2016 – 2017
Pre-Kindergarten Handbook

Forest Avenue School
287 Forest Avenue
Glen Ridge, New Jersey
973-429-8308
973-429-2908 FAX
Glenridge.org

Matthew J. Murphy, Principal
Elaine Russoniello, Teacher
PRE-KINDERGARTEN PROGRAM PHILOSOPHY

Pre-Kindergarten is recognized as part of a comprehensive Pre-K through Twelfth Grade educational program for students in Glen Ridge. The Pre-K children are part of the tradition of excellence in our Glen Ridge public school system. We recognize that growth and development are unique to each child and that children develop skills at different rates, especially in the areas of emergent literacy and mathematics. At no other time in a child’s educational experience does such a wide range of abilities, aptitudes, needs and interests need to be effectively dealt with in a classroom setting. Pre-Kindergarten is recognized as the first year of formal schooling in Glen Ridge.

The philosophy of the Glen Ridge Pre-Kindergarten is based on the understanding that the early years are crucial to subsequent educational programs. We recognize that the rate of learning and development during these years maximizes each child’s potential; therefore, the learning environment builds upon the opportunity that is inherent in the enthusiasm, openness and readiness of children to absorb new experiences during their formative years.

Our fundamental goal is to provide a planned educational environment, rich in learning experiences, so that a positive foundation for the future will be nurtured. We are dedicated to providing those learning experiences that will develop a positive self-image in every child along with the emotional, social, and intellectual skills necessary to be successful in the classroom. Pre-Kindergarten develops an awareness and readiness for school with exposure to many different basic concepts such as counting, colors, shapes, patterning, math, rhymes, sequencing, and environmental print. Learning centers are designed to develop the whole child. Children engage in such activities as blocks, puzzles, easel, painting, computers, housekeeping, listening center, writing center, and sensory centers. Imaginative play is coupled with teacher-directed activities during circle or rectangle time, small group, or individualized instruction.

The Glen Ridge curriculum guides include district curriculum goals for grades Pre-Kindergarten through Twelfth, an acknowledgement of the importance of Pre-Kindergarten. The Pre-K educational and developmental program is therefore fully coordinated with the Glen Ridge Kindergarten and primary grades’ curriculum. Kindergarten teachers are able to rely on students coming well prepared for the expectations of our all-day Kindergarten program. Articulation between Pre-Kindergarten and Kindergarten staff is extremely worthwhile to help meet the needs of our individual learners. The frequent communication between the grade level teachers about the individual strengths and weaknesses for each child is extremely valuable.

Generally, the activities in this curriculum are designed to:

● teach children, recognizing that growth and development are unique to each child and that children develop skills at different rates especially in the areas of emergent literacy and mathematics;
● motivate children to meet and exceed potential;
● identify the individual needs of the child;
● develop a positive and realistic self-image;
● develop positive relationships with peers and adults;
● encourage the child to express himself/herself creatively;
● develop language through listening, speaking, and dramatic play activities;
● develop maximum physical growth through gross and fine motor activities;
● provide experiences to stimulate and develop cognitive skills.

The Pre-Kindergarten program is in session from 8:30 am–3:00 pm.

The program provides the traditional Glen Ridge pre-kindergarten experience enhancing the development of the whole child in the academic, physical, emotional and social domains. A large group Morning Meeting will be
followed by opportunities for small group learning and hands-on center activities encompassing the New Jersey Preschool Standards and the Glen Ridge Pre-K curricular guidelines in Language Arts Literacy, Mathematics, Science and Social Studies. Students have the opportunity for outdoor play (weather permitting), socialization, lunch, and other activities.

Lunch is followed by an opportunity for a rest or quiet activity time followed by opportunities for additional center activities designed to enhance and enrich the core program. Opportunities will also be available for free play, socialization, and additional outdoor time. A teacher and an instructional aide will be available to provide these educational experiences. Students are provided with opportunities to interact with related arts subjects as well.

Pre-Kindergarten creates a firm foundation in the development of independent learners. Both teacher-directed and choice-based activities help to create independent learners; an important goal not only of our pre-kindergarten program, but a reflection of our district mission statement and strategic plan as well. We stress thinking and reasoning skills and help our children to become good problem solvers. We prepare the children for elementary school, help them develop confidence in themselves as learners, and prepare them for our academically-oriented all-day kindergarten program. Children begin to learn the expected behaviors, both social and academic, that are a vital part of our Glen Ridge schools.

Pre-Kindergarten provides a transitional experience from the world of private early childhood schools to the public school system. It is taught by our highly qualified, state certified staff and supported by instructional aides. Our children’s academic, social, and emotional needs are met as they transition from the plethora of early childhood educational approaches embraced by local schools (Reggio-Emilia, Montessori, etc.)

The Pre-K program strives to support students in successfully demonstrating the following skills:

**Language Skills**
- Knows and spells first name
- Orally says first and last name and recognizes letters in name
- Gives street address and phone number
- Knows birthday (month and day)
- Follows 2-3 step directions
- Identifies and names shapes: circle, square, rectangle, triangle and oval
- Identifies and names colors: red, yellow, blue, orange, green, purple, black and white
- Identifies likes and differences in pictures
- Names pictures of familiar objects: boy, girl, tree, ball, leaf, car, cat, dog, key, cup, apple, flower, etc.
- Identifies body parts: head, eyes, ears, nose, mouth, elbows, legs, feet, chin, shoulders, fingers, etc.
- Answers questions
- Listens to stories with interest (for approximately 10-15 minutes)
- Listens without interrupting
- Uses words to express feelings
- Rhymes words
- Tells a story about a past event
- Shows interest in books—pretends to read
- Recognizes environmental print
- Says and recognizes the letters of the alphabet
- Speaks with complete sentences

**Fine Motor Skills**
- Grasps/holds pencil appropriately
- Writes first name
● Draws a circle and square without help
● Prints numbers 1-10
● Glues and pastes
● Cuts with (safety) scissors
● Folds paper in half
● Buttons, snaps and zips
● Puts on own coat

Cognitive Skills
● Counts objects to 10 and above
● Sorts objects by size, color, shape
● Retells a story
● Completes various puzzles
● Understands directional concepts—in, out, on, off
● Completes a pattern of two colors or more
● Draws a person with six parts or more: head, nose, eyes, mouth, body, arms, legs, feet, fingers, etc.
● Sequences 3 or more pictures to tell a story

Gross Motor Skills
● Plays in a group
● Stacks blocks
● Gallops, skips, runs, jumps, hops, dances or moves to music
● Catches, kicks, bounces a ball
● Walks up and down stairs using alternating feet
● Enjoys different sports
● Rides a tricycle
● Stands on one foot for five seconds
● Hops on one foot
● Walks forward heel-to-toe
● Walks backwards toe-to-heel

Social/Emotional Skills
● Expresses emotions appropriately
● Enjoys playing with other children and being a part of a group
● Separates readily from parent/caregiver appropriately
# Forest Avenue School Staff

**Principal:** Mr. Matthew J. Murphy; mmurphy@glennridge.org  
**Secretary:** Mrs. Colette Dunworth; cdunworth@glennridge.org  
**Custodians:** Mr. Talib Rasheed Mr. Joseph Kreideweis

<table>
<thead>
<tr>
<th>Grade</th>
<th>Teacher</th>
<th>E-Mail</th>
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</thead>
<tbody>
<tr>
<td>Pre-Kindergarten</td>
<td>Mrs. Elaine Russoniello</td>
<td><a href="mailto:erussoniello@glennridge.org">erussoniello@glennridge.org</a></td>
</tr>
<tr>
<td>Kindergarten</td>
<td>Mrs. Stephanie Appleby</td>
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<tr>
<td></td>
<td>Mrs. Erin Goldstein</td>
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<tr>
<td></td>
<td>Mrs. Lisa Petruzzzi</td>
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<tr>
<td>One</td>
<td>Ms. Lisbeth Crouse</td>
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<tr>
<td></td>
<td>Mrs. Genna Chiapperini</td>
<td><a href="mailto:gchiapperini@glennridge.org">gchiapperini@glennridge.org</a></td>
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<tr>
<td></td>
<td>Ms. Alyssa Roqueni</td>
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<tr>
<td></td>
<td>Mrs. Jody Walsh</td>
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<td>Two</td>
<td>Mrs. Diane Blazer</td>
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<tr>
<td></td>
<td>Ms. Michelle Klein</td>
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<tr>
<td></td>
<td>Ms. Jenna Tripsas</td>
<td><a href="mailto:jtripsas@glennridge.org">jtripsas@glennridge.org</a></td>
</tr>
<tr>
<td>Primary One</td>
<td>Ms. Kim Waldron</td>
<td><a href="mailto:kwaldron@glennridge.org">kwaldron@glennridge.org</a></td>
</tr>
</tbody>
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## Special Staff

- **Art:** Ms. Danielle Chesney  
  - dchesney@glennridge.org
- **Guidance:** Mrs. Odalie Curtis  
  - ocurtis@glennridge.org
- **Psychologist:** Ms. Alejandra Otera  
  - aotera@glennridge.org
- **Library:** Mrs. Trish Fagan  
  - tfagan@glennridge.org
- **Music:** Ms. Maira Hernandez-Kinloch  
  - mkinloch@glennridge.org
- **Nurse:** Mrs. Charlene Reilly  
  - creilly@glennridge.org
- **Physical Education:** Mr. Robert Stomber  
  - rstomber@glennridge.org
  - Ms. Katie Stapp  
  - kstapp@glennridge.org
- **Speech:** Ms. Heather Goss  
  - hgoss@glennridge.org
- **Resource Room:** Ms. Jamie Lally  
  - jlally@glennridge.org
- **Reading Spec./Literacy:** Mrs. Lisa Walter  
  - lwalter@glennridge.org

## Aides

- **Pre-Kindergarten:**  
  - Ms. Angella Kritoulis  
  - akritoulis@glennridge.org
  - Mr. Edward Lisovicz  
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- **Kindergarten:**  
  - Ms. Elizabeth Dalton  
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  - Ms. Rachel Patterson  
  - rpatterson@glennridge.org
  - Mrs. Linda Perrotta  
  - lperrotta@glennridge.org
- **Grade 1:**  
  - Ms. Dawn Miller  
  - dmiller@glennridge.org
- **Grade 2:**  
  - Ms. Jaclyn Puccetti  
  - jpuccetti@glennridge.org
- **Special Education:**  
  - Mrs. Luz Abdelaziz  
  - labdelaziz@glennridge.org
  - Ms. Marie Chesney  
  - mchesney@glennridge.org
  - Mr. Andrew Kanasky  
  - akanasky@glennridge.org
  - Mrs. Elizabeth Wall  
  - ewall@glennridge.org
  - Mr. Anousone Xayyalath  
  - axayyalath@glennridge.org
S~C~H~O~O~L
C~O~D~E

PRIMARY SCHOOLS
GLEN RIDGE, NJ

REACH “R” Potential!

Respect  We will treat others and their property the way we want to be treated.

Empathy  We will think about how others feel before we say or do things.

Acceptance  We will value each other regardless of appearance, intelligence, talents or family.

Caring  We will be friendly, say nice things, and lend a helping hand without being asked.

Honesty  We will be truthful to others and ourselves, and do the right things.

Responsibility  We will be in control of our actions and behavior.

In doing the above:

We will make our school a safe, friendly and clean place.

We will create a positive and productive learning environment.

We will reach our POTENTIAL!!!
**Philosophy**

The major goals at the primary school level are for each child to develop a firm foundation in basic skills and a positive attitude about himself or herself. Since growth varies with each child, the school aims to help each pupil achieve at a level which is commensurate with his/her ability and at a rate of speed which is comfortable for him or her. In order to accomplish this goal, whole class instruction as well as small group and individual instruction are employed to meet the diverse developmental levels of the youngsters.

**CENTRAL OFFICE STAFF**

(973) 429-8300

Superintendent ................................................................. Mr. Dirk Phillips

Administrative Assistant to the Superintendent .......................... Mrs. Glorylyz Santangelo

Business Administrator/Board Secretary ................................. Mr. Peter Caprio

**BOARD OF EDUCATION MEMBERS**

Mrs. Elisabeth Ginsberg, President
Mr. Timothy Keppel, First Vice President
Mr. Michael de Leeuw, Second Vice President
Mr. David Campbell
Ms. Ali Hilberth
Ms. Alison Lang
Mr. Paul Romano
Tracey St. Auburn
Ms. Heather Yaros-Ramos

**BOARD OF EDUCATION MEETINGS – 2016-2017**

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<thead>
<tr>
<th>2016</th>
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<th>Action</th>
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<td>July</td>
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- Executive Session will begin at 6:00 PM.
**ACTIVITIES**

Daily activities will be organized around the learning center approach including: social studies, science, art, block building, housekeeping, dramatic play, language arts and math readiness. Also included is whole group instruction in the areas of music and large motor skills.

**AFFIRMATIVE ACTION**

It is the policy of the Glen Ridge Board of Education not to discriminate on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, domestic partnership orientation, gender, religion, disability, or socioeconomic status in education programs, activities or employment practices, pursuant to N.J.A.C. 6A:7.

**ARRIVAL**

Mrs. Russoniello’s class of Pre-K students line up on the Pre-K patio at the corner of Glen Ridge Parkway and Stonehouse Road. The teacher and aide escort students into the building. In case of inclement weather, students and parents should enter the building at the Pre-K entrance near Stonehouse Road and line up in the hall near the Pre-K classroom after 8:20 am.

**ATTENDANCE**

Regular and punctual attendance is very important for your child’s success in school. Irregular attendance tends to hinder the steady growth of the child as he/she takes on his/her role within a “community of learners.”

Help your child by seeing that he or she arrives at the proper time, not too late/not too early. Five minutes before starting time is a good arrival time.

**ABSENCES AND TARDINESS**

Parents must inform the School Nurse at Forest, 973-429-3481, or the main office at 973-429-8308 by 8:45 am if your child will be absent and the reason for the absence for the day. Every absence or tardiness should be followed by a note from home acknowledging that absence or tardiness.

If a child is to be-excused early, a note must be sent to school with the child explaining the reason for the premature dismissal. A parent must pick the child up in the office. All children leaving early must be signed out by a parent/guardian in the office. If parents are traveling out of town or the country, written alternate child-care instructions should be sent to the school office.

**BEFORE AND AFTER-SCHOOL CHILD CARE PROGRAM**

Children enrolled in the Glen Ridge Public Schools in grades Pre-Kindergarten through Grade Six are eligible to utilize the Before- and After-School Child Care Program (ASCC).

The ASCC is staffed with a certified teacher, an assistant, and high school students. Further information may be obtained by calling the ASCC program at 973-429-1269, or checking the website at www.glenridge.org.

Each primary school houses a before-care program from 7:05 am-8:30 am and an after-school program from 3:00 pm-6:00 pm.
In the event the schools have a full-day shutdown, delayed opening, or early closing, the following policies will take effect:

**Full Day Shutdown** – When the Glen Ridge School District declares a full-day shutdown, the Child Care program will be shut down as well.

**Delayed Opening** – When the Glen Ridge School District has a delayed opening, all Before Care programs will be cancelled. However, After Care programs will resume as usual.

**Early Closing** – If the Glen Ridge School District decides on an early school closing, the After Care program will open from school closing time until all children are picked up. At this time the information contained on the child’s emergency school closing form will take effect. Each parent/guardian will be notified regarding the closing. Children will need to be picked up as soon as possible to allow our staff time to get home safely.

**CALENDAR**

The school calendar contains all school events, vacations, and information pertinent to the entire Glen Ridge School System. The closing date of school is flexible depending on the use of snow dates during the year. The calendar may be viewed on the school and district website.

**ELECTRONIC SURVEILLANCE**

To enhance the safety and security for school district staff, pupils, community members and other building occupants, and to protect the school district’s buildings and grounds, electronic surveillance systems are used in the hallways and exterior grounds.

**EMERGENCY CLOSING AND DELAYED OPENING**

If school is closed or has a delayed opening due to inclement weather or other emergency, you may access the district website at [www.glenridge.org](http://www.glenridge.org) for closing and delayed opening information. Families are also contacted via the district Skylert phone system.

Emergency closing of the Glen Ridge Public Schools will be based on the health and safety of students and staff, and in the case of winter or other severe storm conditions, on the reasonable ability of the staff to travel. Any decisions for an emergency school closing will be made by the Superintendent of Schools, or, in his/her absence, by his/her designee.

Closings will fall into three major categories:
1. **Full-day shutdown** – Check the district website at [www.glenridge.org](http://www.glenridge.org)
2. **Delayed Opening** – Check the district website at [www.glenridge.org](http://www.glenridge.org).
3. **Early Closing** – When the decision is made to close, the information will be relayed to each principal. The district-wide Skylert system will be activated to contact parents via home phone, work phone, cell phone and/or email. Please check on the district website that you have entered the necessary information.
EMERGENCY EVACUATION

In the event of a bomb threat or other emergency requiring evacuation of the building, parents will be notified to pick up children at the evacuation site.

EMERGENCY INFORMATION

It is necessary that the office have an emergency phone number of a friend or nearby relative that can be referred to when a parent cannot be reached.

Please keep the school and Skylert System informed of any change in your home phone number, emergency number, and other pertinent information.

FIELD TRIPS

During the course of the school year several field trips will be planned. Parents will be advised prior to the planned trip.

FIRE DRILLS/SECURITY DRILLS

State law requires that one fire drill and one security drill be held in every school each month. The purpose of the fire drill is chiefly educational and is to train pupils to remain calm and well controlled in emergencies, and to train all members of the staff in carrying out their duties with calmness in emergencies.

Security drills, which include lockdowns and evacuations without our fire alarms, are also required once each month. The purpose is to role-play and practice where the students will assemble in their classroom or outside the building, to develop the right attitude for the drills, and to discuss the seriousness of such drills. Security drills help us to insure that all children are accounted for in case of emergency. We practice security drills in cooperation with the Glen Ridge Police Department who sometimes come to observe and offer assistance or suggestions.

FOOD ALLERGIES

There are students at Forest Avenue School with life-threatening food allergies to food items such as: peanuts, eggs, dairy, fish, sesame seeds and tree nuts. If these children are exposed to or ingest those foods, they are at a very high risk of having a severe allergic reaction. This reaction is called an anaphylactic reaction and is life-threatening.

The risk of accidental exposure to foods can be reduced in the school setting if we all work together to minimize these risks and provide a safe environment to food allergic students. It is important for all parents to understand that a food allergic student does not have to ingest a large amount of the food to which they are allergic. Rather simply touching the spilled food, or eating food containing minute amounts of the known allergen, can endanger a food allergic student.

Students are not permitted to share their lunch or snack with anyone. Students who have peanut butter for lunch will be instructed to wash their hands after eating in order to remove any traces of peanut oil. If your child goes home for lunch and has peanut butter to eat, please make sure that your child washes his/her hands before returning to school. Peanut butter or foods containing peanuts or nuts are not permitted in the classroom for snacks.
Please have a discussion with your child about the severity of exposing children with food allergies to these foods. Finally, if you arrange a play date for your child, check with the other parent regarding any food or other allergies.

**GENERAL EDUCATIONAL PROGRAM**

The Glen Ridge Primary School program is comprehensive with an emphasis on basic skills. Reading, language arts, speaking, listening, mathematics, social studies, science, music, art, and library are given significant attention throughout the grades. Every classroom has 2-4 desktop computers which are used for instructional purposes.

Development of a positive self-image is also considered an important part of the program. Students are assisted to achieve a sense of personal fulfillment through successful accomplishment in school. This sense of fulfillment is nurtured by motivation, citizenship, and the acceptance of responsibility.

**CLASSROOM VISITATIONS**

Our school both welcomes and depends upon parent volunteers who come to the building every day. We stress that when you come, sign in at the main office to receive the proper identification badge. Under no circumstances are parents to go directly to the classroom for this creates a disruption in the educational process as well as a disruption to building security. If you need to get a message or a forgotten item to your child, please go to the office and someone will assist you. If you need to speak with a teacher, please arrange a mutually-agreed-upon time to do so.

Parents are encouraged to visit classes anytime during the year except the first and last two weeks school is in session. Parents or guardians are requested to make arrangements with the principal and teacher prior to the visit.

**ALL VISITORS MUST FIRST REPORT TO THE MAIN OFFICE AND SIGN IN WITH THE SCHOOL SECRETARY AND RECEIVE THE PROPER IDENTIFICATION BADGE.**

**SPECIAL EDUCATION**

Public schools are required to supply a free and appropriate education to all students with disabilities between the ages of 3 and 21. Early intervention programs are available to infants between the ages of 0 and 3 years.

The Preschool Disabled Program is available to children between the ages of 3 and 5. These services are available to all children who would benefit from special education programs and services which may prevent their disabling condition and/or developmental impairment from becoming more debilitating. Parents of youngsters who are demonstrating developmental lags in one or more areas are strongly encouraged to contact the Director of Student Services regarding services. Specialized programs are available to students in grades kindergarten through second who are in need of special education.
**MOVE-UP DAY PROGRAM**

In June, prior to school closing, each child “moves-up” to his or her new kindergarten class. Students will experience a one-hour, age appropriate, small group session with their new teacher and classmates. This eases students’ apprehensions about new situations.

**PORTFOLIO ASSESSMENT**

The primary schools utilize an Authentic Portfolio Assessment. A student portfolio is a meaningful collection of student work that exemplifies the student’s interest, attitudes, range of skills and development over a period of time. It is believed that the use of portfolios will more accurately evaluate the student’s individual progress against predetermined objectives and at the same time be sensitive to the theory of “Multiple Intelligences.” Portfolios include a series of examples of actual school performance that accurately demonstrate students’ skills.

The Primary Schools have three marking periods ending in November, March, and June.
CLASS PLACEMENT

The placement of children in classes next year is of great importance. As the spring months approach, the teachers and administration spend many hours considering your child’s placement for the next year.

Many variables are taken into consideration in this very thoughtful process. Our goal is to create heterogeneous classes of equal size at all the grade levels. To this end, the following factors are considered.

- Learning styles
- Behavior patterns (self-discipline, work habits)
- Attitude
- Emotional and social growth (maturity)
- Academic strengths and weaknesses
- Necessary separations
- Boy/girl ratios
- Opportunities for leadership
- Special needs.

When class placement decisions are made, they will reflect our best judgment based upon individual and group needs. Our main concern is to address the needs of your child. Therefore, we cannot disregard this process and reconstitute classes based on parent requests. Parent requests for a specific teacher are not accepted.

GENERAL INFORMATION FOR PARENTS

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<tr>
<th></th>
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<th>Pre-Kindergarten</th>
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<td>Regular Session</td>
<td>8:00 am – 3:00 pm</td>
<td>8:30 am – 3:00 pm</td>
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<td>Early Dismissal Days</td>
<td>8:30 am – 12:30 pm</td>
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<td>Delayed Openings (90 minute delay or 2-hour delay determined by the Superintendent)</td>
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<td>10:00 am – 3:00 pm or 10:30 am – 3:00 pm</td>
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EMERGENCY SCHOOL CLOSINGS OR DELAYED OPENINGS:

If school is closed or has a delayed opening due to inclement weather or other emergency, you must access the website at www.glenridge.org for closing and delayed-opening information. If school is in session and weather necessitates an early closing, you will be contacted via Skylert to pick up your child. If you are unavailable, the person designated by you for emergencies will be asked to pick up your child. Primary and secondary numbers must be kept up-to-date.

HARASSMENT, INTIMIDATION AND BULLYING (HIB)

New Jersey Statutory Definition (adopted January 2011; effective September 2011) “Harassment, intimidation or bullying” means any gesture, any written, verbal or physical act, or any electronic communication*, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school
bus, or off school grounds as provided for in section 16 of P.L.2010,c.122(C18A:37-15.3), that substantially disrupts or interferes with the orderly operation of the school or the rights of others and that:

a. a reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the student’s property, or placing a student in a reasonable fear of physical or emotional harm to his person or damage to his property;
b. has the effect of insulting or demeaning any student or group of students; or
c. creates a hostile environment for the student by interfering with a student’s education or by severely or pervasively causing physical or emotional harm to the student.

L.202.c.83,s.2;amended 2007,c.129,s.1;2010,s.11.

∗ “Electronic communication” means a communication transmitted by means of an electronic device, including, but not limited to telephone, cellular phone, computer or pager.

**Student Reporting Procedures**

● If you have been a victim or witness of HIB, please immediately inform any school personnel member who may include a teacher, a school counselor, school administrator or any other trusted adult that works at the school.
● The school anti-bullying specialist, a school administrator, teacher or counselor will follow up on your report and will meet with you to clarify the details for an investigation and to ensure your safety.
● Parents of all students involved will be notified by the school principal or designee.
● Parents and students will be informed after the investigation of the findings, discipline and any remedial measures recommended correcting the behavioral problem and preventing future occurrences of HIB.

**Remedial Measures**

Remedial measures for a student who commits an act of HIB must be designed to correct the problem behavior and prevent another occurrence of the problem. The remedial measures for students may include but are not limited to, the examples listed below:

➢ Restitution and restoration;
➢ Peer support group;
➢ Recommendations of a student behavior, ethics council or school safety teams; corrective instruction or other relevant learning or service experience;
➢ Supportive student interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-
➢ Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
➢ Behavior management plan, with benchmarks closely monitored;
➢ Involvement of school “disciplinarian”;
➢ Student counseling;
➢ Parent conferences;
➢ Alternative placements;
➢ Participation in group counseling;
➢ Student treatment or therapy.
Consequences

Consequences for a student who commits an act of HIB must be varied and graduated according to the nature of the behavior, the developmental stage of the student and the student’s history of the problem behaviors and performance, and must be consistent with the district board of education’s approved student conduct, pursuant to N.J.A.C.6A:16-7.1, Code of Student Conduct (CSC). Consequences for a student who commits one or more acts of HIB may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the CSC, including those identified below.

➢ Temporary removal from the classroom;
➢ Admonishment;
➢ Deprivation of privileges;
➢ Classroom or administrative detention;
➢ Referral to disciplinarian;
➢ In-school suspension during the school week or weekend;
➢ After-school programs;
➢ Out-of-school suspension (short-term or long-term);
➢ Legal action and;
➢ Bans from providing services, participating in school district sponsored programs or being in school buildings or on school grounds;
➢ Expulsion.

Our School Anti-Bullying Specialist is: Alejandra Otero, School Psychologist Email: aotero@glenridge.org
The District Anti-Bullying Coordinator is: Jack DeWitt, Director of Student Services, 12 High Street, Glen Ridge, New Jersey 07028, 973-429-8305, Email: jdewitt@glenridge.org.

Please visit our website at www.glenridge.org to view more detailed information regarding HIB including district policies, procedures, timeframes and parent and student rights and appeal process.

HEALTH SERVICES

All children in Pre-K and all new students are required to have a physical examination prior to school entry. In addition, each child must be immunized according to state law. Parents are requested to notify the health office when a child receives a booster injection. Of equal importance is the reporting to the school of any communicable disease contracted by a child. Please do not send your child to school with cold symptoms, loose bowels, upset stomach, contagious rash, etc.

Occasionally, a student may need to be excused from participating in class due to a minor injury or other medical reason. A note from a parent is required to excuse a student from physical education class for 1-2 days. If an injury requires a student to be excused from participating in physical education class for more than 2 days, a doctor’s note is required. If this is the case, the nurse must receive a note from a certified licensed physician stating his/her diagnosis and the amount of time that he/she expects the child to be excused. It is also necessary to have a note from the certified licensed physician giving the date that the child is able to resume normal physical activity. In line with our focus on health education, we provide screening for vision and hearing problems.

We ask that in choosing your child’s clothing for school you keep his/her comfort and safety foremost in mind. Please label your child’s outerwear. Flip-flops and open-toe shoes are not appropriate for playground activities.
It is a Board policy that NO medication is to be taken to school except by the parent. It must be in the original container and accompanied by our medication form, signed by both the parent and a certified licensed physician. The medication with the form is to be deposited in the office of the nurse. If your child has any seasonal allergies or allergies to food, please contact the school nurse prior to the first day of school to discuss appropriate, safe management.

Medications – Medications should be given at home whenever possible. However, if medication must be administered during the school day, including both prescription and over-the-counter, the following must be followed:

1. All medications must be brought to the Health Office.
2. The medication must be in its original, labeled container and brought to school by a parent/guardian.
3. The district medication authorization form must be completed by the parents, signed by your doctor and accompany all medications brought to school. This applies to all medications, including over-the-counter medications, such as Advil, Tylenol, Benadryl, etc.
4. Students are NOT allowed to self-medicate at school (exceptions may be emergency medications ordered and determined by the physician to be self-administered.)
5. Herbal remedies and nutritional supplements are not considered medications and cannot be given in school.
6. The Authorization for Medication at School form can be accessed on the web site under “forms.”
7. Please notify the health office when there is a change in your child’s health status that requires medication being added, deleted or changed to your child’s treatment plan. Such changes are important for the school nurse to be aware of for accurate assessment and care of your child should he/she become ill at school or display any side effects from their medications.

Immunization Records

Children must be appropriately immunized for their age to be enrolled in school. To be in compliance with current New Jersey Immunization Regulations as stated in Chapter 14 of the State Sanitary Code (NJAC 8:57-4.1 to 8:57-4.17), children’s immunization records must document month, date and year of the following vaccines.

1. Four doses of Diphtheria, Tetanus, Pertussis (DPT), one dose given on or after the 4th birthday, OR any 5 doses.
2. Three doses of Oral Polio Vaccine (OPV or IPV), one dose given on or after the 4th birthday OR any 4 doses.
3. One dose of Measles, Mumps, Rubella (MMR).
4. Appropriate dose(s) of Haemophilus influenza type B vaccine (HIB).
5. One dose of Varicella (Chicken Pox) given after 1st birthday – (Laboratory evidence of immunity, certified licensed physician or parental statement of previous varicella disease is also acceptable.)
6. Pneumococcal vaccine (PCV) one dose after the 1st birthday.
7. Influenza vaccine—one dose between September 1st and December 31st.

Documents accepted as evidence of immunization include:

- Official school/childcare records
Immunization requirement for students entering grades K-2

Children must be appropriately immunized for their age to be enrolled in school. To be in compliance with current New Jersey Immunization Regulations as stated in Chapter 14 of the State Sanitary Code (NJAC 8:57-4.1 to 8:57-4:17), children’s immunization records must document month, date and year of the following vaccines.

1. Four doses of Diphtheria, Tetanus, Pertussis (DTaP), one dose given on or after the 4th birthday, OR any 5 doses.
2. Three doses of Oral Polio Vaccine (OPV or IPV), one dose given on or after the 4th birthday OR any 4 doses.
3. Two doses of Measles vaccine/one dose of Mumps and Rubella vaccine (Laboratory evidence of immunity Measles is also acceptable.)
4. One dose of Varicella (Chicken Pox) given after 1st birthday. (Laboratory evidence of immunity, physician’s or parent statement of previous Varicella disease is also acceptable.)
5. Three doses of Hepatitis B vaccine.

Documents accepted as evidence of immunization include:
- Official school/childcare records
- Records from any health department
- Physician’s certificate/letterhead stationery/prescription pad listing specific vaccines and administration dates signed by a licensed physician or advanced practice nurse
- Laboratory evidence of immunity

Please note: The Hepatitis B immunization is mandated for entrance to kindergarten. This series of three immunizations takes about 7 months to complete. If your child has not already received the entire series, please schedule an appointment with your child’s certified licensed physician so that he/she can receive the required immunizations.

NO PUPIL WILL BE PERMITTED TO ATTEND SCHOOL WITHOUT PROOF OF IMMUNIZATION.

Health regulations are subject to change due to state mandates.

DRESS AND FOOTWEAR

As the weather fluctuates during the school year, we need to keep appropriate dress and safety in mind. Dress your child knowing that he or she will have a busy, active day here at school. Fall and spring jackets are always appropriate for it may be much cooler in the mornings than in the afternoon during these seasons. In the winter dress your child in preparation for outdoor recess.

Weather permitting, students will be outside for recess and physical education and need to wear safe, comfortable shoes. Open-toed sandals which strap around the ankle may still pose a safety concern for students may catch the front of the sandal and trip on the blacktop. Fire drills, which occur every month, necessitate that students exit the building in an expeditious manner. Appropriate footwear is necessary during these times as well as negotiating the stairs on a daily basis.
Flip-flops, finger shoes and sandals without straps around the ankle are not permitted in school for safety reasons.

**INTEGRATED PEST MANAGEMENT (IPM)**

Forest Avenue School and the Glen Ridge School District have adopted an Integrated Pest Management (IPM) Policy and have implemented an IPM Plan to comply with the New Jersey School Integrated Pest Management Act. IPM is a holistic, preventive approach to managing pests in school.

All schools in New Jersey are required to have an Integrated Pest Management coordinator (IPM Coordinator) to oversee all activities related to IPM and pesticide use at the school.

The IPM Coordinators for Glen Ridge Board of Education are:

- Name of IPM coordinators: Mr. John Dubuque and Mr. Peter Caprio
- Business Phone Number: 973-429-8304
- Business Address: 12 High Street, Glen Ridge, New Jersey 07028

The IPM Coordinator maintains the pesticide product label, and the Material Safety Data Sheet (MSDS) (when one is available), of each pesticide product that may be used on school property. The label and the MSDS are available for review by a parent, guardian, staff member, or student attending the school. Also, the IPM Coordinator is available to parents, guardians, and staff members for information and to discuss comments about IPM activities and pesticide use at the school.

As part of a school pest management plan Forest Avenue School may use pesticides to control pests. The United States Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in accordance with the instructions printed on the label does not pose an unreasonable risk to human health and the environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, persons who are potentially sensitive, such as pregnant women, infants and children, should avoid unnecessary pesticide exposure. Upon request, additional information is available for review.

**HELPFUL HINTS**

The following helpful hints should also be considered:

- Explain that school is “a place where you will have all kinds of things to enjoy doing. You will have fun and friends to play with, too.”
- Portray the teacher as the person who will “be there” for your child in school.
- Encourage your child to share home responsibilities such as picking up toys, doing simple chores, etc.
- Explain the value of property including the use and care of it. Encourage your child to put away his/her playthings. Provide a special place so he/she can clean up independently.
- Guide your child to show independence in taking care of his/her toilet needs.
- Provide a LARGE backpack that is easy to open and close for bringing home school work. Please, no wheels since they are a hazard on our stairwells.
- Encourage your child to dress himself/herself. Provide simple, washable, easy-to-manage clothing since our program involves using active sensory experiences.
- Label all clothing with names or markers.
● Provide rubbers and boots large enough for your child to manage them. Have his/her name inside each boot so there is no mix-up.

**WHAT YOU CAN DO TO HELP YOUR CHILD PREPARE FOR PRE-KINDergarten**

**Read to your child every day!**
Avoid comparing your child to others.
Prepare child for school—give them opportunities to play and be a kid; play with peers.
Explore the world—parks, museums, zoos, farms.
Go on nature walks.
Explore the neighborhood.
Go to the library.
Read aloud and tell stories.

Teach your child basic safety information:
Their first and last name
Street Address
Parents’ or guardians’ names
Phone number

Walk to school and point out: traffic lights, crosswalks, driveways, bus stops, sidewalks, etc.

**Build organization skills** – Arrange household items into groups, colors, sizes, shapes
Stack books from largest to smallest
Use measuring cups
Talk about time and temperature

**Encourage helpful habits** – Put away things to encourage responsibility
Set up playdates and help your child to get along with others, take turns, choose games, etc.
Help with listening and following multi-step directions (Ex: “Hang up your coat, close the closet door, and come to the kitchen.”)

**Do simple chores** – Set or clean up table (start with utensils and napkins), put away clothes and toys, hang up towel after bath, put books on shelf, match/sort socks
**Practice dressing** – shoe laces, buckles, buttons, zippers and snaps
**Playing** – take turns, follow rules and directions
**Care for living things** – Give pets and plants food and water
**Sleep well** – 10-12 hours per night
**Limit TV** – (Ex: 1 hour per day, no more than 8 hours per week). Watch TV with your child and ask questions about the characters or story. No TV during meals and no TVs in children’s bedrooms.
**Practice healthy habits** – Wash hands before eating and after the bathroom, flush after using the bathroom, take regular baths or showers, brush teeth at least 2 times per day.
**Develop fine motor skills** – String beads, paint, use crayons, put puzzles together, play with Play Dough and clay, cut with child-safe scissors, paste, use single hole punchers, build with blocks and Legos.
**Model the positive behaviors** – Say please and thank you often
**Recognize positive behaviors** – When they share, say good job sharing or taking turns
**Allow your child to make choices** – Clothing, food, games, etc.
More ways to help:
Show a picture book and have your child make up the words.
Finger point to words as you read them – (left to right progression).
Practice throwing and catching a ball.
Adjust sleep schedule to match the school schedule.
Help your child choose outfits the night before school. This habit will help make mornings easier.
Count and sort objects – Put out crackers or pretzels for snack and count them.
When your child makes a mistake, focus on the mistake, not the child.
Help your child participate in other children’s games as well as be the leader in their own games.
Emphasize that sharing is a way to make friends.
Help wait for his or her turn.
Encourage your child to use an appropriate voice to get your attention—not whining, yelling, or screaming for your attention.
After reading a story, have your child tell you the general story line.
Discuss empathy—how another child feels or acts when you say nice things or hurtful things (teasing).

If you have any questions or concerns about your child’s development, it’s always best to contact your child’s pediatrician, email Matthew Murphy at mmurphy@glenridge.org or call 973-429-8308.

HOME & SCHOOL ASSOCIATION

The Home & School Association is the parent-based, volunteer organization that supports Forest Avenue School, students, parents and staff in a variety of ways, including:

Fundraising to provide goods and services to enrich our children’s educational experience.

Coordinating services focused on education, such as the enrichment program and after school classes offered through the Discovery Series. Other services include the wonderful efforts of the Gardening, Playground, and School Photos committees.

Supporting our Forest teachers and staff through classroom volunteers coordinated by Home & School class parents, providing teachers with a certificate to spend on educational materials for their classrooms, and maintaining the library resources coordinated by the Library Committee.

Strengthening our Forest family community through fun, social and educational activities including parent socials, coffees and workshops.

Communicating the issues affecting Forest as well as those facing the Glen Ridge District. Home & School maintains a bulletin board in the lobby and publishes a regular newsletter and an annual handbook which is available on the website (www.glenridge.org). Home & School has regular monthly meetings, usually on the first Wednesday of each month at 7:00 PM in the multi-purpose room. Home & School will coordinate the e-mailing of flyers and reminders. The District has requested that all flyers be sent via e-mail in order to reduce paper expense as well as backpack clutter. Please remember to check your e-mail regularly.

Each year, thanks not only to parents’ generous financial donations, but also to their time and talent, the Home & School has contributed to Forest Avenue in many important ways. This year we hope to put our efforts to good use once again. Please come to the Home & School meetings to participate in this important decision-making process and become an active volunteer as a chairperson, committee member or support person. No special skill or talent is necessary—the only pre-requisite is the desire to help. This is an excellent opportunity
for you to participate actively in your child’s school experience. If you have any questions, please do not hesitate to contact a member of the Home & School’s Executive Committee listed on the following page.

Scheduled Home & School Meetings – (Most meetings listed are on a Wednesday, and will be held at 7:00 PM in the Multi-Purpose Room or 9:00 AM in the school.)

<table>
<thead>
<tr>
<th>September 13, 2016</th>
<th>February 1, 2017</th>
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</thead>
<tbody>
<tr>
<td>October 5, 2016</td>
<td>March 1, 2017</td>
</tr>
<tr>
<td>November 8, 2016</td>
<td>April 24, 2017</td>
</tr>
<tr>
<td>January 4, 2017</td>
<td>June 7, 2017</td>
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</tbody>
</table>
FOREST AVENUE HOME & SCHOOL COMMITTEE

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Tara Arnett</td>
<td><a href="mailto:taraharnett@gmail.com">taraharnett@gmail.com</a></td>
</tr>
<tr>
<td>1st Vice President</td>
<td>Kari Kim</td>
<td><a href="mailto:karikim@me.com">karikim@me.com</a></td>
</tr>
<tr>
<td>2nd Vice President</td>
<td>Rebecca Keszkowski</td>
<td><a href="mailto:rebecca.keszkowski@gmail.com">rebecca.keszkowski@gmail.com</a></td>
</tr>
<tr>
<td>Secretary/Class Parent Coordinator</td>
<td>Elizabeth Nuttycombe</td>
<td><a href="mailto:elizabeth.nuttycombe@gmail.com">elizabeth.nuttycombe@gmail.com</a></td>
</tr>
<tr>
<td>Treasurer</td>
<td>Katie Renoff</td>
<td><a href="mailto:katie.renoff@gmail.com">katie.renoff@gmail.com</a></td>
</tr>
<tr>
<td>Board of Education Rep</td>
<td>Tracey St. Auburn</td>
<td><a href="mailto:tstauburn@glenridge.org">tstauburn@glenridge.org</a></td>
</tr>
</tbody>
</table>

NEWCOMERS – SOCIAL FIREFLIES

The Forest Avenue Home and School Association has a dedicated Social Fireflies Committee that aims to ease the transition for new families coming into the Forest Ave School and Glen Ridge community. The committee strives to bring together Forest Avenue School families both in and outside of school-sponsored events to foster relationships and build community.

New Forest families are encouraged to contact Michelle Militello (mmilitello@mac.com) or Kelly Sachter (kavgarvey@gmail.com) to introduce yourself and to obtain further information.

PLAYDATES

Parents must send a written note to the classroom teacher if their child is being picked up by anyone other than themselves or the usual designated babysitter. Requests to arrange play dates or send a child home with another parent are not accepted over the phone.

PLAYGROUND

Playground supervision begins at 8:20 AM. There is no school supervision provided after the 3:00 PM dismissal. After school, parents and guardians must closely supervise children on the playground. Please keep all balls and sports equipment at home. There are too many children and adults on the playground before and after school. Playing with balls and sports equipment from home has proven to be a safety issue, and has resulted in many injuries to our children.

General Rules:
● Be patient and wait your turn for the use of equipment.
● Take turns and share equipment and space.
● No crowding or pushing—be courteous to others.
● When there is a conflict, do one of the following: walk away from the problem, talk it out until you reach an agreement, use “Paper, Rock, Scissors” game.
● There is no throwing snowballs, dirt, sticks, stones, acorns, etc.
● No running on the wood chips.
● No bicycles, scooters, roller blades, or skateboards in use on the school grounds.
● You may not say: “You can’t play.”

Slides:
● Proceed one at a time.
● Do not walk or run up slides.
● Sit or slide—no standing.
● Slide down feet first.
• As soon as you reach the bottom, move away from the slide.
• Do not jump or run down slides.

**Climbing Structures:**
• Proceed one at a time.
• Face the bars while climbing up or down.
• No sitting or walking on top of equipment.
• Horizontal ladder and rings—start with the first bar or ring (never skip 2 or 3 bars or rings at a time.)

**Winter Weather:**

Please do not allow your child to climb on snow piles during the winter season. Children are not permitted to throw snowballs.

**SCHOOL HOURS**

Children are expected to enter the building at 8:30 AM with the class. While children are not marked tardy until 8:40 AM, arrival by the 8:30 AM starting time is expected. Supervision begins at 8:20 AM. Prekindergarten students will line up on the prekindergarten patio. During inclement weather, children in prekindergarten will line up in the prekindergarten foyer and grades K-2 will enter the building and form a line in the gym in their assigned spaces from 8:20-8:30 AM. Under no circumstances should anyone enter the building before 8:20 AM without an appointment.

Students in grades prekindergarten-2 are dismissed at 3:00 PM. Students must be dismissed to parents or identified caregivers. If your child has a play date and is going home with another parent or caregiver, this must be arranged prior to arrival. A note stating the change in dismissal must be given to your child’s teacher at arrival. Those students who have written permission to walk home must leave the playground promptly at dismissal. Students are not permitted to play unsupervised on the playground.

<table>
<thead>
<tr>
<th></th>
<th>Grades PK-2</th>
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<tbody>
<tr>
<td>Regular Session</td>
<td>8:30 am – 3:00 pm</td>
</tr>
<tr>
<td>Early Dismissal Days</td>
<td>8:30 am – 12:30 pm</td>
</tr>
<tr>
<td>Delayed Openings</td>
<td>10:00 am – 3:00 pm</td>
</tr>
</tbody>
</table>

**SCHOOL PICTURES**

Parents are notified in the fall of the date that the photographer will be at Forest to take individual pictures of students. You are under no obligation to purchase any picture. This program is conducted solely as a service to Primary School parents.

**SNACKS**

Children should bring a small snack to school daily. Please limit to fruit, crackers, or a small container of raw vegetables and juice. **Peanut butter or foods containing peanuts or nuts are not permitted in the classroom for snack or special occasions.**
SPECIAL EVENTS

Back-to-School Night

Back-to-School Night will be held on Thursday, September 22, 2016 from 7:00-9:00 PM. Parents will receive notice soon after school begins advising them of the Back-to-School Night schedule. This is an opportunity for parents to meet teachers and learn about the classroom setting and expectations of students for the school year.

Birthday Celebrations

State Policy and guidelines prevent the serving or distribution of food or candy during the school day. Birthday celebrations in school will be non-food events or activities. The classroom teacher should be contacted prior to the birthday. Party invitations may be distributed in school only if every child in the class is included. We realize that children’s birthdays are a special day in their lives. Parents are welcome to send a book to be donated to the classroom library in their name; however, no food (cupcakes, cookies, etc.) may be brought to school for birthday celebrations. This policy is strictly enforced with no exceptions. Please contact your child’s teacher for further birthday sharing ideas.

Conferences

Scheduled conference periods will be held in the fall and spring. Two afternoons and two evenings are set aside in the fall for teachers and parents to meet individually. Additional conferences can be arranged at any other mutually convenient time and as often as necessary.

Holiday Celebrations

At Halloween the children dress in costume and parade around the building. Your child’s teacher will provide details in advance of the celebration. An evening Festival of Jack-o-Lanterns is held, to which all are invited.

The prekindergarten class performs in a winter program. Parents are invited to attend these special events.

VOLUNTEERS

The Volunteer Program provides extra manpower when needed to the Primary School staff. Parents are invited to serve in many ways and to give as much or as little time as they desire.

Volunteer services might range from doing clerical work, assisting in the lunchroom, working with small groups of children to give practice in reading and mathematics, or sharing personal experiences or collections. Opportunities to volunteer to prepare or complete projects at home outside the school day are also available.

No special skill or talent is necessary in order to take part in the Volunteer Program. The only pre-requisite is the desire to help. This is an excellent opportunity for you to participate actively in your child’s school experience.

Every volunteer is required to sign-in at the main office in the Volunteer Book and receive the proper identification badge to be worn while in the school building.
WITHDRAWAL

Any parent who is moving from his/her current address is asked to notify the school. A form must be completed.
<table>
<thead>
<tr>
<th>SEPTEMBER</th>
<th>CHARACTER ED THEME – Citizenship</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 6</td>
<td>First Day of School – Flagpole Ceremony – 8:30 AM</td>
</tr>
<tr>
<td>September 9</td>
<td>Forest Ave School Back To School Pizza Party 5:00 pm</td>
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<tr>
<td>September 12</td>
<td>Board of Education Meeting - 8:00 PM</td>
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<tr>
<td>September 13</td>
<td>Forest Ave School New Parent Reception &amp; Home &amp; School Meeting 7:00 PM</td>
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<tr>
<td>September 20-23</td>
<td>Forest Ave School Book Fair</td>
</tr>
<tr>
<td>September 22</td>
<td>Back to School Night 7:00-9:00 PM</td>
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<tr>
<td>September 23</td>
<td>Forest Ave School Mums &amp; Wrapping Paper Sale</td>
</tr>
<tr>
<td>September 26</td>
<td>Board of Education Meeting 8:00 PM</td>
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<tr>
<td>September 27-28</td>
<td>Forest Ave School Photos</td>
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</tbody>
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<table>
<thead>
<tr>
<th>OCTOBER</th>
<th>CHARACTER ED THEME – Respect</th>
</tr>
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<tbody>
<tr>
<td>October 3</td>
<td>Rosh Hashanah - School District Closed</td>
</tr>
<tr>
<td>October 4-7</td>
<td>Week of Respect</td>
</tr>
<tr>
<td>October 5</td>
<td>Forest Ave School Home &amp; School Meeting 7:00 pm</td>
</tr>
<tr>
<td>October 10</td>
<td>12:30 Dismissal - Columbus Day - Professional Half-Day for Staff</td>
</tr>
<tr>
<td>October 10</td>
<td>Board of Education Meeting 8:00 pm</td>
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<tr>
<td>October 12</td>
<td>Yom Kippur - School District Closed</td>
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<tr>
<td>October 24-28</td>
<td>National Red Ribbon Week</td>
</tr>
<tr>
<td>October 24</td>
<td>Board of Education Meeting 8:00 pm</td>
</tr>
<tr>
<td>October 27</td>
<td>Festival of Jack-o-Lanterns – 6:00 PM</td>
</tr>
<tr>
<td>October 31</td>
<td>Festival of Jack-o-Lanterns (rain date)</td>
</tr>
<tr>
<td></td>
<td>Halloween Parade – 12:30 PM</td>
</tr>
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<thead>
<tr>
<th>NOVEMBER</th>
<th>CHARACTER ED THEME – Citizenship</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 8</td>
<td>Forest Ave School Home &amp; School Meeting 1:45 PM</td>
</tr>
<tr>
<td>November 9</td>
<td>Primary Schools First Assessment Period Ends</td>
</tr>
<tr>
<td>November 10-11</td>
<td>NJEA Convention - School District Closed</td>
</tr>
<tr>
<td>November 14-18</td>
<td>National Education Week</td>
</tr>
<tr>
<td>November 15</td>
<td>Evening Conferences 4:00-6:30 PM</td>
</tr>
<tr>
<td>November 17</td>
<td>Early Dismissal 12:30 PM</td>
</tr>
<tr>
<td></td>
<td>Parent Conferences 1:30-3:30 PM</td>
</tr>
<tr>
<td></td>
<td>Evening Conferences 6:30-9:00 PM</td>
</tr>
<tr>
<td>November 18</td>
<td>Early Dismissal 12:30 PM</td>
</tr>
<tr>
<td></td>
<td>Parent Conferences 1:30-3:30 PM</td>
</tr>
<tr>
<td>November 21</td>
<td>Board of Education Meeting 8:00 PM</td>
</tr>
<tr>
<td>November 23</td>
<td>Early Dismissal 12:30 PM – Thanksgiving Recess</td>
</tr>
<tr>
<td>November 24-25</td>
<td>SCHOOLS CLOSED – Thanksgiving Recess</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DECEMBER</th>
<th>CHARACTER ED THEME – Caring</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 12</td>
<td>Board of Education Meeting 8:00 pm</td>
</tr>
<tr>
<td>Date</td>
<td>Events</td>
</tr>
<tr>
<td>--------------------</td>
<td>---------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>December 23</td>
<td>Early Dismissal 12:30 PM</td>
</tr>
<tr>
<td>December 24-January 1</td>
<td>SCHOOLS CLOSED – Holiday Recess</td>
</tr>
<tr>
<td><strong>JANUARY</strong></td>
<td>CHARACTER ED THEME – Respect</td>
</tr>
<tr>
<td>January 2</td>
<td>Schools Reopen</td>
</tr>
<tr>
<td></td>
<td>Board of Education Reorganization Meeting 8:00 pm</td>
</tr>
<tr>
<td>January 4</td>
<td>Forest Ave School Home &amp; School Meeting 7:00 pm</td>
</tr>
<tr>
<td>January 9-13</td>
<td>PreK/Kindergarten Registration</td>
</tr>
<tr>
<td>January 11</td>
<td>PreK/Kindergarten Evening Registration 7:00-8:00 PM</td>
</tr>
<tr>
<td>January 16</td>
<td>SCHOOLS CLOSED – Martin Luther King, Jr. Day</td>
</tr>
<tr>
<td>January 23</td>
<td>Board of Education Meeting – 8:00 PM</td>
</tr>
<tr>
<td>January 26</td>
<td>Forest Ave School Winter Concert, 8:45 am</td>
</tr>
<tr>
<td><strong>FEBRUARY</strong></td>
<td>CHARACTER ED THEME – Trustworthiness</td>
</tr>
<tr>
<td>February 1</td>
<td>Home &amp; School Meeting – 7:00 PM</td>
</tr>
<tr>
<td>February 6</td>
<td>Board of Education Meeting – 8:00 PM (Tentative)</td>
</tr>
<tr>
<td>February 20-24</td>
<td>SCHOOLS CLOSED – Winter Recess</td>
</tr>
<tr>
<td></td>
<td>(If Emergency Closing Days Exceed Two (2), Make Up Days Will Be Taken From Either February Winter Break or April Spring Break</td>
</tr>
<tr>
<td><strong>MARCH</strong></td>
<td>CHARACTER ED THEME – Fairness</td>
</tr>
<tr>
<td>March 1</td>
<td>Forest Ave School Home &amp; School Meeting 1:45 pm</td>
</tr>
<tr>
<td>March 3</td>
<td>Primary Schools 2nd Assessment Period Ends</td>
</tr>
<tr>
<td>March 14</td>
<td>Parent Conferences 4:00-6:30 PM</td>
</tr>
<tr>
<td>March 16</td>
<td>Conferences 6:30-9:00 PM</td>
</tr>
<tr>
<td>March 17</td>
<td>Early Dismissal 12:30 PM</td>
</tr>
<tr>
<td></td>
<td>Parent Conferences 1:30-3:30 PM</td>
</tr>
<tr>
<td>March 20</td>
<td>SCHOOLS CLOSED – Professional Day for Staff</td>
</tr>
<tr>
<td>March 27-31</td>
<td>PTCS / In View Assessment</td>
</tr>
<tr>
<td><strong>APRIL</strong></td>
<td>CHARACTER ED THEME – Responsibility</td>
</tr>
<tr>
<td>April 10-14</td>
<td>SCHOOLS CLOSED – Spring Recess</td>
</tr>
<tr>
<td></td>
<td>If Emergency Closing Days Exceed Two (2), Make Up Days Will Be Taken From Either February Winter Break or April Spring Break.</td>
</tr>
<tr>
<td>April 24</td>
<td>All Home &amp; Schools Budget Meeting, Ridgewood Ave School</td>
</tr>
<tr>
<td>April 25</td>
<td>Science Share Fair 6:30 PM</td>
</tr>
<tr>
<td><strong>MAY</strong></td>
<td>CHARACTER ED THEME – Caring</td>
</tr>
<tr>
<td>May 1-5</td>
<td>Teacher Appreciation Week</td>
</tr>
<tr>
<td>May 2</td>
<td>Teacher Appreciation Day</td>
</tr>
<tr>
<td>May 5</td>
<td>Forest Ave Spring Carnival 3:00 pm</td>
</tr>
<tr>
<td>May 6</td>
<td>Arts Festival – 10:00 AM-5:00 PM</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
</tr>
<tr>
<td>--------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>May 12</td>
<td>Forest Ave Spring Carnival (Rain Date)</td>
</tr>
<tr>
<td>May 17</td>
<td>2nd Grade Buddy Breakfast</td>
</tr>
<tr>
<td>May 23</td>
<td>Forest Ave School Spring Concert 8:45 am</td>
</tr>
<tr>
<td>May 29</td>
<td>SCHOOLS CLOSED – Memorial Day</td>
</tr>
<tr>
<td></td>
<td><strong>JUNE</strong></td>
</tr>
<tr>
<td></td>
<td>CHARACTER ED THEME – Responsibility (Review All Traits)</td>
</tr>
<tr>
<td>June  6</td>
<td>Forest Ave PreK/K Parent Orientation 7:00 PM</td>
</tr>
<tr>
<td>June  7</td>
<td>Forest Ave School Home &amp; School Meeting 7:00 pm - Fitzgerald’s</td>
</tr>
<tr>
<td>June  9</td>
<td>Field Day</td>
</tr>
<tr>
<td></td>
<td>Primary Schools Third Assessment Period Ends</td>
</tr>
<tr>
<td>June 13</td>
<td>Field Day (Rain Date)</td>
</tr>
<tr>
<td>June 19</td>
<td>Grade 2 Promotion - 1:00 PM</td>
</tr>
<tr>
<td>June 20</td>
<td>Assessments Issued</td>
</tr>
<tr>
<td>June 21</td>
<td><strong>12:30 Dismissal - Move-Up Day</strong></td>
</tr>
</tbody>
</table>