



**Orange Township Public Schools**  
 Forest Street Community School  
 Dr. Yancisca Loften-Cooke, Principal



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

Mrs. Shannon Keogh, Assistant Principal

August 19, 2022

Dear Parents, Guardians, and Caregivers,

We are SUPER excited for the start of the 2022-2023 school year at **Forest Street Community School, Blue Ribbon Beacon School of Excellence!** Please remember, we are partners, jointly dedicated to helping your child(ren) grow socially, emotionally, and intellectually. Please be reminded that students report for the first day of school on Wednesday, September 7, 2022, and we would like to invite all parents to join us as we celebrate the 1<sup>st</sup> day of school! There will be “Photo Booths” available for pictures so bring your cell phones! This school year will be filled with continued opportunities to grow your child(ren) academically as we support their social and emotional development. It is with great pleasure that I introduce our new Assistant Principal, Mrs. Shannon Keogh! It is going to be an **AMAZING** school year for not only the school level staff but for each of you as well.

**FOREST STREET COMMUNITY SCHOOL MISSION STATEMENT**

Through the full collaboration of school personnel, parents, and the community, Forest Street Community School is committed to nurturing a generation of formidable global competitors and leaders. Our students are inspired to achieve and walk with integrity, confidence, and compassion. We provide opportunities and life experiences which motivate each student to exceed their own expectations as every child is an achiever.

School Level	Arrival Time for Students	End time for Students
Elementary Level (Including PreK)	8:30am	3:00pm

**MORNING ROUTINE FOR STUDENTS:**

- Doors will open at 7:45 am to receive all K-7 students. Students must wear the appropriate school uniform to school.
- The following entrances will be used to enter the building:
  - All students will enter through the main entrance and report to their designated locations.
  - Students will be required to sign-in all cell phones with their homeroom teacher (8:30am).
- Students should bring their Chromebooks fully charged to school each day. (No personal devices)
- All classroom instruction will begin promptly at 8:30 am.

**DISMISSAL:**

- Pre-K and Kindergarten students will be dismissed from the student cafeteria (Must be signed-out by authorized individuals listed on emergency form ONLY).
- 1<sup>st</sup> through 3<sup>rd</sup> grade student will be dismissed from the student’s school yard to parents or designee (Inclement weather students will be dismissed from the Multi-Purpose Room).
- 4<sup>th</sup> through 7<sup>th</sup> Grade will be dismissed from the greenhouse exit.
- Bused students will be dismissed as per bus schedule.

**MASK MANDATE UPDATE:** Effective Tuesday, July 5, 2022, the mask mandate moved to an optional status for our district school and administrative buildings. If there is an uptick in cases within the school district, Dr. Fitzhugh, Superintendent of Schools, will reserve the option to return to mandatory masks for an unspecified period. Please continue to remain safe as we are embarking on a school year that will be filled with greatness for students and staff. As a district, we will continue with COVID testing. This of course is optional, but we felt the success we had with the program and deem it necessary at this moment to continue the initiative.

### **STUDENT ATTIRE:**

Students should dress appropriately for a school setting. Sneakers must always be worn for physical education classes. Uniforms should be worn daily. It is the expectation of the following in terms of dress:

#### **Boys (PreK-7<sup>th</sup> Grade)**

- Collared Shirts: Long or Short Sleeved (White with bow tie)
- Pants: Khaki
- Sweaters: Pull-over or button down (Forest Green with emblem)

#### **Girls (PreK-7<sup>th</sup> Grade)**

- Collared Shirts: Long or Short Sleeved (White with bow tie)
- Pants/Skirts: Khaki
- Sweaters: Pull-over or button-down (Forest Green with emblem)
- Girls may wear solid color white or green tights

**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.

**SCHEDULES KIOSK:** We are passing out schedules on Thursday, August 25, 2022, from 9:00 AM until 12:00 PM (K-3<sup>rd</sup> grade) 1:00PM until 3:30PM (4<sup>th</sup>-7<sup>th</sup> grade) and Friday, August 26, 2022 from 9:00 AM until 12:00 PM (4<sup>th</sup> -7<sup>th</sup> grade) 1:00PM until 3:30PM (K-3<sup>rd</sup> grade).

**CLASSROOM SUPPLIES:** For information regarding classroom supplies, please visit [www.orange.k12.nj.us](http://www.orange.k12.nj.us) and select Forest Street Community School to review posted supply lists and appropriate uniform.

### **STUDENT ABSENCES**

Parents are responsible for reporting daily absences to the FSCS Main Office at 973-677-4120. 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 12, 2022. It is important that these forms are returned so we are able to have active communication with you throughout SY 22-23.

**AFTER SCHOOL PROGRAMS:** FSCS Afterschool Programs will begin early October 2022. Further communication to come in September regarding after school programming. The following programs will be offered on various days and times:

- The YMCA will offer after school programs for grade K-7<sup>th</sup>
- Project Achieve Academic Program for Grades K-7 will be offered Tuesday-Thursday from 3pm-4pm for identified students.
- Various clubs will be for grades 3-7 from Tuesday-Thursday 3pm-4pm

### CHROMEBOOKS

Students are to bring their district issued Chromebook to school on a daily basis; full charged.

### COMMUNICATION

- All teachers and staff will be connected to our students and families using “Class Dojo and/or Remind.” Please ensure you have connected with your child’s classroom teacher on this platform.
- 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 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:** @Foreststreet651

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

Educationally yours,

*Yancisca Loften Cooke, Ed.D.*

Yancisca Loften Cooke, Ed.D  
Principal

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