



ADMINISTRATION BUILDING  
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JEFFERSON HILLS, PA 15025  
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**WEST ELIZABETH - JEFFERSON HILLS - PLEASANT HILLS**

DR. MICHAEL P. GHILANI  
Superintendent  
SCOTT T. MILBURN  
Assistant Superintendent-Secondary Education  
MATTHEW J. PATTERSON  
Assistant Superintendent-Elementary Education

TRACY A. HARRIS  
Director of Finance/Board Secretary  
DR. LINDSAY L. PFISTER  
Director of Human Resources  
ELIZABETH H. WHEAT  
Supervisor of Special Education/Pupil Personnel

November 2018

\*Revised

Dear Parents/Guardians and Students:

As a reminder, please note the following dates for November, December and January:

Tuesday, November 20	Early Dismissal for Conferences
Wednesday, November 21	No School
Thursday, November 22, through Monday, November 26	Thanksgiving Recess
Monday, December 10	Two-Hour Delay
Monday, December 24, Through Monday*, December 31	Holiday Recess
Tuesday*, January 1	New Year's Day Holiday
Wednesday*, January 2	In-Service Day
Monday, January 21	Martin Luther King, Jr., Holiday

Also, when heavy snow or other emergencies prevents or delays the opening of our schools, announcements will be made as early as possible via *SchoolMessenger*, television stations **KDKA**, **WPXI** and **WTAE**, our district website -- [www.wjhsd.net](http://www.wjhsd.net), and Facebook.

We ask for your cooperation by not calling the schools, school officials, or the television stations as it is important that these phone lines be kept open. Please confirm that your contact information is accurate in your child's *Skyward* account to ensure receipt of emergency communications.

Sincerely yours,

Dr. Michael Ghilani  
Superintendent

pjz  
cc: Matthews Bus Company  
John Rambo