

**Garfield School District
High School
Welcome Packet 2019**

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Medical Information Form
2019-2020

Student Name: _____ Grade: _____

School: _____ DOB: _____

Please provide the following health information:

1) Does your child have any allergies to foods, medications, insects, etc? Please list and describe what kind of reaction he or she gets when exposed to it.

2) Does your child have any health conditions?

____ Asthma ____ Diabetes ____ Heart problem ____ Emotional Concerns
____ Allergies ____ Seizures ____ ADHD ____ Surgeries
____ Visual/ Hearing Impairment ____ Other

3) Does your child have any physical restrictions? If so, please describe below and attach a note from the physician.

4) Does your child take any medication?

5) Will your child need medication during school hours?

____ No ____ **YES**

Name of Medication, amount, how often?

MEDICATION DURING SCHOOL HOURS

- 1) Contact the nurse for the documentation needed. All documentation must be completed and signed by both the **Parent** and **Physician**.
- 2) Medication must be brought to the nurse by the parent in the original container (medication name, dosage, route, and expiration date must be on the label).

Parent/Guardian signature: _____

Phone# _____

Email Address: _____

GARFIELD PUBLIC SCHOOLS

34 OUTWATER LANE, GARFIELD, NEW JERSEY 07026-2693

ANNA SCIACCA
SUPERINTENDENT

973-340-5000 Ext 2300
FAX 973-340-4620 WWW.GBOE.ORG

Dear Parent/Guardians,

In accordance with Board of Education Policy 9400 News Media relations, which states: photographing of students, taking still or video pictures of district pupils and buildings for commercial purpose is prohibited without written approval of the superintendent, board of education and parents/guardians, where applicable. "Commercial purposes" in this context is defined, to mean for sale or for use in connection with the advertisement or promotion of goods or services. Taking still or video pictures of district pupils for district purposes is prohibited without written approval of the parents/guardians.

"District Pupils" shall be defined as boys and girls enrolled in the school during that part of the day they are in school, on the school grounds, or engaged in any activity under the direction and supervision of the school. Pictures of identified handicapped children shall not be take or disseminated in any way unless permission is granted by parents/guardians. Photos of children placed in the district by DYFS shall not be taken/published without permission of the division case worker. Photographs for such purposes as newspaper coverage of school activities must be authorized in advance by the superintendent. Parents/guardians shall be notified at the beginning of each school year that photographs may be taken and of the possibility that their children may be included. A parent/guardian may request that their children not be included in any photograph taken for publication.

Sincerely,

Anna Sciacca
Superintendent of Schools

Photography Policy Form

Yes I do want my child's photograph used for commercial or district purposes.

No I do not want my child's photograph used for commercial or district purposes.

Student Name: _____ Grade: _____

Parent/Guardian Signature: _____ Date: _____

Please return form to your child's school no later than September 6, 2019

GHS Schedules 2018-2019

Full Day Schedule

Student Arrival/Breakfast 8:00 - 8:25

HR: 8:30 - 8:40

Block 1: 8:44 - 10:04

Block 2: 10:08 - 11:28

Block 3 w/lunches: 11:32 - 1:26

Block 4: 1:30 - 2:50

One-Session Day

Student Arrival/Breakfast: 8:00 - 8:26

Block 1: 8:30 - 9:33

Block 2: 9:37 - 10:37

Block 3: 10:41 - 11:41

Block 4: 11:45 - 12:45

Lunch: 12:45 - 1:15

Lunch will be available in the cafeteria at 12:45 p.m. Once in the cafeteria, students will exit through the cafeteria doors.

Delayed Opening Schedule

Student Arrival: 10:00

Block 1: 10:04 - 11:04

Block 2: 11:08 - 12:08

Block 3 w/lunches: 12:12 - 1:46

Block 4: 1:50 - 2:50

EMERGENCY EARLY DISMISSAL FORM TO BE RETURNED FIRST DAY OF SCHOOL

Situations occur when the school must be dismissed early with very little notice and children cannot be detained in the building. Parents should make sure students should have a place to go if such an emergency closing occurs. Since some emergency situations necessitate the closing of the school building, notifying parents of the closing becomes a very difficult task. To reduce the number of calls that must be made, we ask that you complete the following form. Please realize that if you request that we keep your child in school until you are contacted (last box), your child may have to be put in another building or the police station.

_____ My child can be dismissed before I am contacted, and I do NOT need to be contacted by the school. My child knows where to go and will contact me upon arriving at that destination.

_____ My child can be dismissed before I am contacted by the school. My child knows where to go but I do want the school to attempt to contact me at one the following numbers listed below. **(Please update us if any of these numbers are changed).**

_____ Please do not send my child home until I am contact at one of the following numbers.

_____	_____
Name	Number
_____	_____
Name	Number

The school will make all reasonable attempts to follow the above request; however, some emergency situations might make contact very difficult. Therefore, all children should have a place to go during the school day and know where to reach their parents. All children of parents who select third option but are not reachable will be dismissed by normal dismissal time or brought to another location if the building must be closed.

Student Name: _____ Homeroom: _____

Parent/Guardian Signature: _____

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ANNA SCIACCA
SUPERINTENDENT

973-340-5000 Ext 2300
FAX 973-340-4620 WWW.GBOE.ORG

TO: Parents/Guardians
FROM: Anna Sciacca, Superintendent of Schools
DATE: August 2019
RE: School Closing/Delayed Opening 2019-2020

The following is a list of School Closing information in the event that school must be closed or have a delayed opening:

1. Community Notification System
2. Garfield Website - WWW.GBOE.ORG
3. Channel 5 & 12

Visitor Safety Procedures

In an effort to keep our schools safe and secure from violence, threats, and harm, it is important that all visitors adhere to the following mandatory safety procedures:

- All visitors must have an appointment to gain entry into our schools.
- All visitors are required to provide I.D. to the security guard at the door.
- Please send your child to school prepared. Make sure to send your child to school in the morning with lunch, homework, projects, money and instrument, etc.
- If you need to pick up your child early, contact the secretary of the school beforehand so the child will be prepared to leave when you arrive. You must sign your child out of school in the main office.
- If you have received a call from the school nurse to pick up your child in the event of illness or injury, you may come directly to the school without an appointment. You must sign your child out of school in the main office upon your arrival.

Due to the importance of enforcing these procedures in maintaining safe schools, there will be NO exceptions.

We thank you for your anticipated and ongoing cooperation.

“Safety First” is “Safety Always” - Charles M. Hayes

School Health Bulletin

Dear Parents,

Listed below are policies that must be followed throughout the school year. Please help us ensure the safety and well-being of all our students. If you should have any questions or concerns, please contact your school nurse's office.

Reasons for Keeping Your Child Home:

- Fevers, 100° or higher
- Illness during the night
- Complaints of nausea, upset stomach, vomiting, headache, or diarrhea prior to leaving for school
- Unexplained rash on face or body
- Severe cold, persistent cough and/or sore throat
- Eyes that are swollen, red, and crusty

The school nurse will send home any child that exhibits any of the above

A Doctor's Note is needed for:

- For absences to be taken into consideration by administration
- Absence of school for five (5) consecutive days or more
- Return to school after being treated for any of the following communicable diseases:
Strep Throat, Scarlet Fever, Pink Eye, Fifth's Disease, Ringworm, Scabies
- Seen in doctor's office: Example-Physical Examination, Immunization and/or Injuries

Change of Information

A note must be submitted to the school when:

- There is any change of information on a student's emergency card
Example-Telephone numbers, parent place of employment, or emergency contact person/s
- There is a change in who will pick up the student for the day

Medication/Allergies

- If your child needs medication during school hours, please do not send the medication with the student. The parent must hand the medication to the nurse
- Contact the nurse to make arrangements for medication administration and discuss any allergies or medical concerns

Health Screenings

- As per the state mandate, students must be screened for vision, hearing, scoliosis, height, and weight.
- The screenings will take place throughout the year.
- A referral letter will be sent home to parents for any screenings that do not fall within the normal range of limits. A follow up with a pediatrician is recommended.
- If you **do not** want your child to participate in any one of these screenings: Please submit a letter by **September 30th** stating exactly which screening/s your child will not participate in. The child must then be taken to a doctor to have the screenings done. A note from the doctor with the results of the screenings must be handed in by **March 1st**.

Vision

Kindergarten

2nd Grade

4th Grade

Hearing

Kindergarten

1st Grade

2nd & 3rd Grade

Scoliosis

10 years old & up

Height & Weight

All Grades

Parent Resources

NJ Department of Education HIB Page
www.state.nj.us/education/students/safety/behavior/hib/

Beyond Bullying
www.beyondbullying.com/parents.html

NJ Bullying
www.njbullying.org

Cyberbullying Research Center
www.cyberbullying.org
(click resource link, click parents)

Stop Bullying
www.stopbullying.gov

Stop Cyberbullying
www.stopcyberbullying.org

More resources are available on our
[District's Anti-Bullying page](#)

Make sure you read our [District Code of Conduct & Harassment, Intimidation & Bullying Policies](#)

Report an Incident

- Email or speak to your child's Principal
- Contact information: on Homepage of each School
- More information about reporting & anonymous reporting is on the District Site & Anti-Bullying Tab under Reporting

Crisis Hotlines

National Suicide Prevention Lifeline:
800.273.8255

NJ Suicide Prevention Hopeline:
855.654.6737
24/7 Support

Crisis Text Line: Text NJ to 741741

262-Help: 201.262.4357
When you or a loved one are experiencing a mental health crisis

2nd Floor Youth Helpline: 888.222.2228

Know...

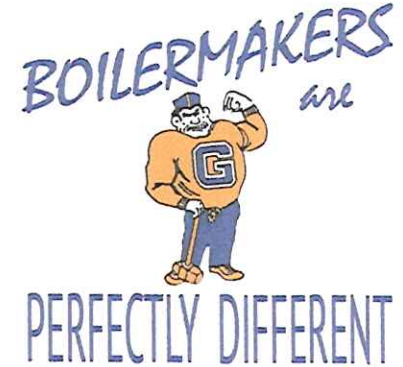
The district annually assesses and evaluates our district/school climate and culture and continue to make improvements to provide our students and staff with a positive environment.

The district's goal is to continue to promote a greater sense of self-respect and district/school connectedness.

If you have any questions send an email to the following contact.

District Anti-Bullying Coordinator
Ms. Jessica Ribaudo-Piskuloski
JRibaudo@gboe.org

Garfield Public Schools



Anti-Bullying Bill of Rights: HIB

What is Harassment, Intimidation & Bullying?

Under New Jersey law, “harassment, intimidation, or bullying” means any gesture, any written, verbal or physical act or any electronic communication, whether it is a single incident or a series of incidents, that is:

Reasonably perceived as being **motivated** by either ANY ACTUAL or PERCEIVED characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity & expression, or a mental, physical or sensory disability; **OR**

By any other distinguishing characteristic; and that

Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that **Substantially Disrupts** or **Interferes** with the orderly operation of the school or the rights of other pupils; and that;

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**

Has the effect of insulting or demeaning any pupil or group of pupils in such a way as to cause substantial disruption or interference with, the orderly operation of school; **OR**

Creates a **Hostile Educational Environment** for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.

Types of Bullying

Bullying can take many forms. Examples include:

Verbal: name-calling, teasing

Psychological: spreading rumors, leaving people out on purpose, breaking up friendships

Physical: hitting, punching, shoving

Cyberbullying: using the internet, mobile phones or other digital technologies to harm others

What to do?

- Take the situation seriously, but do not over or under react
- Get all the information
- Work with the school
- Many allegations turn out to be normal conflicts and can be resolved through a mediator, counselor, or administrator

What are the signs?

Students **MAY** exhibit or experience:

- Fear of coming to school/truancy
- Poor school performance
- Loss of interest in schoolwork
- Feelings of isolation/exclusion
- Low self-esteem/self-confidence
- Stress
- Depression
- Change in behavior (e.g. aggression or withdrawal)

Working with the School to Stop HIB

Know the school policies. Look on the district website for by laws and policies as well as anti-bullying page to see what the standards are in place that will help resolve the situation.

Open the line of communication. Call or set up an appointment to talk with your child's principal, teacher, school counselor or school anti-bullying specialist and establish a partnership to stop HIB.

Get help for your child. Seek advice from your child's school counselor, school anti-bullying specialist, district anti-bullying coordinator or other school-based health professionals. There are resources for further help on the district website's anti-bullying page.

Communicate with your child. Talk regularly with your child and with school staff, especially when there has been an incident.

Be Aware. Watch for changes in your child's behavior that may indicate an incident may have occurred.



Parents: Schools can't do it alone, we need **YOUR** help to **CHOOSE KIND.**



Garfield School District



Get Connected!

Stay in touch with Garfield School District by downloading our new mobile app!

Download on your mobile device today and select yes to receive push notifications with the latest news and updates from the District.

Download Today!

Key Features

- Push Notifications**
Select yes when you download the app to receive the latest push notifications from the district and your school.
- Calendar Events**
Add events to the calendar on your personal mobile device directly from the calendar section on the app.
- News**
Check out the latest district wide and school news all in one place!

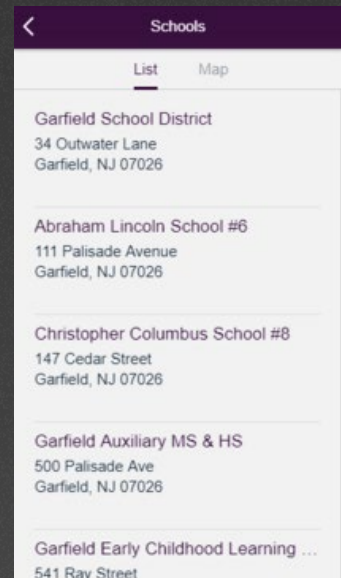
Getting Started with the App



District News



Stay Informed



Quick Access

Important and up to date news so you can stay in the loop with what's happening in the District.

Access one or more news feeds or calendars all in one place - so you're always up-to-date on what's going on!

Visit the schools section for quick access to your school's phone number, website information and staff directory. Click to call or visit the website. Fast and easy!

Annual Integrated Pest Management Notice

Dear Parent, Guardian or Staff Member:

This notice is to comply with the New Jersey School Integrated Pest Management Act. Garfield School District has adopted an Integrated Pest Management (IPM) Policy and has implemented an IPM Plan to comply with this law. IPM is a holistic, preventative approach to manage 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 Garfield School District is:

Name of IPM Coordinator: Tony Lio

Business Phone Number: 973-340-5000 Ext 2321

Business Address: 34 Outwater Lane, Garfield, NJ 07026

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 the school pest management plan, Garfield Public Schools may use pesticides to control pests. The United States of Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of 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 the Garfield Public Schools in the past 12 months:

<u>Trade Name</u>	<u>Common Name</u>	<u>EPA Registration #</u>
Maxforce Professional Ant Killer Gel	Fipronil	432-1264

The Following items must be included with this annual notice:

- A copy of the school or school district's IPM Policy
- The date, time and place of any meetings if one is to be held for the purpose of adopting or modifying the school integrated pest management policy or plan.
- A list of pesticides that are in use that have been used in the past 12 months on school property.



GARFIELD PUBLIC SCHOOLS

Guidelines for Holiday, Birthday, and other classroom/school celebrations

In accordance with state regulations New Jersey School Nutrition Policy, New Jersey Administrative Code (N.J.A.C. 2:36-1.7) and the increase of food allergies present in the building we have adopted the following policy regarding classroom celebrations.

Each student may bring in one of the following items (food or non-food) to distribute to all of the classmates on his/her special day.

Non Food Items:

- Stickers
- Erasers
- Pencils

Approved 11-19-18 B.O.E Mtg.

Resolution #11-253-18

The following food items should be purchased in individually portioned packages from the specific manufacturer of each product listed:

❖ Cheetos	❖ Gushers	❖ Pudding Cups (spoons)
❖ Cheez-Its	❖ Applesauce (spoons)	❖ Yogurt
❖ Animal Crackers	❖ Fruit Cups (spoons)	❖ Gogurt
❖ Handi Snacks Crackers 'N Cheese	❖ Jello Cups (spoons)	❖ String Cheese
❖ Handi Snacks Pretzels 'N Cheese	❖ Teddy Grahams	❖ Fresh Fruit
❖ Fruit Snacks	❖ Goldfish Crackers	❖ Veggies and Dressing
❖ Wheat Thins	❖ Graham Crackers	❖ Raisins
❖ Nabisco 100 calorie snack packs	❖ Ritz Crackers	❖ Craisins
❖ Freeze Dried Fruit packs	❖ Kellogg's Cinnabon Bars	❖ Rice Krispie treats
❖ Most Pretzels (check for sesame)	❖ Keebler Cheese and Cheddar Sandwich Crackers	❖ Keebler Club and Cheddar Sandwich Crackers

Important Information

- For the safety and privacy of the other students; flowers, balloons, pictures and videos are not allowed. Parents may not participate. Goodies must be brought in when the child enters the building in the morning.
- No home baked or homemade items will be permitted.
- Parent(s) or staff members who wish to supply food/beverages for any event or occasion must contact the classroom teacher to arrange the date/time for the event/celebration.

Revised: November 2018

WE ARE AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
We Do Not Discriminate As To Age, Race, Creed, National Origin, Gender, Sexual, Orientation, Or Disability

Garfield Public Schools 2019-2020 Schools Calendar

July 2019

S	M	Tu	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	31		

August 2019

S	M	Tu	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	31

September 2019

S	M	Tu	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					

October 2019

S	M	Tu	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	31		

November 2019

S	M	Tu	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

December 2019

S	M	Tu	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	31				

January 2020

S	M	Tu	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	31	

February 2020

S	M	Tu	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

March 2020

S	M	Tu	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	31				

April 2020

S	M	Tu	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		

May 2020

S	M	Tu	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	31					

June 2020

S	M	Tu	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				

July 2019
4 Schools Closed

August 2019
20-22 New Teacher Orientation

September 2019
2 Labor Day No School
3 Teacher Prep No Students
4-6 One Session Day Students Only

October 2019
4 One Session Day Students Only

7 Professional Development Day No Students

November 2019
5 Professional Development Day No Students

7-8 Schools Closed

27 One Session Day

28-29 Schools Closed

December 2019

23-31 Schools Closed

January 2020

1 Schools Closed

20 Martin Luther King Day Schools Closed

February 2020

17-21 Heritage Week Schools Closed

March 2020

20 One Session Day Students Only

April 2020

9 One Session day

10 Schools Closed

13-17 Spring Break Schools Closed

May 2020

25 School Closed

June 2020

19-25 One Session Days

Students Only

25 Last Day for

Staff and Students

No School

One Session Day

185 Student Days 188 Staff Days

Note: Additional Emergency Snow Days Designated "Make Up" days will be used beginning with April 17th, then April 16th, etc. Parents and Staff should not make any permanent plans for those days. All unused "Snow Days" will be adjusted from June "Closing Date" Adopted January 28, 2019 - Resolution# 01-349-19