



Olga Hugelmeyer
Superintendent of Schools

Howard Teitelbaum
Principal

Melvin Endick
Vice-Principal

August 2019

Dear Pre-Kindergarten Parents/Guardians and Families:

On behalf of the staff here at Dr. Orlando Edreira Academy School No. 26, 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*.

We are excited about the new academic year and all of the educational experiences we have planned for your child this year at our location on 1014 South Elmora Avenue. Our aim is to maximize your child's experiences both in and out of the classroom and to provide him/her with a world-class education.

➤ **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:

- All students who are eligible for transportation will receive a pick-up time in the mail from our Transportation Department. Those students will be picked-up in front of your house. As always, it is your choice to use the bus, if eligible, or provide your own means of transportation to get your child to school.
- School personnel will be available in the Gym on the first day of school to help students get situated and to provide you with your child's homeroom.

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- For many children, this could be their first day within a school and that can be somewhat scary. It is our goal to help young children acclimate to school by providing a nurturing environment. It is also our goal to help them become accustomed to school routines as soon as possible. To that end, we encourage you to celebrate this milestone; however, beyond the first couple of days of school, we will limit the number of days in which you will be allowed to walk your child into his/her classroom.
- We also want to remind you that class begins at 8:20 a.m.; students who arrive late tend to miss out on instruction and cause disruption to a class already in session. We ask that, to avoid being marked late and possibly violate our attendance policy, please make every effort to arrive on time each day.

➤ **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.

➤ **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)**

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STUDENT UNIFORM LIST

BOYS	Grades Pre-K
	Navy Blue Polo* Khaki Pants or Khaki Shorts** Navy Blue Socks Black Flat Shoes Appropriate for School Navy Blue Cardigan
GIRLS	Grades Pre-K
	Navy Blue Polo* Khaki Pants or Khaki Shorts** Navy Blue Socks Black Flat Shoes Appropriate for School Navy Blue Cardigan

PHYSICAL EDUCATION

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

NOTE: Grade Pre-K students may wear their gym uniform to school on physical education days.

*All items marked with an asterisk must have 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.

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➤ **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

Most of the forms you need to complete, along with other important documents, are available on our website at http://edreira.epsnj.org/pages/Dr_Orlando_Edreira_Academy_No in the heading marked “Our School” and then by clicking on the tab marked “School Policies and Forms.” These forms will also be sent home with your child on the first day of school. Please be sure to complete them as soon as possible.

➤ **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>.

➤ **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)**

Dr. Orlando Edreira Academy School No. 26



➤ **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. 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 Wednesday, September 18th, 2019 at 6:30 p.m. During this time, parents will have the opportunity to speak with teachers, visit classrooms, and sign up for the PTO. Please consider signing up.

Dr. Orlando Edreira Academy School No. 26 is an authorized International Baccalaureate (IB) World School for all students in Grades PreK-8. We are designated as the only school in New Jersey authorized to offer the PYP (elementary) and MYP (middle) programs. School No. 26 is also the only school in Elizabeth offering these exciting programs where an inquiry method is utilized to help students learn and foster a greater understanding for all of the people with whom we share the planet. Students in Pre-K are also IB students. In the fall, we will have an IB Open House where you will learn more about this program and the unique opportunities that your child will have at Dr. Orlando Edreira Academy School No. 26. This last school year we were reauthorized with the International Baccalaureate and look forward to the next five years of further developing our program with your child and experiencing all the additional benefits of an IB education.

Once again, I would like to welcome you and your child to Dr. Orlando Edreira Academy School No. 26 for Pre-K 3 or welcome you back for year two of Pre-K (Pre-K 4) and extend our best wishes for a successful school year.

Sincerely,

Howard Teitelbaum
Principal

Dr. Orlando Edreira Academy School No. 26



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Superintendent of Schools

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➤ **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 **7:30 a.m. until 3:05 p.m.** In order to help facilitate a smooth transition, please adhere to the following arrival and dismissal procedures:

- Doors open at 7:05 a.m. for students.
- Near the end of the summer, all students, who are eligible for transportation, will receive information in the mail from our Transportation Department regarding appropriate pick-up times and locations. As always, it is your choice to use the bus, if eligible, or provide your own means of transporting your child to school.
- If you are eligible for busing and choose to take advantage of it, please remember that, for the first few weeks, busing can be stressful in trying to find the time in which your child's bus arrives at the stop and when they arrive home. So much of this is based on the route the bus takes, how many people are on the bus, and dealing with traffic patterns as all students in Elizabeth make their way back to school. I ask that you please be understanding until things settle down.

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- School personnel will be in the Gym on the first day of school to provide you with your child’s homeroom and to help **students in Grades K-4** get situated.
- Parents, please remind **students in Grades 5-8** to report to the cafeteria.

➤ **Breakfast Program**

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SCHOOL UNIFORM:

	Grade 1	Grades 2 – 5	Grades 6 – 8
Boys	-Navy Blue Pull-Over Golf Shirt* -Beige Pants -Dark (black, navy, or brown) shoes Appropriate for School	-Navy Blue Pull-Over Shirt or White Button-Down Shirt* -Tie -Beige Pants -Dark (black, navy, or brown) shoes Appropriate for School	-White Button-Down Shirt* -Tie -Beige Pants -Dark (black, navy, or brown) shoes Appropriate for School
Girls	-Navy Blue Shirt* -Beige Skirt or Dress -Navy Blue Socks/Stockings -Dark (black, navy, or brown) shoes Appropriate for School	-Navy Blue Pull-Over Shirt or White Button-Down Shirt* -Tie -Beige Skirt or Pants -Navy Blue Socks/Stockings -Dark (black, navy, or brown) shoes Appropriate for School	-White Button-Down Shirt* -Tie -Beige Skirt or Pants -Navy Blue Socks/Stockings -Dark (black, navy, or brown) shoes Appropriate for School



PHYSICAL EDUCATION UNIFORM:

All Grades - On specified gym days, students should wear a Navy Blue Sweatshirt* or White T-shirt with the School Logo, Navy Blue Sweatpants, and Sneakers.

On Game-Day Only - All students are allowed to wear a Navy Blue Button-Down School Sweater, Green or Yellow School Sweatshirt or EPS Sport Uniform Shirt.

Students in Student Government may wear Student Government shirts on days of events.

NOTE: Grade 1 – 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.

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We are very excited about the new school year and are happy to have your child here. We know how important your child is to you and we are committed to educating them in a school that is respectful, supportive, and nurturing. I would like to wish your child the best of luck for a great school year.

Best wishes for a successful school year,

Howard Teitelbaum
Principal

Dr. Orlando Edreira Academy School No. 26