



West Milford Township HS Guidance Newsletter

08/30/2023

Captain's Log - WELCOME BACK!!! The crew wanted to get out a newsletter in anticipation of school opening next week! The newsletter will continue to be biweekly - packed with information on upcoming events in WMHS and outside. Use it as a resource - we embed links to hopefully make things easier! Get those school supplies packed, put on a smile, and we will see you on Thursday Sept. 7th!!!!

IMPORTANT THINGS TO KNOW

COUNSELOR ASSIGNMENTS

Since the counseling staff was reduced from four counselors to three, many students were reassigned to a different counselor. All students and parents should check the portal for the name of their assigned counselor.

WM faculty, staff & coaches are also advised to check Realtime for counselor assignments.



NJ SCHOOL TAX HOLIDAY

NJ is offered a school tax holiday from August 26th until September 4th. Retail taxes will be exempted (free) during this period on specified items. Sellers should not charge sales tax on eligible items. This applies to ALL retailers.

More specific information can be found here:

[NJ SCHOOL TAX HOLIDAY](#)

*Be reminded there are some school supplies in the guidance office - should you need something, feel free to stop in and we can help you. Supplies include folders, notebooks, pens, and pencils.

⇒ STUDENT/PARENT PORTAL

All students & parents have portal accounts - this is where you can monitor your grades, attendance, get bus passes, and other important information. Both students & parents should check the portal regularly. If you do not remember your login info or are having difficulty logging in, please email portalhelp@wmtps.org.

⇒ATTENDANCE

Parents - all absences should be called in on 973-697-1701 x7041.

Doctor's notes are important and can be emailed to Guidance@wmtps.org, but **original copies must be turned in at the Guidance office**. While these do not excuse an absence, they do count in regard to truancy.

Make sure your student emails his/her/their teachers & checks the Google Classrooms for any missed work. Parents and Students- please be sure to check attendance regularly on the portal (Attendance tab/ period attendance). If there is an error we can work to get that corrected, but notification should come within a week of the error.

Attendance specifics can be found in the WMHS Student Handbook. All absences are counted except for the following (with proper documentation)

- Participation in school sponsored activities that take place during the school day
- Observance of religious holidays recognized by the state of NJ
- Documented college visits - up to 3 per year for 11th & 12th graders
- Documented participation in "Take Our Children to Work Day"
- Exclusion from school from the WMHS health office

In accordance with state statutes and Board policy, students are allowed but may not exceed:

- 16 days of absence for a full year course
- 8 days of absence for a semester course

⇒SCHEDULE INQUIRIES

All students must attend the first five days of classes (09/07 - 09/14) on their current schedule as it is on the portal. Students are advised to print out their schedule the day before school starts to be sure they have the most up to date version.

If there is a request that was submitted on the Google form (not via email or voice mail) prior to 9/4, your counselor is reviewing it and will contact you. Until you are contacted by your counselor (email or phone call) please follow your schedule as it is.

There will be an additional window for course change requests - a Google form will become available again on 9/14. **Requests may not be submitted via email or phone call.** The change window will close at the end of the day on 9/20. Changes made after that date will be reflected on the student transcript as withdrawals (withdrawals may have a negative impact on college admissions reviews).

Please be reminded we are unable to accommodate requests to have/not have a class during a specific period or to have/not have a specific teacher. Also be reminded requests are handled in priority order - missing course, wrong level of a course, IEP service needed, missing lunch, and elective issue. There are very limited spaces in electives so elective changes may not be possible. Please also be reminded that **submission of a form does not guarantee a change will be made.**

LATE ARRIVAL/EARLY DISMISSAL

Seniors & juniors who have a study hall in the beginning or end of the day MAY be granted permission for a late arrival or early dismissal.

To be eligible for this, the following must be in place

1. Student must be carrying 30 credits
2. The study hall is already in your existing schedule.
3. **A PARENT** has completed the Google Form and given permission.

Please be aware students with chronic lates or attendance issues may lose this privilege as part of an attendance intervention plan or as a consequence.

Here is the form to request a late arrival/early dismissal: [LATE ARRIVAL/EARLY DISMISSAL FORM](#)

Please note counselors will make the needed changes to your schedule when the form is received and approved - UNTIL THAT HAPPENS you will need to report to study hall.

⇒ SENIORS! TO DO LIST

Tasks for you to do as you prepare for life after graduation

- Complete the student brag sheet in Naviance - this is found in the “About Me” area under ‘surveys’
- Complete the [Senior Planning Survey](#)
- Ask people (teachers, coaches) to write your recommendation letters & request them in Naviance
- Next, complete and submit your application(s).
- **The VERY LAST thing** you do (after you have completed ALL of the above steps) is submit a

transcript request form: [TRANSCRIPT REQUEST FORM](#)

⇒ SENIORS! IMPORTANT INFORMATION FOR PLANNING

- Be sure to complete the SENIOR BRAG SHEET in Naviance.
- Seniors will be meeting with their counselor for post-secondary planning - do not miss your meeting!
- Attend college fairs, virtual events, college visits - lots of options in this newsletter
- Attend college rep visits to WMHS
- Update your “Colleges I’m thinking about” list in Naviance
- If you are applying to Common App schools - create a Common App account
- Register with the [NCAA Eligibility center](#) if you are intending to pursue college athletics
- Create a [Going Merry](#) account for scholarships

⇒HIGHLANDER GIVING CLOSET



Check out the Highlander Giving Closet! We have clothing of all kinds (shorts, Tshirts, sweatpants, jeans, etc.) **FOR ANY STUDENT!!!** We also have school supplies & personal care items.

Come shop our closet & get great stuff - all for the low cost of a smile and a “thank you”!

The Highlander Giving closet is located in the Guidance office. If you haven’t checked it out, come on down & see!



⇒COLLEGE VISITS TO WEST MILFORD HIGH SCHOOL

Throughout the fall, post-secondary schools visit WMHS to share information about their programs and pathways. These visits, though called “College Visits,” include four year colleges, community colleges, career colleges, and technical/trade schools. **Seniors & Juniors may attend these college visits.** Students - You must sign up either on Naviance or in the guidance office.

Last year over 70 colleges/postsecondary institutions visited WMHS - frequently check Naviance and the list in the guidance office as it changes daily as schools are added!

Note each college name is a link to the college’s website!

COLLEGE	DATE	TIME
Clarkson University	9/18	9:05
Alvernia University	9/18	11:30
SUNY College at Oswego	9/18	12:25
Washington & Jefferson College	9/19	8:15
Montclair State University	9/19	11:30
Dean College	9/19	12:25
Cedar Crest College	9/20	8:15
Lynn University	9/20	10:45

Western Connecticut State University	9/20	12:25
University of Maryland - Eastern Shore	9/21	12:25
Iona University	9/22	9:05
Ramapo College	9/22	10:45
Merrimack College	9/22	11:30
Monmouth University	9/26	10:45
Georgian Court University	9/26	11:30
Stockton University	9/26	12:25
William Paterson University	9/27	9:05
Princeton University	9/28	8:15
Harrisburg University of Science & Technology	9/29	11:30
Drew University	9/29	12:25
High Point University	10/02	8:15
Worcester Polytechnic Institute (WPI)	10/02	9:05
Lycoming College	10/02	9:55
SUNY Oneonta	10/03	9:05
Gettysburg College	10/03	9:05
Seton Hall University	10/04	9:05
Muhlenberg College	10/04	10:45
Holy Family University	10/04	11:30
St. Thomas Aquinas College	10/05	12:25
Susquehanna University	10/06	12:25
Roger Williams University	10/10	9:05
Binghamton University (SUNY)	10/11	8:15
Towson University	10/11	10:45
University of Maryland - College Park	10/12	12:25
Rowan University	10/16	12:25
Albright College	10/23	8:15
Emmanuel College	10/23	9:55
Western New England University	10/24	8:15
Arcadia University	10/24	9:05
Siena College	10/25	9:05
University of Hartford	10/26	9:05
Marywood University	10/26	10:45
Saint Elizabeth University	10/26	12:25
Stony Brook University (SUNY)	10/27	9:05
Moravian University	11/06	12:25
University of New Haven	11/08	9:05
New Jersey Institute of Technology (NJIT)	11/15	12:25

POST-SECONDARY PLANNING EVENTS



PASSAIC COUNTY COLLEGE FAIR

Sept. 18th

6:00 pm - 8:30 pm

At William Paterson University Recreation Center

Click here to register for a scan code (STRONGLY recommended!) www.Strivefair.com



NATIONAL COLLEGE FAIRS - VIRTUAL FAIRS 2022

[September 10](#)

[October 15](#)

[November 12](#)

Free but you need to register. Click the date & it will take you to the registration page & more information.

United States Service Academies



USMA



USNA



USCGA



USMMA



USAFA

SERVICE ACADEMY INFORMATION DAY

October 7

10 am

Naval Weapon Station Earle
Leonardo NJ

Congressman Pallone invites all to attend the annual Service Academy Information Day. This day is for students and parents. It is for all students interested in attending a US Service academy (USMA, USNA, USAFA, USCGA, USMMA). There will also be representatives from the various ROTC programs. It is STRONGLY suggested that any student of any grade level (but especially juniors & seniors) intending to pursue any service academy should attend this event. The service academy application process is complex - and the more you know early in your high school career, the stronger candidate you will be.



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FOLLOW US ON SOCIAL MEDIA

It is important! We often make up to the minute announcements about important dates, events & school happenings.

@wmguidance on Twitter

@GerischMrs on Twitter

@wmhsguidance on Instagram

@Ms_Csengeto_WM on Twitter



Just a friendly reminder...

⇒ REMINDERS

- **ATTENDANCE COUNTS!** If you are going to be absent, a parent or guardian needs to call in your absence. Be mindful of absence limits for credit - if you go over the allowable days absent, you will lose credit for courses. Doctors' notes do not automatically excuse days absent. Should you go over your limits, you will need

to file an attendance appeal.

- **Make sure you are following our Guidance Google Classrooms!** A Classroom has been set up for each grade level and all students have been invited. Please be sure to accept the invitation. We regularly post information, FAQs, documents, and opportunities!
- **SENIORS, JUNIORS & SOPHOMORES-** if you have any interest in pursuing college athletics you must register with the NCAA and create an account. Here is the link: [NCAA Eligibility Center](#)
- Any student interested in looking for scholarships should create a GOING MERRY account. Here is the link: [GOING MERRY](#)
- All students must have a parking pass to park at WMHS during the school day. If you need a parking pass, please go to the assistant principals' office.
- Students DO NOT NEED TRANSCRIPTS for the DMV for licenses. Your report cards have your address which is the information the DMV requires.
- Working papers are now done on line - here is the link to get working papers: [NJ WORKING PAPERS](#)
- **CHECK YOUR EMAIL EVERY DAY!** Students should check email at minimum daily - and RESPOND when asked questions.

RESOURCES FOR FAMILIES



FREE & REDUCED LUNCH APPLICATION

While all students received free lunch the past two years due to COVID accommodations, the federal government has discontinued that program. We know that some families need support - for this reason there is the free & reduced lunch program. Eligible students can receive free or reduced price meal benefits. **Additionally students eligible for this are also eligible for fee waivers for SAT, ACT, and college applications.** If you think your family may qualify, it is to your benefit to apply.

Click the link below for an application:

[FREE/REDUCED LUNCH application.](#)

NEW!!! You can now apply ONLINE through your Parent Portal.

⇒ 988 MENTAL HEALTH HOTLINE



988 is now active across the United States. This new, shorter phone number will make it easier for people to remember and access mental health crisis services. If you are struggling with thoughts of suicide or experiencing a mental health or substance use crisis, **call or text 988** to be connected to trained crisis counselors who will listen to your concerns, provide support, and get you additional help if needed.



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

**The Wayne YMCA in partnership with the Passaic
County Advisory Council on Disability**

presents...

DISABILITY RESOURCE FAIR



**Sunday, Sept 10th
12 PM – 3 PM
1 Pike Drive Wayne, NJ**

**Our mission is to educate,
empower and advocate for
those with disabilities and
their families.**

**Activities of the day will include live
demonstrations, games, snacks, lectures for
care givers, vendors that provide resources &
services in the community,
and more!**



**Questions? Email Lily Dropkin,
at ldropkin@metroymcas.org**

This event is for:

- **Individuals with Disabilities**
- **Parents and Caregivers**
- **Educators, Professionals and Community Members**
- **This event is free and open to all.**

ACT 2023-24

REGISTRATION OPEN

TEST DATES

September 9
October 28
December 9
February 10
April 13
June 8
July 13

CLICK HERE TO REGISTER FOR THE ACT!
[ACT REGISTRATION](#)

SAT REGISTRATION INFORMATION

Click register to register for the SAT

SAT Test Date*	Registration Deadline	Deadline for Changes, Regular Cancellation, and Late Registration
Oct 7, 2023	Sep 7, 2023 Register	Sep 26, 2023
Nov 4, 2023	Oct 5, 2023 Register	Oct 24, 2023
Dec 2, 2023	Nov 2, 2023 Register	Nov 21, 2023
Mar 9, 2024 (Digital)**	Feb 23, 2024	February 27, 2024
May 4, 2024 (Digital)**	Apr 19, 2024	April 23, 2024
June 1, 2024 (Digital)**	May 16, 2024	May 21, 2024



13th Annual U.S. Service Academy Day

hosted by

Congressman Frank Pallone, Jr.

Open to all students considering applying to a U.S. Service Academy



Presentations will be made by the U.S. Service Academies

Meet with representatives from:

U.S. Naval Academy
U.S. Air Force Academy
U.S. Military Academy
U.S. Merchant Marine Academy
U.S. Coast Guard Academy
and R.O.T.C.

Saturday, October 7, 2023

Naval Weapons Station Earle
801 State Route 36
Leonardo, NJ 07737

Doors open at 10:00 a.m. -- Presentations to begin promptly at 10:30 a.m.

*****Reservations required due to space and security restrictions*****

Parents and School Officials are welcome to attend.

Please RSVP via email to Dawn.Rebscher@mail.house.gov by September 29, 2023

ADDITIONAL INFORMATION WILL BE REQUIRED UPON REGISTRATION

All attendees must present photo ID, and anyone under 18 years old must be accompanied by an adult. Additionally, all drivers must present vehicle registration and auto insurance at the checkpoint on Naval Weapons Station Earle for admittance.

2023 Fall Virtual College Fairs

September Virtual College Fair

Sunday, September 10

October Virtual College Fair

Sunday, October 15

November Virtual College Fair

Sunday, November 12

NACAC 

**National
College Fairs**

REGISTER NOW!
nacacattend.org





Fall Portrait Schedule

Sept 8, 2023 LOCATION: Gymnasium	Undergraduate and Faculty portraits Portraits will be taken during your regularly scheduled Phys Ed class period. Pre-order your portraits at Lors's <u>Underclass Portrait Form</u> with the school code 24-11WM
Sept 28-29, 2023 LOCATION: Lower Media Center	Senior portrait make-ups Seniors were photographed in June. By now, you have received your proofs. Free of charge, and before Thanksgiving, you should pick your yearbook pose. If you are planning a retake, it is your responsibility to call for an appointment. All scheduling is handled directly by LORS Studio, reachable at: 908-964-3040.
Note: Underclass background is usually blue; senior yearbook poses are gray.	

Questions/concerns: See Mrs. Metcalf, yearbook advisor, in Room 103 (publications room), or in Room 242 (her classroom), or by email at jennifer.metcalf@wmtps.org .

Join the **Yearbook ONYX Team**
in Room 103 every **Wednesday**, 2:30 pm

NJ WORKING PAPERS PROCESS

FOR EMPLOYERS

Here's how to get started:

- 1. Create an account.** Enter your business details and email address at myworkingpapers.nj.gov. We'll send you a link to confirm your email address.
- 2. Complete your employer profile.** Once we have this information, we'll assign your business a unique 8-digit code. Give this code to every minor you hire so we can link their Working Papers application to your business. **Helpful hint:** For businesses with more than one location, we assign a unique code to each worksite.
- 3. Check your email.** We'll notify you every time a minor submits a Working Papers application for a job with your business. After you verify their information and approve their application, the minor's caregiver will be prompted to do the same from their own account. You'll get an email to let you know when the application is approved or rejected. If the application is rejected, the email will tell you the reason why and offer next steps for you to take.
- 4. Schedule their first day!** Once an application is approved, employers, minors and caregivers will receive an email, and the minor can begin working.

FOR MINORS

CONGRATULATIONS on your job offer!
Here's what to do next:

- 1. Create an account.** Enter your name and email address at myworkingpapers.nj.gov. We'll send you a link to confirm your email address.
 - 2. Complete the application.** You'll need your employer's unique 8-digit code and your caregiver's name and email address to submit your part of the application. **Helpful hint:** If your employer is not registered, give us their email address and we'll send them a link to create an account.
 - 3. Track your progress.** You may need to follow up with your caregiver and employer, who need to submit their parts of the application before you can start working. If your application is rejected for any reason, you can't work until you submit a new application that is approved.
 - 4. Get to work!** You can start working after your application is approved.
- Don't forget:** If you add or change jobs, you need to submit a new Working Papers application.

FOR CAREGIVERS

- 1. Check your email.** A minor applying for working papers provides their caregiver's name and email address. The caregiver receives an email with a link to complete their part of the application.
- 2. Review the application.** If everything looks good, upload the minor's proof of age and approve the application.
Acceptable proof-of-age documents:
 - Birth certificate or certified transcript
 - Minor's driver's license or learner's permit
 - Baptismal certificate
 - Bona fide contemporary record of the date and place of the minor's birth
 - Passport
 - Certificate of arrival in the United States issued by the United States Citizenship and Immigration Services (USCIS) showing age of minor
 - Life insurance policy (provided the policy is at least one year old at the time it is offered as evidence)
- 3. Not sure about this job?** If you are concerned about an aspect of the job – hours, description of duties, etc. – you can reject the application and the minor will not be able to start the job.
Note: If you do not take action on the application within two weeks, the application will be presumed approved and the minor can begin working. However, if you later reject the working papers application, the minor must stop working at that time.



MYWORKINGPAPERS.NJ.GOV



ABC-123 (4/23)

Top 10

Ways to Succeed in School

1. Be in school every day.
2. Manage your time well.
3. Be organized.
4. Do all of your homework.
5. Work hard in all of your classes.
6. Set goals.
7. Get involved in school activities.
8. Make smart choices.
9. Get help when you need it.
10. Plan and prepare for your future.



woodburnpress.com

Happy
New
School
Year

