



# Churchill Junior High School



**Principal**  
Matthew N. Hanas

18 Norton Road  
East Brunswick, NJ 08816  
Phone: (732)-613-6800 Fax: (732)-257-0087  
www.ebnet.org

**Assistant Principals**  
Jen Cunningham  
Ian Evanovich  
Alexia DeLuca

June 7, 2024

Dear Churchill Junior High School Parents and Guardians,

**1. Important Dates for Advanced Planning:**

- June 11-14: Final Exams – 12:32 PM Dismissal – no lunch served in grades 7-12
- June 11: 7<sup>th</sup> and 8<sup>th</sup> Grade Fall Athletic Information Night – 6:30 PM at CJHS
- June 11: EBHS PTSA “Meet and Greet” with the new EBHS Principal – 7:00 PM at EBHS
- June 14: 9<sup>th</sup> Grade Semi-Formal – 5:30-8:00 PM at CJHS
- June 17: Schools Closed for students and 10-month staff – *Eid al-Adha*
- June 18: Last Day of School for Students – 12:32 PM Dismissal – no lunch served
- June 26: MP4 Report Cards Posted in Parent Access

- 2. Final Exams:** Final exams will take place on June 11-14. 7<sup>th</sup> grade teachers will be communicating with their classes about the format of any assessments for the end of marking period 4. Extended time for students who have this accommodation through their IEP or 504-plan is built into the regular exam time block during the school day, so students do not need to stay after dismissal at 12:32 PM. **Exam days are single session days for students with dismissal at 12:32 PM. No lunch is served on exam days for grades 7-12.**

Final Exam Schedule - 2024					
6/11/24	6/12/24	6/13/24	6/14/24	Time	Activity
Period 6	Period 1	Period 5	Period 2	8:00-8:15 AM	Study / Review Time
				8:15-10:00 AM	Exam
				10:00-10:11 AM	Exam Collection
				10:11-10:21 AM	Change of Class
Period 7	Period 4	Period 8	Period 3	10:21-10:36 AM	Study / Review Time
				10:36-12:21 PM	Exam
				12:21-12:32 PM	Exam Collection

**The entire building will follow the schedule shown above even if your class does not administer a final exam.**

Make-up exams for students who are absent on an exam day will be held on the last day of school, June 18<sup>th</sup> during the school day. If students prefer, they can also take make-up exams in the afternoon of the other exam days on June 11-14 between 12:35-2:00 PM. Activity buses will be provided for students who stay to take a make-up exam on June 11-14.

- 3. 9<sup>th</sup> Grade Semi-Formal:** We are looking forward to celebrating with our 9<sup>th</sup> grade students at the Semi-Formal on Friday, June 14<sup>th</sup>. The event runs from 5:30-8:00 PM in the Churchill cafeteria. Doors will open at 5:00 PM.
- 4. 7<sup>th</sup> and 8<sup>th</sup> Grade Fall Athletic Information Night:** The athletic department is hosting an information night for parents and guardians of 7<sup>th</sup> and 8<sup>th</sup> grade students on Tuesday, June 11<sup>th</sup> at 6:30 PM in the CJHS cafeteria. The supervisor of athletics and coaches for all middle school sports will be present to share information and dates for next year’s athletic seasons as well as the process for completing the digital physical exam/repeater forms.

5. **EBHS PTSA “Meet and Greet” with New EBHS Principal:** The EBHS PTSA is inviting parents and guardians of current 9<sup>th</sup> grade students and interested 9<sup>th</sup> grade students to a “Meet and Greet” with the new EBHS principal, Dr. Bucior. The meeting will be held in the EBHS auditorium on Tuesday, June 11<sup>th</sup> at 7:00 PM.
6. **Schedule for Last Day of School:** Our last day of school for students is Tuesday, June 18<sup>th</sup>. We do not use our regular block schedule on the last day of school. Instead, we will meet with all 8 class periods. This schedule allows students to have the opportunity to see all their teachers and classmates one final time. The bell schedule that we use on the last day of school is shown below:

<b>Single Session Day Last Day of School – 6/18/24 All 8 Periods - No Lunch</b>	
1 (HR)	8:00 – 8:34 AM
2	8:40 – 9:08 AM
3	9:14 – 9:42 AM
4	9:48 – 10:16 AM
5	10:22 – 10:50 AM
6	10:56 – 11:24 AM
7	11:30 – 11:58 AM
8	12:04 – 12:32 PM

7. **Student Laptops:** All students will keep their district-issued laptop over the summer and continue to use their device next year. Any students who are moving out of the district will need to return their device before withdrawing from the district.
8. **Fines:** All fines must be paid through [Community Pass](#). Outstanding balances will prevent you from signing up for clubs and activities in the fall. Please check your Parent Access account to see if you have any open fines.
9. **Medication:** All students who have medication stored in our Nurses’ Office should make arrangements through the Nurses’ Office to pick up the medication before June 18<sup>th</sup> or it will be discarded. You can call the office at 732-613-6807.

Sincerely,

*Matthew N. Hanas*