

CLEVELAND STREET SCHOOL

“Making the Impossible POSSIBLE!”

**Parent and Student Handbook
2021-2022**



Mr. Robert Pettit, Principal
FOCUS * DISCIPLINE * RESPECT

518 Valley Street • Orange NJ 07050 • Phone 973-677-4100 • Fax 973-677-9109 • www.orange.k12.nj.us

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ORANGE TOWNSHIP BOARD OF EDUCATION

Shawneque Johnson
President

Jeffrey Wingfield
Vice President

Members

Guadalupe Cabido
Sueann Gravesande

Samantha Crockett
Derrick Henry
Fatimah Turner

David Armstrong
Siaka Sherif

SUPERINTENDENT OF SCHOOLS

Gerald Fitzhugh, II, Ed.D.

ASSISTANT SUPERINTENDENT OF INNOVATION & SYSTEMS

Tina Powell, Ed.D.

BUSINESS ADMINISTRATOR/ BOARD SECRETARY

Jason E. Ballard, CEFM, QPA, RSBO

ASSISTANT BUSINESS ADMINISTRATOR/ASSISTANT BOARD SECRETARY

Lamont Zachary

EXECUTIVE DIRECTORS

Faith Alcantara, *Office of Innovation/Community Engagement*

Shelly Harper, *Office of Special Education/Intervention*

Glasshebra Jones, *Office of Human Resources*

Jacquelyn Blanton, Ed.D., *Office of Early Learning*

Karen Harris, *Office of Humanities*

David Scutari, *Office of STEM-Focused Learning*

PRINCIPALS

Jason Belton, *Orange High School*

Yancisca Cooke, Ed.D., *Forest Street Community School*

Cayce Cummins, Ed.D., *John Robert Lewis Early Childhood Center*

Dana Gaines, *Oakwood Avenue Community School*

Myron Hackett, Ed.D., *Park Avenue School*

Carrie Halstead, *Orange Preparatory Academy*

Frank Iannucci, Jr., *Lincoln Avenue School*

Debra Joseph-Charles, Ed.D., *Rosa Parks Community School*

Karen Machuca, *Scholars Academy*

Dion Patterson, *Heywood Avenue School*

Robert Pettit, *Cleveland Street School (OLV)*

Devonii Reid, Ed.D., *STEM Innovation Academy of the Oranges*

Erica Stewart, Ed.D., *Twilight Program*

Denise White, *Central Elementary School*

ASSISTANT PRINCIPALS

Patrick Yearwood, *Lincoln Avenue School*

Anthony Frantantoni, *Orange High School*

Oliverto Agosto, *Orange Preparatory Academy*

Terence Wesley, *Rosa Parks Community School*

Samantha Sica-Fossella, *Orange Preparatory Academy*

Kavita Cassimiro, *Orange High School*

Isabel Colon, *Lincoln Avenue School*

Tarell Harp, *Interim, Orange Preparatory Academy*

Nyree Delgado, *Forest Street Community School*

Emily Bischoff, *Orange Early Childhood Center*

Joshua Chuy, *Rosa Parks Community School*

Gerald J. Murphy, *Heywood Avenue School*

Shadin Belal, Ed.D., *Orange High School*

April Stokes, *Park Avenue School*

Noel Cruz, Dean of Students, *Lincoln Avenue School*

Roberta Washington, *Orange Preparatory Academy*

SUPERVISORS

Tia Burnett, *Testing*

MengLi Chi Liu, *Mathematics (9-12)*

Donna Sinisgalli, Ed.D., *Visual & Performing Arts*

Marc Levenson, *Social Studies (K-12)*

Janet McClouden, Ed.D., *Special Services*

Adriana Hernandez, *ELA (K-2) & Media Specialists*

David Aytas, *STEM-Focused Learning (K-12)*

Henie Parillon, *Science (K-12)*

Delia Abreu, *Interim (3-8) & Media Specialists*

Belinda Komarica, *Mathematics (K-5)*

Caroline Onyesonwu, *Bilingual/ESL & World Languages*

Frank Tafur, *Guidance*

Amina Mateen, *Special Services*

Jahmel Drakeford, *CTE & Physical Education*



"GOOD TO GREAT"

Revised: 8/17/21



Orange Township Public School District – 2021-2022 Calendar
Gerald Fitzhugh II, Ed.D.
Superintendent of Schools
Revised 08102021



Tina Powell, Ed.D.
Assistant Superintendent for Innovation

Jason E. Ballard, CEFM, QPA, RSBO
Business Administrator/Board Secretary

<p>1-3 Professional Dev. For Staff 6 Labor Day District Closed 7 First Day of School</p>	<p>Staff 21 September 18 Students</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			<p>Staff 15 February 15 Students</p> <table border="1"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28						<p>7 Parent Conf. PreK-7 - 5:30 pm - 7:30pm 8 Parent Conf. 12:30 dismissal PreK-7 - 1:15 pm-4:00 pm 9 Parent Conf. 12:30 dismissal 8-12 grades 1:15 pm- 4:00 pm 10 Parent Conf. 8-12 5:30 pm – 7:30pm 21-25 District Closed Winter Break</p>														
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The calendar includes 188 contractual certificated staff days and 183 contractual contact student days. There are 3 snow days or emergency closing days built into this calendar. Should the District use more than 3 emergency closing days the days will be used at the discretion of the Superintendent of Schools

OEA Day 12:30 Dismiss Students Δ Parent Conf Prek-7 12:30pm Dismissal Parent Conf. Gr. 8-12 12:30pm Dismissal District 12:30 pm Dismissal

SCHOOL		STAFF		SCHOOL HOURS		STUDENTS	
OHS	8:05 am	OHS	8:05 am	8:20 am	–	3:25 pm	ZERO period & College Block will be 7:30 am – 8:15 am ZERO period & College Block will be 7:30 am – 8:15 am
OPA	8:05 am	OPA	8:05 am	8:20 am	–	3:15 pm	
STEM	8:20 am	STEM	8:20 am	8:20 am	–	3:30 pm	
Elementary	8:15 am	Elementary	8:15 am	8:30 am	–	3:20 pm	
Twilight Program	2:00 pm	Twilight Program	2:00 pm	2:30 pm	–	8:00 pm	



Orange Township Public Schools
CLEVELAND STREET SCHOOL
"Making the impossible POSSIBLE!"
Mr. Robert Pettit, Principal



August 20 | 2021

Dear Parents, Guardians, and Caregivers,

We are excited for the start of the 2021-2022 school year at Cleveland Street School! We are partners, jointly dedicated to helping your child grow socially, emotionally, and intellectually. 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. I am pleased to share that we are returning to all buildings on September 7, 2021. Governor Murphy shared in Executive Order #175 that remote learning would end 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

BUSSING PROCEDURES

Students will be picked up and dropped off at **Alden Place**, directly across the street from the Orange Garden Center.

MORNING BUS

- Students may arrive at Alden Place beginning at 7:45 A.M.
 - **There will be no one there to supervise them until 7:45 A.M.**
- **Students must wear a mask covering their nose and mouth the entire time they are on the bus.**
- Buses will depart for Our Lady of the Valley at exactly 8:00 A.M.
- For safety reasons, and to maintain full compliance with CDC guidelines, we will **not be having a “Late Bus”**
 - **If students are not on their assigned bus prior to 8:00 A.M. it will be the parents’ responsibility to transport their child to Our Lady of the Valley.**
- As students disembark the bus, they will have their temperature taken again before they can enter the building and walk to the classroom with their teacher.

AFTERNOON (3:20 P.M. DISMISSAL)

- Buses will leave Our Lady of the Valley at 12:30 P.M. and will arrive back at Alden Place beginning at 3:40 P.M. **All students must either walk directly home or be picked up promptly at 12:40 P.M.**

DROP OFF AND PICK UP OF STUDENTS AT OLV
(Families must use the Main Entrance on McChesney Street)

MORNING DROP OFF AT OUR LADY OF THE VALLEY

- Families may begin dropping off students at Our Lady of the Valley at 8:15 A.M.
 - **We will not be able to supervise students and implement social distancing protocols, in alignment with CDC Guidelines until 8:15 A.M.**

AFTERNOON PICK UP AT OUR LADY OF THE VALLEY

- Families are reminded that the instructional day is from 8:30 A.M. until 3:20 P.M. Students will not be dismissed for pick up prior to 3:20 P.M.
 - **When parents arrive, an announcement will be made for their child to report to the main entrance for dismissal. This will be done on a first come, first served basis. In order to comply with CDC Guidelines parents will not be allowed to enter the building.**

STUDENT ATTIRE

Grades	
(K - 4)	(5 - 7)
<ul style="list-style-type: none">- White/Blue Button/Polo/Golf Shirt with Collar- Slacks, Dress or Skirt (Black or Navy)- Sneakers/Shoes etc. – Laced and Tied (NO FLIP FLOPS)- P.E. Grey/Blue Sweats	<ul style="list-style-type: none">- White/Blue Button/Polo/Golf Shirt with Collar- Slacks, Dress or Skirt (Khaki)- Sneakers/Shoes etc. – Laced and Tied (NO FLIP FLOPS)- P.E. Grey/Blue Sweats
STUDENTS MAY NOT WEAR	
<p>Hoodies (See Note Below) Tee Shirts. And Shirts with Writing, Designs or Pictures Ripped, Torn or Excessively Tight-Fitting Clothing Jean, Denim, Shorts (Except on Designated Dress Down Days) Clothing that Exposes the Torso or Midsection, Bottom Clothing that Exposes Underwear or Undergarments Head or Do-Rags, Caps, Bandanas (Other than for Religious Reasons) Slides, Flip Lops, Chinese Slippers or House Shoes</p>	

*Note: Hoodies can be worn to school but must be removed and stored upon arrival.
Shirts must always be tucked in student's pants or skirts while in school.*

SCHEDULES AND BUS ASSIGNMENT KIOSK: We are passing out schedules and student bus assignments on Tuesday, August 31, 2021, from 9:00 AM until 1:00 PM and Wednesday, September 1, 2021, from 10:30 AM until 3:30 PM.

CLASSROOM SUPPLIES: For information regarding classroom supplies, please visit www.orange.k12.nj.us and select Cleveland Street school for a comprehensive review by grade level and subject area.

STUDENT ABSENCES Parents are responsible for reporting daily absences to Cleveland Street School Secretary, at 973-677-4100. 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.

CHROMEBOOKS - Students are to bring their district issued Chromebook to school on a daily basis: **full charged.**

CLEVELAND STREET SCHOOL MISSION

- Cleveland Street School 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, Cleveland Street School provides teachers, families, and administrators the tools needed for all students to reach their full potential.
- Cleveland Street School serves all students in our schools, acknowledging their unique backgrounds, cultural perspectives, and learning styles.
- Cleveland Street School recognizes that curiosity, discipline, integrity, responsibility, and respect are necessary for success.
- Cleveland Street 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.

AFTER SCHOOL PROGRAM (TENTATIVE):

Academic Support

October 13, 2021 - May 19, 2022

(Tuesday - Thursday)

3:20PM - 4:20PM

1st Grade (15 Students Max)

2nd Grade (15 Students Max)

3rd Grade (15 Students Max)

4th/5th Grade ELA (15 Students Max per Grade)

4th/5th Grade Mathematics (15 Students Max per Grade)

6th/7th Grade ELA (15 Students Max per Grade)

6th/7th Grade Mathematics (15 Students Max per Grade)

Clubs - Grades 4 - 7

October 15, 2021 - May 20, 2022

(Fridays ONLY)

3:20PM - 4:20PM

Math 24 - (15 Students Max)

Math Olympics - (15 Students Max)

Robotics - (15 Students Max)

Debate - (15 Students Max)

CSS Morning Show - (15 Students Max)

Girls Who Code - (15 Students Max)

Student Council - (15 Students Max)

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 update 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.
- Parent Portal will be the means of accessing all your student’s important information, his/her progress/grades, missing assignments and other concerns that might impact your student’s performance or well-being. If you have not done so, please ensure that you sign up for parent portal.

- 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's and 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:
 - **Twitter:** Orange Public School District (<https://twitter.com/ClevelandCSS>)
 - **Instagram:** Orange Public School District
 - **Facebook:** Orange Public School District

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

Educationally yours,

Robert Pettit

Robert Pettit
Principal



Orange Township Public Schools
CLEVELAND STREET SCHOOL
"Making the impossible POSSIBLE!"
Mr. Robert Pettit, Principal



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

Student Supply Lists (Grades K - 3rd)
2021 - 2022

Remember that children need supplies on hand at home to complete daily assignments as well as projects!!!

Kindergarten	1 st Grade	2 nd Grade	3 rd Grade
<ul style="list-style-type: none"> ➤ 3 rolls of paper towels ➤ 1 can Lysol disinfectant spray ➤ 3 packs of disinfectant wipes ➤ 2 boxes of gallon zip lock bags ➤ 2 boxes of small zip lock bags ➤ 1 headphone (no ear buds, over the ear heard phones please) ➤ 1 hand sanitizer ➤ 2 packs of baby wipes ➤ 1 hard cover composition notebook <p><u>Supplies that your child will need at home!!!</u> <u>*your child will need these supplies the ENTIRE school year to complete homework and projects that need to be done at home. Please make sure that they have these items.</u></p> <ul style="list-style-type: none"> ➤ 3 Sharpened Pencils daily ➤ 1 pack of crayons ➤ Glue Stick ➤ Scissors 	<ul style="list-style-type: none"> ➤ 2 Hard Cover Composition Notebooks - Wide Ruled ➤ 1 HOMEWORK Folder ➤ 2 Box of Tissues ➤ 1 Hand Sanitizer ➤ 2 packs of disinfectant wipes ➤ 1 box of gallon zip lock bags ➤ 1 box of small zip lock bags ➤ 2 Glue Sticks ➤ 1 Box of Markers ➤ 1 SOFT Pencil Case ➤ 1 Pack of Copier Paper ➤ 1 Pair of Headphones (No Ear Buds, Please) <p align="center">***Also, please label your child's notebooks, folders, pencil cases, crayons, markers, and headphones***</p> <p><u>Supplies for the home!!!</u> <u>*your child will need these supplies the ENTIRE school year to complete homework and projects that need to be done at home. Please make sure that they have these items.</u></p> <ul style="list-style-type: none"> ➤ Sharpened Pencils ➤ Crayons ➤ Glue Stick ➤ Scissor 	<ul style="list-style-type: none"> ➤ 5 Composition Notebooks ➤ 5 Pocket Folders ➤ Box of Tissues/ Hand Sanitizer/ Wipes, per marking period ➤ 2 Glue Sticks ➤ 2 Boxes of Pencils ➤ 1 Box of Crayons ➤ 1 Box of Markers ➤ 1 Box Dry Erase Markers ➤ 2 Erasers ➤ 1 Book Bag ➤ 1 SOFT Pencil Case ➤ 1 Pack of Copier Paper ➤ 1 Pair of Headphones (No Ear Buds, Please) <p align="center">***Also, please label your child's notebooks, folders, pencil cases, crayons, markers, and headphones***</p>	<ul style="list-style-type: none"> ➤ 4 Boxes of tissues (2 for each class) ➤ 2 Rolls of paper towels (1 for each class) ➤ 2 Can Lysol Disinfectant Spray (1 for each class) ➤ 4 Packs of Disinfectant wipes (2 for each class) ➤ 2 Boxes of gallon zip lock bags (1 for each class) ➤ 2 Boxes of small zip lock bags (2 for each class) ➤ 1 Headphone or ear buds with microphone ➤ 2 Hand Sanitizer (1 for each class) ➤ 8 Hard cover composition notebooks (multicolored if possible- 2 for ELA & SS, 2 for Math & Science) ➤ 1 Box of colored pencils ➤ 1 Box of crayons ➤ 1 pack of multicolored highlighter ➤ 1 pack of graph paper (Math) ➤ 4 packs of loose-leaf lined paper (2 for each class) ➤ 4 packs of multicolored construction paper (2 for each class) ➤ 2 Boxes of multicolored dry erase markers



Orange Township Public Schools
CLEVELAND STREET SCHOOL
*"Making the impossible **POSSIBLE!**"*
Mr. Robert Pettit, Principal



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

Student Supply Lists (Grades 4 - 7)
2021 - 2022

Remember that children need supplies on hand at home to complete daily assignments as well as projects!!!

4 th Grade	5 th Grade	6 th Grade	7 th Grade
<ul style="list-style-type: none"> ➤ 4 Boxes of tissues (2 for each class) ➤ 2 Rolls of paper towels (1 for each class) ➤ 2 Can Lysol Disinfectant Spray (1 for each class) ➤ 4 Packs of Disinfectant wipes (2 for each class) ➤ 1 Headphone or ear buds with microphone ➤ 2 Hand Sanitizer (1 for each class) ➤ 8 Hard cover composition notebooks (multicolored if possible- 2 for ELA & SS, 2 for Math & ➤ 1 Box of colored pencils ➤ 1 Box of crayons ➤ 1 pack of multicolored highlighter ➤ 1 pack of 1-inch graph paper (Math) ➤ 2 folders with pockets ➤ 3 Boxes of pencils ➤ 2 packs of copy paper (1 for each class) 	<ul style="list-style-type: none"> ➤ 2 Boxes of tissues (1 for each class) ➤ 2 Rolls of paper towels (1 for each class) ➤ 2 Can Lysol Disinfectant Spray (1 for each class) ➤ 4 Packs of Disinfectant wipes (2 for each class) ➤ 1 Headphone or ear buds with microphone ➤ 4 notebooks ➤ 4 packs of loose-leaf lined paper (2 for each class) ➤ 2 Hand Sanitizer (1 for each class) ➤ 2 Boxes of multicolored dry erase markers ➤ 2 Glue sticks-no liquid please (1 for each class) ➤ 1 pack of multicolored highlighter ➤ 1 pack of 1-inch graph paper (Math) ➤ 4 folders with pockets ➤ 3 Boxes of pencils ➤ 2 packs of copy paper (1 for each class) 	<ul style="list-style-type: none"> ➤ 2 Boxes of tissues (1 for each class) ➤ 2 Rolls of paper towels (1 for each class) ➤ 2 Can Lysol Disinfectant Spray (1 for each class) ➤ 4 Packs of Disinfectant wipes (2 for each class) ➤ 1 Headphone or ear buds with microphone ➤ 4 notebooks ➤ 4 packs of loose-leaf lined paper (2 for each class) ➤ 2 Hand Sanitizer (1 for each class) ➤ 2 Boxes of multicolored dry erase markers ➤ 2 Glue sticks-no liquid please (1 for each class) ➤ 1 pack of multicolored highlighter ➤ 1 pack of 1-inch graph paper (Math) ➤ 4 folders with pockets ➤ 3 Boxes of pencils ➤ 2 packs of copy paper (1 for each class) 	<ul style="list-style-type: none"> ➤ 2 Boxes of tissues (1 for each class) ➤ 2 Rolls of paper towels (1 for each class) ➤ 2 Can Lysol Disinfectant Spray (1 for each class) ➤ 4 Packs of Disinfectant wipes (2 for each class) ➤ 1 Headphone or ear buds with microphone ➤ 4 notebooks ➤ 4 packs of loose-leaf lined paper (2 for each class) ➤ 2 Hand Sanitizer (1 for each class) ➤ 2 Boxes of multicolored dry erase markers ➤ 2 Glue sticks-no liquid please (1 for each class) ➤ 1 pack of multicolored highlighter ➤ 1 pack of 1-inch graph paper (Math) ➤ 4 folders with pockets ➤ 3 Boxes of pencils ➤ 2 packs of copy paper (1 for each class)

Dear Cleveland Street School Parents, Guardians and Teachers:

On behalf of our Parent and Teacher Organization (PTO), we would like to take this opportunity to welcome all new and returning families to Cleveland Street School. We are excited about the upcoming school year and look forward to providing our families with resources to enrich the educational experiences of our students. Our primary objective as a PTO is to provide our school with funds, programs, resources and services that will maximize the education opportunities of every child.

Last year, through our parent and teacher collaboration, Cleveland Street School raised money to usher in our very first cheerleading team. Our PTO headed many activities like our Family Zumba Night, various poetry events, Come Write Along Literary Workshop, Melting Pot-parent group sharing culture through food, music and conversation, just to name a few. However, we would like to do more!

Our goal for this 2021-2022 school year is to raise funds to support our Cleveland family for:

1. Class trips
2. Students Incentives
3. Educational assemblies including an author and artist visit
4. Purchase t-shirts, memory books, and host an end of the year social gala for our moving up kindergarteners and moving on 7th graders

Whether you have 30 minutes or a couple of hours, your ideas, your time, and your talents are truly needed. We can match your time constraints and interests to needed tasks. We have many ways in which Moms, Dads, Aunts, Uncles, and Grandparents can contribute. Everyone is welcome! Your support really does make a difference in the lives of our children! Please come along with your energy, ideas and join us - this is your PTO and together we can achieve these goals.

Our meetings will be held virtually until such time they can be held in the school. All meetings will be held at 6:00pm on the second Tuesday of every month. Meeting dates are as follows: September 14, 2021, October 12, 2021, November 9, 2021, December 14, 2021, January 11, 2022, February 8, 2022, March 8, 2022, April 12, 2022, May 10, 2022 and June 14, 2022.

Links to all virtual meetings will be sent out in the following manner; monthly PTO flyers, school website, Class Dojo, school calendar and via phone blast reminders. During our meetings we celebrate and spotlight our students and provide important information on all upcoming events.

We look forward to another productive school year!

Best Regards,
Cleveland Street School, PTO

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!



Orange Township Public Schools

Gerald Fitzhugh, II, Ed.D.
Office of the Superintendent



2021-2022 District Goals

Goal #1: 21st Century Integration

The Orange Public Schools will continue to invest in its teachers. The district values and promotes a culture of excellence in teaching and learning through increased and improved opportunities for quality, sustained professional development that address district needs and individual school needs as outlined by data points. The emphasis has been on best practices in teaching and learning. As a result of the pandemic, a continued understanding of providing targeted and intentional delivery of instruction is paramount district-wide.

- 1) Increase in the number of job-embedded professional learning opportunities that incorporate the expertise of building principals planning alongside district administration by 60% from SY 20-21**
 - Administrative Meetings will continue to be instructionally-focused learning sessions for principals and district administrators. Ultimately, all training sessions will be germane to data points resulting from walk-through trend analyses.
 - Administrative meetings will continue to have instructionally focused agendas with accompanying sign in sheets. Zoom/Google Meet as well as in person meetings will take place for horizontal and vertical articulation supports to build content knowledge and pedagogy if applicable.
- 2) By May 2022, 60% of students in each preparedness group will meet or exceed their assigned end of year growth target in mathematics.**
 - The assessments that will be used to measure progress towards the assigned growth targets include the iReady Diagnostic, NWEA MAP, District Benchmark Assessments, and select Performance Tasks in the area of Mathematics.
 - The district will continue to report out all data in the area of mathematics.
- 3) By May 2022, 60% of students in each preparedness group will meet or exceed their assigned end of year growth target in ELA.**
 - The assessments that will be used to measure progress towards the assigned growth targets include the FRA, SRI, Insight, District Benchmarks, and Performance Tasks in the area of English Language Arts.
 - The district will continue to report out all data in the area of English Language Arts.
- 4) Provide Learning Loss Support through disaggregation of data and pre-assessments across content areas.**
 - Institute intervention supports at the elementary level through the master schedule to remediate areas of academic concern.
 - Provide High School Students with SAT and NJSLA Prep courses in the master schedule.

- Partner with Bank Street College to provide Early Childhood Supports for the district's youngest learners.

Goal #2: Community Engagement

The Orange Public Schools will continue a system of consistent communication system for disseminating and receiving information between school administration, teachers, staff, students, parents, and the community.

- 1) Increase the timeliness, access, and effectiveness of all communication with all stakeholders via multiple measures by 50% from the previous school year (the previous year was at a 35% increase.)**
 - Social Media Platforms & Website (Instagram, Facebook, and Twitter)-Utilize the platforms for immediate news-worthy information as well as the district website via the latest news and announcements section.
 - RoboCalls via School Wires at the district and school levels; we are incorporating more text to speech and emails for SY 21-22 at 35%.
 - Superintendent's Report (online access to staff and community stakeholders) the day immediately following the board meeting by noon.
 - Routine face-to-face opportunities to engage with community and stakeholders via PTO, Back to School Nights, Report Card Conference Nights, Community Events within Orange Township as well as partnership meetings based on those established and forthcoming within the school district. We will continue the parent and student councils at the Superintendent's Level.
 - Provide Bilingual Supports for all families to ensure their engagement within the school district.
- 2) Increase the use of emerging and available communications outlets to transmit information by 30%**
 - Partner with universities (local and throughout the state) in order to get information to prospective candidates for job fairs and other industry level announcements. We will conduct virtual and in-person job fairs as well to widen the search for potential candidates outside of the University realm.
 - Continue to utilize the Orange Public School App for more timeless information.
 - Continue to utilize the Emergency Pop Up on the website for transmitting important, time sensitive information weekly.
 - Provide Translations on all documents that are disseminated from schools and district offices.
- 3) Continue Parent and Student Councils at the Superintendent's Level**
 - Have monthly meetings with parents and students about academics as well as self-care supports; student council meetings will take place separately from the parent council.
 - Continue the Bilingual Parent Advisory and ensure that the meetings are quarterly.
 - Continue the Special Education Advisory Council Meetings and ensure that the meetings take place quarterly.
 - Continue the Early Childhood Advisory Council Meetings and ensure that the meetings take place quarterly.

Goal #3: Facilities and Finance

The Orange Public Schools will continue to redesign the fiscal management, operations, and human resources of the organization to ensure a system of accountability, transparency, and efficiency for the optimal delivery of services.

- 1) Create a district budget under constraints that accommodates and supports the needs of central office departments, all schools and students while sustaining systems that have yielded results through a strategic assessment of data**
 - Analyze and clarify how all budgeted funds are allocated and expended at the department and school levels
 - Examine and evaluate contracted services provided to the district and continuously improve effectiveness
 - Identify and execute capital projects (short term/long term, prioritized, and categorized on the basis of need)

- 2) Implement innovations that empower teaching and learning as well as efficiently allocate funding within their locations**
 - Redesign district- and school-level organization charts that provide departments and schools with a blueprint of essential instructional and non-instructional positions
 - Provide a new vehicle to budget more efficiently and effectively at the district and school levels
 - Create a staff retention program via the Kathy Kram Model for novice educators district wide.
 - Create a long-term and short-term facilities development plan to outfit buildings district wide in the effort of expanding programming throughout the school district.

Goal #4: Social and Emotional Supports

The Orange Public Schools will continue to ensure that all students will receive social and emotional support to become adaptable, confident citizens who embody self-awareness and strong interpersonal skills, and who are capable of responsible decision-making and managing their emotions and behaviors.

- 1) Provide research-based curriculum to strengthen students' social/emotional relationships**
 - Continue to utilize Restorative Practices as a means of providing effective supports to students in the effort of problem solving.
 - Utilization of the ESSER II funding in mental health to provide students another avenue to combat social-emotional concerns and thus remediate areas of deficiency related to mental health.

- 2) Enhance community-based partnerships in order to assist students and families**
 - Utilize the District's community engagement officer to assist school-based staff with establishing partnerships to support families and students and thus have a vehicle to support families Pre-K through Twelve.
 - Provide self-care supports for students and families based on surveys (conducted twice per year) as well as discussion with support staff members.

Cleveland Street School

SCHOOL VISION

Our vision is to prepare our children for the future, which will require them to demonstrate competencies throughout every phase of their educational experience. They must be able to collaborate, understand and reason effectively using higher order thinking skills. In order to be productive and viable citizens in this 21st century, they must also be proficient in the use of state-of-the-art technology.

SCHOOL MISSION

Cleveland Street Elementary School is committed to the delivery of instructional services, which will provide a safe, positive and challenging climate conducive to teaching and learning. The Common Core State Standards along with brain-based research activities will be our guiding principles in achieving our mission.



Orange Township Public Schools
CLEVELAND STREET SCHOOL
"Making the impossible POSSIBLE!"
Mr. Robert Pettit, Principal



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

CLEVELAND STREET ELEMENTARY SCHOOL
2021 - 2022 STAFF ROSTER

STAFF MEMBER	ASSIGNMENT	RM	STAFF MEMBER	ASSIGNMENT	RM
Robert Pettit	Principal	Office	Bella Gomez	World Language	120
Simone Davis	Admin. Secretary	Office	Neurones Plaisimond	Technology Coordinator	Lab A
Julianna Perez	Security Officer	Hallway	Bridget Florczak	Computer Literacy	Lab B
Kindergarten			Darryl Smith	School Counselor	105
Stephanie Gagliardo- Sabol		110	Edward Harris	Physical Ed. Teacher	016
Leah Baguidy		109	Makala Haggan	School Nurse	009
First Grade			Mary Palma	Art	125A
			John Antzis	Vocal & Instrumental Music	121
Brahna Layman		115	Sharon. Paris	ICS (K-4)	017
Koedi Sharkir		114	Orslla Ojentis	ICS (4-7)	017
			Britt Keshner	Drama	010
Second Grade			Carol Swift	ESL (K-4)	031
Tiesha Smith		118	Amber Ingram	ESL (5-7)	031
Toshia Copeland		107			
Wajeedah Heyward		119	Child Study Team		CST OFC
			Tara Cariello-Carota	School Psychologist	102B
Third Grade			Cheryl Forbes	Social Worker	102C
Ketsia Jean-Baptiste	ELA & Soc. Studies	127	Babatunda, Ajayi	LDTC	102D
Esak Crawley	Math & Science	129	Scott Ryerson	Speech	102E
Kaitlin Polnik	LLD	116	Cleveland Gajee	Occupational Therapist	102E
Fourth Grade			Paraprofessionals		
Iesha Fennell	ELA & Soc. Studies	217	Imani Alexander	1:1 Para	115
Jamie Mills	Math & Science	218	Arlene Freeman	K - Paraprofessional	109
Vacancy (TBD)	LLD	117	Manina Marquez	K - Paraprofessional	110
Fifth Grade			Charissa Smith	Sp Ed Para (Gr 3) Para	116
Vacancy (TBD)	ELA (5 & 6)	203	Christine Sutton	Sp. Ed. Para (middle school)	214
Kenneth Gold	Math (5 & 6)	204	Daphney Stuckey	1 st / 2 nd Grade LLD	215
Joseph Nathan	Self-Cont	214	Yokasta Ferrand	2:2 Gr 2/3 Sp Ed Para	116
Sixth Grade					
Jill Del Rio	Science (5, 6 & 7)	215			
Jeremy Gravesande	Math (6 & 7)	202			
Seventh Grade			Lunch Aides:		
Amanda Ressler	ELA (6 & 7)	206			
Vacancy (TBD)	Soc. Studies (5,6 & 7)	207			
			Custodians		
			Kenny Narcisse		AM
			Magdalena Beras (Head)	Rose Moscova	PM
				Rita Gualam	PM

BUSSING PROCEDURES

Students will be picked up and dropped off at **Alden Place**, directly across the street from the Orange Garden Center.

MORNING BUS

- Students may arrive at Alden Place beginning at 7:45 A.M.
 - **There will be no one there to supervise them until 7:45 A.M.**
- **Students must wear a mask covering their nose and mouth the entire time they are on the bus.**
- Buses will depart for Our Lady of the Valley at exactly 8:00 A.M.
- For safety reasons, and to maintain full compliance with CDC guidelines, we will **not be having a "Late Bus"**
 - **If students are not on their assigned bus prior to 8:00 A.M. it will be the parents' responsibility to transport their child to Our Lady of the Valley.**
- As students disembark the bus, they will have their temperature taken again before they can enter the building and walk to the classroom with their teacher.

AFTERNOON (3:20 P.M. DISMISSAL)

- Buses will leave Our Lady of the Valley at 3:20 P.M. and will arrive back at Alden Place beginning at 3:40 P.M. **All students must either walk directly home or be picked up promptly at 3:40 P.M.**

DROP OFF AND PICK UP OF STUDENTS AT OLV
(Families must use the Main Entrance on McChesney Street)

MORNING DROP OFF AT OUR LADY OF THE VALLEY

- Families may begin dropping off students at Our Lady of the Valley at 8:15 A.M.
 - **We will not be able to supervise students and implement social distancing protocols, in alignment with CDC Guidelines until 8:15 A.M.**

AFTERNOON PICK UP AT OUR LADY OF THE VALLEY

- Families are reminded that the instructional day is from 8:30 A.M. until 3:20 P.M. Students will not be dismissed for pick up prior to 3:20 P.M.
 - **When parents arrive, an announcement will be made for their child to report to the main entrance for dismissal. This will be done on a first come, first served basis. In order to comply with CDC Guidelines parents will not be allowed to enter the building.**

ACADEMIC SCHOOL YEAR

As per Governor Murphy's order there will be a full 100% student return to school. **Currently, there are no hybrid or virtual learning options available.** All instruction will be in-person and in the school building.

An emergency closure can only be determined by the Governor of New Jersey. With that being said, in the hybrid space, students will be in buildings with the expectation of masks as well as social distancing implemented. The following points are about the hybrid and remote models.

Standards for Health and Safety

- Masks are required wherever social distancing cannot be accomplished
- Access to PPE (Personal Protective Equipment), hand sanitizer, partitions (if applicable) etc. As you tour the schools, this has already been solidified. PPE is available to staff and students.
- Daily Cleaning/sanitizing demands (We are keeping this mandate as we did in the Spring and Summer to ensure our continued health and safety.)
- Educational Effectiveness while Social Distancing.

The following principles apply to the use of masks in schools:

- Masks and/or barriers do not preclude an individual from being identified as a close contact to a COVID-19 case.
- Information should be provided to staff and students on proper use, removal, and washing of masks.} The most effective fabrics for cloth masks are tightly woven such as cotton and cotton blends, breathable, and in two or three fabric layers. Masks with exhalation valves or vents, those that use loosely woven fabrics, and ones that do not fit properly are not recommended.
- Masks should be washed after every day of use and/or before being used again, or if visibly soiled or damp/wet.} Disposable face masks should be changed daily or when visibly soiled, damp or damaged.
- Students, teachers, and staff should have access to additional disposable or cloth masks in case a back-up mask is needed (e.g. mask is soiled or lost during the day).
- Clear masks that cover the nose and wrap securely around the face may be considered in certain circumstances including for the teaching of students with disabilities, young students learning to read, or English language learners.

Hand Hygiene and Respiratory Etiquette

- We will continue to teach and reinforce hand washing with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer).
- We will inform students and staff to cover coughs and sneezes
- Used tissues should be thrown in the trash and hand hygiene as outlined above should be performed immediately.
- We will maintain adequate supplies including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, and no touch trash cans.}
- Hand hygiene should take place: Upon arrival at school. Before and after meals and snacks. After going to the bathroom. Before leaving for the day.} After blowing nose, sneezing, or coughing into tissue. When hands are visibly soiled. Assist/observe young children to ensure proper hand washing

Illness While on the School Site

- Children and staff with COVID-19 symptoms should be separated away from others until they can be sent home. All schools have been outfitted with an isolation room. Students who are sick and not already wearing a mask should be provided one to wear unless the student has a contraindication to doing so. If a mask is not tolerated by the ill student or staff member, other staff should be masked and follow maximum physical distancing guidelines (at least 6 feet away).
- Ask ill student (or parent/guardian) and staff whether they have had potential exposure to COVID-19 in the past 14 days meeting the definition of a close contact. Individuals should be sent home and referred to a healthcare provider. Persons with COVID-19- compatible symptoms should undergo COVID-19 testing.
- Schools with testing capacity should test ill students and staff, consistent with any federal and state requirements, including requirements regarding parental consent. Ill individuals who test positive should be reported to the Local Health Department (LHD) and contact tracing should begin. The district will handle all contact tracing as outlined in the Reopening of Schools Plan posted on the district website on June 15, 2021. Ill individuals that test negative should be referred to a healthcare provider, who may consider additional COVID-19 testing.

Hybrid or Remote Option

If the district has to institute a hybrid or remote option (**per the Governor's orders ONLY**), synchronous; live instruction will be at the apex of the model. Additionally, we will continue to utilize Zoom and/or Meet to promote real time instruction for students across the school district. Students will be engaged in the core subjects as well as elective classes accordingly in the synchronous fashion. Office hours will be utilized to promote sound individualized approaches to teaching and learning. Schedules will be made available accordingly should an emergency closure have to take place.

School-Based Pandemic Response Team Members

Cleveland Street School has established a diverse school-based Pandemic Response Team to centralize, expedite, and implement COVID-19 related decision-making.

Name	Position	Contact Email
Mr. Robert Pettit	Principal	pettitro@orange.k12.nj.us
Ms. Makala Haggan	School Nurse	hagganma@orange.k12.nj.us
Mr. Darryl Smith	School Counselor	smithdar@orange.k12.nj.us
Mr. Babatunde Ajayi	Child Study Team	ajayibab@orange.k12.nj.us
Ms. Cheryl Forbes	Child Study Team	forbesch@orange.k12.nj.us
Ms. Tera Carota	Child Study Team	carotate@orange.k12.nj.us
Ms. Juliana Perez	School Security	perezjul@orange.k12.nj.us
Ms. Magdalena Beras	Head Custodian	berasmag@orange.k12.nj.us

ATTENDANCE

The school hours are **8:30 AM - 3:20 PM**. Students **should not arrive to school prior to 7:30 AM**. Breakfast is served from 8:15 AM – 8:27 AM. Instruction **begins promptly at 8:30 AM**. School ends at **3:20 PM on FULL day sessions and 12:30 on HALF day sessions**. **See the school/District calendar for days with early dismissal times (2:30 p.m.)**. *All children are expected to be picked up promptly at the close of school hours. **(No supervision is available for students after that time)**.*

Over the years we've experienced some parents dropping their children off at school as early as 7:00 AM. Morning supervision is available beginning at 7:45 AM. Sending or bringing your child to school before its scheduled opening is unsafe for your child/children and must not occur. Therefore, it is the parent's responsibility to adhere to the school district's scheduled hours.

When children arrive to school in the morning, she/he can line up outside to be taken to their classroom by their teacher. Remember that children develop habits early in life. Coming to school on time every day is one way to reinforce good attendance and foster good work habits. In order to do so, they first **MUST** come to school on time and be ready to learn.

Important: Parents be reminded of the District's Student Attendance Policy: Children may not accumulate more than **18** unexcused absences during the school year. Absence from school jeopardizes the ability of a child to satisfactorily complete the prescribed curriculum of study and violates the statutes requiring children to attend school regularly.

Parents are responsible for reporting student absences to our school Secretary Mrs. Davis via email at davissim@orange.k12.nj.us District policy states that students must be present for 163 or more school days a year, in order to successfully complete the instructional program requirements of the grade and or course to which they are assigned.

The interruption of the instructional process caused by frequent and or repeated absences or lateness is a major concern for all involved. Note: Accrual of more than 18 unexcused absences from the school may jeopardize your child's promotion to the next grade.

SCHOOL CLOSINGS / DELAYED OPENING

In the event it is necessary to close the school or delay the opening of school the district will send out a **telephone blast via the Global Connect System**. **It is imperative that you maintain current telephone numbers with the main office in case of an emergency**. Information will also be available through radio or TV stations between 6:30 AM - 9:00 AM for details:

WOR AM 710	WINS AM 1010	WFME FM 97.4
FOX - CHANNEL 5 TV	WJDM AM 1530	WADO (SPANISH) 1280

It is the responsibility of parents and student to tune in for announcements of delayed opening or school closings. *DO NOT CALL THE SCHOOL, CENTRAL OFFICE, BOARD MEMBER OR THE RADIO/TELEVISION STATIONS.* The following procedures shall be followed whenever a delayed opening is announced:

- School will open at 10:00 AM for students
- The Breakfast Program will be CANCELED
- School will close at the regularly scheduled time

HOMEWORK POLICY

The primary purpose of homework is to foster a sense of student responsibility for the learning process through tasks requiring time budgeting and decision-making. It is an extension of the learning that occurs in the classroom each day and reinforces what is taught and what is to be tested in the future. The objective of assigning homework is to:

- Provide for essential practice in skills
- Enrich and extend classroom experiences and build positive work and study habits
- Provide experiences in finding resources and gathering data
- Encourage the development of self-discipline and integrity
- It is expected that homework serves a valid purpose

The amount of time your child should spend on completing homework assignments may vary from grade to grade. Of course, for kindergarten children, the homework assignment should be relatively short. For children in grades K-7 the following is a guide to the amount of time your child should spend on daily homework assignments:

<i>GRADE</i>	<i>MINIMUM NUMBER OF MINUTES</i>
KINDERGARTEN	20 MINUTES 4 days a week
1 st GRADE	30 MINUTES 4 days a week
2 nd GRADE	40 MINUTES 4 days a week
3 & 4 th GRADES	60 MINUTES 4 days a week
5&7 th GRADES	90 MINUTES 4 days a week

It is highly recommended that all children read at least *30 minutes a day*. Parents can help by reading to their children or reading with their children (something that is informative or just for pleasure). The time-spent reading to your child/children will be invaluable. **ASSIGNMENTS EACH NIGHT.** Remember, when the school and parents work together and collaborate, our children are the beneficiaries. **Please access the Grading Promotion and Retention Guidelines on the District Website. www.orange.k12.nj.us**

ACADEMIC GRADING

Tests	Assessments	Quizzes	Classwork	Homework
25%	25%	20%	20%	10%
4	2	Minimum of 4	Minimum of 10	Minimum of 8
Culminating Tasks	Benchmark Assessments	Text Dependent Questions	Entrance/Exit Tickets	Spelling City
Mid-Unit Assessments	Culminating Tasks	Graphic Organizers	Notebook Entries (i.e. stop & jots, etc.)	Reading Logs/Contracts
End of Unit Assessments	Module Performance Task	Entrance/Exit Tickets	Text Dependent Questions	Reading Rewards
	On Demand Writing	Reading Plus Progress/Usage	Graphic Organizers	Text Dependent Questions
	Published Writing Pieces	Independent Reading Culminating Task	Reading Logs (Independent & Content Read)	Notebook Entries (i.e stop & jots, reading responses, etc.)
			iRead	Graphic Organizers

DRESS AND GROOMING POLICY

In June of 1966 the Orange Board of Education approved and implemented a mandatory K-12 District Uniform Dress Code Policy CODE # 5132 for ALL children who attend the Orange Public School System. **It is expected that your child wears his/her uniform each day.** Parents of those children who are not in uniform will be contacted and reminded of the dress code policy. Sanctions will be imposed for those who continue to ignore the uniform policy. If there are extenuating circumstances that prevent you from adhering to this regulation, please contact the building principal. Only the approved elementary uniform dress code color components are acceptable as indicted below:

REQUIRED ATTIRE
(In-School)

GRADES (K – 4)	GRADES (5 – 7)
<ul style="list-style-type: none"> • White/Blue Button/Polo/Golf Shirt with Collar • Slacks, Dress or Skirt (Black, Navy) • Sneakers/Shoes, etc. - laced and tied (no flip flops) • P.E. Gray/Blue Sweats 	<ul style="list-style-type: none"> • White Button/Polo/Golf Shirts with Collar • Slacks, Dress or Skirt (Khaki) • Sneakers/Shoes, etc. - laced and tied (no flip flops) • P.E. Gray/Blue Sweats
<p><u>STUDENTS MAY NOT WEAR</u></p>	
<p>Hoodies (See note below) Tee shirts, and shirts with writing, designs or pictures Ripped, torn or excessively tight-fitting clothing Jeans, denim, shorts (Except on Designated Dress Down Days) Clothing that exposes the torso or midsection, bottom. Clothing that exposes underwear or undergarments Head or do-rags, caps, bandanas or other headgear (other than for religious reasons) Slides, Flip Flops, Chinese Slippers, House Slippers</p>	

Note: Hoodies can be worn to school but must be removed and stored upon arrival. Shirts must always be tucked into student’s pants or skirts while in school.

DISTRICT LOCKER POLICY

All lockers are the property of the Orange Board of Education and as such, each school reserves the right to open, inspect, or restrict the use of lockers at any time. Hall Locker Assignment Information

1. Students are assigned lockers by Security
2. Students must not share lockers.
3. Students must not give their combinations to other students.
4. Students will receive locker assignments and locks on the first day of school. Replacement locks will be issued at a cost of \$5.00. Students cannot use their own locks and must use school issued locks. Unauthorized locks will be cut off.
5. Lockers and other storage facilities (such as desks) are the property of the School District and may be searched at any time.
6. The district and school are not responsible for lost or stolen property.

CELLULAR PHONE POLICY

We recognize that cell phones have become a common tool for communication; unfortunately, they have also become a major distraction and disruption to the learning environment. We ask that you allow your child to carry a cell phone only if absolutely necessary. Students are allowed to carry cell phones to school, but **phones must be turned off (not on vibrate) and stored out of sight during school hours. Phones may not be used to talk, take pictures, play games, record or text during school hours, including recess. This applies to both the In-School and Virtual Learning Environments!**

- **First Infraction** - Students will have their cell phone taken away and returned at the end of the day, and mandatory parental notification.
- **Second Infraction** - Students will have their cell phone taken and locked up in the office until a parent can come to school to retrieve it.
- **Third Infraction** – Students will have their cell phone taken and locked up in the office until a mandatory parent conference with the principal is held at which time the phone will be returned to the parent.
- **Fourth Infraction** - Students will have their cell phone taken and locked up in the office until a parent can come to school to retrieve it. Additionally, students will be prohibited from bring a cell phone to school for the remainder of the school year, or they must turn their cell phone into the office 1st thing in the morning and pick it up at the end of the instructional day for the remainder of the school year.

LUNCH SURVEY APPLICATIONS

Each child in the school MUST have a lunch application on file, for the Fiscal Year 2021-2022 in order to receive free lunch. The district is in the process of creating contactless electronic lunch applications. Once they are completed, they will be placed on the school and district websites. **We are asking that all lunch applications be completed by Friday September 10, 2021.** Every child must be included in the school's Annual State Lunch Report.

CLASSROOM VISITS

The faculty and staff of Cleveland Street School are always glad to see and talk to parents. However, unannounced visits interrupt the classroom learning environment. **All visitors** must have a pass from the main office. **Families must remain mindful that visitations are limited due to the Corona Virus Pandemic.** If your child's teacher is conducting a lesson, our secretary will be more than happy to assist you in scheduling an appointment to see the teacher at an appropriate time. Please do not go directly to your child's classroom without reporting to the main office first and receiving a pass. Teachers have been instructed to refer parents to the main office who do not have a visitor's pass. Your cooperation would be greatly appreciated.

GUIDANCE SERVICES

At Cleveland Street School, we offer in-house counseling services to assist you and your child. These supported services are provided by certified trained professionals who will provide address to those students who manifest emotional and social problems within the school setting. The guidance counselor will assist your child in improving their peer relationships, developing good decision-making skills, and developing strategies to cope with issues of stress they may face. They provide individual as well as group counseling, in addition to referrals for appropriate community agencies and services as needed. In addition, our guidance and counseling staff will identify factors that can make school a more successful, productive and happier experience for all our students and their families. Our school counselor Darryl Smith can be reached at 973-677-4000 x1662 or via email at smithdar@orange.k12.nj.us.

HEALTH AND NURSING SERVICES

The school nurse reviews immunization records, delivers medical care and first aid as well as screenings for height, weight, blood pressure, vision, hearing, and scoliosis when appropriate. Health information is shared with essential staff to assist your child in achieving his/her educational goals. Administration of medication in school requires a parent/guardian's note and physician's note with medicine in original containers. Questions regarding health concerns should be directed to the school nurse Denise Scott. She can be reached at 973-677-4000 x1602 or via email at scottden@orange.k12.nj.us.

Emergency Evacuations, School Bus, Fire Drills, and Lockdowns

All actions that should be taken during an emergency cannot possibly be covered in this handbook; however, there are some actions that are inherent to every emergency. Those are covered below:

1. Follow the instructions of your teacher or the adult present in your classroom.
2. If in the hallways when an emergency occurs, follow the directives of school personnel.
3. Remain quiet so that you do not miss important instructions
4. Do not use your cell phone, music player, or ear buds/headphones.
5. Stay with your class until you are properly released by a school official. From time to time, we will practice emergency drills with the most common being the fire drill. You are to treat each practice drill as if it were an actual emergency. Those students who fail to return to class after practice drills or who fail to remain with their class during an actual emergency will be subject to disciplinary consequences.
6. As per Board Policy and Department of Education Regulations we will conduct two mandatory school bus evacuations for ALL students and staff. The first to be conducted in the Fall and the second in the Spring.

IN-PERSON - SCHOOL-WIDE EXPECTATIONS

MAIN OFFICE

- Have a Pass
- Use Appropriate Speaking Volume and Language
- Communicate Your Needs/Requests in a Positive Manner
- Wait for Approval Before Entering Inner Office Area

CLASSROOM

- Respect All Adults, Students and Yourself
- Raise Your Hand Before Contributing to the Discussion
- Transition Safely Around the Classroom
- Communicate Your Needs in a Positive Manner
- NEVER GIVE UP!

CAFETERIA

- Respect All Adults, Students and Yourself
- Clean up After Yourself
- Respect Each Other’s Personal Space
- Use Appropriate Speaking Volume and Language
- Use the Lavatory & Refill Water Bottles Before Lunch Ends

PLAYGROUND

- Respect All Adults, Students and Yourself
- Stay Within the Recess Boundaries
- Respect Each Other’s Personal Space
- Use Appropriate Speaking Volume and Language
- Avoid Aggressive Playing

HALLWAY

- Have a Pass
- Walk Directly to Your Destination
- Walk to the Right of the Hallway
- Use Appropriate Speaking Volume and Language
- Keep Your Hands and Feet to Yourselves

STAIRWELL

- Have a Pass
- Walk Directly to Your Destination
- Walk to the Right of the Stairwell
- Use Appropriate Speaking Volume and Language
- Keep Your Hands and Feet to Yourselves

LAVATORY (CAFETERIA LEVEL)

- Have a Pass
- Respect the Privacy of Others
- ALWAYS Wash Your Hands Before you go Back to Class
- Always Flush the Toilet When You’re Done
- Avoid Horseplay

LAVATORY (2ND FLOOR)

- Have a Pass
- Knock on the Door Before Entering
- One Student in the Lavatory at a Time
- ALWAYS Wash Your Hands Before Going Back to Class
- Always Flush the Toilet When You’re Done

PTO NEWS

“Nothing is more important to success in school than the quality of relationships between and among students, staff and parents.” Dr. James P. Comer

Parents please join and support the PTO (Parent Teacher Organization). This is your organization and your input, commitment and hard work are much needed in supporting the fund-raising activities and other programs in our school. Our PTO Board is dedicated to serving and supporting the programs and activities that in turn make it possible for us to provide additional field trips, special events and rewards / incentives for our children during the school year. Your ideas and help are needed.

We are asking every family to join our PTO. Membership dues will help to support some of our school-wide activities.

CODE OF STUDENT CONDUCT **(See Attached Board of Education Policy)**

Students learn best in a safe and orderly environment. One of the most important lessons education should teach is **DISCIPLINE**. While it does not appear as a subject, it underlies the whole educational structure. It is the training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people. Students must always conduct themselves in a proper manner. This includes whether on the bus, at school, and at all school functions. All students are always expected to abide by school policies and regulations. Please refer to the *District Code of Conduct located on the district website www.orange.k12.nj.us*

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District Policy

5600- PUPIL DISCIPLINE/CODE OF CONDUCT (M)

Section: Students
Date Created: March, 2009
Date Edited: March, 2009

M

The Board of Education adopts this Pupil Discipline/Code of Conduct Policy to establish standards and procedures for positive pupil development and behavioral expectations on school grounds, including on a school bus or at school-sponsored functions, and as appropriate, for conduct away from school grounds.

Every pupil enrolled in this district shall observe promulgated rules and regulations and submit to the discipline imposed for infraction of those rules. Regulation **5600** shall include a description of school responses and consequences to violations of the behavioral expectations established by the Board that, at a minimum, are graded according to the severity of the offenses, considering the developmental ages of the pupil offenders and pupils' histories of inappropriate behaviors pursuant to N.J.A.C. 6A:16-7.1(c)5.

The development, annual review, and update of this Policy shall involve parent, pupil, and community involvement which represents, where possible, the composition of the schools and community and shall be based on locally determined and accepted core ethical values.

The Board will review this Policy and Regulation after considering the findings of the annual reports of pupil conduct, including suspensions and expulsions, pursuant to N.J.A.C. 6A:16-7.1(a)5 and 6, and the incidences reported under the Electronic Violence and Vandalism Reporting System, in accordance with N.J.A.C. 6A:16-5.3.

The Superintendent shall report annually on the implementation of the Pupil Discipline/Code of Conduct Policy to the Board at a public meeting pursuant to N.J.A.C. 6A:16-7.1(a)5. The Superintendent shall submit a report annually to the New Jersey Department of Education on pupil conduct, including all pupil suspensions and expulsions, and the implementation of the Pupil Discipline/Code of Conduct Policy in accordance with the format prescribed by the Commissioner of Education and the Electronic Violence and Vandalism Reporting System, pursuant to N.J.A.C. 6A:16-5.3(e).

For pupils with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. § 1400 et seq., the Individuals with Disabilities Education Improvement Act, and accommodation plans under 29 U.S.C. §§794 and 705(20), pupil discipline and the code of conduct shall be implemented in accordance with the components of the applicable plans.

The Building Principal or designee shall have the authority to assign discipline to pupils. School authorities also have the right to impose a consequence on a pupil for conduct away from school grounds, including on a school bus or at a school-sponsored function pursuant to N.J.A.C. 6A:16-7.6. This authority shall be exercised only when it is reasonably necessary for the pupil's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other pupils, staff, or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2. This authority shall be exercised only when the conduct which is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school. Consequences shall be handled in accordance with Policy and Regulation **5600**, pursuant to N.J.A.C. 6A:16-7.1, and as appropriate, in accordance with N.J.A.C. 6A:16-7.2, 6A:16-7.3, or 6A:16-7.5.

Any pupil to be disciplined shall be provided the due process procedures for pupils and their families as set forth in N.J.A.C. 6A:16-7.2 through 7.6.

When a pupil transfers to a public school district from another public school district, all information in the pupil's record related to disciplinary actions taken against the pupil by the school district and any information the school district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of Juvenile Information, Penalties for Disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19(a), N.J.A.C. 6A:32(e)10.iv., and N.J.A.C. 6A:16-7.10.

Regulation **5600** shall include a description of pupil responsibilities that include expectations for academic achievement and behavior, a description of behaviors that will result in suspension or expulsion pursuant to N.J.S.A. 37-2, and a description of pupil rights pursuant to N.J.A.C. 6A:16-7.1(c)3.i through vii.

Comprehensive behavioral supports that promote positive pupil development and the pupil's abilities to fulfill the behavioral expectations established by the Board will include: positive reinforcement for good conduct and academic success including the programs as outlined in Policy 5440; supportive interventions and referral services including those services outlined in Policy 2417; remediation of problem behaviors that take into account the nature of the behaviors, the developmental ages of the pupils and the pupil's histories of problem behaviors and performance; and for pupils with disabilities, the behavior interventions and supports shall be determined and provided pursuant to the requirements of N.J.A.C. 6A:14.

The Building Principal shall maintain a current list of community-based health and social service provider agencies available to support a pupil and the pupil's family, as appropriate, and a list of legal resources available to serve the community.

Pupil discipline and code of conduct in the district will be applied without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or by any other distinguishing characteristic, pursuant to N.J.S.A. 10:5.

The Pupil Discipline/Code of Conduct Policy and Regulation shall be disseminated annually to all school staff, pupils, and parent(s) or legal guardian(s). School staff shall be trained annually on the Pupil Discipline/Code of Conduct Policy and Regulation, which shall include training on the prevention, intervention, and remediation of pupil conduct in violation of the district's Policy and Regulation. Information on this Policy and Regulation shall be incorporated into the orientation program for new employees.

N.J.S.A. 18A:6-1; 18A:36-25.1; 18A:25-2; 18A:36-19a;
18A:37-1 et seq.
N.J.A.C. 6A:16-7.1 et seq.; 6A:14-1.1 et seq.

Adopted: 10 March 2009



Social Emotional Learning (SEL)

Every Student Succeeds Act (ESSA) was enacted in 2015. The law includes requirements to enhance the Social Emotional Learning supports in school environments in area i.e. programs, instructor training and assessments that incorporate SEL. The NJ DOE definition of SEL is: Social and Emotional Learning (SEL) refers to the process by which children and adults acquire and effectively apply the knowledge, attitudes and skills necessary to do the following:

- Understand and manage emotions
- Set and achieve positive goals
- Feel and show empathy for others
- Make responsible decisions

Students in SEL programs are more likely to attend school and receive better grades and are less likely to have conduct problems. Successful infusion of SEL can result in positive behaviors, increased academic success, and caring communities. (NJDOE website)

Orange Public Schools have adopted the following programs under the umbrella of SEL:

- Restorative Justice
- Executive Functioning
- HIB
- Unconscious Bias
- Chronic Absenteeism
- Twilight

Student Responsibilities (RELATED TO DISCIPLINE)

- Respect the rights and privileges of others
- Accept responsibility for his/her actions and consequences of behavior
- Abide by the authority of teachers, staff, and adults
- Be regular and prompt in meeting all school responsibilities
- Help maintain school property free from damage and vandalism

Parental Responsibilities (RELATED TO DISCIPLINE)

Good discipline begins in the home. Parents are the child's first teachers. Through example and direct teaching, parents instill in children habits of acceptable behavior and positive attitudes.

As a parent, you can help us by doing the following:

- Support and assist the school in the administration of recommended consequences;
- Provide your child with counseling, guidance and direct teaching of good habits and acceptable behavior
- Keep the line of communication between home and school open.
- Be sure to leave phone numbers with the school where you can be reached in case of an emergency
- Contact the school (973-677-4100) if you have any questions or have any important information to share
- If you have a problem or concern please contact your child's teacher first.

11 NON-NEGOTIABLE RULES AND EXPECTATIONS

1. Always put your academics first. Be on time and prepared for class. Bring books, paper, pencils and other necessary classroom materials.
2. Move quickly from class to class: line-up quietly in the hall, when told, enter classrooms quietly, take your assigned seat, and begin work immediately. No bathroom/hall passes are given during the first 10 minutes or the last 10 minutes of the period.
3. Do homework nightly. This is your opportunity to practice the skills taught and discover on your own.
4. Turn off all cellular phones, MP3 players, games, other electronic devices and/or items not related to academic instruction until the end of the day. Failure to comply will lead to these items being confiscated until a parent conference is held.
5. Be considerate, courteous and respectful. Inappropriate behavior includes rudeness, back talk, swearing, name-calling, putdowns, etc.
6. We have a zero-tolerance policy for bullying. Do not engage in physical or verbal violence. *Learn to disagree without being disagreeable. Mediation is available for disagreements.*
7. Show respect for school property and the property of others. Inappropriate behavior includes: writing on or scratching school or other people's property, or taking things without asking to borrow or use them.
8. Wear your complete uniform daily. On gym days wear the appropriate P.E. uniform.
9. Listen to and follow directions given by teachers, administrators, custodians, secretaries, instructional assistants, substitutes, and other adults in authority.
10. Maintain integrity at all times. Cheating and plagiarism are unacceptable practices.
11. Bring issues and concerns to the attention of an adult. Cleveland Street staff members are here to educate and support you. Please be sure to express any concerns you have to make sure your time in school is as productive as possible.

Students who choose to comply with the 11 non- negotiable rules and expectations will receive the following incentives:

1. Opportunity to acquire an education that will prepare you to be successful in any endeavor you choose.
2. Opportunity to explore the world outside of Orange, N.J. by going on educational and social field trips.
3. Recognition of academic and behavioral successes with awards, rewards, dances, movie nights/afternoons, etc.

Students who choose not to comply with the 11 non- negotiable rules and regulations will receive the following consequences:

Warning

Phone call home

Lunch &/or After-School Detention given by teacher/ staff member

Written Referral—after your second write up you are off all field trip lists for the school year

Parent Conference

Out of School Suspension

Appropriate administrative action

**Cleveland Street School
Parent & Student Handbook**

Dear Parent(s)/Guardian(s):

Please review the information presented in our school handbook. In addition, please sign, date, and return this page to your child's homeroom teacher. The handbook signature page must be returned. Your signature will confirm receipt of this very important document. Thank you.

Sincerely,

Robert Pettit

Mr. Robert Pettit
Principal

Parent Signature

Child's Name

Date