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WEST ELIZABETH - JEFFERSON HILLS - PLEASANT HILLS

DR. JANET M. SARDON  
*Superintendent*

DR. MATTHEW J. PATTERSON  
*Assistant Superintendent*

MRS. TRACY A. HARRIS  
*Director of Finance*

**March 31, 2023**

**Dear WJHSD Parent/Guardian:**

Spring break is quickly approaching, which means warmer weather, sunshine and a break in everyone's busy schedules. The WJHSD will be on spring break from Thursday, April 6 through Monday, April 10. Students and staff will return to school on Tuesday, April 11. In addition and for further clarification, the early dismissal on May 25, 2023 is for students attending the prom at Thomas Jefferson High School. All other district students will have a normal school day. For high school students attending prom, more information from the administration will follow.

With the change in the weather, parents and guardians are reminded of two important policies that help to promote student success in school. First and foremost, Policy #204 outlines student attendance requirements for school. As we enter the last nine weeks, attendance at school for academic learning, success on upcoming assessments and transitioning to the next grade level or future college/career opportunities is critical. Please take the time to encourage daily attendance during the next two months of school.

Secondly, even with warmer weather, the district has Policy #221 that outlines appropriate attire and dress code for school and for school events. We ask that you take the time to review this policy with your student(s) to help our administration enforce school rules and regulations throughout the school year.

Details of both of these policies can be found on the district website under [Board Policies](#).

As a District, we are thankful for the work of the students and staff, the support of our parents/guardians, and the collaborations within our communities. We look forward to finishing the school year strong in all areas, including academics, arts and athletics. If you ever have any questions or concerns, please do not hesitate to contact me at [jsardon@wjhsd.net](mailto:jsardon@wjhsd.net) or your building administration.

**Yours in education,**

*Janet M. Sardon*

**Dr. Janet Sardon  
Superintendent**

**West Jefferson Hills School District**