

# Westfield High School

## *Student Planner 2021-2022*



Westfield, New Jersey  
Telephone: (908) 789-4500  
Fax: (908) 789-4230  
School CEEB code: 311585

### **This planner belongs to:**

Name\_\_\_\_\_

Address.\_\_\_\_\_

City/Town.\_\_\_\_\_ Zip Code\_\_\_\_\_

Telephone\_\_\_\_\_

Student No.\_\_\_\_\_ Homeroom\_\_\_\_\_

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## WELCOME TO WESTFIELD HIGH SCHOOL

The ultimate purpose of education is to help each student become an effective citizen in a democracy. The development and acceptance of the responsibilities and obligations of good citizenship will help you to participate successfully in the world of tomorrow. We hope that you will participate in our varied activities and thus find those things within our school that will prepare you to live a better life and take your place in this complex society. Remember that your success in this school will be directly proportional to your efforts.

The policies and procedures contained in this Planner are the results of the concerted effort on the part of the administration, faculty, and students. This information has been prepared and presented so that it will be of value in helping you adjust to your school and to become an integral part of it. **You can find more details regarding student life in the Student Handbook located on the Westfield High School Website.**

We welcome you to Westfield High School and stand ready to help make your experiences here positive, productive and enjoyable!

## CLASS ADVISORS

SENIOR (2022) ..... Ms. Kara Shields/Ms. Erica Wright  
JUNIOR (2023)..... Ms. Jillian Scott/Ms. Nicole Malvasio  
SOPHOMORE (2024)..... Ms. Krista Stefanski/Ms. Jenna Cohen  
FRESHMAN (2025) ..... Ms. Lynne Michalski/Ms. Caitlyn Altieri

## BELL SCHEDULE

Period 1	7:30 – 8:13 (43)
Period 2	8:17 – 9:00 (43)
<b>Homeroom</b>	<b>9:05 – 9:14 (9)</b>
<b>Period 3</b>	<b>9:14 – 9:57 (43)</b>
Period 4	10:02 – 10:45 (43) LUNCH
Period 5	10:50 – 11:33 (43) LUNCH
Period 6	11:38 – 12:21 (43) LUNCH
Period 7	12:26 – 1:09 (43) LUNCH
Period 8	1:14 – 1:57 (43) LUNCH
Period 9	2:02 – 2:45 (43)

## ASSISTANCE DIRECTORY

The list below includes the most frequently asked questions by students and the place where help may be obtained.

Absenteeism	Attendance Office
Change of Address	Guidance Office
Changing Schools	Guidance Office
College and Career Information	Guidance Office
Social Security Application	Guidance Office
Class Rank/GPA	Guidance Office
PSAT/NMSQT, SAT, ACT Testing Programs	Guidance Office
Working Papers	Guidance Office
School Insurance	Health Office
Schedule Change	Guidance Office
Lost and Found	Main Office
Lost ID's	Main Office
Illness	Health Office
Locker Problems	Guidance Office
Theft	Administrator/Attendance Office
Personal Problems	Health/Guidance Office/SAC/Administrators
Student Assistance Counselor	Guidance Office

## STUDENT HANDBOOK

The school's policies and procedures are covered thoroughly in our handbook for students and parents. You can find this on our website by clicking "School Information," then "Student Handbook." Students are expected to be aware of all the policies and procedures included in the handbook.

## SCHOOL CALENDAR 2021-2022

### SEPTEMBER

1	Teachers and Paraprofessionals Return
2	Staff In-Service
6	Labor Day/SCHOOL CLOSED
7-8	Rosh Hashanah/SCHOOL CLOSED
9	<b>First Day of School for Students</b>
16	Yom Kippur/SCHOOL CLOSED

### OCTOBER

11	Columbus Day/SCHOOL CLOSED (Staff In-Service)
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### NOVEMBER

2	General Election and School Board Election
4 & 5	Staff Professional Days/SCHOOL CLOSED
24	Early Dismissal – All Schools
25 & 26	Thanksgiving Recess

### DECEMBER

24-Jan.2	Winter Break
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### JANUARY

3	School Reopens after Winter Break
17	Martin Luther King Day/SCHOOL CLOSED

### FEBRUARY

18-21	Presidents' Day Weekend/SCHOOL CLOSED
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### APRIL

9-18	Spring Break/SCHOOL CLOSED
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### MAY

30	Memorial Day/SCHOOL CLOSED
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### JUNE

22 & 23	Early Dismissal
23	Last Day for Students
23	Graduation
24	Last Day for Teachers

**Dates are subject to change. Check district website for most accurate dates.**

## MARKING PERIODS 2021 - 2022

1st Marking Period	September 9-November 16
2nd Marking Period	November 17-February 2
3rd Marking Period	February 3-April 8
4th Marking Period	April 19-June 23

GRADUATION	June 23, 2022
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## MIDTERM AND FINAL EXAMS

Midterm examinations will be held at the end of the 2<sup>nd</sup> marking period, and finals will be held at the end of the 4<sup>th</sup> marking period. Schedules and procedures will be posted on the district website prior to the beginning of each examination period.

All students are expected to take their midterm & final exams as they are scheduled. If a student misses an exam they are expected to take that exam during the allotted makeup schedule. Students with a predetermined academic accommodation or seniors with documented college orientation requirements will be allowed to make alternative exam plans with approval from their Assistant Principal.

## AP EXAM SCHEDULE

(estimated) May 2 through May 13, 2022

## SAT I & SAT II TESTS at WHS

Westfield High School's code number for these tests is 311-585. The 2021-2022 schedule of testing sessions is printed below. For registration dates please refer to [collegeboard.org](https://collegeboard.org).

### Test Dates

August 28, 2021	refer to collegeboard.org or counselor
October 2, 2021	refer to collegeboard.org or counselor
November 6, 2021	refer to collegeboard.org or counselor
December 4, 2021	refer to collegeboard.org or counselor
March 12, 2022	refer to collegeboard.org or counselor
May 7, 2022	refer to collegeboard.org or counselor
June 4, 2022	refer to collegeboard.org or counselor

### PSAT / National Merit Scholarship

Junior PSAT – October 16, 2021

Sophomore PSAT – April 23, 2022

## ACT TESTS

For testing sites and registration dates, please refer to [act.org](http://act.org).

### Test Dates

September 11, 2021  
October 23, 2021  
December 11, 2021  
February 12, 2022  
April 2, 2022  
June 11, 2022  
July 16, 2022

## ACADEMIC

### REPORT CARDS

Report cards are issued four times a year. Interim progress reports are sent out midway through each marking period. Pupils and parents are encouraged to consult with teachers, counselors or administrators regarding academic progress and adjustments to school life.

### MARKING SCALE

A	Excellent achievement
B+	Above high quality achievement
B	High quality achievement
C+	Above average achievement
C	Average achievement
D	Work meets minimum requirements
F	Failing

### GRADE POINT AVERAGE (GPA)

Information regarding the calculation of GPAs is available in the Westfield High School Program of Studies on the Counseling Department website.

**\*Note carefully, loss of credit due to absences or class cuts are noted on the transcript as NC and will be calculated in the GPA as an F.**

### HONOR ROLL REQUIREMENTS

WHS recognizes student achievement every marking period at two levels: Honor Roll and Distinguished Honor Roll. Determination of inclusion on the Honor Roll will be based on the following criteria:

- Distinguished Honor Roll: GPA must be between 3.75 and 4.0 with no grade lower than a B.
- Honor Roll: GPA must be between 3.5 and 3.74 with no grade lower than a B.

## NATIONAL HONOR SOCIETY

The National Honor Society, a faculty-sponsored honor society, is designed to recognize students who have distinguished themselves in the areas of scholarship, leadership, service and character. NHS candidates are nominated by members of the high school faculty, and students selected for membership are inducted into the NHS each year during the spring semester. Continued NHS membership is dependent on NHS members maintaining the scholarship requirement as well as the high standards of leadership, service and character. Mr. Scott Rutherford serves as advisor to the NHS and moderates the Faculty Council, which establishes the criteria for NHS membership and induction. The following criteria are currently used for the NHS nomination and selection process.

### Selection Procedure for National Honor Society

1. Students will be considered for membership in the spring of their junior and senior year.
2. A student must have been in the Westfield School system for at least three semesters.
3. A student must have a 3.75 or higher cumulative grade point average (GPA) on the academic weighted ranking system.
4. Every faculty member, (teachers, administrators, and guidance counselors) will receive a list containing the names of those students who have satisfied the scholarship requirement.
5. On a scale of 1 -5, (1-poor, 2-below average, 3-average, 4-above average,5-superior),the faculty members will evaluate the students, whom they know, by placing a number in the appropriate column for each category of leadership, service, and character.
6. All faculty members are asked to sign and return the lists to the National Honor Society advisor for tallying.
7. Each student must receive at least 5 votes that average to 3.50 or more for EACH of the three categories.
8. A faculty council will review the above results and give its approval.
9. All students who satisfy the above requirements will be notified in writing regarding their nominations for membership.
10. Each student nominated must accept membership in writing by the date requested.
11. Any student who is not accepted into the society will be given reasons if so requested by the student and/or his/her parents.

## INTERSCHOLASTIC ATHLETICS 2021-2022

A list of sports by season, corresponding coaches and online sports registration information can be found on the district website by clicking "Departments," then "Athletics." To discuss any athletic offerings, please stop by to see Ms. Sandy Mamary, athletic director, in the Athletic Office.

## WHS PUBLICATIONS

Westfield High School has four publications that students can read and contribute to: *Hi's Eye*, our award-winning weekly newspaper; *Optic*, a new quarterly news magazine; *Folio*, an annual arts magazine; and *Weather Vane*, our annual school yearbook. More information on all publications will be shared with you throughout the year.

## COUNSELING

### Counseling Staff and Services

Your guidance counselor is a person who is specially trained to understand you as a unique and important person. He/she is available to help you in many ways.

- You may want help with choosing courses, a career, managing schoolwork, choosing a college or technical school, or getting a job after high school.
- You may want help with a personal challenge, a difficulty with your friends or in your home life, or a personality conflict in the classroom.
- You may want help when you are feeling lonely or desperate or because "things have not been going right" for you for a while.
- You may want help with anything that is part and parcel of your growing up.

**COUNSELORS ARE CHOSEN FOR THEIR ABILITY AND INTEREST IN HELPING YOU.** He/she will assist you in sorting out exactly what your concern or problem is; talk with you about your preferences, needs and feelings; explore alternatives and help you make a decision. Your counselor will meet with you routinely a number of times each school year, but if you want to see him/her at other times, come to the Counseling Office before or after school, during your free period or your lunch period. The counselor will see you then or make an appointment for a conference as soon as possible. In an emergency, you may see your counselor at any time. Parents may phone any time if they feel the counselor can be of assistance.

### College Conferences

Throughout the school year at various times during the day, admissions officers from many different colleges visit Westfield High School. Students are informed of impending visits through postings on Naviance or bulletins posted in the Guidance Office; students may attend the conference of their choice. Students must make up all work missed because of absence from class. Classroom tests, however, take precedence over all college conferences. Also, students should select wisely those colleges they seek information about in light of the attendance policy.

## TRANSITION PROJECT

The Transition Project is a comprehensive peer program that aims to provide sustained support for ninth graders as they adjust to high school life. The program involves 125 trained junior and senior Transition Leaders who meet regularly with small groups of ninth graders throughout the first semester and informally throughout the school year. Each outreach incorporates a carefully planned activity that promotes discussion around important themes of transitioning to high school.

## OPEN LUNCH

Open Lunch is a privilege extended to seniors and juniors who wish to leave school grounds and adjacent areas **during their assigned lunch period only**. This privilege is predicated on the demonstrated maturity and responsibility of the junior/senior class and signals this high school's recognition of and commitment to both the social and intellectual growth of the student. It is also understood, however, that not all individuals may possess the maturity to accept the responsibility that this privilege carries. Juniors and seniors who are unable to meet their responsibility can expect to forfeit the privilege altogether and/or be subject to other administrative disciplinary dispositions. Open Lunch is under the supervision of the administrators.

## STUDENT PARKING

- There are a limited number of parking spots available to student drivers in the high school lot. Spaces are located behind the high school up against the field, Row E.
- Spaces are available on a first-come, first-serve basis.
- **Students who park in the lot may not move their car until the end of the school day.**
- **Students who park in the high school lot may not use their cars for open lunch.**
- Student drivers must utilize designated traffic patterns.
- Student drivers may not park in the Armory lot due to NJ National Guard regulations.
- Any student who violates any parking regulation will have their privileges revoked & appropriate discipline will be assigned.

## SCHOOL NURSE SERVICE

The purpose of health services is to assist each student in achieving and maintaining optimal health in order to benefit fully from the total educational experience. Health education, health promotion, and health correction is the primary function of the school nurse. In such matters the nurse works closely with students, staff and parents.

## STUDENT GOVERNMENT

### Who we are...

The Student Government fulfills a highly active role within the school community, as well as the community at large. The Student Government serves as the voice of the students, representing the thoughts and concerns of the student body. In order to represent the students, Student Government officers and representatives are members of various committees whose decisions have a direct impact on the student body. The Student Government also works closely with the administration to create a direct line of communication for students' thoughts and concerns. As an organization, it is the mission of the Student Government to always keep the best interests of the students at heart.

### What we do...

The Student Government hosts various events and activities throughout the school year, in an effort to establish and maintain community and tradition at Westfield High School and raise money for both the school and the community. While a portion of the proceeds from each event goes toward the school, the Student Government donates funds to the state charity each year. The state charity is chosen by the New Jersey Association of Student Councils, of which the Student Government is a member.

### Where you can find us...

Please reach out to the Student Government at any time by speaking directly with an officer or advisor, or by reaching out through the Student Government website, [whsstudentgov.weebly.com/](http://whsstudentgov.weebly.com/).

### Officers and Representatives...

Officers of the Student Government meet every day with advisors and work closely with administration. They are elected in school-wide balloting in the spring. Representatives earn a spot in the Student Government based on the quality of their application, recommendations, and past participation in Student Government events.

Students who wish to become representatives or officers must submit applications in the spring.

**Student Government Advisors:** Ms. Jamie Glickman/Ms. Allison McDermott

**2021-2022 Officers:**

President: Justin Anderson

Vice President: Sean Czamecki

Treasurer: Pat Lanza

Corresponding Secretary: Jared Goldman

Recording Secretary: Tyler Sontz

**SCHOOL SONG**

Westfield, dear Westfield, we sing to you.  
We praise you always for the many things you do.

Schools know your reputation, we won't let it fall  
Westfield victorious, the champions of all!

*(Chorus)*

Cheer! Cheer! Here we are again to cheer with all our might.  
Cheer! Cheer! Here we are again to cheer for the blue and white.  
Dear colors.

Our teams have always done their best,  
Our school will always do the rest.

And we'll stand by our dear old high  
And cheer again a cheer for Westfield High.

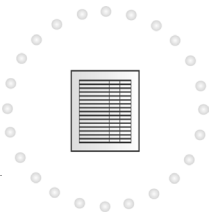
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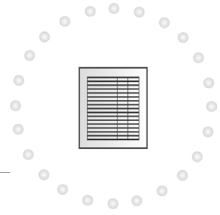
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