



Megan Caughey
Supervisor of Elementary Education

KINDERGARTEN CENTER

September 10, 2026

Dear Kindergarten Friends and Families,

We have had a very positive start to the school year and we appreciate all the support from our families! Please review the following information that will seem more relevant now that we have kicked off the new school year.

ARRIVAL

Doors open for arrival at 8:30 and remain open through to 8:45. Students enter through the lobby entrance located on the north end of the building facing Sylvan Street.

We encourage parents to utilize the drop off lane and continue to do so on a daily basis. The drop off lane spans the front of the school, indicated by cones. Students are to exit once the car comes to a complete stop in the designated area on Sylvan Street. Please do not wait and drive your child to the furthest point as we utilize the entire span of our lane for drop off. Staff is present to monitor and provide guidance to students as they enter the school. Do not exit your vehicle at any time while in the drop off lane. Children **MUST** be able to independently exit the car on the passenger side of the car. If your child is unable to open the car door, unfasten their seatbelt, and exit the car with their belongings independently, and in a timely manner, please park legally and walk your child to the entrance.

ATTENDANCE

It is essential for your child's academic and social, emotional growth that your child attends school consistently and arrives on time. Any child that arrives after 8:45 will be marked tardy and must be brought directly to the main office by an adult and signed in. If your child will not be attending school, their absence must be reported via email kcenterattendance@rutherfordschools.org or a call to the main office at 201-438-7675 ext. 7999. Documentation substantiating any absences must be provided upon your child's return to school or included in the email. Students exceeding 18 absences will not be promoted without a promotion/retention hearing. Additional information is available in our [handbook](#).

DISMISSAL

Please be sure to give yourself adequate time to park to arrive promptly for dismissal. Students will be dismissed directly to their parent or designee at 2:35 from the following locations:

Front Center Doors:	Ms. Robertson	Ms. Ruglio
Front Lobby Doors:	Mrs. Kratzer	Ms. Sayre
Highland Cross/Playground Doors:	Mrs. McCarthy	Mrs. Witalis
Rear of the building:	Mrs. Parkinson	Mrs. Soto

Children who are not picked up within a reasonable time will be sent to Bulldog Care at the family's expense.

BULLDOG CARE

Before School: If your child attends *BeforeCare* Bulldog Care, they must be signed in at the designated entrance at the rear of the school.

After School: If your child attends *AfterCare* Bulldog Care, they will be dismissed directly to Bulldog Care. Parents will utilize the same entrance as *BeforeCare*, located behind the school, for pick up.

Please be sure to notify both Bulldog Care and your child's teacher with any changes and communicate these in advance; however, should a last minute change be necessary, also contact the main office to ensure the information is relayed to your child's teacher. Any questions regarding Bulldog Care can be directed to Marie DeSalvo, Coordinator of Bulldog Care, bulldogcare@rutherfordschools.org.

POWERSCHOOL PARENT PORTAL

Your child's Access ID and Access Password have been mailed directly to your residence. It is essential that you create the parent portal account. Going forward, this will provide access to student report cards (3x a year) and their student number.

LUNCH

Children need snack, lunch and a drink, daily. Lunch options include:

- Send a lunch from home including utensils. Please do not send glass and make sure your child is able to open and close their containers independently.
- Order lunch through the school lunch program provided by Pomptonian (**when ordering please click LINCOLN SCHOOL**). The lunch portal, <https://payschoolscentral.com>, opens district wide for the next month. No late orders are acceptable. **An account can not be created until you have created a Parent Portal account to retrieve your child's Student Number located in Demographics. Information on how to create the parent portal was sent directly to each child's home via USPS in August.**
- Order lunch through the PTA sponsored lunch options, ordered through [Boonli](#). These orders can be placed through noon of the Friday for the following week.

COMMUNICATION

School/District to home communications are done via websites, [Google Calendar](#), emails, phone calls and individual student folders. To ensure effective communication, please be sure to have your voice mail accepting messages and that your child's folder is checked daily.

BACK TO SCHOOL NIGHT, September 16

This evening presentation provides an overview of the kindergarten experience from a day in kindergarten through the end of year expectations from your child's teacher. Following the classroom presentations you will hear from our Superintendent Mr. Jack Hurley, Supervisor of Elementary Education Ms. Megan Caughey, School Nurse Ms. Erica Farrell, Kindergarten Center PTA, Rutherford Education Foundation (REF), and Special Education Parent Advisory Group (SEPAG)! Looking forward to seeing you!

Sincerely,
Megan Caughey
Supervisor of Elementary Education



Don't Forget...

- September 11 **Wear Red, White, and Blue**, High Five to Hometown Heroes.
First responders will visit the Kindergarten Center
- September 14 PTA Boonli Lunch begins
- September 16 **Back To School Night**, Doors Open at 6:30. Classroom presentations begin at 6:40 followed by all school presentations in the MPR at 7:30.
- September 18 **Picture Day**, Individual and class photos will be taken.
Information regarding ordering will be sent home in the next few weeks with a proof of their photo.
Ice Pop Sale, Afterschool by the PTA
Lunch portal for district's lunch program opens for October.
- September 20 **Spirit Wear (online) Sale Ends**
- September 21 PTA Meeting, 6:30 PM in Multi-Purpose Room (MPR) (Enter through the back)
- September 25 **Ice Pop Sale**, Afterschool by the PTA
- October 2 **Ice Pop Sale**, Afterschool by the PTA
Custodian Appreciation Day! Thank you, Ms. Dolores!!