the Gifted and Talented Program for:

- Fifteen instances of arriving to school late (i.e. after 8:25 AM) and/or early dismissal (before 3:00 PM); students arriving late due to school bus delays will not be penalized.

- Unexcused absences of ten consecutive days or fifteen intermittent days. Any student absent for three or more days, or being excused from physical education for three or more days, must submit a physician's note to the school nurse.

Please note the following procedures for student absences and tardiness:

Excessive Absences

Days 1-4	Student absences will be monitored by the school. In the event that a student is absent for three or more days in one marking period, the school will contact the student's parent(s) to arrange an attendance review meeting.
Days 5-9	If a student is absent between five and nine days, the school will contact the student's parent(s) to arrange an attendance review meeting. If necessary, an attendance officer will visit the student's home to review pertinent attendance data with parents.
Day 10	Upon the tenth student absence, the school district will make a mandatory referral to the New Jersey Administrative Office of the Courts. The student will also be in danger of being removed from the Gifted and Talented Program.
Day 12	A letter will be sent home informing you that your child will lose his/her place at William F. Halloran School No. 22 upon their fifteenth day of absence. Attendance officer will make a visit to your home to ensure you understand your child must report to school or they will be transferred to their neighborhood school. The Attendance Task Force will update and review case.
Day 15	Child will be transferred to his/her neighborhood school.

Tardiness/Early Dismissal

Day 5	Student tardiness will be monitored by the school. A warning letter will be sent to parents by the school.
Day 10	The school will contact the student's parent(s) to arrange an attendance review meeting. If necessary, an attendance officer will visit the student's home to review pertinent attendance data with parents.
Day 12	A second warning letter will be sent to parents by the school. The student will be in danger of being removed from the Gifted and Talented Program.
Day 15	Child may be transferred to his/her neighborhood school.

Discipline

Students at William F. Halloran Gifted and Talented School No. 22 are expected to demonstrate their good judgment throughout their school experience. Our school adheres to all discipline policies adopted by the Elizabeth Board of Education and prohibits behavior in the following areas:

- Visiting lockers at unscheduled times
- Excessive talking in class
- Lateness to class
- Cutting class and/or leaving class without permission
- Disrespectful, defiant, or disruptive behavior
- Cheating, forgery, or plagiarism
- Fighting
- Bullying / Cyberbullying
- Defacing school property
- Assault on a student or teacher
- Cutting teacher detention
- Using obscenities, profanity, and/or inappropriate language or gestures
- Dress code infractions
- Possession of any items deemed inappropriate for school
- Inappropriate behavior on the bus
- Inappropriate contact and/or behavior
- Harassment and/or bullying and Intimidation of any kind
- Inappropriate use of school technology
- Use of students' cellular phones and other personal electronics inside the school, including before/after school hours (please note that cellular phones and personal electronics will be confiscated if found in use and will only be returned to parents in-person)

Stipulations of Termination from the Gifted and Talented Program

ACADEMICS

- All students must maintain satisfactory levels of academic performance. This is demonstrated by completing classwork and homework assignments and achieving grades of 70 and above in all classes.
- In an incident where student fails Language Arts, Math, Science and/or Writing for the majority of the school year with the proper Intervention and Referral Services process followed through; student will be required to attend the district's Summer Retention Program. Upon which, student will be terminated from the Gifted and Talented Program.

BEHAVIOR

- In an incident where a student assaults another student(s) with clear intent and motivation, student will be terminated from the Gifted and Talented program immediately.
- In an incident where a student's behavior has had negative impact upon the school or to others, an investigation will take place. Consequences will be rendered, decided upon by administration, with consideration of the action(s). Behavioral Interventions will be put into place for a determined period of time. Student will have verbal and written warning to parents regarding their probation period from being terminated from the Gifted and Talented Program. If there is no progress or change in their behavior after actions have been rendered, students' placement in the Gifted and Talented program will be terminated.

ATTENDANCE

- All students must maintain a satisfactory level of attendance.
- Fifteen instances of arriving to school late and/or early dismissals may result in termination from the Gifted and Talented Program. • Unexcused absences of ten days may result in termination from the Gifted and Talented Program.

DRESS CODE

- All students must attend school in the appropriate uniform as outlined in the student handbook.
- Instances of student failure to wear the full uniform may result in termination from the Gifted and Talented Program.

UNIFORMS

The Gifted and Talented Program requires all students to wear an appropriate uniform. Please note that six instances of student failure to wear the full school uniform may result in removal from the Gifted and Talented Program. Parents/guardians are responsible for replacement or additional uniform items. Students are encouraged to mark their names on the tags of sweaters, blazers, and physical education uniforms.

Gifted and Talented Program Uniforms

The Gifted and Talented Program requires all students to wear an appropriate uniform.

Please note that six instances of student failure to wear the full school uniform may result in removal from the Gifted and Talented Program. Parents/guardians are responsible for replacement or additional uniform items. Students are encouraged to mark their names on the tags of polos, cardigans, and physical education uniforms (t-shirts, sweatshirts, sweatpants, and mesh shorts).

Boys	Girls
<p><u>Grades Prek-2-3</u></p> <ul style="list-style-type: none"> • Blue polo (with G/T emblem) • Khaki Pants (regular/slim fit) – <i>form-fitting, skinny, cargo, relaxed, jogger, jegging or jean type khakis are prohibited and should not be purchased</i> • Black Belt • Navy Blue Socks • All Black Flat School Dress Shoes (<i>not sneakers</i>) • Navy Cardigan with G/T emblem (optional in warm weather) 	<p><u>Grades Prek-2-3</u></p> <ul style="list-style-type: none"> • Blue polo (with G/T emblem) • Khaki Jumper or Khaki Skort (with G/T emblem) • Khaki Pants (regular/slim fit) – <i>form-fitting, skinny, cargo, relaxed, jogger, jegging or jean type khakis are prohibited and should not be purchased</i> • Black Belt • Navy Blue Tights or Navy Blue Socks • All Black Flat School Dress Shoes (<i>not sneakers</i>) • Navy Cardigan with G/T emblem (optional in warm weather)
<p><u>Grades 4-8</u></p> <ul style="list-style-type: none"> • Blue polo (with G/T emblem) • Khaki Pants (regular/slim fit) – <i>form-fitting, skinny, cargo, relaxed, jogger, jegging or jean type khakis are prohibited and should not be purchased</i> • Black Belt • Navy Blue Socks • All Black Flat School Dress Shoes (<i>not sneakers</i>) • Navy Cardigan with G/T emblem (optional in warm weather) 	<p><u>Grades 4-8</u></p> <ul style="list-style-type: none"> • Blue polo (with G/T emblem) • Khaki Skort • Khaki Pants (regular/slim fit) – <i>form-fitting, skinny, cargo, relaxed, jogger, jegging or jean type khakis are prohibited and should not be purchased</i> • Black Belt • Navy Blue Tights or Navy Blue Socks • All Black Flat School Dress Shoes (<i>not sneakers</i>) • Navy Cardigan with G/T emblem (optional in warm weather)

Physical Education Uniforms

- Blue Tee Shirt or Blue Sweatshirt with Gifted and Talented Program Emblem
- Navy Mesh Shorts or Navy-Blue Sweat Pants with Gifted and Talented Program Emblem
- **Sneakers (any color) can be worn on GYM DAYS ONLY.**

- Students in **Grades 2-5** may wear their gym uniforms to school on physical education days only. **Students must be in full uniforms on the days they do not have gym.**

Dress Code for William F. Halloran School No. 22

The purpose of a dress code is to establish limits on any extremes in students' appearance, promote a positive image, and to sustain a safe and friendly school environment that accepts all students.

- Clothing that is cut off, tattered, torn or has holes must be repaired before it is worn to school.
- Pants and skorts should be worn around the waist and not lowered, rolled down or under the waistline.
- Only school approved cardigans with the G/T logo should be worn during school hours and for other announced occasions. **No** Fleeeces are required-those can be worn outdoors only.
- Shoes must be black leather, or man-made leather dress shoes that can be tied, buckled, velcroed or slipped-on. Shoes **CAN NOT** resemble sneakers. If medically required for another foot apparel, a **signed note** from the student's doctor **MUST** state the **time period** with an **ending date**.
- For special Celebratory Events or Recognition Days, students are **ONLY** allowed to wear accessories or special clothing pertaining to that day **OVER** their WFH uniform, and it is not to be substituted for the WFH uniform.
- **NO** tight-fitting clothing. **NO** gap between top and pants, skort or skirts. Even an incidental gap from bending, stretching or sitting is unacceptable.
- **NO** Boots, **TOMS®**, Vans®, corduroys, cargo pants, or Jeggings which are not part of the school uniform.
- **NO** hats or outerwear such as winter coats or heavy jackets may be worn or carried during the school day except for entering and leaving the school.
- **NO** bandanas, sweatbands, or inappropriate head attire.
- **NO** sunglasses, unless medically approved by a physician.

Student Rights

As a student at William Halloran School No.22, you have the right to:

- Be treated with respect in keeping with the *Pledge of Ethics*
- Feel safe to learn
- Receive quarterly and semi-quarterly reports of your academic progress
- Be held to high academic standards

Student Food and Allergy Safety Food Policy

- Students may consume food in the cafeteria only.
- Students who bring in their own home prepared lunch must bring their bagged lunch or lunchbox in their bookbags before entering school in the morning.
- After 8:20 a.m. and/or arriving to school in the morning, with the exception of a home-prepared bagged lunch, students may not bring in or receive outside food, including fast-foods (for examples... Dunkin Donuts, McDonalds, any food delivered by Door Dash, Uber Eats, or dropped off at the school, etc.), open bottles of any kind, glass bottles, sodas, and bulk food. Any food or drinks of this kind (including from Dunkin Donuts) must be discarded at the door.
- William F. Halloran is a NUT FREE School. Please refrain from sending and/or bringing to school any food items that contain any kind of nuts. bringing to school any types of candy, cakes, cupcakes, and sugary drinks.

Lauerin Gareis
Principal

Contract of Commitment to William F. Halloran G&T School No.22

I, _____, parent of _____, who is currently enrolled in the Gifted and Talented Program, commit to the following standards for school year. I understand that:

- The Gifted and Talented Program operates from **8:20 AM to 3:00 PM.**
- Students are responsible for the standards set forth in the student handbook including:
 - ❖ **Academics**
 - All students must maintain satisfactory levels of academic performance.
 - ❖ **Attendance**
 - All students must maintain satisfactory levels of attendance.
 - Fifteen instances of arriving to school late (i.e. after 8:25 AM) and/or early dismissal (before 3:00 PM) may result in removal from the program.
 - Unexcused absences of ten days may result in removal from the program.
 - ❖ **Discipline**
 - All students must meet school and district standards of conduct and discipline.
 - ❖ **Uniforms**
 - All students must attend school in the appropriate uniform.
 - Six instances of student failure to wear the full school uniform may result in removal from the Gifted and Talented Program

By signing this contract, my child and I agree that he/she must adhere to all rules and guidelines set forth in the student handbook.

Parent/ Guardian Signature

Date

Student Signature

Date

Please return the signed copy of this page only to your homeroom teacher by September 15, 2023. Keep the handbook for your reference.

William F. Halloran Gifted and Talented School No. 22

612 Pulaski Street Elizabeth, New Jersey 07202 Phone • 908-436-4860

• Email: Gareisla@epsnj.org

• Website: <http://www.epsnj.org/Domain/40>