



Olga Hugelmeyer
Superintendent of Schools

Veronica Alvero
Principal

Valerie D. Burgos
Liliana Dias
Vice-Principals

«Guardianship»
«Mailing_Street»
Elizabeth, NJ 07202

August 2019

Dear Parents/Guardians and Families:

On behalf of the staff here at Dr. Antonia Pantoja School No. 27, it is with great pleasure that we welcome all of our new families as well as our returning families to the 2019 – 2020 school year! We are looking forward to a productive partnership with you in order to ensure that our children reach their highest academic potential possible. As partners, we will work together to nourish a rich and rewarding education for our students. The school year will be both inspiring and academically successful; as a result, together, we will supply every child with the necessary tools to become lifelong learners and outstanding citizens in the future. We share the responsibility for our children’s success and we want you to know that we will work diligently to implement our mission – for we do believe it is very important that *every child achieves excellence*.

➤ **First Day of School / Arrival and Dismissal Procedures**

The 2019 – 2020 school year will begin on **Thursday, September 5th, 2019**. Classes will be in session between the hours of **8:20 a.m. until 3:00 p.m.** In order to help facilitate a smooth transition, please adhere to the following arrival and dismissal procedures:

Arrival

- Children must line up with their classes by 8:20 a.m. at their designated location / entrance.
- Students will be walked into their classrooms at the 8:20 a.m. bell.
- Students arriving to class after 8:25 a.m. are considered late and will be required to obtain a late pass from the front desk prior to entering class.

Dismissal

- If your child will be picked up by someone other than a parent or will walk home each day, please ensure that you fill out the blue dismissal procedure form for the 2019 – 2020 school year.

Dr. Antonia Pantoja School No. 27

- Students who do not have an updated dismissal procedure form will not be released with anyone other than the parent/guardian listed in PowerSchool. Please note that students cannot be picked up after 2:30 p.m.

➤ **Breakfast Program**

School breakfast is served daily in our schools. It is imperative that you accurately complete a breakfast/lunch application so that your child’s payment status can be determined. Applications and nutrition information may be found by visiting our district website at www.epsnj.org.

- **Students in Grades 1-8** will be served breakfast before school from 7:50 a.m. – 8:15 a.m. in the Cafeteria (enter through the gate at the left side of the building, near the delivery area).
- **Students in Grades 5-8** will enter at the designated entrance and report directly to their homerooms (more specific information is attached).

➤ **Uniform Policy**

Dress Code Guidelines are established to promote a standard of appearance which enhances the learning environment while allowing for the reasonable comfort of all students.

Uniforms are expected to be worn on a daily basis. Please note that hats, bandanas, scarves, and other inappropriate head gear, including hooded garments, are not part of the school uniform and should not be worn. It is the responsibility of the parent/guardian to purchase the proper school uniform for his/her child. If a student moves to another school that has a different school uniform, any purchase of a school uniform for the new school will also be the responsibility of the parent/guardian. **(EBOE Policy Code 5132, 5133)**

STUDENT UNIFORM LIST

	Grades PK – 3	Grades 4-8
BOYS	Blue Polo* Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan	White Oxford Shirt* Blue Tie Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan Sweater*

	Grades PK – 3	Grades 4-8
GIRLS	Blue Polo* Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan	White Oxford Shirt* Blue Tie Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan Sweater*

Dr. Antonia Pantoja School No. 27



PHYSICAL EDUCATION

- White T-Shirt* or Blue Sweatshirt*
- Blue Mesh Shorts* or Blue Sweatpants*
- Sneakers (Black)

NOTE: Grade PK – 5 students may wear their gym uniform to school on physical education days. Grade 6-8 students must bring their gym uniform to change for physical education class.

*All items marked with an asterisk must have the LEAP logo (neighborhood school emblem) or the school's logo.

**Khaki shorts must be knee high and only worn between May 15th and October 1st.

Please note that this is a standard uniform list for most neighborhood schools. The uniform policy is the same districtwide but may vary in color depending on the school/academy.

➤ **Communication**

It is extremely important that we have the most updated phone numbers and home address so that we may contact you in the event of an emergency or to discuss your child's progress. Please be sure to notify both the teacher *and* the main office at any time throughout the course of the school year if there is a change in address and/or a phone number. Open communication between the home and the school is expected and is one of the most pertinent keys to academic success in school.

In order to ensure smooth daily operations, appointments are required. Please contact the school to schedule an appointment/meeting/conference or fill out an appointment request slip at our main entrance.

➤ **District Forms**

Please kindly review, sign, and return the packet of information with your child on the first day of school.

- 2019 – 2020 Emergency Form
- Student Internet & Network Permission Form
- Media Release Form
- District Website Parent/Guardian Consent Form
- Emergency Information
- Notice Regarding Physical Form
- Authorization for Release of Confidential Medical Information
- Bulletin 45: Request for Student Supervision Afterschool Dismissal Form
- 2019 – 2020 District School Calendar

Dr. Antonia Pantoja School No. 27



➤ **District's Code of Student Conduct**

The Board of Education believes that an effective instructional program requires an orderly school environment and that the effectiveness of the educational program is, in part, reflected in the behavior of pupils. The Board of Education expects pupils to conduct themselves in keeping with their level of maturity, with a proper regard for the rights and welfare of other pupils, for school personnel, for the educational purpose underlying all school activities, and for the care of school facilities and equipment.

For the full version of the Code of Student Conduct policy, please visit <https://www.epsnj.org>.

➤ **Electronic Devices and Other Personal Property**

Cell phones, iPods, beepers, headphones, radios, and other electronic devices are not to be used in school. They will be confiscated if seen and a parent must come to school to pick up the confiscated items. Schools are not responsible for lost, damaged, or misplaced electronic devices. **(EBOE Policy Code 5131)**

➤ **Attendance**

New Jersey statutes require every parent / guardian or other persons having custody and control of a child between the ages of 6 and 16 years to cause such child regularly to attend the public schools of the district. A student must be in attendance for at least 171 of the 180-day school year (95%). In order to be considered to have successfully completed the instructional program requirements of the grade / course to which he/she is assigned, no more than a total of nine (9) absences is allowed. **(EBOE Policy Code 5113)**

We look forward to partnering with you in order to ensure that your child has an excellent attendance record!

➤ **Safety and Security**

Please note that the safety of our students is of the utmost importance to us. Therefore, please have the proper photo identification readily available for the security guards in order to receive a visitor's pass upon entering the building. An orderly school environment is essential to the success of our learning program.

Dr. Antonia Pantoja School No. 27



➤ **Health Related Information**

By New Jersey state mandate, all Pre-K students must have the flue vaccination by January 1st in order to attend school. All incoming 6th grade students must have the Tdap and Menactra booster shots before returning to school in September 2019. For any and all medical updates or concerns, please contact the school nurse.

➤ **Back-to-School Night**

Our Back-to-School Night will be held on Monday, September 23rd, 2019 at 5:30 p.m. for students in Grades 1-4 and 6:30 p.m. for students in Grades 5-8. During this time, parents will have the opportunity to speak with teachers, visit classrooms, and sign up for the PTO. Please consider signing up.

The School No. 27 team members join me in saying that we are privileged to be a part of the Pantoja School Family!

Sincerely,

Veronica C. Alvero
Principal

Student:
Grade/Room:
Morning Entrance:
Dismissal Exit:
Parent PowerSchool Login Information: <http://www.epsnj.org> (select "Our Information/Email Systems" select "PowerSchool") User Name and Password information will be given out on Back to School Night.

GRADE 6 STUDENTS- IMPORTANT INFORMATION

Enclosed please find the letter which indicates that all sixth grade students are required to receive a booster dose of diphtheria, tetanus and pertussis vaccine, (Tdap), as well as one dose of meningococcal (Menactra) vaccine, by the first day of school. Failure to comply with the vaccine requirements means that your child will be **excluded from school on the first day.** Please bring your child's vaccine records on the first day of school.

Dr. Antonia Pantoja School No. 27



Olga Hugelmeyer
Superintendent of Schools

Veronica Alvero
Principal

Valerie D. Burgos
Liliana Dias
Vice-Principals

«Guardianship»
«Mailing_Street»
Elizabeth, NJ 07202

August 2019

Dear Parents/Guardians and Families:

On behalf of the staff here at Dr. Antonia Pantoja School No. 27, it is with great pleasure that we welcome all of our new families as well as our returning families to the 2019 – 2020 school year! We are looking forward to a productive partnership with you in order to ensure that our children reach their highest academic potential possible. As partners, we will work together to nourish a rich and rewarding education for our students. The school year will be both inspiring and academically successful; as a result, together, we will supply every child with the necessary tools to become lifelong learners and outstanding citizens in the future. We share the responsibility for our children's success and we want you to know that we will work diligently to implement our mission – for we do believe it is very important that *every child achieves excellence*.

➤ **First Day of School / Arrival and Dismissal Procedures**

The 2019 – 2020 school year will begin on **Thursday, September 5th, 2019**. Classes will be in session between the hours of **8:20 a.m. until 3:00 p.m.** In order to help facilitate a smooth transition, please adhere to the following arrival and dismissal procedures:

Arrival

- Children must line up with their classes by 8:20 a.m. at their designated location / entrance.
- Students will be walked into their classrooms at the 8:20 a.m. bell.
- Students arriving to class after 8:25 a.m. are considered late and will be required to obtain a late pass from the front desk prior to entering class.

Dismissal

- If your child will be picked up by someone other than a parent or will walk home each day, please ensure that you fill out the blue dismissal procedure form for the 2019 – 2020 school year.

Dr. Antonia Pantoja School No. 27

- Students who do not have an updated dismissal procedure form will not be released with anyone other than the parent/guardian listed in PowerSchool. Please note that students cannot be picked up after 2:30 p.m.

➤ **Breakfast Program**

School breakfast is served daily in our schools. It is imperative that you accurately complete a breakfast/lunch application so that your child’s payment status can be determined. Applications and nutrition information may be found by visiting our district website at www.epsnj.org.

- **Students in Grades 1-8** will be served breakfast before school from 7:50 a.m. – 8:15 a.m. in the Cafeteria (enter through the gate at the left side of the building, near the delivery area).
- **Students in Grades 5-8** will enter at the designated entrance and report directly to their homerooms (more specific information is attached).

➤ **Uniform Policy**

Dress Code Guidelines are established to promote a standard of appearance which enhances the learning environment while allowing for the reasonable comfort of all students.

Uniforms are expected to be worn on a daily basis. Please note that hats, bandanas, scarves, and other inappropriate head gear, including hooded garments, are not part of the school uniform and should not be worn. It is the responsibility of the parent/guardian to purchase the proper school uniform for his/her child. If a student moves to another school that has a different school uniform, any purchase of a school uniform for the new school will also be the responsibility of the parent/guardian. **(EBOE Policy Code 5132, 5133)**

STUDENT UNIFORM LIST

	Grades PK – 3	Grades 4-8
BOYS	Blue Polo* Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan	White Oxford Shirt* Blue Tie Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan Sweater*

	Grades PK – 3	Grades 4-8
GIRLS	Blue Polo* Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan	White Oxford Shirt* Blue Tie Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan Sweater*

Dr. Antonia Pantoja School No. 27



PHYSICAL EDUCATION

- White T-Shirt* or Blue Sweatshirt*
- Blue Mesh Shorts* or Blue Sweatpants*
- Sneakers (Black)

NOTE: Grade PK – 5 students may wear their gym uniform to school on physical education days. Grade 6-8 students must bring their gym uniform to change for physical education class.

*All items marked with an asterisk must have the LEAP logo (neighborhood school emblem) or the school's logo.

**Khaki shorts must be knee high and only worn between May 15th and October 1st.

Please note that this is a standard uniform list for most neighborhood schools. The uniform policy is the same districtwide but may vary in color depending on the school/academy.

➤ **Communication**

It is extremely important that we have the most updated phone numbers and home address so that we may contact you in the event of an emergency or to discuss your child's progress. Please be sure to notify both the teacher *and* the main office at any time throughout the course of the school year if there is a change in address and/or a phone number. Open communication between the home and the school is expected and is one of the most pertinent keys to academic success in school.

In order to ensure smooth daily operations, appointments are required. Please contact the school to schedule an appointment/meeting/conference or fill out an appointment request slip at our main entrance.

➤ **District Forms**

Please kindly review, sign, and return the packet of information with your child on the first day of school.

- 2019 – 2020 Emergency Form
- Student Internet & Network Permission Form
- Media Release Form
- District Website Parent/Guardian Consent Form
- Emergency Information
- Notice Regarding Physical Form
- Authorization for Release of Confidential Medical Information
- Bulletin 45: Request for Student Supervision Afterschool Dismissal Form
- 2019 – 2020 District School Calendar

Dr. Antonia Pantoja School No. 27



➤ **District's Code of Student Conduct**

The Board of Education believes that an effective instructional program requires an orderly school environment and that the effectiveness of the educational program is, in part, reflected in the behavior of pupils. The Board of Education expects pupils to conduct themselves in keeping with their level of maturity, with a proper regard for the rights and welfare of other pupils, for school personnel, for the educational purpose underlying all school activities, and for the care of school facilities and equipment.

For the full version of the Code of Student Conduct policy, please visit <https://www.epsnj.org>.

➤ **Electronic Devices and Other Personal Property**

Cell phones, iPods, beepers, headphones, radios, and other electronic devices are not to be used in school. They will be confiscated if seen and a parent must come to school to pick up the confiscated items. Schools are not responsible for lost, damaged, or misplaced electronic devices. **(EBOE Policy Code 5131)**

➤ **Attendance**

New Jersey statues require every parent / guardian or other persons having custody and control of a child between the ages of 6 and 16 years to cause such child regularly to attend the public schools of the district. A student must be in attendance for at least 171 of the 180-day school year (95%). In order to be considered to have successfully completed the instructional program requirements of the grade / course to which he/she is assigned, no more than a total of nine (9) absences is allowed. **(EBOE Policy Code 5113)**

We look forward to partnering with you in order to ensure that your child has an excellent attendance record!

➤ **Safety and Security**

Please note that the safety of our students is of the utmost importance to us. Therefore, please have the proper photo identification readily available for the security guards in order to receive a visitor's pass upon entering the building. An orderly school environment is essential to the success of our learning program.

Dr. Antonia Pantoja School No. 27



➤ **Health Related Information**

By New Jersey state mandate, all Pre-K students must have the flu vaccination by January 1st in order to attend school. All incoming 6th grade students must have the Tdap and Menactra booster shots before returning to school in September 2019. For any and all medical updates or concerns, please contact the school nurse.

➤ **Back-to-School Night**

Our Back-to-School Night will be held on Monday, September 23rd, 2019 at 5:30 p.m. for students in Grades 1-4 and 6:30 p.m. for students in Grades 5-8. During this time, parents will have the opportunity to speak with teachers, visit classrooms, and sign up for the PTO. Please consider signing up.

The School No. 27 team members join me in saying that we are privileged to be a part of the Pantoja School Family!

Sincerely,

Veronica C. Alvero
Principal

Student:

Grade/Room:

Morning Entrance:

Dismissal Exit:

Parent PowerSchool Login Information: <http://www.epsnj.org> (select "Our Information/Email Systems" select "PowerSchool") User Name and Password information will be given out on Back to School Night.

Dr. Antonia Pantoja School No. 27



Olga Hugelmeyer
Superintendent of Schools

Veronica Alvero
Principal

Valerie D. Burgos
Liliana Dias
Vice-Principals

«Guardianship»
«Mailing_Street»
Elizabeth, NJ 07202

August 2019

Dear Dr. Antonia Pantoja School No. 27 Parents/Guardians, and Students:

On behalf of the staff here at Dr. Antonia Pantoja School No. 27, it is with great pleasure that we welcome all of our new families as well as our returning families to the 2019 – 2020 school year! We are looking forward to a productive partnership with you in order to ensure that our children reach their highest academic potential possible. As partners, we will work together to nourish a rich and rewarding education for our students. The school year will be both inspiring and academically successful; as a result, together, we will supply every child with the necessary tools to become lifelong learners and outstanding citizens in the future. We share the responsibility for our children’s success and we want you to know that we will work diligently to implement our mission – for we do believe it is very important that *every child achieves excellence*.

➤ **First Day of School / Arrival and Dismissal Procedures**

The 2019 – 2020 school year will begin on **Thursday, September 5th, 2019**. Classes will be in session between the hours of **8:20 a.m. until 3:00 p.m.** In order to help facilitate a smooth transition, please adhere to the following arrival and dismissal procedures:

Arrival

- Children must line up with their classes by 8:20 a.m. at their designated location / entrance.
- Students will be walked into their classrooms at the 8:20 a.m. bell.
- Students arriving to class after 8:25 a.m. are considered late and will be required to obtain a late pass from the front desk prior to entering class.

Dismissal

- If your child will be picked up by someone other than a parent or will walk home each day, please ensure that you fill out the blue dismissal procedure form for the 2019 – 2020 school year.

Dr. Antonia Pantoja School No. 27



- Students who do not have an updated dismissal procedure form will not be released with anyone other than the parent/guardian listed in PowerSchool. Please note that students cannot be picked up after 2:30 p.m.

➤ **Breakfast Program**

School breakfast is served daily in our schools. It is imperative that you accurately complete a breakfast/lunch application so that your child’s payment status can be determined. Applications and nutrition information may be found by visiting our district website at www.epsnj.org.

Students in Grades Pre-Kindergarten – K will be served breakfast at 8:20 a.m. in their classrooms. Students in Grades Pre-Kindergarten – K should not report to school before 8:20 a.m.

➤ **Uniform Policy**

Dress Code Guidelines are established to promote a standard of appearance which enhances the learning environment while allowing for the reasonable comfort of all students.

Uniforms are expected to be worn on a daily basis. Please note that hats, bandanas, scarves, and other inappropriate head gear, including hooded garments, are not part of the school uniform and should not be worn. It is the responsibility of the parent/guardian to purchase the proper school uniform for his/her child. If a student moves to another school that has a different school uniform, any purchase of a school uniform for the new school will also be the responsibility of the parent/guardian. **(EBOE Policy Code 5132, 5133)**

STUDENT UNIFORM LIST

	Grades PK – 3	Grades 4-8
BOYS	Blue Polo* Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan	White Oxford Shirt* Blue Tie Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan Sweater*
GIRLS	Blue Polo* Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan	White Oxford Shirt* Blue Tie Khaki Pants or Khaki Shorts** Blue Socks Black Flat Shoes Appropriate for School Blue Cardigan Sweater*

Dr. Antonia Pantoja School No. 27



PHYSICAL EDUCATION

- White T-Shirt* or Blue Sweatshirt*
- Blue Mesh Shorts* or Blue Sweatpants*
- Sneakers (Black)

NOTE: Grade PK – 5 students may wear their gym uniform to school on physical education days. Grade 6-8 students must bring their gym uniform to change for physical education class.

*All items marked with an asterisk must have the LEAP logo (neighborhood school emblem) or the school's logo.

**Khaki shorts must be knee high and only worn between May 15th and October 1st.

Please note that this is a standard uniform list for most neighborhood schools. The uniform policy is the same districtwide but may vary in color depending on the school/academy.

➤ Suggested Supplies

Below is a list of suggested supplies for our Pre-Kindergarten students:

- Full-Size Backpack (without wheels)
- Small Blanket
- Crib Size Sheet
- Extra Set of Clothing (for accidents that may occur)
- 2 Boxes of Tissues
- 1 Package of Baby Wipes
- 2 Lysol/Clorox Disinfectant Wipes
- 2 Durable Plastic Double-Sided Pocketed Folders
- 1 Roll of Paper Towels
- 1 Can of Lysol Disinfectant Spray

Please make sure that everything you send to school is labeled with your child's first and last name.

➤ Communication

It is extremely important that we have the most updated phone numbers and home address so that we may contact you in the event of an emergency or to discuss your child's progress. Please be sure to notify both the teacher *and* the main office at any time throughout the course of the school year if there is a change in address and/or a phone number. Open communication between the home and the school is expected and is one of the most pertinent keys to academic success in school.

Dr. Antonia Pantoja School No. 27



In order to ensure smooth daily operations, appointments are required. Please contact the school to schedule an appointment/meeting/conference or fill out an appointment request slip at our main entrance.

➤ **District Forms**

Please kindly review, sign, and return the packet of information with your child on the first day of school.

- 2019 – 2020 Emergency Form
- Student Internet & Network Permission Form
- Media Release Form
- District Website Parent/Guardian Consent Form
- Emergency Information
- Notice Regarding Physical Form
- Authorization for Release of Confidential Medical Information
- Bulletin 45: Request for Student Supervision Afterschool Dismissal Form
- 2019 – 2020 District School Calendar

➤ **District's Code of Student Conduct**

The Board of Education believes that an effective instructional program requires an orderly school environment and that the effectiveness of the educational program is, in part, reflected in the behavior of pupils. The Board of Education expects pupils to conduct themselves in keeping with their level of maturity, with a proper regard for the rights and welfare of other pupils, for school personnel, for the educational purpose underlying all school activities, and for the care of school facilities and equipment.

For the full version of the Code of Student Conduct policy, please visit <https://www.epsnj.org>.

➤ **Electronic Devices and Other Personal Property**

Cell phones, iPods, beepers, headphones, radios, and other electronic devices are not to be used in school. They will be confiscated if seen and a parent must come to school to pick up the confiscated items. Schools are not responsible for lost, damaged, or misplaced electronic devices. **(EBOE Policy Code 5131)**

Dr. Antonia Pantoja School No. 27



➤ **Attendance**

New Jersey statutes require every parent / guardian or other persons having custody and control of a child between the ages of 6 and 16 years to cause such child regularly to attend the public schools of the district. A student must be in attendance for at least 171 of the 180-day school year (95%). In order to be considered to have successfully completed the instructional program requirements of the grade / course to which he/she is assigned, no more than a total of nine (9) absences is allowed. **(EBOE Policy Code 5113)**

We look forward to partnering with you in order to ensure that your child has an excellent attendance record!

➤ **Safety and Security**

Please note that the safety of our students is of the utmost importance to us. Therefore, please have the proper photo identification readily available for the security guards in order to receive a visitor's pass upon entering the building. An orderly school environment is essential to the success of our learning program.

➤ **Health Related Information**

By New Jersey state mandate, all Pre-K students must have the flu vaccination by January 1st in order to attend school. For any and all medical updates or concerns, please contact the school nurse.

➤ **Open House Night**

Our Open House Night will be held on Monday, September 3rd, 2019 at 4:00 p.m. for students in Grades Pre-Kindergarten – K. During this time, parents will have the opportunity to speak with teachers, visit classrooms, and sign up for the PTO. Please consider signing up. The School No. 27 team members join me in saying that we are privileged to be a part of the Pantoja School Family!

Sincerely,

Veronica C. Alvero
Principal

<p>Student:</p> <p>Grade/Room:</p> <p>Morning Entrance:</p> <p>Dismissal Exit:</p> <p>Parent PowerSchool Login Information: http://www.epsnj.org (select "Our Information/Email Systems" select "PowerSchool") User Name and Password information will be given out on Back to School Night.</p>
--

Dr. Antonia Pantoja School No. 27