

Lincoln School Pre-School Handbook 2016-2017

**Student & Parent
Handbook**



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This Lincoln School Preschool Handbook has been developed to share important and useful information with students and parents. As a reference guide, this handbook will answer many of your questions throughout your years at Lincoln School. For information not covered in this guide, you may call the school office and refer to the Bulldog Folder that is distributed on the first day of school. There is also a district website - www.rutherfordschools.org. Board of Education policies and curriculum guides are posted on the website.

Each year the faculty and staff look forward to working with students and parents. By working together, we weave a fabric of consistency between home and school and create a climate where they are mutually supporting. Through our partnership we can provide a quality learning experience for all of our children. Best wishes for a successful year.

THE PHILOSOPHY OF THE RUTHERFORD PUBLIC SCHOOLS

We believe that the Rutherford Public Schools should provide a curriculum that will satisfy the education needs of our children in a democratic society. It should be modified periodically to satisfy ever-changing conditions. To this end we will strive systematically to develop the individual's moral, mental, physical, social, emotional and aesthetic growth. Therefore, we believe that the Rutherford Public Schools should:

1. Develop competence in the basic skills, reading, writing, arithmetic and other fundamental tools for continued learning.
2. Develop the ability in each student to solve problems. To this end we will endeavor to:
 - Teach the child to think in an organized manner and to come to logical conclusions.
 - Develop critical and constructive thinking in our children.
 - Develop the ability to analyze, evaluate and interpret.
3. Encourage the child to think creatively, to be inventive, and to explore novel situations.
4. Develop responsibility in each student for his own actions. To this end we will endeavor to:
 - Encourage the child to recognize himself as an individual with a distinctive personality.
 - Develop each child to his maximum potential.
 - Develop a genuine love of learning.
 - Help a child to recognize and develop his own capabilities realistically.
 - Help the child to use his leisure time advantageously by broadening the field of his
 - Develop an awareness of the dignity of all types of work.
 - Help the child to become a productive member of society.
5. Help the child develop an understanding of others. To this end we endeavor to:
 - Develop a fundamental understanding of and pride in the philosophy of our democracy and our society.
 - Bring about a greater understanding of the democratic process by practicing them
 - Develop knowledge of our cultural heritage.
 - Help the child to develop respect and tolerance for the abilities, personalities, beliefs and customs of others.

***ALL CURRICULUM GUIDES ARE ON THE RUTHERFORD BOARD OF EDUCATION WEBSITE
www.rutherfordschools.org***

RUTHERFORD BOARD OF EDUCATION

The Rutherford Public Schools are governed by an elected Board of Education consisting of nine members, which meets twice each month at Rutherford High School. The meetings, held at 7:30 p.m. are designed to permit the Board to discuss items that pertain to the running of the school system and to take action on matters. All BOE meetings are open to the public for comment at two points on the agenda.

Executive Sessions are held as needed in keeping with the Open Public Meetings Law and are announced as to purpose. Executive Sessions are not open to the public.

All meetings are advertised in local newspapers and a yearly schedule of meetings is posted on the district's website, the public library, the municipal building, the post office and the central office. Minutes of Board of Education meetings are available in the Board Office and on the district's web site.

The school election is scheduled for November. Voters choose members of the Board of Education at that time. The amount of money that must be raised through local taxation to support the proposed school budget for the coming year may be presented to voters for approval.

Anyone registered to vote in general elections may vote in school elections. Absentee ballots for school elections may be obtained by visiting or writing to the County Clerk's Office in Hackensack not less than seven days before the election, stating your home address, the address to which the ballot should be sent and the reason you will not be able to vote at the polls.

DISTRICT ADMINISTRATION/OPERATIONS - Dial 201-438-7675.

Mr. Jack Hurley	Superintendent of Schools	X 1212
Mr. Joseph Kelly	Board Secretary/Business Administrator	X 1100
Ms. Brenda Fargo	Research Assistant to the Superintendent	X 1113
Dr. Shannon Hopkins	Director of Guidance (High School)	X 1114
Ms. Michelle Perez Hoen	Supervisor of Student Services	X 7272
Mr. Anthony Paterno	Director of Buildings & Grounds	X 4118
Ms. Jeanna Velechko	Gifted & Talented Program Coordinator K-8	X 6218
Ms. Barbara O'Donnell	Director of Technology	X 2229

SCHOOLS AND PRINCIPALS - Dial 201-438-7675, then the extension number:

Grades K-3:

Washington School 89 Wood St.	Mr. William Mulcahy, Principal	X 5333
Lincoln School 414 Montross Ave.	Mrs. Jeanna Velechko, Principal	X 6218
K Center/Pre-K 109 Sylvan St.	Ms. Megan Caughey, Supervisor of Elementary Education	X 6219

Grades 4- 6

Pierrepoint School 70 E. Pierrepoint Ave.	Mrs. Joan Carrion, Principal	X 4373
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Grades 7-8

Union School 359 Union Ave.	Mr.Kurt Schweitzer, Principal	X 3257
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Grades 9-12

REGULAR DAY SCHEDULE

Pre K 3	9-11:30 a.m.
Pre K 4	12:30-3:00 p.m.

DROP-OFF AND PICK-UP

Crossing guards are on duty from 7:45 a.m. until 9 am and from 2 pm to 4 pm each school day. All students shall enter school through the main doors on Montross at 9 a.m. The teacher will meet you at the main door at 8:55 a.m. for pre K 3 and 12:25 for Pre K 4. Parents must stay with children until the teacher arrives at the beginning of the day. If you need assistance in the morning because of younger siblings in the car, just let the teacher know. All late arrivals shall enter school through the main door and should report to the main office. Students must then be signed in by a parent when arriving late.

The safety and well being of the children is our prime concern; obeying the law is a must. For these reasons we do not condone double-parking around our buildings. Parents may park in the front of school for arrival and drop-off just for a few moments.

Student Pick-up- Pre K students exit out the main entrance on Montross Ave. Again, there is no double parking at dismissal. Students must be dismissed to an adult or to an assigned caregiver who is noted on the *Dismissal Authorization* form. Parents should check the monthly calendar, Bulldog folder or website for posted early dismissals. **Play Dates-** All notices about special dismissal requests must be in writing and should be sent in with the child in the morning. We will not accept phone requests for security reasons.

Late Pick-up-Occasionally emergencies arise and parents cannot pick up their child/children at the regular time. We will gladly assist you in an emergency situation. However, after few late pick-ups, the principal will contact parents. Students will be turned over to the RPD if not picked-up.

VISITORS

To insure the safety of our children, it is imperative that all visitors enter through the front door and report directly to the office. The office staff will then direct the visitor to their destination. Visitors will be required to wear a "Visitor" pass. For safety reasons, parents are not permitted to walk students to their classroom.

SMOKING ON SCHOOL PROPERTY

Please be aware that it is illegal to smoke on school grounds and in school buildings.

DOGS ON SCHOOL PROPERTY

Please do not bring dogs or other animals onto school grounds. While many dogs accompanying owners are leashed and well behaved, a number of our students and parents are afraid of dogs of any size. Having a dog on the property could result in an accident should a dog become excited by running children or strange noises that often present themselves on our grounds. If you decide to bring a leashed dog with you to school, please remain on the sidewalks.

EARLY DISMISSAL DUE TO INCLEMENT WEATHER

In the event that a decision is made to close school early prior to the start of the day because of inclement weather, dismissal will be as follows:

- Pre K 3----- 8:30-10:30
- Pre K 4----- 10:30-12:30
- Grades 1 – 3 ----- 8:30 -12:30 p.m.
- Grade K----- 8:45- 12:45 p.m.

If an early dismissal is called once school starts, PreK 4 will not be held. The Connect 5 system will give you all the times/ information.

DELAYED OPENING DUE TO INCLEMENT WEATHER

The following procedure will be used for delayed openings:

1. Pre K 3- attend from 11-1:00 p.m. and Pre K 4 attends from 1-3 p.m.
2. The teacher will be at the front doors 5 minutes prior to start time,
3. Students should bring a snack.

HOW DO I FIND OUT ABOUT SCHOOL CLOSINGS, DELAYED OPENINGS, AND EARLY DISMISSALS?

1. The Connect5 System will be activated. If there is a block on your phone, the call will not go through. (See Below- Connect5)
2. Go to the Rutherford web site - www.rutherfordschools.org
3. Announcements are made on the radio, station - WCBS-880
4. Announcements are also made on the TV, channel CBS
5. Call 201-438-7675. If the schools have a delayed opening or closure, a prerecorded message will come on and state needed information. If there are no changes to the day, the usual message will be heard.

EMERGENCY – Connect5 Calling System

As part of the continuing efforts to maintain security in the district schools, the Rutherford School District will use the Connect5 System in cases where schools will be closed for emergency reasons. Connect5 places an automatic call with a recorded message to telephone numbers that have been provided to the school for home contact.

This system will be used in the event of an unanticipated need to close school during the school day or any reason deemed necessary.

If school is closed for the day, the primary contact number will be called either the evening before or early morning. However, if there is an early dismissal or emergency additional numbers will be contacted.

Emergency Contacts

It is imperative that the school has accurate information regarding emergency calls. Please be sure that all phone numbers are accurate. If you change a phone number, we must be informed. It is important that parents arrange to have emergency contacts in place.

WHAT DO I DO WHEN MY CHILD NEEDS TO LEAVE SCHOOL EARLY? - EXCUSED LATE ARRIVAL/EARLY DISMISSAL POLICY

The Board of Education requires that pupils be in attendance for the full school day in order to benefit from the instructional program. You are encouraged to make all doctor, dental, and other appointments for your child for after school hours to insure that your child receives their full education program and is not disruptive to their peers. That requirement will be waived only when compelling circumstances require that a pupil be late to school or dismissed from school before the end of the school day. If an early dismissal or late arrival is absolutely necessary, a note to the teacher (office) must be provided. It should state the date and time of dismissal (arrival) and the reason for this change. An excused late/ early dismissal may include, but need not be limited to, medical and dental appointments that cannot be scheduled outside the school day, medical disability, court appearances, etc. Parental support in this matter is appreciated.

No pupil will be permitted to leave the school before the end of the school day except in the presence of the pupil's parent or an agent of the parent. The principal will maintain a record of the parents or guardians of each pupil. If one parent has been awarded custody of the pupil in a settlement of divorce and wishes to limit the non-custodial parent's access to the pupil, the parent in custody must inform the principal of such legal limitations and provide legal documentation of such. No pupil who suffers an incapacitating medical disability or illness will be released from the school except to the care of an adult.

HOMEWORK

Teachers utilize the Internet to post class announcements. This is done via a site called *Google Classroom*. You can access this site by going to our home page - www.rutherfordschools.org - clicking on Lincoln School and then on the teacher's link.

REPORTING TO PARENTS

The Rutherford Board of Education believes that parents and teachers are partners in the educational process. Within this cooperative working relationship, parents have the right to know how their children are progressing in school. It is essential that a child's progress be reported to parents on an ongoing basis to facilitate a cooperative home-school effort, which encourages and supports student learning.

Methods of communication may include Back to School Night, telephone contacts, e-mail, parent-teacher conferences, and written progress reports. Parents should be encouraged to participate in the educational process and to feel free to initiate contact with the teacher at any time. Telephone or in-person conferences can be arranged by writing, e-mailing the teacher, or calling the office to schedule an appointment.

In November of each school year the school district initiates a planned conference between the parents of all preschool students and their teachers. The dates are listed on the school calendar.

SPECIAL EDUCATION

The Board of Education provides an appropriate education to children who are disabled physically, emotionally, intellectually, or socially to such an extent that without the aid of a special education and related services they would be considered educationally disadvantaged. An individualized educational plan (IEP) will be prepared for each classified youngster and implemented, whenever possible, in the facilities provided by the district. The plan will provide for an appropriate education in the least restrictive environment and will allow the child's participation

in the regular educational program to whatever extent is possible. All teachers must be familiar with the IEP for all students in their classes. All teachers are required to observe and implement the components of the IEP and the instructional guides. Members of the Child Study Team are available for consultation and support, as needed.

Child Study Team:

In order to assure an effective program of special education for the classified students of the district, the Board of Education provides the services of a Child Study Team. The basic child study team consists of a School Psychologist, Social Worker and a Learning Disabilities Teacher Consultant. Please refer to the Child Study Team referral procedures manual for more specific information or call the Supervisor of Student Services at ext. 7272.

RECESS:

The principal makes every effort to have students go outside for recess. Students should bring hats, coats, mittens and a scarf. Please label all items. *Child Care Weather Watch* grid, funded by the NIH and created for preschoolers, is consulted when determining outdoor recess safety.

SNACKS:

Students may bring in a NUT free snack for the day. There may be times when parents are asked to send in a second snack for a holiday or special class event.

BIRTHDAY CELEBRATIONS:

Students can celebrate their birthday in school! Parents should inform the classroom teacher of the date of celebration. Student should bring in a small non-food item or have his/her parent read a book to the class. Other ideas are listed on the Acceptable Birthday Celebration list. This list is found on the website. Balloons are not permitted for they can set off the alarms. Also invitations will not be distributed unless provided to all students in the class or all girls/ boys.

HOW CAN I AVOID THE LOSS OF MY CHILD'S PERSONAL PROPERTY?

Please label everything that belongs to your child-lunch box, clothing, games, etc. Be sure that all of his/her books have names printed in the front. Children should not bring to school any items of value. School personnel cannot investigate loss of items.

STUDENT ATTENDANCE REQUIREMENTS

1. Parents are to call the school secretary before 8:45 a.m. if their child is going to be absent. Should the parent not telephone the school; the school will contact the parent at work or at home to verify the child's absence from school. We do need to inform the Rutherford Police Department if we do not hear from a parent verifying the absent. This is an essential safety measure. Please help us by calling the school. Please do not send an email about attendance since a teacher may not be present on that day.

Students that arrive late to school disrupt instruction. It is imperative that students arrive on time. The principal will monitor late arrivals.

MEDICAL INFORMATION

Referrals to Nurse:

1. All student accidents are to be reported to the school nurse promptly.
2. Medical notes from physicians related to excusing students from Physical Education/outdoor recess must be presented to the school nurse for processing. The nurse and/or parent are responsible for notifying the physical education teacher.
3. It is essential that student health records be kept up to date. Noncompliance with the State Health Code (failure to produce verification of inoculations, doctor's certificate, etc.) could lead to exclusion from school. Updates of immunizations should be given to the nurse to keep a current record in the student's file.
4. The nurse does not supply medication to students.

Administering Medication in School

Until all necessary approvals have been secured, no medication shall be administered to pupils by the school nurse. Forms are located on the school health website.

Medication Requirements:

1. The parent must submit a written order for the medication from the student's physician explaining the following:
 - a) purpose of the medication
 - b) dosage of the medication
 - c) time the medication is to be given
 - d) length of time for which the medication is prescribed
 - e) name of medication
2. Medication must be delivered to the school nurse in its original container by the parent/guardian.
3. Parent must submit a written request to the school nurse to administer the medication as prescribed by the family physician and shall release the school personnel of any liability.

Please note: Nonprescription, over-the-counter remedies such as aspirin, eye drops, creams, allergy medications, etc., are medicines. Any use in school must be prescribed by a physician, and requested via the above procedure.

Sick Children

Children should not be sent to school when any of these symptoms of illness are present:

- 1) Temperature of 100 degrees F or higher
- 2) Coughing frequently
- 3) Sore throat - (look to see if red)
- 4) Discharge from eyes or red eyes
- 5) Rash on body, face
- 6) Diarrhea/vomiting, nausea

It is a sound health practice to keep your child at home until an elevated temperature has returned to normal and nausea, vomiting or diarrhea has subsided for 24 hours to indicate wellness. The school will follow CDC and local health department guidelines to maintain a healthy school environment.

Parents must pick up ill children within one hour from the time the call is placed. It is imperative parents have a local emergency contact.

How do I contact the nurse?

The school nurse may be contacted in the same way that you contact any staff member - phone, email, or by letter. The nurse at Lincoln School is Mrs. Maria Considine.

Important Health Information- Rutherford Schools

Immunization Records – To be presented upon entrance to school.

Tuberculin Testing (Mantoux Test)

The State Department's rules concerning testing for evidence of tuberculosis in public schools are as follows:

- The Mantoux Test for tuberculosis is used exclusively for all school employees, unless documented within the past six months.
- Students entering a New Jersey school from a high tuberculosis incidence country must be tested. (Listed in TB Guidelines).

Rubella and Mumps Vaccine – 1 dose.

Measles Vaccine – 2 doses after 1st birthday.

Diphtheria/Pertussis/Tetanus Vaccine – 3 doses with booster after 4th birthday.

Polio Vaccine – 3 doses with booster after 4th birthday.

Varicella Vaccine (Chicken Pox Vaccine) - 1 dose after 1st birthday or proof of disease. Required for children entering school born on or after 1-1-98.

Influenza- Seasonal vaccine is required once per season

Pneumococcal conjugate- one dose on or after 1st birthday

Haemophilus influenza type B (HIB)- one dose on or after 1st birthday

Screenings - The school nurse will perform the following screenings on your child:

- Vision
- Hearing
- Blood Pressure
- Height and Weight

If you do not wish these screenings to be done on your child, contact your child's school nurse as soon as school starts in September.

Pre-Entrance Physical -**All new students entering school are required to have a physical.**

STUDENT INSURANCE POLICIES

The Rutherford School District has made available a Student Insurance Policy for all students of the district. The policy will be offered to you during the beginning of the school year.

Important Policies Established by the Rutherford Board of Education

All policies of the Rutherford School District may be found on the district's website. Hard copies can also be found at the Board office. Included in this manual is the policy regarding the student dress code.

E-mail Use

The following guidelines are provided to assist staff and community members to utilize e-mail effectively in an educational setting. E-mail can be used for clarification of assignments, due date questions, field trip questions, requests for a phone call, or thank you notes. *Google Classroom* is also a source of information for parents and students.

1. Be sure to put the topic of your e-mail in the subject heading. Teachers and staff often delete e-mails from addresses they do not recognize in an effort to avoid SPAM.
2. E-mail is not to be used for discussions, discipline issues, student information (privacy laws), and anything of a time-sensitive nature.
3. To e-mail a member of the faculty, click on the staff member's e-mail address in the E-mail Address section of the school's website or type the person's first initial and last name followed by @rutherfordschools.org.
4. Please be sure to sign your name and give e-mail addresses or phone numbers so that teachers can respond back to you.
5. Anonymous e-mails will not receive a response.
6. Please allow teachers and staff one business day (24 hours) to respond to your e-mail prior to making a second contact.

STUDENT DISABILITIES - SECTION 504 – Policy 6164

The Board recognizes that a student is, if he or she:

- A. has a physical or mental impairment which substantially limits one or more of such person's major life activities,
- B. has a record of such an impairment, or
- C. is regarded as having such impairment.

All individuals eligible for services under the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. 1400 et seq.) are protected under Section 504. Individuals who are not eligible for services under IDEA may nonetheless be eligible for services under Section 504.

Evaluation:

In compliance with federal law, the Board directs that students disabled pursuant to Section 504 be identified, referred to and evaluated by a Section 504 Committee, and that a determination of eligibility for accommodations of his/her regular program be made. The Section 504 Committee shall consist of a group of persons who includes persons knowledgeable about the child, persons knowledgeable about the meaning of evaluation data, and persons knowledgeable about placement options. In making placement decisions, the 504 Committee shall draw upon a variety of sources including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior. The 504 Coordinator shall establish procedures to ensure that information obtained from all such sources is documented and carefully considered.

Procedure:

A student's parents/guardians shall be notified before the Section 504 Committee evaluates a student who has been referred for a suspected disability pursuant to Section 504. The 504 Committee shall involve parents/guardians in all identification, evaluation and educational placement decisions. Parents/guardians shall have an opportunity to examine all relevant records. A Section 504 evaluation meeting shall be held which shall provide an opportunity for participation by each student's parents/guardians as well as represented by counsel.

The student's parent/guardian shall be notified in writing of the Section 504 committee meetings at least ten (10) days in advance. The Section 504 Committee shall consider all relevant information concerning the student to determine whether he/she is disabled under Section 504. Information may include reports from physicians, observations from parents, teachers, school personnel, results of standardized tests, etc.

The 504 Committee shall determine whether the student is disabled under Section 504, and, if so, develop a written accommodation plan describing what accommodations, services or programs will be provided to meet the student's needs. The determination and, if applicable, education plan of the 504 Committee shall be submitted to the parent/guardian in writing. The 504 Committee shall meet annually to review the student's accommodation plan. In addition, prior to any significant changes in placement, a reassessment of the student's needs shall be conducted.

Accommodation plans terminate at the conclusion of each school year and shall be annually reviewed before re-approval for the subsequent school year. Parents or guardians who disagree with the identification, evaluation or placement of a student with disabilities shall have the right to request a due process hearing pursuant to the procedures set forth in Regulation 6164R.

More information regarding this policy can be found in the Bulldog Folder or on the district website, under the policy section. This is policy 6164.

Maria Considine serves as Lincoln's 504 Officer.

HARASSMENT, INTIMIDATION, OR BULLYING

HIB Coordinator for the district is Shannon Hopkins.

The Anti-Bullying Coordinator for the school is Adriane Freudenberg.

In order to maintain a safe and civil school environment, the Rutherford Board of Education prohibits acts of harassment, intimidation, or bullying, which (like other disruptive or violent behaviors) is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment.

Acts of harassment, intimidation, or bullying against any pupil or staff member will result in the disciplinary sanctions included in policies on suspension and expulsion and conduct/discipline.

Harassment, intimidation, or bullying are defined as any gesture or written, verbal, physical act or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated by any actual or perceived characteristic such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability, or any other distinguishing characteristic, that takes place on school property, at any school-sponsored function, on a school bus, or off school grounds

as provided for in section 16 of P.L. 2010 c. 122 and supplementing P.L. 2002 c.83 (C.18A 37-13 et seq.) and chapter 3B of Title 18A of the New Jersey Statutes that substantially disrupts or interferes with the orderly operation of the school or the rights of other students and that:

- a. A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or
- b. Has the effect of insulting or demeaning any student or group of students; or
- c. Creates a hostile educational environment for the student by interfering with the student's education or by severely or pervasively causing physical or emotional harm to the student.

An electronic communication is a communication transmitted through the use of electronic means including but not limited to telephone, cellular phones, computer, pager, e-mail, instant messaging, text messaging, Internet blog, Internet chat room, Internet postings and web site.

Board policy requires all students in the district to adhere to the rules and regulations established by the school district and to submit to such disciplinary measures as are appropriately assigned for violation of these rules.

Any school employee, pupil, or volunteer who has witnessed harassment, intimidation, or bullying or has reliable information that a pupil has been subject to harassment, intimidation, or bullying must report the incident to building principal. The board shall not tolerate an act of reprisal or retaliation against any person who reports an act of harassment, intimidation, or bullying.

Students will be disciplined based on the circumstances. A student may be suspended.

SCHOOL SECURITY

The district meets annually to review security procedures. The Rutherford Police Department is an extensive resource for the school. While all plans cannot be posted, parents should know that students practice shelter in place, evacuations and fire drills during the year. We are mindful of the age of the students and keep our discussions age appropriate. Students practice exiting the building if the fire alarm sounds once a month and a security drill once a month. The school has a Crisis Team and reviews procedures with the staff annually. The RPD visits the schools often to check on security and get to know our students. If the school does need to evacuate for any number of reasons, the superintendent would send out information via the Connect 5 system. Parents should not come to the school or call as this will take resources away from the students and staff.

BUS BEHAVIOR

All students transported on a bus operated by the Rutherford Board of Education are required to maintain standards of conduct generally equivalent to those normally expected in a classroom.

Behavior in the areas of student interaction, courtesy, care of equipment, safety must be maintained. Please review these standards with your children.

General Rules:

1. Students must be seated with seatbelts on, facing forward at all times when the bus is in motion. There is no standing or sitting in the aisles.
2. Exit from the bus is only through the front door.

3. Directions given by the driver must be followed at all times.
4. No eating or drinking is permitted on any bus operated by the Board of Education.
5. Bus Drivers may only accept or discharge passengers at designated locations.
6. Care must be used when entering or exiting the bus. Students must not run or push other students.
7. No part of a student's body may protrude from a window opening, particularly arms, hands and head.
8. No objects may be thrown on the bus or out the windows.
9. Fighting or mischievous behavior will not be permitted.
10. No foul or abusive language will be permitted or tolerated at any time.
11. Students will be responsible for any damage they may cause.
12. Emergency exit drills and other safety exercises will be conducted on a periodic basis.
13. No Smoking is permitted on any bus operated in the state of New Jersey. Failure to obey the above rules may result in suspension from the school bus.

Please review these safety rules with your child. Thank you.

If you have any questions, please call Rhonda Sabatini, Transportation Coordinator
201-438-7675 Ext 4118

INTEGRATED PEST MANAGEMENT

This notice is being distributed to comply with the New Jersey School Integrated Pest Management Act. Rutherford Public Schools has adopted an Integrated Pest Management (IPM) Policy and has implemented an IPM Plan to comply with this law. IPM is a holistic, preventive approach to managing pests that is explained further in the school's IPM Policy included with this notice.

All schools in New Jersey are required to have an Integrated Pest Management Coordinator (IPM Coordinator) to oversee all activities related to IPM and pesticide use at the school.

The IPM Coordinator for Rutherford Public Schools is Anthony Paterno

Business Phone number: 201-438-7675 Business Address: 176 Park Ave Rutherford NJ 07070

The IPM Coordinator maintains the pesticide product label, and the Material Safety Data Sheet (MSDS) (when one is available), of each pesticide product that may be used on school property. The label and the MSDS are available for review by a parent, guardian, staff member, or student attending the school. Also, the IPM Coordinator is available to parents, guardians, and staff members for information and to discuss comments about IPM activities and pesticide use at the school.

As part of a school pest management plan Rutherford Lincoln School may use pesticides to control pests. The United States Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in

accordance with instructions printed on the label does not pose an unreasonable risk to human health and the environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, persons who are potentially sensitive, such as pregnant women, infants and children, should avoid unnecessary pesticide exposure.

The following pesticides have been used at this location in the past 12 months: Trade Name
Common Name

EPA Registration Advion Ant Gel Indoxacarb 100-1498

Information about all BOE policies, regulations, and other important issues can be found on the district's website. Please consult these sources.