



Olga Hugelmeyer
Superintendent of Schools

Linda Trebino
Principal

August 2023

Dear Parents/Guardians and Students,

We, the entire staff here at **Frances C. Smith Early Childhood Center School No. 50**, 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.

Every year we strive to build a stronger partnership between both the home and the school community. By attending a coffee chat or, possibly, joining the PTO, these are just a few of the ways in which family members can become more engaged in our learning community and stay connected.

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 8, 2023. Instruction will be conducted during the hours of 8:20 a.m. to 3:00 p.m.

QUAD NUMBER	ENTRANCE & DOOR NUMBER	ROOM NUMBERS	STAFF MEMBER
1	Side Door with Ramp Door 6	1, 3, 4, and 6	Mr. Chacon & Ms. Campagna
2	Back of Gym- Door 5	7, 9, 10, & 12	Ms. Nancy & Mr. Santiago
3	ABC Turtle/Sheep Wall Door 2	13, 15, 16, & 18	Ms. Pompey & Ms. Fatima
4	Courtyard/Playground Door 1	22 & 24	Ms. Alcaz & Ms. Harris
5	Front of Gym	25, 27, 28, & 30	Mr. DelRisco & Ms. Roxanna

Frances C. Smith Early Childhood Center School 50



	Door 4		
PSD STUDENTS	Door by EC Offices Door 3	103, 19 & 21	Ms. Cruz, Ms. Dominguez & Ms. Leone
BUS STUDENTS			Ms. LaVecchia & Mr. G

There will be staff members outside to assist everyone during the first week of school.

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. Please review and sign the Attendance Contract included in this packet and return it to your child’s teacher on the 1st day of school.

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, 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.

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

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 \(PreK-12\) \(epsnj.org\)](#). 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.

Frances C. Smith Early Childhood Center School 50



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.

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.

ELECTRONIC DEVICES

The implementation of iPads into the preschool classrooms provides an opportunity for our youngest students to extend their learning through developmentally appropriate active-learning experiences. While the iPad can serve as a tool to help reinforce skills in the areas of reading, writing and mathematics, it can also provide opportunities for preschool students to investigate, explore, and create within the early childhood setting.

The implementation of the iPad is integrated seamlessly into the preschool curriculum during center time. iPads enhance student learning by providing opportunities for students to retell and create their own stories, investigate and explore exciting new places and diverse cultures, capture their learning through student created portfolios, and reinforce skills through books and learning applications.

NEW ENTRANTS

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

STAY CONNECTED

Receive School Reminders/Updates via Text Message!

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

Frances C. Smith Early Childhood Center School 50



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.**

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
- School Contract
- 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

Frances C. Smith Early Childhood Center School 50



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.

IMMUNIZATION REQUIREMENTS

Please be advised that the State of New Jersey, Department of Health Services, has changed several immunization requirements. All children attending licensed childcare centers and preschools are required to receive an annual flu vaccination. Students entering preschool also need a current (within 1 yr.) physical (see attached Universal Health Record).

Please provide proof of your child’s current physical prior to the first day of school. Also, please provide proof of your child’s required immunization as soon as possible and no later than ***December 2, 2023***. Students who do not have the required documentation will be excluded from school as of ***January 2, 2024***.

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

SCHOOL SUPPLIES

On the first day of school, please send your child in with the following items:

-  Small backpack without wheels
-  2 small sheets & 2 small blankets (for rest time)
-  2 changes of clothes (shirt, pants, underwear & socks)
-  Two family pictures to display on our family trees in our classrooms
-  Diapers or pull ups and wipes (if needed)
-  ***Enclosed you will also find a symbol that your child needs to wear on the first day of school.***

**PLEASE LABEL ALL ITEMS WITH YOUR CHILD’S FIRST & LAST NAME
PLEASE BE AWARE THAT TOYS FROM HOME ARE NOT PERMITTED IN
SCHOOL**

Frances C. Smith Early Childhood Center School 50



BACK-TO-SCHOOL NIGHT

We look forward to meeting parents/guardians at our Back-to-School Night on **Thursday, September 14th at 5:30 p.m.**

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 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,

Linda Trebino
Principal
(908) 436-6362

Frances C. Smith Early Childhood Center School 50