



Parent/Student Handbook 2022-2023

Administration

Patrick Yearwood, Principal
Dr. Christina Tighe, Assistant Principal
Aimie Smith, Assistant Principal
Noel Cruz, Dean of Students

ORANGE TOWNSHIP BOARD OF EDUCATION



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Shelly Harper, *Office of Special Education/Intervention*
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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 of Inquiry & Innovation*
Patrick Yearwood, *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/DEAN OF STUDENTS

Aimie McKenzie-Smith, *Lincoln Avenue School*
Anthony Frantantoni, *Orange High School*
Terance Wesley, *Rosa Parks Community School*
Samantha Sica-Fossella, *Orange Preparatory Academy of Inquiry & Innovation*
Kavita Cassimiro, *Orange High School*
Christina Tighe, Ed.D., *Lincoln Avenue School*
Daniele Washington, *Cleveland/Central Schools*
Michael Dixon, *Orange Preparatory Academy of Inquiry & Innovation*

Shannon Keogh, *Forest Street Community School*
Emily Shaltuper, *Orange Early Childhood Center*
Sandra Guerra, *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*
Yoniel Lopez, Ed.D., *Orange High School*

SUPERVISORS

Tia Burnett, *Testing*
MengLi Chi Liu, *Mathematics (9-12)*
Jonathan Clerie., *Visual & Performing Arts*
Marc Levenson, *Social Studies (K-12)*
Janet McClouden, Ed.D., *Special Services*
Adriana Hernandez, *ELA (K-2) & Media Specialists*
TBD, *STEM-Focused Learning (K-12)*
Marcey Thomas, *ELA (9-12)*

Henie Parillon, *Science (K-12)*
Delia Abreu, *ELA (3-8) & Media Specialists*
Belinda Komarica, *Mathematics (K-5)*
Nurka Nieves, Ed.D., *Bilingual/ESL & World Languages*
Frank Tafur, *Guidance*
Amina Mateen, *Special Services*
Jahmel Drakeford, *CTE & Physical Education (8-12)*

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Message from the Administrative Team

Dear Parents, Guardians, and Caregivers,

We are excited for the start of the 2022-2023 school year at Lincoln Avenue School! 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 **Wednesday, September 7, 2022**. This school year will be filled with continued opportunities to cultivate your child's educational practice. I am confident we will have a successful, productive, enriching school year for all our stakeholders involved in the Lincoln Avenue community.

We have a new Assistant Principal Mrs. Aimie Smith who has joined our team. I know that she is excited to meet you and your scholars. She will work alongside the staff and me to move Lincoln Avenue School from Good to Great! We also have Dr. Christina Tighe returning in our Assistant Principal position and Mr. Noel Cruz as our Dean of Students. I look forward to this seeing everyone. It is going to be a great year!

MORNING ROUTINE FOR STUDENTS

Students are to be dropped off at the following locations:

- Kindergarten, 1st grade, 2nd grade, and 3rd grade – Students are dropped off and proceed through the cafeteria entrance where staff will meet them.
- 4th grade, 5th grade, 6th grade, and 7th grade – Students enter through the double glass doors near the gymnasium and report directly to the gymnasium where staff will meet them.
- Breakfast will continue to be held in the classroom this year.
- Students must arrive to school by **8:30 a.m.** Attendance is vital to instruction. We need our students on time and present each day.

DISMISSAL

- All students are dismissed at **3:00 p.m.**
- Please arrive promptly at that time to pick up your child.
- In the event 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.
- Kindergarten will be dismissed from their classroom doors.
- 1st grade, 2nd grade, and 3rd grade students are dismissed through the cafeteria courtyard located on Frankfort Street.
- 4th grade and 5th grade students are dismissed on the playground next to our parking lot.
- 6th grade and 7th grade students are dismissed through the doors leading to our field by the cafeteria located on Frankfort Street.

STUDENT ATTIRE

Students should dress according to the uniform policy. Sneakers must always be worn for physical education classes. Uniforms must be worn daily. The following are the expectations for the dress code:

Uniform Policy

K – 4	5 – 7
<ul style="list-style-type: none">• White or blue collared shirts (long or short sleeves)	<ul style="list-style-type: none">• White collared shirts (long or short sleeves)
<ul style="list-style-type: none">• Navy Blue pants• Bermuda shorts, skirts, or skorts (all at knee length)	<ul style="list-style-type: none">• Khaki (tan) pants• Bermuda shorts, skirts, or skorts (all at knee length)
Physical Education Uniform	
Solid navy blue or grey sweatpants or shorts, white t-shirt, and sneakers	
Inclement/Cold Weather	
Navy sweater/sweater vest may be worn over the uniform shirt	

The following items of clothing are **not** permitted as part of the school dress code:

- Blouses or sweaters that show a bare midriff, crop tops, halter tops, bandanas, tank tops, tops with spaghetti or thin straps, short shorts, short mini-skirts, clinging or form fitting spandex leggings (leggings are permitted only under an appropriate length skorts, shorts, skirt, or dress), pants/jeans worn below the waist, and pants/jeans that are ripped.). All flannel-type pants and sleepwear are not permitted. All hats are not permitted.
- Please be sure that appropriate and safe footwear is worn at all times. Specifically, no flip-flops, clogs, crocs 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 our school website.

STUDENT ABSENCES

Parents are responsible for reporting daily absences to Lincoln Avenue School secretaries, at 973-677-4130.

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 14, 2022. It is important that these forms are returned to have active communication with you throughout SY 22-23.

AFTER SCHOOL PROGRAM:

- Afterschool clubs will be held on Fridays, beginning October through May from 3:10PM – 4:10PM for students in grades 2 – 7. The following are tentative clubs for the upcoming school year:

Robotics Team	Geography Bee	Girls Who Code	Instrumental Club
Student Government	Vocal Club (Choir)	Wellness Club	Cheerleading
Dance Club	Art Club	Debate Club	Game 24 Club

- Afterschool enrichment programs (offered only in Mathematics and English Language Arts) will be held on Tuesdays, Wednesdays, and Thursday, beginning in October through May from 3:10PM – 4:10PM for students in grades 1 – 7. Dates for clubs will be sent under separate cover in the beginning of September.

CHROMEBOOKS

Students are expected to bring their district issued Chromebook to school each day. The Chromebook should be 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.
- All your student’s important information will be accessed through the Parent Portal. This will include his/her progress reports, grades, missing assignments, and other concerns that may impact your child’s performance or well-being. If you have not done so, please ensure that you sign up for Parent Portal.
- Please listen to the phone blasts sent by the school and/or District. They include important information and guidance.
- If you have not signed up for the Orange App, you can download it on your Android or Apple iPhone.
- The School District & Lincoln Avenue’s social media platforms are a great source for receiving 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 platforms:

Twitter:

- Orange Public School District
- Lincoln Ave Panthers (@LincolnAve216)

Instagram:

- Orange Public School District
- LAS Panthers

Facebook: Orange Public School District

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

Educationally yours,

Patrick Yearwood Jr.

Patrick Yearwood Jr.,
Principal



Orange Township 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.



Lincoln Avenue School Vision & Mission Statement

Vision

Students will become facilitators of their own knowledge utilizing best practices through focused lessons aligned to the New Jersey Student Learning Standards that incorporate cooperative groups and engage in accountable talk. This process will enhance the teaching/learning experience for all stakeholders beyond the confinement of the classroom walls.

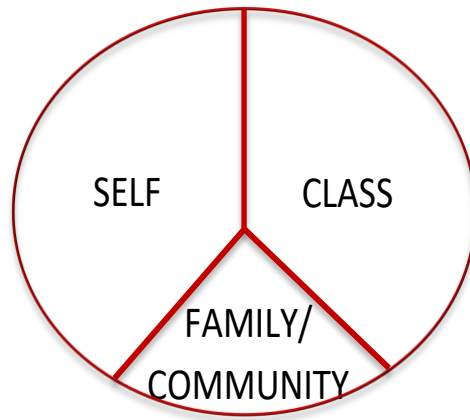
Mission

- We believe in the innate ability of students to grow intellectually and to develop positive character traits through robust learning experiences which consistently increase the level of instructional rigor.
- We believe that Lincoln Avenue administration, instructional and support staff possess the knowledge and skills to assist students in meeting the expectations of the Common Core State Standards. We believe that mutual trust, respect and open communication between staff and families are critical for maximizing student achievement.

Our Panther Promise



I take care of my...



I am worthy!

I am learning!

I am brave!

I am enough!

Please be seated for our announcements for the day.

District Master Calendar

Orange Township Public School District – 2022-2023 Calendar
 Gerald Fitzhugh II, Ed.D.
 Superintendent of Schools
 Approved 2/8/2022



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

Tina Powell, Ed.D.
 Assistant Superintendent for Innovation & Systems



1 & 2 Professional Dev. For Staff Only 5 Labor Day District Closed 6 Professional Dev. For Staff only 7 First Day of School	Staff 21 SEPTEMBER 18 Students <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </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		Staff 15 FEBRUARY 15 Students <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <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></td><td></td><td></td><td></td></tr> </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					20-24 District Closed Winter Break							
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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 △ Parent Conf. Gr. 8-12 12:30pm Dismissal ◇ Parent Conf Prek-7 12:30pm Dismissal ◻ District 12:30 pm Dismissal ○

District Closed for Staff and Students

Professional Development Staff Only

12:30 Dismissal Students Only

Make-Up Days: Should the district use more than 3 days of emergency closings; it will be at the discretion of the Superintendent to determine which days will be taken to make them up.

Arrival and Pick-up Procedures

Students are to be dropped off at the following locations:

- Kindergarten, 1st grade, 2nd grade, and 3rd grade – Students are dropped off and proceed through the cafeteria entrance where staff will meet them.
- 4th grade, 5th grade, 6th grade, and 7th grade – Students enter through the double glass doors near the gymnasium and report directly to the gymnasium where staff will meet them.
- Breakfast will continue to be held in the classroom this year.
- Students must arrive to school by **8:30 a.m.** Attendance is vital to instruction. We need our students on time and present each day.

DISMISSAL

- All students are dismissed at **3:00 p.m.**
- Please arrive promptly at that time to pick up your child.
- In the event 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.
- Kindergarten will be dismissed from their classroom doors.
- 1st grade, 2nd grade, and 3rd grade students are dismissed through the cafeteria courtyard located on Frankfort Street.
- 4th grade and 5th grade students are dismissed on the playground next to our parking lot.
- 6th grade and 7th grade students are dismissed through the doors leading to our field by the cafeteria located on Frankfort Street.

Visitor's Policy

All visitors must first sign in with the security personnel at the desk in the main lobby. Security will call the main office before you can proceed to the main office on the second floor.

While the faculty and staff of Lincoln Avenue School are always glad to see and talk to parents, unannounced visits interrupt the classroom learning environment and should be avoided. All visitors must first sign in with the security desk. Security will call the main office before you can proceed to the main office for further instruction. 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. For the safety and security of all and to preserve the academic environment, please do not go directly to your child's classroom without first reporting to the main office. 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.

Security

Lincoln Avenue School has a Law Enforcement Unit which indicates there are surveillance cameras throughout the school. Surveillance tapes may be utilized as evidence for incidents that may occur which may cause disruption or disorder to the school. The unit will be responsible for the storage of tapes and ensuring confidentiality.

Emergency Drills

Emergency drills are a serious and necessary exercise. State law requires that we hold emergency drills which may include fire drills, bomb threats, intruder, evacuations and/or lockdown exercises. Upon hearing the drill students should not panic but should move swiftly, safely and in a quiet manner. All safety drills will follow the recommendations made by the State Department of Education regarding social distancing during drills.

Parking

During school hours, please do not park in front of the school. The Orange Police Department will issue citations to those individuals who ignore posted NO PARKING SIGNS. Barriers are positioned along the front yellow curb of the school to ensure that children are safe crossing the street and to allow those children who receive transportation easy access onto the school buses. Your cooperation is greatly appreciated.

Attendance

School Attendance

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. It is imperative that students attend school for the full day. Please make every effort to schedule appointments in accordance with the days scheduled off from school and appointments after 3:30pm, unless an emergency occurs.

District’s Student Attendance Policy

In accordance with the district, children may not accumulate more than **18** unexcused absences during the school year. Absences from school jeopardize the ability of a child to satisfactorily complete the prescribed curriculum of study and violate the statute requiring children to attend school regularly. The interruption of the instructional process caused by frequent and/or repeated absences or lateness is a major concern for all involved. Please be aware that accrual of more than 18 unexcused absences from school can jeopardize your child’s promotion to the next grade.

District approved excused absences are as follows: Student illness, family illness or death, educational opportunities, excused religious observances, pursuant to N.J.S.A. 18 A:36-14 through 16, where appropriate, when consistent with IEP, suspensions, court required attendance (with court documentation), unavoidable medical and dental appointments, and Take Your Child to Work Day. Please notify the school on the day of your child’s absence and submit the proper documentation explaining your child’s absence on his/her return to school. Students are responsible for all missed assignments.

School Closings/Delayed Opening

In the event of a school closing or delayed opening, the district will send out a telephone blast as well as post information on the district website. It is imperative that you maintain current telephone numbers with the main office in case of an emergency. Information will also be available through the following radio or TV stations between 6:30 AM - 9:00 AM for details:

WOR AM 710	WINS AM 1010	WFME FM 97.4
WRKS (KISS) FM 98.7	WJDM AM 1530	WADO (SPANISH) 1280
	FOX - CHANNEL 5 TV	

It is the responsibility of the parents and student to tune in for announcements of delayed openings or school closings. **Do not call the school, central office, board members, or the radio/television stations.**

Grading and Promotion Policy

Grading

In accordance with the Orange Public School District Grading System:

- A minimum of 10(ten) grades per class or subject area should reflect student progress entered into our Genesis Student Information System over a nine-week period.
- Minimum of (5) grades should reflect 5-8 (World Languages, Visual & Performing Arts, Technology, and Physical Education/Health).

K-4 World Language, Visual & Performing Arts, Technology, Physical Education/Health will be assessed according to the following scale:

- O - Outstanding
- S - Satisfactory
- NI - Needs Improvement

Grading Weights

- 25% of the grade consists of Authentic Assessments (portfolios, performance assessments, projects, 21st Century real world experiences)
- 20% of the grades consist of summative evaluations (tests, mid-terms, final, unit assessments...)
- 20% of the grade consists of class work (journals, logs, assignments, tasks, demonstrations, skill applications).
- 15% of the grade consists of class participation (questioning, discussion, problem solving, teamwork, and offering relevant comments).
- 10% of the grade consists of formative evaluations (quizzes, anecdotal notes...)
- 10% of the grade is Homework (including long term projects i.e. essays, research, and 20 to 60-minute reading depending upon grade level)

Homework Policy

Homework is essential and not an option. The primary purpose of homework is to foster responsibility for the learning process. Homework is an extension of the learning that occurs in the classroom each day and reinforces what is taught. The objective of assigning homework is to:

- Provide for essential practice in skills
- Enrich and extend classroom experiences
- Build positive independent work and study habits
- Provide experiences in finding resources and gathering data
- Encourage the development of self-discipline and integrity

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

Grade	Minimum Number of Minutes (per night, 5 days a week)
Kindergarten	20 minutes
1 st Grade	30 minutes
2 nd Grade	40 minutes
3 rd & 4 th Grade	60 minutes
5 th – 7 th Grade	90 minutes

In addition to homework, all children should read for 30 minutes daily and complete 45 minutes of their iReady instructional path. Parents can help by reading to their children and/or reading with their children. The time-spent reading to your child/children will be invaluable.

Frequency of Grade Reporting

Report cards are disseminated quarterly. Progress reports are disseminated the fourth week of each marking period. If a student is exhibiting unsatisfactory performance or is experiencing change in performance, the teacher must notify parents/guardians in a timely manner prior to the distribution of the progress report or report card. Please adhere to district calendar/signed report cards are due back to the reporting school no later than five (5) days after receipt of the report card.

Marking Period	Distribution/Conferences Date
Interim Marking Period 1 Report	October 13, 2022
Marking Period 1 Report Card	November 22, 2022 - 5:30PM - 7:30PM
Interim Marking Period 2 Report	December 23, 2022
Marking Period 2 Report Card	February 7, 2023
Interim Marking Period 3 Report	March 15, 2023 – 1:15PM – 4:00PM March 16, 2022 - 5:30PM - 7:30PM
Marking Period 3 Report Card	April 19, 2023
Interim Marking Period 4 Report	May 30, 2023
Marking Period 4 Report Card	June 23, 2023

Retention Guidelines

Kindergarten:

There will be no Kindergarten retention, unless approved by the Office of the Superintendent.

Grades 1-7:

- Parents of elementary and middle school students in jeopardy of failing a content area are notified through progress reports, marking period report cards, and through access to all grades through the Parent Portal.
- Intervention plans initiated for students whose grades were below 72% are available for review.
- Monthly letters generated from Genesis and parent contact must be recorded for students in danger of failing.
- Notes sent to parents must be recorded in Genesis.
- A log in reference to parent contacts must be readily available.
- An on-going folder of student work must be maintained.
- A list of students being considered for retention must be sent by the building principal to the Superintendent of Schools no later than the last week of May. The data for each student must accompany the list, including but not limited to, intervention plans, contact logs, and a copy of the report card and progress reports.
- In consultation with the building principal, the Superintendent of Schools will determine whether a student will be retained.
- A formal letter of retention must be sent to the parents no later than the second week of June.
- Parents may file an appeal; however, all appeals are finalized by the Superintendent of Schools.

There can only be one retention for children in grades 1-4 and only one retention for students in grades 5-8. All students who are in danger of failing should be referred to Intervention and Referral Services (I&RS).

Uniform Policy

K – 4	5 – 7
<ul style="list-style-type: none"> ● White or blue collared shirts (long or short sleeves) 	<ul style="list-style-type: none"> ● White collared shirts (long or short sleeves)
<ul style="list-style-type: none"> ● Navy Blue pants ● Bermuda shorts, skirts, or skorts (all at knee length) 	<ul style="list-style-type: none"> ● Khaki (tan) pants ● Bermuda shorts, skirts, or skorts (all at knee length)
Physical Education Uniform	
Solid navy blue or grey sweatpants or shorts, white t-shirt, and sneakers	
Inclement/Cold Weather	
Navy sweater/sweater vest may be worn over the uniform shirt	

Parents who have gently used uniforms and are willing to donate to our school closet, is greatly appreciated. We will donate these uniforms to students who are in need.

NOTE:

- Safe footwear (preferably rubber soles) must be worn. No flip flops, sandals, or open backed shoes are acceptable. Sneakers must be worn on physical education days. District wide skirts should be no shorter than 3 finger lengths above the knee.
- Clothing must be clean, in good condition, and worn as intended and designed. Good judgment should be executed in dressing. Skintight clothing, along with other inappropriate dress that is distracting and interferes with the educational process is not acceptable.
- Students who are not in compliance with our uniform policies will be handled according to the district code of conduct.

Parent Resources

You can find additional information about the school at our school web-site <https://www.orange.k12.nj.us/Domain/958>

Lunch Surveys

Each child in the school must have on file a lunch survey form for the Fiscal Year 2022 – 23, whether they are eligible for free or reduced lunch. Please complete a lunch survey by Friday, September 16, 2022, and return it to the main office.

Parent Teacher Organization

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

Please join and support the Lincoln Avenue School PTO (Parent Teacher Organization). This is your organization. Your input, commitment and hard work are needed to support activities and programs at Lincoln Avenue. The PTO makes it possible for Lincoln Avenue School 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 is \$5 for 1 year. Meetings will be held monthly at 6:00 pm. Contact the main office for any additional information. We look forward to seeing you there.

Parent Portal

We encourage parents to join our Genesis parent portal to monitor their child’s academic progress. To join the Lincoln Avenue School parent portal system, please complete the following form, which is also located on the Lincoln Avenue Webpage, (<https://docs.google.com/forms/d/e/1FAIpQLSddjXveoljaPbQU9ybVOeAFMspUYgts2pJM56Vqfxc776x-tg/viewform>). We will also include a form in our welcome back packet students will receive within the first few days of school.

Class Dojo

Easily stay connected with your child’s classroom teachers and school community on ClassDojo. You can see all of your child’s feedback from teachers, hear important announcements and updates, and see photos and videos from class! You will also be able to keep track of your child’s behavior and progress on your cell phone. Parents can add all their student codes to the same account and track their progress across multiple classes. It is simple!

Social Media

Lincoln’s social media platforms are a great source for posting updates & important information as well as celebrating and sharing photos of our fun activities. Please follow us on our media platforms:

- **Twitter:** @LincolnAve216
- **Instagram:** @LASPanthers
- **Facebook:** Lincoln Ave Panthers

Afterschool Programs

Lincoln Avenue School will be offering a variety of after school programs. The following programs will begin around October of 2022:

- After School Academic support session for students in grades 1-7 on Tuesdays, Wednesdays, and Thursdays from 3:10PM – 4:10PM
- Afterschool Clubs on Fridays from 3:10PM – 4:10PM. The following are tentative clubs that will be offered for the upcoming school year.

Art Club	Board Game Club	Cheerleading	Dance Club
Debate Club	Game 24	Geography Bee	Girls Who Code
Homework Club	Instrumental Club	Panther Pride	Robotics Team
Spelling Bee	Student Government	Vocal Club (Choir)	Wellness Club

Student/Family Support Services

School Counselor Services

At Lincoln Avenue School, we offer in-house school counseling services to assist your child. The supported services are provided by a certified trained professional who will address those students who manifest emotional and social problems within the school setting. The school 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.

Counseling Department Contact Information:

Mrs. Ronieka Thomas (Grades K – 4)
thomasro@orange.k12.nj.us
973-677-4000 X15810

Mr. Donald Nicholson (Grades 5-7)
nicholdo@orange.k12.nj.us
973-677-4130 X15714

Child Study Team

For those students who have been identified as requiring special services, or who have an Individual Education Plan (IEP), we have a team of professionals who will provide services and support academically, socially, and emotionally throughout the year.

Child Study Team Contact Information:

Dr. Pamela Alkins-Guallab
alkinspa@orange.k12.nj.us
973-677-4000 X15716

Mrs. Elyse Kehr
kehrellys@orange.k12.nj.us
862-801-2276

Mrs. Carline Petiotte
petiotca@orange.k12.nj.us
973-677-4000 X15830

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 official prescription with medicine in original containers and accompanied by the doctor's directions. Questions regarding health concerns should be directed to the school nurse.

Mrs. Lisa Farrar farrarli@orange.k12.nj.us 973.677.4000 x15750

Student Code of Conduct

Harassment, Intimidation, Bullying (HIB) Policy # 5512.01

This is defined as any gesture or written, verbal or physical act perceived as motivated by race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory handicap or by any other distinguishing characteristic that takes place on school grounds, at any school sponsored function or while traveling on school transportation.

A HIB incident will be investigated promptly within the defined timeline and in adherence with the procedures set forth in the District HIB Policy. Consequences shall vary according to the nature of the behavior, the developmental age of the student and the student's history of problem behaviors.

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 and district policies and regulations as noted in the Orange Code of Conduct Handbook. Failure to do this will bring about disciplinary action.

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

Cellular Phone Policy

District policy prohibits students from carrying cell phones when on school grounds unless a pre-approved program for Bringing Your Own Device is established by the school administration. Upon arriving on school premises students must turn their cell phones off and put them away. If a student is seen with a cell phone it will be confiscated.

- **First offense:** cell phone will be returned to the student at the end of the day.
- **Second offense:** cell phone will only be returned to a parent.
- **Third offense:** cell phone will be kept in the main office and returned at the end of the school year.

Lincoln Avenue School

Parent & Student Handbook

My Child and I have received, read, and fully understand the Parent/Student Handbook and we are aware this signed form must be returned to my teacher/the school by Friday, September 16, 2022.

Parent Name (please print)

Parent Signature

Student Name (please print)

Grade/Homeroom

Date