

# Kennedy Elementary School



## Parent/Student Handbook 2023-2024

JoAnn Dignazio-Botch  
*Principal/Early Childhood Director*

Kimberly Huranga  
*Asst. Principal/Early Childhood Director*

Valle Queiruga-Pessoa  
*Principal/Early Childhood Director*

## **HARRISON PUBLIC SCHOOLS**

### **Mission Statement**

The Harrison School District serves a multicultural Kindergarten-12<sup>th</sup> grade student population through partnerships with teachers, parents and the community by providing comprehensive educational programs which encourage all students to:

- develop to their fullest potential
- welcome the challenge of higher order thinking as a means of understanding complex issues
- become well adjusted, productive and contributing citizens ready to confront the challenges of an advancing technological society
- take pride in community, country and show concern for the environment
- develop self esteem and respect for others

The Harrison School District will be guided by its strategic plan and evaluation process in the delivery of its educational programs.

#### **SUPERINTENDENT OF SCHOOLS**

MAUREEN KROOG, Ed.D

#### **DIRECTOR OF PERSONNEL/HUMAN RESOURCES/COMPLIANCE AND CRISIS MANAGEMENT**

JAMES P. DORAN, Ed.D.

#### **DIRECTOR OF CURRICULUM & INSTRUCTION**

DANIELA RISER, Ed.D

#### **BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR**

DANIEL CHOFFO

#### **HARRISON BOARD OF EDUCATION**

MAYOR JAMES J. FIFE

#### **PRESIDENT**

MARIA J. VILA

#### **VICE PRESIDENT**

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#### **COMMISSIONERS**

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VINCENT FRANCO

CARLA FERNANDES (EAST NEWARK)

BRIAN TOAL

LILY WANG

KIMBERLY WOODS

# **MISSION STATEMENT for KENNEDY ELEMENTARY SCHOOL**

Students are our first priority in Kennedy Elementary School. Through an engaging curriculum and positive practices, we will provide them with the tools they need to be safe and successful through:

- A calm and peaceful environment
- Opportunities to develop curiosity and character
- Guidance towards independence and responsibility
- Celebrations of diversity and individualism
- Cultivation to become life-long learners to be our future's bright leaders

## **VISION STATEMENT**

Kennedy Elementary School is a welcoming environment of support and patience to successfully educate each child. Through our school's positive collaboration with the families and community, Harrison's responsible and knowledgeable young citizens will be prepared for inspiring and productive futures.



## ***Kennedy Elementary School***

1 Washington Street  
Harrison, NJ 07029  
Phone 973- 833-8500  
[www.harrisonschools.org](http://www.harrisonschools.org)

JoAnn Dignazio-Botch  
*Principal/Early Childhood Director*

Kimberly Huranga  
*Asst. Principal/Early Childhood Director*

Valle Queiruga-Pessoa  
*Principal/Early Childhood Director*

*Dear Valued Kennedy Elementary School Families:*

*Each new school year is met with excitement! This school year, 2023-24, will also begin with enthusiasm as we open on September 6, 2023. **KENNEDY ELEMENTARY SCHOOL** is the **HARRISON SCHOOL DISTRICT'S** new state of the art building for our Kindergartens, First Grades, and in-district Preschool classes.*

*In order for a child to be successful in school, you must have a strong "home/school connection". My goal as Principal is to work collaboratively with our families, district, and community so that this partnership will make a difference in your child's education. The staff of **KENNEDY ELEMENTARY SCHOOL** will also work along with us to further build strong and purposeful relationships. Your child's teacher will work along with you and your child each day to ensure a positive and successful school year.*

*Please take time to review this handbook for our general information. **KENNEDY ELEMENTARY SCHOOL'S** uniform shirt color is royal blue with khaki pants. Also, make sure you complete and return any required forms.*

*I look forward to working with our **KENNEDY ELEMENTARY SCHOOL** families. Should you have any questions, you may contact our main office at 973-833-8500.*

*Be well, safe, and strong always!*

*Respectfully,  
JoAnn Dignazio-Botch, Principal*



## **Kennedy Elementary School Staff**

### **ADMINISTRATORS**

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## **Safety, Arrival Time and Dismissal**

**School hours are 8:20 a.m. to 3:05 p.m.**

Please make certain that your child arrives at school each day promptly at 8:20 a.m. Please make arrangements to have your child arrive at school **no earlier than 8:20 a.m.** It is our earnest desire to avoid accidents and protect your child. We need your cooperation in this matter. School is dismissed promptly at 3:05 P.M. **All children must be picked up no later than 3:05 P.M.** It would also be helpful to teach your child about safety as he/she walks to and from school and about the importance of going directly home after school. These safety rules will be reinforced by the classroom teacher.

## **Early Dismissal Schedule**

Kennedy Elementary School will have early dismissal several times during the school year. **The early dismissal hours are 8:20 a.m. to 1:11 p.m. for all grades. All children must be picked up no later than 1:11 p.m. on early dismissal days.**

## **Absences and Tardiness**

**If your child is going to be absent you MUST CALL the school by 8:20.**

**(973) 833-8500**

Upon return after an absence, a note is required to be admitted to class. Please help us to teach the importance of developing habits of good attendance and punctuality. Please try to schedule doctor and dentist appointments after school hours. Absences and tardiness are an interruption to a student's learning. While we understand that some situations are unavoidable, there are many times when they are avoidable. In the event that unexcused absence and tardiness become chronic, 10 days, parents will be asked to come to school and design an action plan with the Principal to address these areas. Students with unexcused absences exceeding 18 days are in danger of being retained.

## **Procedure for Picking Children Up During School Hours**

**Please do not send a sick child to school. Please ensure that students are fever free for at least 24 hours before returning to school.** If a student becomes ill during school hours, the school nurse will release the child to a parent or person(s) listed on the emergency information form (page to be completed in the back of the handbook).

**No child will be released to a minor during school hours.**

If a student needs to be picked up during school hours a note must be sent in with the child the morning of stating the name of the person who will pick the child up and the time that the child will be picked up. If there is no advance written notice children will not be released during school hours to anyone other than a parent. ID must be shown and will be copied in the main office when any child is picked up during the school day. These policies are strictly enforced for the safety of all students.

## **Emergency School Closings**

In the event that an emergency school closing is declared while school is in session, it is important that every parent establish a plan that will enable their child to be picked up at Kennedy School. Although we at Kennedy School do everything necessary to ensure the safety of all of our students, it is the responsibility of the parents/guardians to make sure that their child is picked up. You must provide 3 emergency contact names along with their working phone numbers on the Emergency Information Form attached.

### **IMPORTANT:**

**Please be sure that the office has several working phone numbers in case of an emergency. If any phone numbers change, you must notify your child's teacher/main office in writing or call Kennedy School immediately at 973-833-8500.**

## **Uniform Policy**

### **APPROVED UNIFORM CLOTHING MUST BE WORN ON A DAILY BASIS.**

The Harrison Board of Education has a uniform policy for all students, which has proven to be a very positive component of our schools. Everyone at Kennedy School is very proud of our students and the effect our uniforms have on our all-around school spirit.

Kennedy School Uniform includes:

- Royal blue collared shirt with the Kennedy School insignia.
- Khaki pants or skirt. Khaki shorts are allowed May 1<sup>st</sup> – Oct. 15<sup>th</sup>. Skirts/shorts must be 2 inches above the knee or longer.
- Socks or stockings must be worn.

During the winter months, our school is more than adequately heated. However, if students would like to wear an additional layer of clothing, please adhere to the following guidelines:

A white or gray long-sleeve shirt can be worn **UNDER** the uniform shirt. The uniform shirt must be clearly visible.

Students may wear a solid navy blue sweater over their uniform shirt. No words, other than Kennedy School, are allowed on the sweaters. “Kennedy” hoodies are allowed.

Please refrain from the following items, which are NOT part of our uniform policy:

- No open shoes or flip flops.
- Stretch, fleece, corduroy, cargo and sweat materials are not allowed.

## **Code of Conduct for the Harrison Public Schools**

Please be advised that the HARRISON PUBLIC SCHOOLS has a Board of Education approved Code of Conduct. This policy specifies what is appropriate in school and during school-sponsored activities. You may review this document at [www.harrisonschools.org](http://www.harrisonschools.org) or obtain a copy in our main office.

## **Homework Policy**

Kennedy School has a homework policy that stresses the importance of homework for effective learning. The following school philosophy reflects the value of homework.

- Homework extends learning experiences beyond the classroom and reinforces learning by giving children a chance to practice without the pressure of time.
- Homework has value as a process, one that teaches a child responsibility, how to organize time, work independently, practice good study skills, and develop self-discipline.
- Homework encourages good work and study habits and gives the child extra time and the extra opportunity to improve skills.
- Homework is one of the links between school and home that enables parents to become more involved with their child's education.

In keeping with the above philosophy, Kennedy supports the following policy for students. Daily homework is at the discretion of the teacher and can include:

- unfinished class work
- make-up work due to absence(s)
- special assignments to meet the needs of the child
- reinforcement of class work
- special projects

Parents need to be aware of the fact that the amount of time a child spends on homework will vary according to each individual child and the conditions under which the child is working. In order to promote good study habits, we suggest that you and your child establish a suitable time and place for the completion of homework.

## **Parent Conferences**

Individual parent/teacher conferences are held on November 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup>. We will have Parent Conferences in the Spring by appointment only. For other appointments, please call the office to arrange a conference with a teacher. We cannot leave a class unattended to meet with you, but every effort will be made to find a time that is convenient for everyone.



## **Report Cards**

Kennedy School has 4 marking period cycles. Your child's report card will be issued at the end of each marking period on the following dates:

1. November 15<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 2023–Parent Conferences
2. February 6<sup>th</sup>, 2024
3. April 19, 2024
4. Last day of school

## **Deficiency Reports will be mailed:**

1. October 4, 2023
2. January 3, 2024
3. March 6, 2024
4. May 8, 2024

## **School Bags and School Property**

It would be greatly appreciated if you could make sure that textbooks are covered and some type of school bag is provided so books can be brought home. Please help us to teach your child respect for school property. It would also be appreciated if you would speak to your child about respecting the property of neighbors near the school.

## **Cell Phones**

If you allow your child to bring a cell phone to school, please note the phone **must be off** during the school day and **placed in your child's book bag.**  
**Kennedy School is not responsible for loss or theft of cell phones, iPods, or any other devices brought to school.**

## **Lunch Policy**

**ALL Kennedy SCHOOL STUDENTS IN GRADES K-1 WILL HAVE LUNCH IN THE SCHOOL BUILDING.** No student will be allowed to leave the school building during lunch periods.

Students who do not buy lunch must bring their own lunch to school. Please follow these rules when packing a lunch/snacks for your child:

No glass bottles!

No peanut butter in any form (Ex. sandwiches, cookies, candies, etc.). This is due to increasing incidence of food allergies among school children.

NO candy, soda or any food or beverage item listing sugar in any form, as the 1<sup>st</sup> ingredient.

NO gum chewing in school.

Due to the increasing incidence of food allergies among school children, we ask that you please discourage your child from sharing food at school.

## **Nutrition and Celebration Information**

While academic and athletic achievements are often indicators of a school district's success, we believe our children's health is equally as important especially when good nutrition advances academic achievement, athletic performances, and self esteem.

Our commitment is evidenced by Harrison's Board of Education Policy # 3542:  
**"Food and beverages of minimal nutritional value (as defined by the U.S. Department of Agriculture) will be eliminated during the school day...All Food and beverage items listing sugar, in any form, as the first ingredient, and all forms of candy may not be served, sold or given away anywhere on school property at any time before the end of the school day."**

In an effort to adhere to these guidelines, the following will be strictly adhered to ensuring maximum use of classroom time for instruction.

## **Birthday Celebration Policy**

Birthdays are very special and exciting days for all of us. As a school, we want to continue recognizing our students' special day, while being sensitive to our School Nutrition Policy, student allergies and financial hardships.

With that said, beginning September 2021, Kennedy School will celebrate student birthdays with **non-food celebrations**. We do NOT allow ANY treats or

**items to be brought in to celebrate students' birthdays. This includes cupcakes, juice, goodie bags etc.** If these items are sent to school, they will not be sent to the classroom.

On the day of a student's birthday, we will celebrate the special day with your child in the following ways:

- Students are invited to DRESS UP for school on their birthday. This is the only day students are allowed to wear something other than the school uniform. We will make a classroom announcement to celebrate his/her big day.
- Students will be invited to the main office to receive an acknowledgment from the principal.
- Birthdays occurring on weekends are recognized the following Monday. July birthdays will be celebrated in June. August birthdays will be celebrated in September

**NO FOOD WILL BE ALLOWED IN THE CLASSROOM FOR ANY OTHER EVENT WITHOUT PRIOR APPROVAL FROM THE PRINCIPAL AND SCHOOL NURSE.**

### **Special Area Classes**

All students will receive 1 or 2 periods a week of art, music, physical education, STEM (Science, Technology, Engineering and Mathematics) and computers. You will receive more information from your child's teacher regarding the class's exact weekly schedule.

During these classes, students will have the opportunity to develop skills and talents that are unique to these content areas while enhancing their overall learning experience.

### **General Suggestions To Parents**

The following suggestions will be helpful and appreciated by the teachers:

1. Your child must not bring distracting items to school.
2. Instruct your child never to converse with, or get in a car with, a stranger.
3. Your child should have plenty of sleep each night.
4. Kennedy Elementary School maintains an OPEN DOOR POLICY. If you have any concerns, suggestions, or questions pertaining to Kennedy School, please do not hesitate to contact your child's teacher, Mrs. Botch or Ms. Pessoa. The main office is always happy to help. Anything that concerns your child and Kennedy School is of the utmost importance and will be handled accordingly.

### **Affirmative Action**

The Harrison Board of Education guarantees equal educational opportunities regardless of race, color, creed, religion, sex, economic status or age.

The District Affirmative Action Officer, District 504 Coordinator and Public Assistant Compliance Officer is:

Joan McNichol  
Harrison High School  
401 Kingsland Ave  
Harrison, NJ 07029  
Phone: (973) 4825050 Ext. 1041 OR 1519

### **Grievance Procedure**

Any student who feels that he or she has been unfairly treated in school should first meet with their guidance counselor and/or building administrator in order to discuss and resolve the matter in question. If necessary, the said school official will outline the proper grievance procedures to follow. A copy of the Board approved grievance policy is on file in the Principal's office.

### **Substance Awareness Coordinator**

The Substance Awareness Coordinator for the Harrison School District is:

Joan McNichol,  
Harrison High School  
401 Kingsland Ave  
Harrison, NJ 07029  
Phone: (973) 482-5050 Ext. 1041 OR 1519

Students are selected to participate in prevention and intervention services. Parents who have questions concerning student participation or who wish to decline services for their child may contact the Substance Awareness Coordinator or the Building Principal.

### **The District Anti-Bullying Coordinator is:**

Joan McNichol  
Harrison High School  
401 Kingsland Ave  
Harrison, NJ 07029  
Phone: (973) 4825050 Ext. 1041 OR 1519

### **The School Anti-Bullying Specialist is:**

Kathelyn Perez  
Kennedy Elementary School  
221 Cross Street  
Harrison, NJ 07029  
(973) 833-8500 Ext. 7137

The Harrison Public School District Harassment, Intimidation, or Bullying Policy is available on the District's web page ([www.harrisonschools.org](http://www.harrisonschools.org))

## **Kennedy Elementary School Title I Parent Compact**

Kennedy Elementary School and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

This school-parent compact has been in effect since the school year 2020-2021.

### **School Responsibilities**

Kennedy School will:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows: school curriculum will be aligned to the NJ CCCS and all teachers will be Highly Qualified.
2. Hold parent-teacher conferences during which this compact will be discussed as it relates to the individual child's achievements: annual Visit School Night; annual Title I Parents' Meeting; by appointment, when requested.
3. Provide parents with frequent reports on their children's progress: quarterly school report cards; progress/deficient reports; letters; flyers; phone calls; student planners.
4. Provide parents reasonable access to staff: by appointment during regular school hours during the teacher's preparation period; teachers are also available from 3:05-3:15 pm Monday-Friday.
5. Provide parents opportunities to volunteer and participate in their child's class and to observe classroom activities: parents may volunteer to assist in their child's activities or visit and/or observe their child's activities at any time with the permission of the building administrator.

### **Parent Responsibilities**

We, as parents, will support our children's learning in the following ways:

- Monitoring attendance.
- Making sure that homework is completed.
- Monitoring amount of television their children watch.
- Volunteering in my child's classroom.
- Participating, as appropriate, in decisions relating to my children's education.
- Promoting positive use of my child's extracurricular time.
- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's School Leadership Committee, the Title I Policy Advisory Committee, the District wide Policy Advisory Council,

the State's Committee of Practitioners, the School Support Team or other school

advisory or policy groups.

**BOARD OF EDUCATION  
521 HARRISON AVENUE  
HARRISON, NJ 07029**

Cecilia Lucas  
Attendance Officer  
973-268-7821

**DEPARTMENT OF EDUCATION  
STATE OF NEW JERSEY**

**The Statue concerning school attendance reads in part as follows:**

**18A:38-25.** Every parent, guardian or other person having custody and control of a child between the ages of 6 and 16 years shall cause such child regularly to attend the public schools of the district or a day school in which there is given instruction equivalent to that provided in the public school for children of similar grades and attainments or to receive equivalent instruction elsewhere than at school.

**18A:38-26.** Such regular attendance shall be during all the days and hours that the public schools are in session in the district, unless it is shown to the satisfaction of the board of education of the district that the mental condition of the child is such that he cannot benefit from instruction in the school or that the bodily condition of the child is such as to prevent his attendance at school, but nothing herein shall be construed as permitting the temporary or permanent exclusion from school by the board of education of any district of any child between the ages of five (5) and twenty (20), except as explicitly otherwise provided by law.

**18A:38-31. Violations of article by parents or guardians; penalties. A parent, guardian or other person having charge and control of a child between the ages of 6 and 16 years, who shall fail to comply with any of the provisions of this article relating to his duties, shall be deemed to be disorderly person and shall be subject to a fine of not more than \$25.00 for first offense and not more than \$100.00 for each subsequent offense, in the discretion of the court.**

**In any such proceeding the summons issuing therein, or in special circumstances a warrant, shall be directed to the alleged disorderly person and the child.**

**\*PLEASE NOTE: VACATION DURING THE SCHOOL YEAR WILL BE CONSIDERED AS UNEXCUSED ABSENCE AND WILL BE SUBJECT TO THE ABOVE MENTIONED FINES.**

## **Information from the Kennedy School Nurse**

Dear Parents/Guardians:

With the beginning of another school year and in order to maintain a healthy school environment, I am asking you to review the following guidelines regarding illness and disease.

### **FEVER**

Any child with a fever of 100 degrees or more will be excluded from school. Children with fevers of 100 degrees or more may not return to school until their temperature is normal (below 100 degrees for twenty-four hours.)

### **RASHES**

Children with undiagnosed rashes must be seen by their physician and a note which includes diagnosis and treatment is required for readmission to school.

### **STREP THROAT, CONJUNCTIVITIS (pink eye), and IMPETIGO**

In these cases, children must be seen by a physician and treated with antibiotics for at least 48 hours before they can come back to school. A note from the physician stating that the child is non-contagious is required.

### **CHICKEN POX**

Children must be out of school for 7 days after the rash breaks out. All lesions must be completely dried up in order for the child to return to school. The child must be checked by the school nurse before going to the classroom.

### **HEAD LICE**

All cases of head lice must be reported to the school nurse. A child must be free of all lice and be checked by the nurse before readmission.

### **MEDICATIONS**

Below you will find the guidelines set forth by the State of New Jersey regulating the administration of medications in school.

1. All medication must be prescribed by your child's physician. You must provide written orders from the doctor stating the reason for the medication, the dosage and the time of administration.
2. The parent or guardian must provide a written request for the medication to be given.
3. The medication must be brought to school in the original container, appropriately labeled by the pharmacy or the physician.
4. The school nurse or her designee will administer the medication in school and/or on a school trip.
5. No "over the counter" medication may be administered in school unless the parent/guardian can come to school to give it.

### **EMERGENCY NUMBERS**

In the event a child becomes ill at school, the parent/guardian or designated person will be notified to bring the child home. Please make sure the school has the correct numbers and that someone will be available to pick the child in a reasonable period of time.

### **OTHER ILLNESSES/SYMPTOMS**

In the morning, if your child complains of a runny nose, heavy or frequent cough, diarrhea, stomach pains, nausea, vomiting, headache, or sore throat, he/she should not be sent to school. If your child is absent for more than five days, he/she must bring a doctor's note.



**THE REMAINING CONTENTS IN THIS HANDBOOK  
MUST BE FILLED OUT AND RETURNED TO  
KENNEDY SCHOOL AS SOON AS POSSIBLE.**

**PLEASE READ EACH PAGE CAREFULLY.**

**THANK YOU FOR YOUR COOPERATION.**



## ***Kennedy Elementary School***

1 Washington Street  
Harrison, NJ 07029  
Phone 973- 833-8500  
www.harrisonschools.org

JoAnn Dignazio-Botch  
*Principal/Early Childhood Director*

Kimberly Huranga  
*Asst. Principal/Early Childhood Director*

Valle Queiruga-Pessoa  
*Principal/Early Childhood Director*

I, \_\_\_\_\_ parent/guardian of: \_\_\_\_\_  
(parent/guardian name) (student name)

acknowledge that we have read and received the following notices for the 2023-2024 school year:

- The Kennedy School Parent/Student Handbook, which can be found on the School's website <https://kes-harrisonschools.ss18.sharpschool.com/home>
- Emergency School Closing Information and Emergency Contact Information
- Comprehensive Health Education (K-12)
- Media Release & Consent
- Healthy Kids are Better Learners

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

Student Name \_\_\_\_\_

Grade \_\_\_\_\_

Teacher \_\_\_\_\_

## Emergency Information Form

**Please complete ALL information below.**

Student's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Teacher's Name \_\_\_\_\_ Grade \_\_\_\_\_

Mother's Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_ Work Phone \_\_\_\_\_

Father's Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_ Work Phone \_\_\_\_\_

Child lives with: ( ) Both parents ( ) Mother only\* ( ) Father only\* ( ) Guardian\*

\*Does a custody agreement exist? \_\_\_\_\_ Yes \_\_\_\_\_ No

\*If a custody agreement exists, please provide the school with legal papers detailing the arrangement.

Please list all siblings in your home (include non-school age children):

Name	Grade	DOB

Name	Grade	DOB

## Emergency Contacts / Authorized Pick Up

Please provide **3 people authorized to pick up** your child from school **and act on your behalf** in the case of an emergency if you cannot be reached.

Name	Phone Number	Relationship

Name	Phone Number	Relationship

Name	Phone Number	Relationship

**At 3:05 pm dismissal**, my child will:

\_\_\_\_\_ walk home \_\_\_\_\_ be picked up by an adult listed above

\_\_\_\_\_ be picked up by a sibling \_\_\_\_\_ be pick up by a daycare\*

\* Daycare name and number \_\_\_\_\_

Family Physician \_\_\_\_\_ Phone Number \_\_\_\_\_

If neither parent can be reached in an emergency and emergency measures are deemed necessary, I authorize the school to contact the physician above and to care for my child. **This signature also gives permission for students to attend scheduled school activities such as PTO Assemblies, School Concerts, Class Trips within the confines of the Town of Harrison, etc., and permission to share confidential information.**

# HEALTHY KIDS ARE BETTER LEARNERS

From the desk of  
**The Kennedy School Nurse**

Dear Parent:

In order to provide the best possible health services, please provide your child's health history and current status. Please understand that you may call me at any time if the need arises.

Please indicate below the following as it applies to your child's history:

Child's Name \_\_\_\_\_ Grade/Teacher \_\_\_\_\_

\_\_\_\_\_ Has had chicken pox

\_\_\_\_\_ Allergies (please list)

**\*Due to the increasing incidence of food allergies among school children, please encourage your child to not share food. Also due to the possibility of a dangerous allergic reaction to peanut butter we ask that it not be brought to school in any form. (ex: sandwiches, cookies, candies, etc.)**

\_\_\_\_\_ Serious injury \_\_\_\_\_

\_\_\_\_\_ Surgery \_\_\_\_\_

\_\_\_\_\_ Ear infections \_\_\_\_\_

\_\_\_\_\_ Eye problems \_\_\_\_\_

\_\_\_\_\_ Currently on medication (name) \_\_\_\_\_

\_\_\_\_\_ Any hospitalization (explain) \_\_\_\_\_

\_\_\_\_\_ Other health conditions (asthma, chronic bronchitis, heart problems, etc.) \_\_\_\_\_

\_\_\_\_\_ None of the above

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

## **In case of illness or injury please notify:**

1. Name \_\_\_\_\_ Tel. \_\_\_\_\_ Relationship to child \_\_\_\_\_

2. Name \_\_\_\_\_ Tel. \_\_\_\_\_ Relationship to child \_\_\_\_\_

I consent to the release of medical information to all staff members and other adults who have custodial care of my child and who may need to know this information to maintain my child's health and safety.

Parent/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_



**OFFICE OF THE SUPERINTENDENT**  
**HARRISON PUBLIC SCHOOLS**  
501 HAMILTON STREET  
HARRISON, NEW JERSEY 07029  
Tel. (973) 483-4627 Fax (973) 483-7484

**MAUREEN KROOG, Ed.D.**  
*Superintendent of Schools*

**JAMES P. DORAN, Ed.D.**  
*Director of Personnel/ Human Resources/  
Compliance and Crisis Management*

**DANIELA RISER, Ed.D.**  
*Director of Curriculum and Instruction*

NOTICE TO: Parents/Guardians

FROM: Maureen Kroog, Ed.D.  
Superintendent of Schools

DATE: September 5, 2023

RE: **COMPREHENSIVE HEALTH EDUCATION**

In accordance with the Board of Education's policy regarding Health and Family Life Education, the parent or guardian of pupils enrolled in the district will be notified annually of their rights regarding a child's participation in the Family Life Program. Consequently, the following State-mandated procedures and program descriptions are outlined for your understanding.

Definition: Family Life Education (N.J.A.C. 6:29-4.2)

"Instruction to develop an understanding of the physical, mental, emotional, social, economic, and psychological aspects of interpersonal relationships; the physiological, psychological, and cultural foundations of human development, sexuality, and reproduction, at various stages of growth; and to provide the opportunity for pupils to acquire knowledge which will support the development of responsible personal behavior, strengthen their own family life now, and aid in establishing strong family life for themselves in the future thereby contributing to the enrichment of the community".

Rights:

1. The school district will provide the parents/guardians with an outline or description of the curriculum. The said "Descriptions" are noted herein.
2. All Family Life Curriculum Guides, including a listing of materials used in the program, will be available for parental review in the Principal's Office of the respective schools.
3. Any parent/guardian wishing to review the family life materials must call the school for an appointment.
4. Parents/guardians who feel that any segment of the Family Life Program that is in conflict with their normal or religious beliefs may request that the child be excused from that portion of the instruction by submitting a signed statement to the respective building principal.
5. If a student is excused from any portion of the family life education program, the student shall be given no penalty against his/her promotion/graduation.

6. Students excused from participating in the program will be assigned to alternate school activities, for that period of time, at the direction of the building principal.
7. The building principal will notify appropriate instructional personnel whenever a student is excused from participating in the Family Life Program.

Descriptions: After completing the K-12 Health/Family Life Education Curriculum, students will be able to:

- know fundamental information required to make health and family related decisions
- distinguish no-risk, low-risk, and high-risk health behaviors
- gather, evaluate, and utilize health information
- make decisions about health and family behaviors
- apply stress-management skills
- demonstrate assertive and refusal skills
- set goals and establish a plan for achieving them
- sustain decisions about health behaviors in real-life situations
- appreciate health, honesty, respect, and social responsibility

Comments:

Concepts related to the above-listed descriptions are taught and reinforced at all grade levels. However, the content obviously changes as appropriate to the age/grade level.

Harrison's Family Life Curriculum follows the guide of the New Jersey Department of Education. The major emphasis is on the understanding and prevention of health and family problems that might have a bearing upon young people. It is very comprehensive and a credit to all of the concerned individuals involved in its development.

---

Maureen Kroog, Ed.D.  
Superintendent of Schools

MK:tp



# OFFICE OF THE SUPERINTENDENT

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## 2023-2024 MEDIA RELEASE AND CONSENT FOR STUDENT PUBLICITY \*

Throughout the school year, the Harrison Public School District will have many opportunities to celebrate and publicize the activities and accomplishments of its students. By granting permission for your child to participate in publicity opportunities, you acknowledge that you understand and consent to the following terms:

- Your child, the child's name, or the child's work product may be depicted in photographs, video recordings, audio recordings, quotations, and other representations that are created, published, distributed, released, or used in promotional, instructional or educational publications, posters, brochures, pamphlets, newsletters, newspapers, yearbooks, web sites, social media sites, or radio or television broadcasts that are published in print or on-line by the school, the District, or another media source;
- The District is under no obligation to create, control, and/or use these depictions in any way;
- Any and all interests that might be claimed in these depictions by you, your child, or any agent, heir, assign, or third party are forfeited and relinquished permanently to the District;
- You expressly agree to release, hold harmless, and indemnify the District and its employees, officers, agents, and representatives against all known and unknown claims of liability that could arise in connection with this consent form or any publicity opportunity; and
- The District does not guarantee that publicity opportunities will be made available to your child.

Any publicity received by your child shall be full and adequate consideration for this consent. You may revoke this consent at any time by providing written notice to the school.

**\* This opt out is for public release of student information and does not apply to any student distance learning obligations.**

Please sign and return this form to the school after indicating your preference below:

\_\_\_\_\_ I CONSENT to the terms above and grant my child permission to participate in all publicity opportunities during the school year unless and until this consent is revoked in writing.

\_\_\_\_\_ I DO NOT CONSENT and would prefer the District exclude my child from publicity opportunities that are made available to other students.

Print Name of Student: \_\_\_\_\_

Name of School: \_\_\_\_\_

Print Name of Parent/Legal Guardian: \_\_\_\_\_

Signature of Parent/Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_