

J. Harvey Rodgers School

Parent Handbook 2022-2023



301 Georgetown Rd., Glassboro, NJ 08028

856-652-2700 x5101

www.gpsd.us

WELCOME

Welcome to the 2022-2023 school year. I hope that you have enjoyed the summer months and have had time to fill it with fun and exciting memories with your loved ones. The Rodgers family is thrilled to welcome all of you back to a new school year of learning and growing. To those of you who are new to the J. Harvey Rodgers School, we extend a warm welcome and wish your child the best in the new school year.

Our beautiful Early Childhood Building has approximately 250 students and is rich with diversity. The Rodgers faculty works collaboratively to identify specific needs of our young learners and to develop learning experiences that ensure every student meets success. At the J. Harvey Rodgers School, we are also fortunate to have many exciting events for our families to enjoy throughout the school year, and hope that you will quickly feel at home.

The J. Harvey Rodgers School welcomes your involvement in the education of our children. We have a PTO, whose members would be happy to discuss the many opportunities available for you to become involved. Additionally, parents and community members are invited to join the Rodgers Parent Advisory Committee (RPAC), which will provide an opportunity for stakeholders to engage in conversation with administration about the programs and activities at our school. For more information on BPAC, please visit our website.

I am excited to be kicking off the school year and am looking forward to working closely with you to ensure that our children are safe, happy, and achieving at high levels. We embrace the challenges of the future while we continue to cherish and celebrate the traditions of the past. Our remarkable staff, involved parents, and committed students come together to make J. Harvey Rodgers a wonderful and unique place.

In an effort to help you get your child off to a fantastic start; this handbook was prepared to provide you with the necessary information regarding our programming, along some helpful hints. We will communicate important information via the *School Messenger* phone system throughout the year. It is extremely important that all contact information in Power School is up to date so that you receive all communication from the school district. Additional information about our school and district is also available via the Glassboro web site at www.gpsd.us.

If you have any questions or concerns throughout the year, please feel free to call or email at any time. Thank you for joining us as partners in the educational process, and I look forward to seeing you at our Back-to-School night on September 15, 2022.

PHILOSOPHY

Each child brings to school his or her own unique interests and experiences, special abilities, and developmental needs. We build on each child's strengths, while providing an environment rich with new ideas and experiences designed to encourage growth.

Our program is developmentally based and is designed for the age group served and is implemented with attention to the needs and differences of the individual children enrolled. The curriculum is geared to students' levels of understanding, different rates of development and learning styles, varying cultural backgrounds, and prior experiences. A multitude of hands-on experiences is provided.

Assessments are completed three times per year. The main goal of assessment is to drive instruction. We can determine how much growth children have made, whether instructional strategies are meeting student needs, and where we need to concentrate our teaching efforts.

We believe that school should be a positive, enjoyable experience for children, and that it is critical to each child's success to feel safe, encouraged and loved. In accordance, we have certain behavioral expectations that will allow all children to feel comfortable in the school setting. At this age level, we believe that it is our responsibility, with the support of parents, to

teach the behaviors that are appropriate in the school setting. Our approach to teaching these behaviors is a positive one and follows the schoolwide Positive Behavioral Interventions and Supports (PBIS) philosophy through our *Bulldog Buddies* program.

We trust that you and your child will have a wonderful experience at Rodgers School. We encourage you to take advantage of the many opportunities for parent involvement and enjoy your child's early school experiences. Please feel free to ask questions or provide suggestions for school improvement at any time.

SCHOOL DAY/HOURS

Pre-Kindergarten and Kindergarten

Pre-Kindergarten and Kindergarten students attend school Monday through Friday, 8:40 AM to 2:40 PM. Students can be dropped off between 8:25 AM and 8:40 AM.

Early Dismissal

There are several early dismissal dates scheduled throughout the school year. On these days, all students attend school from 8:40 AM to 12:40 PM. We do serve breakfast/lunch on these days. **It is very important for parents to arrange for someone to be available at the bus stop or pick children up at school when we are on an early dismissal schedule.**

2022-2023 calendar dates for Early Dismissal:

- November 23
- November 29, November 30, December 1, December 2
- December 23
- March 14, March 15, March 16, March 17
- June 12, June 13, June 14

Late Arrival

There are several late arrival dates scheduled throughout the school year. On these days, all students attend school from 10:40 AM to 2:40 PM. We do serve breakfast/lunch on these days. Students can be dropped off between 10:25 AM and 10:40 AM.

2022-2023 calendar dates for Late Arrival:

- September 16
- October 28
- December 9
- January 27
- March 10
- April 28
- May 26

EMERGENCY SCHOOL CLOSING INFORMATION

During the winter months, ice and snow may result in school closings or early dismissals. A decision to close the schools is made for the safety of your children and is usually made early in the morning. Decisions for early dismissal, although rare, are usually made by 10:00 a.m.

Parents will be notified via the district website. A phone recording will also be sent out to all families via the *School Messenger* phone system. In the event of early dismissal due to weather or other emergency, every effort will be made to notify the parents.

ABSENTEEISM & TARDINESS

It is important that your child attend school on all school days, unless ill. We recommend that families schedule vacations when school is not in session. Attending school daily will help your child's academic success and will help to develop a good lifetime habit. Excessive absences may result in retention or paperwork may be filed with the Municipal Court for truancy.

If your child is absent from school, please call the Rodgers School Attendance Line at 856-652-2700, ext. 5111 to report the absence. If we do not get a call and your child is absent, the school nurse may call you. When your child returns to school, send a note in to your child's teacher explaining the reason for the absence. Documentation for sickness must be submitted within five days from the time the student returns to school or the absence will be counted as "unexcused". If your child is absent for three or more consecutive days, a doctor's note may be requested. **However, please be aware that a doctor's note will not excuse your child for being absent.**

The J. Harvey Rodgers School upholds all attendance policies and regulations as defined by the NJ Department of Education. Although education under the age of six is considered noncompulsory, once a child is enrolled into a public school, all families are held to these standards as student attendance rates influence state funding. Once ten absences have been accrued, a mandatory conference will be scheduled with the building Principal. At that point, paperwork may also be filed with the Municipal Court for truancy if the child is six years of age.

Children are expected to be in school by 8:40 A.M. Children will be considered absent if they are in school for less than four hours. It is important to have children understand the importance of promptness and good attendance at an early age. Please reference the chart below.

CURRICULUM & INSTRUCTION

The J. Harvey Rodgers School proudly offers diverse and expansive opportunities for our Pre-K and Kindergarten students. It is our goal to provide each student with a comprehensive academic and social foundation that will enable them to meet the challenges of the new millennium. All programming has been designed to meet the requirements of the ESEA-Entitlement Grant, the Preschool Education Expansion Aid and are aligned to the New Jersey Student Learning Standards. In short, the Rodgers faculty provides its students with the latest research based, cutting edge, data-driven best practices in education.

The Creative Curriculum has helped our Pre-Kindergarten faculty address the social/emotional and academic needs of our youngest students during our full day programming. Creative Curriculum balances teacher-planned and child-initiated learning, emphasizing responsiveness to children's strengths, interests, needs, and learning styles. It helps teachers plan and implement content-rich, developmentally appropriate programs that support active learning and promote children's progress in all developmental areas that include social, emotional, cognitive, and physical development.

Our Preschool program is a mixed age grouping model that includes students who are three and four years old in each of our classrooms. This is a model for preschoolers that allows children to be grouped according to different age ranges. The goal is to build confidence in younger children as well as enhance their language and behavioral skills alongside maximizing intellectual potential. Meanwhile, older children benefit from multi-age

grouping because it allows them to ‘mentor’ younger children, which builds on their sense of responsibility, and empathy skills. Younger children working in mixed-age groups are also capable of contributing to complex activities and mix well with other children as they get to understand each other better. Additional benefits include:

- Nurtures Early Childhood Learning and Leadership
- Establishes a Sense of Uniqueness
- Supports Children Being More Cooperative than Competitive
- Grows Confidence in Children
- Introduces New Ways to Develop and Grow

Literacy instruction in the Creative Curriculum classroom focuses on creating an environment and experiences that inspires children to read and write. This includes literacy as a source of enjoyment, vocabulary and language, phonological awareness, knowledge of print, letters and words, comprehension, and books and other texts. The Pre-Kindergarten faculty builds upon children’s interests to promote mathematics learning as well, with the goal of assisting students to fully understand mathematical concepts and skills through application.

Our Kindergarten Language Arts Literacy is a 130-minute LAL block through Wit & Wisdom. The Wit & Wisdom curriculum is built on engaging and high-quality texts and present strong multimedia options alongside printed texts. The materials provide strong opportunities for students to hone their writing, speaking, and listening skills throughout the content while demonstrating their growing content knowledge. The four modules of Wit & Wisdom that will be explored throughout the year include: The Five Senses; Once Upon a Farm; America Then and Now; The Continents.

Daily instruction will also consist of Phonemic Awareness, Word Studies, and Handwriting (Foundations), Small Group Instruction (Geodes), Whole Group Instruction (Wit & Wisdom) and an opportunity to extend learning through Play-based Knowledge Centers.

Individual student achievement is closely monitored, and data is continuously collected using MAP (Measure of Academic Progress) Reading Fluency. MAP Fluency enables teachers to efficiently measure oral reading fluency with an online, adaptive benchmark and progress monitoring assessment. In addition to fluency, the test measures foundational skills and literal comprehension. This, combined with collaboration among grade level members and our ELA Supervisor, allows the faculty to proactively address student needs.

Math has brought fun back into learning for our Kindergarten students and their teachers through Eureka Math! Kindergarten mathematics is about (1) representing, relating, and operating on whole numbers, initially with sets of objects; and (2) describing shapes and space. The sequence of the six Kindergarten modules aligns with the New Jersey Student Learning Standards and include: Numbers to 10; Two-Dimensional and Three-Dimensional Shapes; Comparison of Length, Weight, Capacity, and Numbers to 10; Number Pairs, Addition and Subtraction to 10; Numbers 10-20 and Counting to 100; and Analyzing, Comparing, and Composing Shapes. Each lesson throughout the modules has a fluency practice, application problem, concept development, and student debrief.

Each grade level builds upon and extends the previously taught concepts and skills so that children can approach a new challenge with a firmly established foundation. Our teachers consistently bring renewed energy and enthusiasm to provide support to each student to address his/her individual strengths and weaknesses.

To accommodate the needs of all students, the Rodgers School provides many ancillary programs as well. This includes Basic Skills support for Language Arts, English as a Second Language (ESL) programming, and an Extended Year program for our Special Education students. Students at risk (academic and/or behavioral) are serviced through the Intervention & Referral Services Team (I&RS). This team identifies intervention strategies and best practices for teachers to use with the referred students. If it is found that the strategies are not successful, a student may be referred to the Child Study Team for further testing.

At Rodgers School you will also find active, child-centered character education programming based on Schoolwide Positive Behavioral Interventions and Supports (PBIS) to ensure the behavioral success of all students. Through this program, we continue to address the emotional and social needs of our students through a variety of activities. This includes the selection of a Student of the Month from every classroom and opportunities for positive reinforcement through the *Bulldog Buddies* program.

Parents and families also play an active role as members of the Rodgers community. Our PTO meets monthly to discuss any schoolwide issues and to plan fundraising activities that will benefit our students. Parents regularly volunteer to assist staff, dispense fundraiser items, chaperone field trips, assist at the Scholastic Book Fair, or help at class parties. Family Participation Nights also happen regularly at Rodgers and are well attended. Previous activities have included Family Dances, Movie Nights, and Family Literacy/Math Nights, just to name a few!

District Curriculum Supervisors:

- Catherine Torbik – Director of Special Education
- Brandi Sheridan – Supervisor of Math and Science
- Andrew Pancoast – Supervisor of Language Arts and Social Studies
- Amy Masso – Supervisor of Basic Skills
- Sue Kornicki – Supervisor of Educational Technology and Visual & Performing Arts

REPORT CARDS & STUDENT GRADES

In Preschool, Teaching Strategies GOLD is an authentic, ongoing observational system for assessing students. The assessment model used in GOLD follows widely held expectations for children at a preschool age that enables a whole-child approach to assessment. Parents will receive information on the progress of their child’s social/emotional, physical, language, and cognitive growth three times per year.

In Kindergarten, we utilize a standards-based report card to determine student growth. Teachers will assess student progress based on classroom performance, participation, completion of assignments and assessments. Each student will have a portfolio that is representative of the various standards taught throughout the marking period. Parents will receive information on their child’s academic progress four times per year.

Marking Period 1 – ends November 9th

Marking Period 2 – ends January 26th

Marking Period 3 – ends April 3rd

Marking Period 4 – ends June 15th

DROP-OFF PROCEDURES

When dropping students off, please enter the school “horseshoe” parking lot on Dickinson Rd. For safety reasons, we ask that children are seated in the back seat on the passenger side. In order to expediate parent drop off, we ask that when your children are getting out of the car, they are ready to enter the building (ex: coats on) and conversations with staff be minimal. It is important for parents to pull up as far as possible when turning into the horseshoe to allow as many cars into the drop off area as possible. Due to limited parking, we ask that you utilize the drop-off horseshoe rather than parking and walking your child up to the door. Parking in any unauthorized areas or places will impede the flow of traffic and create a safety risk for students and staff.

All students not taking the bus and being driven to school may be dropped off between 8:25 AM and 8:40 AM. It is very important that students arrive to school on time. Bus drop-off takes place along Yale Road and it is important to remember that there are no cars allowed in the bus zones. Students who do not arrive by 8:40 AM will need to be checked in at the main office and will be marked as tardy. The drop-off doors will be closed and locked at 8:40 AM each morning. If students are tardy on a consistent basis, a meeting with the principal may be required.

All bus students and walkers are escorted into the building by a J. Harvey Rodgers staff member and dropped off at their classroom.

BUS DROP-OFF/PICK-UP

Be advised that buses will drop off and pick up students at the front of the building. All students riding on buses are required to wear seat belts and are expected to conduct themselves in a manner that enables our drivers to focus on ensuring safe and timely arrival to school and also home. Inappropriate conduct on buses is not acceptable as it jeopardizes the safety of all on board and on the roadways. For serious and/or repeated infractions on the bus, a student's transportation privileges may be suspended. We appreciate in advance the support of parents in reviewing behavioral expectations during transport to and from school.

Bus Transportation Rules

The following rules must be adhered to by all students transported on buses:

1. Students must sit in assigned seats.
2. Students must remain seated at all times until they are dismissed from the bus.
3. Face coverings must be worn at all times.
4. There is no eating or drinking on the bus.
5. Listen to instructions from the bus driver.

Additional Bus Note

As is always the case, no parents/guardians are permitted on buses during pick-up or drop-off times. Only students assigned to the bus and/or authorized GPSD staff are permitted on GPSD buses.

DISMISSAL PROCEDURES

We dismiss walkers and bus students each day at 2:40 PM. All walkers are escorted by a J. Harvey Rodgers School staff member to the cafeteria for dismissal until an authorized adult signs them out. All bus students are escorted by a J. Harvey Rodgers School staff member to their bus line and on the bus.

Students should remain in school for the full school day, unless unavoidable. Early release of students is only permitted for doctor's appointments and other urgent business that cannot be done outside of school hours. **No students will be released early during the last 30 minutes of the school day (dire emergencies excluded).** Individuals who must pick up a child early must report to the main office and be prepared to provide ID.

Students who do not ride the school bus will be signed out by certified staff at the cafeteria doors along Dickinson Rd. Any adult picking up a student must be prepared to provide ID before a child is dismissed to them.

If your child normally rides the bus and there is a change to this routine, you must write a note to your child's teacher that includes the date, the name of the person who will be picking up your child, and a signature from a parent or guardian. Students will only be released to a parent, or an individual designated in writing by a parent. We will ask for a photo ID, so always be prepared to have one available. Make sure that any individual that you designate is also aware of this policy.

VISITOR PROTOCOL/PARENT MEETING REQUESTS/STUDENT ITEM DROP-OFF

There are two visitor spots located at the front of the building. Parents can also park in any other empty spot along the front or along the street in the front of the building. To enhance the safety and security of our students and staff, all visitors must use the buzzer near the door and be prepared with a valid official photo identification (driver's license preferred). Wait for further instructions from our office staff. We appreciate your understanding as we prioritize the safety of our students and staff.

We certainly encourage any parent/guardian or community member to reach out if you wish to speak to a member of the Rodgers team. If a conference is desired, we ask that you reach out via phone or email and make an appointment for a virtual, phone, or in-person conference. This would also apply to meetings desired with the principal or other educational support staff members. We thank you in advance for your cooperation.

Drop off of items to school by a parent or guardian should be restricted to emergency items (i.e., medication) and/or items essential to instruction (i.e., laptops) and it is extremely helpful if you can communicate in advance that you will be dropping off items (856-652-2700 EXT 5101). If your child forgets his/her lunch, we will ensure a school lunch is provided.

BREAKFAST AND LUNCH PROGRAM

A menu is available on the district website monthly so you will be able to determine if a lunch from home would be desirable to your child on certain days. If a lunch from home is brought to school, milk and other drinks may be purchased. Parents may set up an account with the lunch supervisor. Money can be put into the account and as the student uses the money it reflects its activity. Lunch prices are set in accordance with district policy and state guidelines. Free or reduced lunches are available to students for the 2022-23 school year. Applications for these subsidized programs must be applied for and reviewed each new year.

Breakfast is available for all children at no charge. We encourage all children to have breakfast at home or school so that they are sufficiently fueled to perform to their potential. For students to participate in the breakfast program, they must arrive by 8:40 a.m.

PLAYGROUND

Please be advised that the J. Harvey Rodgers playground area is closed while school is in session. No one is permitted on the school playground during arrival, during the school day, and during dismissal. Again, this protocol is in place to enhance safety and security, and ensure the health and wellness of our students, families, and staff.

BEHAVIOR & SCHOOLWIDE PBS (POSITIVE BEHAVIORAL INTERVENTIONS SUPPORT)

The J. Harvey Rodgers School has effectively established a Schoolwide Positive Behavioral Interventions and Supports (PBIS) program, called the *Bulldog Buddies* Program. Through the modeling of schoolwide expectations (rules), common vocabulary, student-centered rewards and data-driven decision making, our children quickly learn what a positive learning environment “looks like.” As our *Bulldog Buddies* motto states, every student at the Rodgers School will: *Take care of yourself, your friends, and your school!*

Teachers begin by teaching children that there are positive consequences for following expectations. This includes rewarding students with specific, positive praise statements, and various extrinsic rewards. The schoolwide expectations and “what they look like” in practice are explained as needed and are modeled several times throughout the year as part of our Schoolwide PBIS role-plays.

Our students also learn that there are logical consequences for not following expectations. Consequences are used to help students to solve their problems through character building interactions with our school faculty. Parental support is also critical in teaching appropriate school behavior; therefore, parent communication is expected from all staff to ensure that children receive the same message from both home and school.

In the case of more extreme behaviors that interfere with safety, general well-being, or the learning of our students, additional consequences may be necessary. In these cases, the school principal will work directly with the student and his/her family to help ensure behavioral success.

RODGERS BULLDOG CHARACTER EDUCATION AWARD

The J. Harvey Rodgers School is proud to recognize students who routinely demonstrate the pillars of character. The Rodgers Bulldog Character Education Award recognizes monthly, a student in each classroom as well as one student chosen by our special area teachers (in Kindergarten only – Music, Gym, and Science), for being outstanding students and citizens and for demonstrating the pillars of character.

GUIDANCE

We have a full-time guidance counselor available to students and/or parents to discuss problems which affect the student in his/her schoolwork. The counselor can be a resource person to assist in dealing with the problem. The counselor has contacts with outside agencies and can be very helpful in resolving problems or finding the appropriate help for the family.

Additionally, our guidance counselor works to facilitate efforts to implement school-wide programs designed to promote a healthy and safe learning environment; support students in the effort to build self-regulation and pro-social skills, facilitate small group counseling targeting students in need of more intensive support; provide one-to-one counseling support as needed; and to assist teachers in implementing SEL strategies in the classroom.

BACK TO SCHOOL NIGHT

Back to School Night will take place on September 15, 2022, at 6:00 PM. Back to School Night is a valuable opportunity to learn important information about your child's classroom experience. One of the main reasons why schools hold back to school nights is because they would like to share the curriculum that their institution adopts. By learning about our curriculum, you will be able to guide and support your child better on their academic challenges and build on their successes.

CONFERENCES

Parent/Teacher Conferences are scheduled for **November 29, 2022 to December 2, 2022**. We will be holding evening conferences on November 30, 2022, from 5:30 to 7:30 pm. Teachers will be sending appointment times several weeks prior. A second Parent/Teacher Conference is scheduled for **March 14, 2023 to March 17, 2023**. We will be holding evening conferences on March 16, 2023, from 5:30 to 7:30 pm. Every effort is made to arrange a time that would be mutually convenient.

The purpose of the conference is to discuss student progress, get parent input, and discuss home activities that may be beneficial. It is important for parents to attend conferences, as this will help support the success of your child.

Additional individual conferences regarding specific concerns may also be necessary throughout the school year. The parent or teacher may request such a conference and arrange a mutually convenient time to meet.

PARENT/GUARDIAN REQUESTS FOR MEETINGS

We certainly encourage any parent/guardian or community member to reach out if you wish to speak to a member of the Rodgers team. If a conference is desired, we ask that you reach out via phone or email and make an appointment for a virtual, phone, or in-person conference. This would also apply to meetings desired with the principal or other educational support staff members. We thank you in advance for your cooperation.

SCHOOL SECURITY & DRILLS

Student and employee safety is a priority. Visitors are required to buzz in at the front door (which is located near the corner of Georgetown and Yale Roads) and must report directly to the main office, where they will be required to confirm a specific appointment/reason for their visit. All visitors will have to provide identification. Before accessing the building, all visitors will be given a badge to signify that they have checked in. Please understand, that you may be asked for building issued visitor identification throughout the building, based upon the nature of your visit. As always, our goal is to keep our children safe.

No visitors are permitted to walk the building or visit classrooms without the knowledge of the office staff. Many times throughout the year our young students may forget important items (i.e. book bags, lunch, library books) or you may wish to drop off birthday snacks, for example. Any items that you may wish to drop off can be left in the main office and will be delivered by building staff.

Students will **ONLY** be released to individuals who the parent has designated as appropriate. Please keep your **STUDENT PICK-UP AUTHORIZATION FORM** current and

contact both the main office and your child's teacher in the event of any changes. A Student Pick-Up Authorization Form will be required to be filled at the start of the school year. Anyone picking up a child will be required to show identification.

Procedures are in place to ensure the safety of our students during an emergency. The procedures are practiced frequently, and all staff members are trained on following the safety drill protocols. Fire drills or other safety drills are held twice a month, as prescribed by law. If a school evacuation and reunification is deemed necessary, student release protocols will be followed to ensure the safety and security of all students being picked up. Protocols include the requirement that anyone picking up a child from the relocation site will be required to show identification. Reunification protocols are carefully reviewed and revised on an annual basis. Their purpose is to keep all students safe and to reunite parents with their children in a secure, organized manner.

SCHOOL DRESS CODE

For safety, footwear that provides a firm walking surface, good balance and protects the foot from injury must be worn. Therefore, loose, untied laces or straps, flip-flops, slides, sneakers with wheels, slippers or any footwear that poses a safety hazard are not permitted in school or during gym class. Sandals that fit snugly and have a heel strap attached may be worn but some playground activity may be restricted.

Hoods and hats are not permitted to be worn inside of the school building during school hours unless it is a designated school event. In situations in which health and/or safety factors become critical such as temperature variations in the building, temporary modifications of the dress code may be necessary and will be established before the activity by the classroom teacher and/or building principal such as: special events, in physical education classes or on field trips.

VALUABLES

Students are discouraged from bringing valuables to school. Please be advised that students, not the school, are responsible for their property if lost, stolen or damaged. In addition, laser pens (pointers), electronic games, toys, skateboards, roller blades, scooters, radios, cell phones, I-pods, CD and MP3 players, training or collectable cards are not permitted for use in school without written approval by an administrator or classroom teacher. Any of these items brought to school will be confiscated and returned only to a parent or guardian. Any other objects that interfere with classroom learning, with the overall safety of children, or with the operation of the school will also be confiscated. Parents may make appropriate arrangements to pick up such confiscated items from the office.

BIRTHDAYS/FOOD ITEMS

We ask that all parents/guardians limit the frequency in which you send in food items to school for birthdays or any other celebrations. If you send in a birthday treat, it must be prepackaged. Please discuss any food items being sent in with your child's teacher first. This will allow them the opportunity to discuss any food allergies in your child's classroom with the school nurse. We appreciate your assistance in our efforts to keep our students safe.

TOILETING/CHANGING DIAPERS/SOILED CLOTHING

We ask all students keep a change of clothes at school by sending them in a zip lock bag marked with their first and last name. For students who are working with potty training or have more frequent accidents, a second set of clothes should also remain in a zip lock bag in your child's backpack. Any clothes that we do have to provide a child in case of an accident are donations. As you are changing out seasons and you are looking to get rid of good used clothing (specifically boys/girls shorts and pants), please keep us in mind! Please reach out to our School Nurse, Christa Taylor at ctaylor@gpsd.us to set up a drop off time.

MEDICATIONS

If at all possible, all medication should be given at home. However, there are some students with chronic illnesses or special needs which may require medication during the school day. Medication cannot be brought into school by a student (whether the medication is over the counter or prescription). It is recommended that if you have a need in this area, you must contact the school nurse. The Board of Education has developed very specific rules regarding medications regarding their handling and use.

ILLNESS POLICY

It is in the best interest of your child and of other children at school to keep your child at home when he or she is ill. Your child needs to be well to be able to participate actively in the program.

- In the event of vomiting, fever, or diarrhea, please keep your child home.
- To return to school, your child must be fever free without the aid of Tylenol/Aspirin for 24-hours.
- If your child is well enough to come to school, we will expect him or her to go outdoors with his or her class, weather permitting.
- If your child becomes ill while at school and you are called, please cooperate by picking up your child promptly. **Please make sure all contact information is updated.**
- If your child has a chronic illness such as asthma, please contact the school nurse. To minimize absences, medication orders from your child's doctor may be submitted and used to provide care at school.
- If your child develops a contagious illness, rash, head lice, ringworm, please let the school nurse know immediately. Anything that causes a fever (100 or above) should be assessed by a doctor prior to your child attending school.
- Injuries outside of school should be reported to the school nurse. A doctor's note needs to be submitted regarding restrictions for gym, recess, etc. A follow-up doctor's note to return to activity is also required.

VACCINATIONS

All students under the age of five must receive an influenza vaccination by **December 31, 2022**. Students who have not received an influenza vaccination by this date will be excluded from school, as per NJDOE regulations. Documentation of all other vaccinations must be included with registration. Should you have any questions pertaining to vaccinations, please contact our school nurse at ext. 5311.

SCHOOL SUPPLIES

The following school supplies will be given for individual use at the J. Harvey Rodgers School: pencils; glue sticks; scissors; Play-Doh; watercolors; expo markers (Kindergarten); colored pencils; markers; crayons; erasers; soft pencil cases (Kindergarten). If classroom teachers need something specific for their classroom, they will reach out to their families directly. However, beginning of the school year supplies will not be needed for each individual child.

QUESTIONS/CONCERNS & PHONE EXTENSIONS

Please feel free to call your child's teacher with any questions or concerns. The telephone number at J. Harvey Rodgers School is 856-652-2700 Ext. 5101. **Your child's teacher will generally be available to talk to you before or after your child's scheduled school hours, or you may leave a voice mail message during school hours.** The principal or secretary may address your questions at other times. You may also e-mail your child's teacher.

Email: firstletterlastname@gpsd.us

Example msweeney@gpsd.us

Staff	Position
Rachel Nawoyski	PreK Teacher
Renee Vanartsdalen	PreK Teacher
Denise Davis	PreK Teacher
Kelly Franklin-Moxey	PreK Teacher
Alicia Smith	PreK Teacher
Daria Lombardi	PreK Teacher
Kayley Steponick	PreK Teacher
Patricia Martin	PreK Special Education Teacher
Brenda Russell	PreK Special Education Teacher
Heather Stewart	Kindergarten Teacher
Suzanne Rutter	Kindergarten Teacher
Victoria Toczylowski	Kindergarten Special Education Teacher
Lori Kaszupski	Kindergarten Teacher
Amy Ceroli	Kindergarten Teacher
Melissa McWilliams	Kindergarten Teacher
Alisa McDermott	Kindergarten Special Education Teacher
Christi Baldissero	Kindergarten Teacher
Kelley Wheat	Kindergarten Long-Term Substitute
Carrie Owens	Basic Skills Teacher
Brad Unick	PreK Master Teacher
Amanda Brice	Guidance Counselor
Erin Pimpinella	Science Elementary Teacher
Beth Conley	Physical Education Teacher
Alexa Kowalski	Music Teacher
Beth Grygo	Occupational Therapist
Corey Grisi	Speech Therapist
Christine Williams	School Psychologist
Christa Taylor	School Nurse
Kelly Hayes	Community Parent Involvement Specialist
Elizabeth (Nina) Gomez	Secretary
Brandi Sheridan	Supervisor of Curriculum and Instruction
Melanie Sweeney	Principal