



Thomas A. Edison
**Career &
Technical**
Academy

Thomas A. Edison
Career & Technical
9th Grade at
Charles W. Harris Academy

Olga Hugelmeyer, Superintendent of Schools

John Markowitz, Principal
Roberto Cerbone, Vice Principal
Dalia Morssi Elrakaybie, Vice Principal

August 2023

Dear Parents/Guardians and Students,

We, the entire staff here at **Thomas A. Edison Career & Technical Academy (TECTA)**, are honored and elated to welcome all of our students and family members to the 2023-2024 school year ***beginning on Friday, September 8th***! Our promise is to provide an innovative and personalized learning environment that ensures that every child achieves excellence. Within a safe, rigorous, and welcoming environment, we believe that every student can and will learn at his optimal level in order to reach his highest educational potential.

Please take the time to visit our district website and the ***Back to School link*** at <https://www.epsnj.org/Page/4374> for additional information on returning to school. Many of the important topics addressed in detail on the district website are also provided below for your immediate review:

FIRST DAY OF SCHOOL / ARRIVAL AND DISMISSAL PROCEDURES

The 2023–2024 school year will begin on Friday, September 8th, 2023. Instruction will be conducted during the hours of 7:45 a.m. to 2:29 p.m. In order to help facilitate both a smooth and orderly mode of transition during the times of arrival and dismissal, please adhere to the following safety procedures:

- Upon arrival at school, students will not be permitted to leave the premises. Classroom instruction will begin promptly at 7:45 a.m. Please plan to drop-off your child no later than 7:15 am to allow adequate time for the student to go to his/her locker and report to class on time.
- It is extremely important that all students arrive at school before the beginning of 1st Period to maximize their optimal learning experience. Students who arrive at school late invariably disrupt the educational process. Please refer to the student handbook regarding all tardy, attendance, rules and procedures.
- We would like to remind everyone that the speed limit within the designated parameters of our school should not exceed 25 mph. Traffic tends to back-up; so please plan to drop-off your child accordingly and drive safely.



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- On Friday, September 8th, 2023, students will be allowed to enter the building beginning at 7:15am if they wish to eat breakfast. Students will report directly to the school cafeteria.
- Upon arrival, students will enter through the metal detector. We are asking for all students to cooperate with our security staff.
- Open food, drinks and hot beverages are not permitted in the building.
- Headphones and electronic devices are not to be visible. Upon entering the building these items are to be put away and remain away throughout the school day.
- All students will report directly to their 1st period class where they will receive a copy of their PowerSchool schedule.
- Please know safety is of the utmost importance to us. Upon entering the building, all visitors must report to the security desk, sign in, show proper photo identification, receive a visitor's pass, and then report to the main office for assistance. Only individuals listed in PowerSchool will be allowed to pick up the child. No parents, guardians or unapproved guests are allowed inside the classrooms without authorization.

EPS SCHOOL CALENDAR

We ask that you guide and support your child's learning by ensuring that he/she attends school daily, arrives on time, and is ready for the day's learning experience.

To review the EPS School Calendar for the 2023–2024 school year, please visit the following link: [SchoolCalendarfor2023-2024SchoolYear.pdf \(epsnj.org\)](#).

POWERSCHOOL PARENT PORTAL INSTRUCTIONS

PowerSchool is an electronic management system that is utilized by the Elizabeth Public Schools in order to collect, store, and maintain pertinent student data and records. The application provides parents with real-time access to information that pertains to a student's schedule,



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attendance, grades, and academic progress; it also offers a convenient and accommodating way for both parents and teachers to communicate as needed. Therefore, everyone stays connected. Schedules for the upcoming 2023-2024 school year will be available to view on PowerSchool on *Wednesday, August 30th*.

NEW AND RETURNING PARENTS TO EPS

Parents of new students must request a new account in order to input all of the information required to navigate the PowerSchool Parent Portal. Parents of existing students will need to log in, input, and update any changed information that has occurred for their child.

To obtain instructions on how to navigate the PowerSchool Parent Portal, please visit the EPS website at [Student and Parent Sign In \(powerschool.com\)](https://powerschool.com).

If you experience technical difficulties while accessing your child's PowerSchool information, please contact your child's school or visit the EPS website at [Student Support Services / Student Registration \(PreK-12\) \(epsnj.org\)](https://epsnj.org). From there, please click on the ***"PowerSchool Parent Portal Help"*** tab. Please scroll down and click on the school that your child currently attends. You will then be directed to complete an online contact form. After clicking the ***Save*** and ***Done*** buttons at the bottom, your request will be submitted and someone from the school will be in contact with you as soon as possible.

POWERSCHOOL STUDENT PORTAL INSTRUCTIONS

To obtain instructions on how to navigate the PowerSchool Student Portal, please visit the EPS website at [Student and Parent Sign In \(powerschool.com\)](https://powerschool.com).

UNIFORM POLICY

The intended purpose for the EPS dress code is to promote a positive self-image and to enhance school pride amongst our students. Health, safety, and educational well-being are the primary objectives for the dress code with the goal of fostering an environment that is conducive to discipline as well as to education. School uniforms are expected to be worn on a daily basis.



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The uniform and dress code requirements for your child's school are provided on the EPS website at <https://www.epsnj.org/Page/4374>. Please refer to the "**Uniform Policy**" tile and follow the instructions provided.

Parents, we are asking for both your cooperation as well as your support regarding your child's adherence to the uniform policy. Students who do not adhere to the school uniform policy will not be permitted to enter the building on **Friday, September 8th** or any school day thereafter. Please do not hesitate to contact the main office if you should have any questions with respect to the uniform policy.

Approved:	Students Are <u>NOT</u> Approved to Wear:
Teal Academy emblem/logo polo shirt	Hooded jackets or hooded sweatshirts
Black Academy emblem/logo sweatshirt	Shorts, Sports pants, Sweatpants or Sports shirts
Gym Uniform- Black TECTA logo sweatpants; Black TECTA Sweatshirt; White TECTA logo t-shirt	Gym uniform is not to be worn to school. Gym uniform is to be worn for participation in physical education only
Solid black skirt; Solid black skorts	Leggings/Jeggings
Solid black pants	Pants/Skirts with holes or designer cuts that expose skin
Solid black shoes/Black sneakers (No other colors are permitted on sneakers/shoes)	Open toe shoes, sandals, mules, high heels
	Hats, Scarves, Bandanas

ELECTRONIC DEVICES

For the past few years, our school has operated as a 1:1 technology school; and as a result, all students will continue to utilize a laptop computer for their daily classroom instruction. Students should make every effort to take excellent care of their laptops throughout the school year, as this is a very special privilege. Our 1:1 technology implementation will continue to ensure that our students attain the competitive standards that are needed to foster both college



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and career readiness. *All students are required to bring their charged laptops and power cords to school daily.*

NEW ENTRANTS

All new students to the district will receive their laptop during the first week of school.

9TH GRADE STUDENTS

Freshmen will receive their laptops at the 9th Grade Orientation which is scheduled to take place on – **Wednesday, August 23, 2023 @ 5:30-7:30pm, Thomas A. Edison Career & Technical 9th Grade @ Charles W. Harris Academy 425 Grier Avenue, Elizabeth, NJ 07202**

STAY CONNECTED

Receive School Reminders/Updates via Text Message!

Sign up to receive messages from your child's school and the Elizabeth Public Schools

NEW AND EXISTING PARENT INSTRUCTIONS

It is extremely important that we have the most updated home address and/or phone numbers so that we may contact you in the event of an emergency or to discuss your child's progress. Please be sure to update your contact information by logging into your PowerSchool Parent Portal and filling out the Emergency Information form found under the Forms link throughout the course of the school year should there be a change in either your home address and/or phone number. Open communication between the home and the school is expected and is one of the more pertinent keys to academic success in school.

Our Notification system enables staff members to contact parents through email, text, and through verbal messages recorded on the phone. Through this system, parents are immediately alerted of urgent information, major events, and/or upcoming dates. To ensure that this system will continue to operate in a highly effective manner, it is very important that we have **the most current and accurate information on file for each and every student.**



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To obtain information on how to keep your contact information up-to-date, please visit the EPS website at <https://www.epsnj.org/Page/4374>. Please refer to the “*Stay Connected*” tile and follow the instructions provided on how to update your information on PowerSchool.

In addition, please consider volunteering your services and supporting the Parent/Teacher Organization (PTO) at your child’s school. The PTO provides many opportunities for families within the school community to get involved and *stay connected*. Please be sure to sign up and learn more about the many resources that are available for your child here within the Elizabeth Public Schools.

DISTRICT / SCHOOL INFORMATION

Please ensure that all of the required documents listed below are reviewed and completed by the first day of school and that all personal information is updated regularly.

- Emergency Information Form
- Notice Regarding Physicals
- Media Release Form
- Student Internet & Network Permission Form with Elizabeth Internet Use Policy
- Acceptable Use For Technology – Electronic Mobile Device Form
- Emergency Connectivity Fund (ECF)
- Lunch Application

In order to obtain access to the required documents that are indicated above, please visit the EPS website at <https://www.epsnj.org/Page/4374>. Please refer to the “*Forms and Applications*” tile and follow the instructions provided.

TRANSPORTATION

Transportation will be available for the following students:

- Elementary students who live more than 2.0 miles from their school
- High school students who live more than 2.5 miles from their school
- Students whose IEP include transportation services



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GRADUATION REQUIREMENTS

Both the State of New Jersey Department of Education and the Elizabeth Board of Education require that all students meet high standards in order to receive a high school diploma.

Please visit the EPS website at <https://www.epsnj.org/Page/4374> and refer to the “*Graduation Requirements*” tile to obtain pertinent information regarding graduation requirements.

ABSENCES

Any student who accumulates more than nine (9) absences during the school year, in a subject area, may have credit for that course withheld even if absences are medically excused. Students who attain four (4) or more absences during the 4th marking period may have credit withheld.

Any student who is unprepared for physical education nine (9) times or more may have credit for that course withheld.

REPORT CARDS

Approximately every five weeks (8 times per year) either a progress report or a grade report will be mailed home. Each report lists important information. Class attendance and tardiness are also noted on both reports. Throughout the school year, please help us to stay on top of your child’s attendance and tardiness.

Guidance counselors and administrators are available to meet with you throughout the school year. Please call ahead for an appointment to discuss your concerns.

The 2023-2024 Marking Period Calendar for grades K-12 can be found by visiting the EPS website at <https://www.epsnj.org/Page/4374> and clicking on the “*Marking Period Schedule*” tile.



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ORIENTATION DATE

9th Grade Orientation

Wednesday, August 23, 2023 @ 5:30-7:30pm, Thomas A. Edison Career & Technical 9th Grade
@ Charles W. Harris Academy 425 Grier Avenue, Elizabeth, NJ 07202

BACK-TO-SCHOOL NIGHT

Thomas A. Edison Career & Technical 9th Grade @ Charles W. Harris Academy
Thursday, **September 21, 2023 @ 6:00pm**
425 Grier Avenue, Elizabeth, NJ 07202

Thomas A. Edison Career & Technical Academy
Tuesday, **September 26, 2023 @ 6:00pm**
625 Summer Street, Elizabeth, NJ 07202

SOCIAL - EMOTIONAL LEARNING

Now more than ever, today's generation of young adults are contending with many unimaginable challenges due to the aftermath of our most recent unprecedented times. In order to ensure that the continuance of positive school climates as well as the healthy development of the whole child progresses, the Elizabeth Public Schools recognize how critically essential social-emotional learning skills are for our students and their successful performance in school, in work, as well as in life; as a result, we will continue to foster social-emotional skills as a daily practice in the classrooms. Creating a safe learning environment where students are able to engage in the core competencies of self-awareness, self-management, social awareness, relationship skills, and responsible decision-making will help to provide students with the skills required to navigate through those complex challenges in life.

We hope that you will all continue to enjoy the remainder of the summer. Let's continue on our shared mission to reaffirm equity, reestablish expectations, and reclaim excellence! We look forward to starting another journey together on *Friday, September 8th*.

Sincerely,

John Markowitz, Principal