



**Orange Township Public Schools**  
The John Robert Lewis Early Childhood Center  
*It All Starts Here.*  
Cayce J. Cummins, Ed. D., Principal



Gerald Fitzhugh, II, Ed.D.  
Superintendent of Schools

August 16, 2021

Dear Parents, Guardians, and Caregivers,

We are excited for the start of the 2021-2022 school year at the John Robert Lewis Early Childhood Center (JRLECC)! We are partners, jointly dedicated to helping your child grow socially, emotionally, and intellectually. Please be reminded that students report for the first day of school on Tuesday, September 7, 2021. This school year will be filled with continued opportunities to stretch your child's practice. It is going to be a great school year for not only the school level staff but for each of you as well. For the last 15 months, we were immersed in a remote and/or hybrid model, be advised that we are returning to all buildings on September 7th. Governor Murphy shared in Executive Order #175 that remote learning would be ending as of June 30, 2021. As shared by Superintendent Dr. Fitzhugh, the end of the remote option provided the district the opportunity to plan accordingly for the safe return for all students and staff. What did the district do? We maintained our mask mandate throughout the summer, continued our temperature checks, and social distancing.

Throughout SY 21-22, as we did during the spring and summer, COVID testing will continue at every school building throughout the school year. We will continue the daily COVID-19 questionnaire that you completed each day last school year in Genesis. The district's mask mandate will help to ensure the continued health and safety of all staff and students.

All face coverings (whether disposable or reusable) must:

- ✓ Be made with at least 2 layers of breathable materials
- ✓ Fully cover the nose and mouth and secure under the chin
- ✓ Fit snugly but comfortably against the side of the face
- ✓ Be secured with ties or ear loops and allow the user to remain hands-free

In our reopening plan, the following are symptoms of COVID-19 where your child/children should be tested.

- ✓ A fever of 100 degrees or greater
- ✓ Cough
- ✓ Shortness of breath or difficulty breathing
- ✓ Chills
- ✓ Repeated shaking with chills
- ✓ Muscle pain
- ✓ Headache
- ✓ Sore throat
- ✓ New loss of taste or smell
- ✓ Fatigue
- ✓ Congestion or runny nose
- ✓ Nausea or vomiting
- ✓ Diarrhea

Please see the information below regarding school procedures:

### **MORNING ROUTINE FOR STUDENTS**

- Students must arrive to school by 8:20 a.m. Attendance is vital to instructional supports for our students. We need our students on time and present each day.
- Parents/caregivers should bring their children to the main gate of the parking lot (White Street) where their temperature and the temperature of the parent/caregiver dropping them off will be taken.
- Teachers will meet their students and parents/caregivers near the fence with their names and classroom numbers on them. The parent/caregiver will sign the student in with the teacher or staff member before leaving. (If there is inclement weather, students will be escorted inside the building to their classrooms by a staff member after being signed in by the parent/caregiver.)
- Breakfast will be served and eaten in the classroom.

### **DISMISSAL**

- All students are dismissed at 3:20 p.m. Weather permitting, they will be waiting in the same area in the parking lot by classroom number with their teachers. During inclement weather, students will be dismissed from the same doors they enter in the morning (see below).
- Please arrive promptly at 3:30 p.m. to pick up your child.
- In the event that you are unable to pick up your child on a certain day, please provide prompt, written notification to the main office. Please include the name of the person who will serve in your capacity and include their phone number.
- Classrooms 100 and 106 will enter and exit the building from Door #1 (the main entrance door in the parking lot) on White Street.
- Classrooms 101 and 102 will enter and exit the building from Door #2 on Cleveland Street.
- Classrooms 104 and 105 will enter and exit the building from Door #3 on Cleveland Street.

### **STUDENT ATTIRE**

Students should dress appropriately for a school setting. It is the expectation of the following in terms of dress:

**The following items of clothing are considered to be inappropriate and are not to be worn:**

- **Blouses or sweaters that show a bare midriff, halter tops, bandanas, tank tops, tops with thin straps, short shorts, short mini-skirts, clinging or form fitting spandex leggings (without the appropriate length shorts, shorts, skirt, or dress), pants/jeans worn below the waist, and pants/jeans with rips 4" above the knee (including any rip that shows through to skin, undergarments, or fabric.). All flannel-type pants and sleepwear are not permitted.**
- Appropriate and safe footwear must be worn at all times. Specifically, no flip-flops or "sliders" are not to be worn due to the safety factor when using stairs. All sandals must be secured at the toes and ankle for safety.

**CLASSROOM SUPPLIES:** For information regarding classroom supplies, please visit [www.orange.k12.nj.us](http://www.orange.k12.nj.us) and select Our District to find your child's school for a comprehensive review.

**STUDENT ABSENCES:** Parents are responsible for reporting daily absences to Ms. Marjorie Tetterton, School Secretary, at 973-677-4000 ext. 1701. The district policy indicates that a student must be in attendance for 163 or more school days in order to be considered to have successfully completed the instructional program requirements of the grade/course to which he/she is assigned.

## **FORMS:**

Students will receive the emergency contact form on the first day of school. Please review and complete the emergency form and other corresponding forms by September 13, 2021. It is important that these forms are returned so we are able to have active communication with you throughout SY 21-22.

## **BEFORE AND AFTERCARE:**

Norjenes Day Care Center offers before and aftercare services for in-district preschoolers. Before and aftercare hours are 7:30 a.m. to 8:15 a.m. and 3:00 p.m. to 5:30 p.m. and childcare vouchers are accepted.

### Contact Information:

- Norma Adams, Executive Director  
95 South Essex Avenue  
Orange, NJ 07050  
973-677-4299

## **SAMSUNG TABLETS**

Students are to bring their district issued Samsung Tablet to school on a daily basis; fully charged.

## **COMMUNICATION**

- All teachers and staff will be connected to our students and families using “Class Dojo.” Please ensure you have connected with your child’s classroom teacher on this platform and check the “school story” daily for any announcements.
- E-mail & phone blasts will also be used to communicate with families. Please ensure you have updated your contact information in Genesis. It is imperative that all school personnel have the most updated information for your household.
- Being able to communicate with our parents is extremely important. Please ensure that all your information is updated. You will receive calls from our secretaries to check and update your information in Genesis.
- Please listen to phone blasts sent by the school and/or District. They include important information and guidance. This is even more important in these uncertain times.
- If you have not signed up for the Orange App, you can download on your Android or Apple iPhone.
- The School District’s social media platforms are a great source for posting updates & important information as well as celebrating and sharing photos of our fun activities. You can also follow our school on the following social media platform below:
  - School Twitter: @JohnLewisECC
  - District Twitter: @ops\_district
  - Facebook: [JRLECCSM@orange.k12.nj.us](https://www.facebook.com/JRLECCSM@orange.k12.nj.us)

## **The Orange Board of Education Vision and Mission Statement**

### **VISION**

"The Orange Public School District commits to provide a safe and caring environment where each student is expected to grow and succeed. We pledge to prepare all students with equitable opportunities for college and career readiness, leading to lifelong learning and responsible citizenship in a competitive global community."

### **MISSION**

- The Orange Public School District in collaboration with all stakeholders is responsible for promoting the academic, social, emotional, and personal success of all students.
- With a commitment to academic excellence, the district provides teachers, families, and administrators the tools needed for all students to reach their full potential.
- The district serves all students in our schools, acknowledging their unique backgrounds, cultural perspectives and learning styles.
- The district recognizes that curiosity, discipline, integrity, responsibility and respect are necessary for success.
- The Orange Public School District cultivates a community of 21st century learners where students take ownership of the learning process, achieve high standards of excellence, and focus on academics.

### ***Good to Great***

Looking forward to a happy, healthy, and productive school year!

Educationally yours,

*Cayce J. Cummins*, Ed.D.

Principal