

Thirteenth Avenue / Dr. Martin Luther King Jr. School



The Pride of Newark

Parent/Student HANDBOOK

**Simone Rose
Principal**



Mission Statement

Our mission is to provide all students with a strong academic foundation that will prepare them for success in high school, college, and beyond. We will strive to foster a welcoming school community where students, parents, and staff are safe, supported, and encouraged to realize their highest potential.

Vision

13th Avenue/MLK Renew School is a place where students are eager to attend and receive a quality education, teachers are supported and provided with effective professional development, and parents are excited about the high standard of education and strong home – school connection.



CORE VALUES

Be Responsible!

Be Respectful!

Be Productive!

Be Courageous!

DREAM BIG!

SCHOOL HOURS:

The school hours are 8:20am until 3:40pm (Monday , Tuesday, Thursday, Friday)

and 8:20am until 2:55pm on Wednesday. We would appreciate if you make every attempt to pick up your child on time.

Breakfast is from 7:50am – 8:25am Monday through Friday.

PARENTS ROLE:

1. Parents are encouraged to be involved in all areas of their child's education. Two conferences are held each year. This year they will be held on November 24th and February 9th.
2. Parents need to be actively involved in their child's homework. Please check to see that it is brought home, is completed and as accurate as possible. Homework is a continuation of school work. If there are any questions about your child's homework, feel free to write a note to his/her teacher.

3. Parents need to keep the communication between the school and home open. Please be sure to inform the school of any changes in the home that may affect your child's performance at school.
4. Parents can encourage appropriate behavior at home and in school. If your child is continually acting inappropriately in school, you can work with a team of professional social workers, psychologists, and behaviorists to develop a behavior management plan that will be consistent between the home and school.
5. Parents are urged to become active members of the PTA.
6. You are welcome to see your child in school to observe how he/she is progressing. This visit must be arranged through the classroom teacher.

Remember, education should never be limited to just school hours. The valuable time spent time at home working with your child will help them meet his/her potential. Your child's progress will depend upon the quality of the partnership between the home and school.

PARENT TEACHER ASSOCIATION:

Parent involvement plays an important role in your child's education. Parents are strongly encouraged to join the PTA and participate in as many events as possible.

The 2015-2016 PTA Executive Board consists of the following:

President- Jenise Reedus

VP—Lyndon Brown

Secretary-Wilhelmina Holder

STUDENT FORMS

It is essential that each year parents complete the following documents:

- Blue Emergency Cards
- Application for School Breakfast/Lunch
- Signed consent to photograph and videotape students for educational purposes
- Medical forms with a listing of all immunization

EMERGENCY CARDS:

Emergency contact information must be kept up to date. In the event of a medical or national emergency or school closing, we must be able to reach you or a family member. Please be sure to notify the school of any changes in address, phone number or emergency contact.

BREAKFAST AND LUNCH PROGRAM:

The school staff works closely with the Office of School Food and Nutritional Services. We will be providing high quality breakfast and lunch to our students. During the first week of school your child will bring home a lunch application form. Eligibility for free or reduced lunch is based on the data that is filled in on this form. Please complete and return this form to the school immediately. There is only one form needed per family. Eligibility does not carry over from one year to the next. A new form must be completed each year. If you have any questions, you can call the site your child attends.

If your child is going to bring lunch to school, please do not send your child to school with glass bottles, soda, imitation sugared juice, or candy of any kind.

BIRTHDAY TREATS:

Children's birthdays can be celebrated at school with a simple party. Parents can contact the classroom teacher a few days before their child's birthday to arrange for the celebration. The celebration must take place during the designated recess break. Please note that only 2 adults will be permitted into the classroom. The party will be no longer than 20 minutes due to the break of instruction. All food brought in must be store bought and in their original packaging with ingredients available for students with allergies.

HOMEWORK

Homework has always been recognized by the school community as an important medium to foster the academic achievement of students and extend school activities into the home and community. Homework assignments are given on a daily basis.

1. Value of homework:

- Increase time spent on academic tasks, thus enhancing the academic growth of students.
- Enable parents and other family members to become familiar with the education program and to be aware of homework assignments.
- Meet the needs of individual students through use of varied assignments.
- Help to prepare students for class participation and to reorganize material studied, so that new insights are developed.
- Reinforce concepts taught in areas of academic need.

2. Objectives of Homework

- Reinforce, extend and enrich skills and knowledge learned in school
- Stimulate and further individual interest, thus forming a basis for productive use of leisure time
- Develop independent study skills to foster initiative, responsibility and self-direction

3. Characteristics of Effective Homework Assignments

- Be an outgrowth of classroom instruction
- Be clear and definite
- Be graded in line with a system that is understood by the class

4. Frequency and Quantity of Homework Assignments

Grades	Frequency	Daily Total
K-2	daily	30 minutes
3-4	daily	30-50 minutes
5-6	daily	50-60 minutes
7-8	daily	60-80 minutes

PROMOTIONAL CRITERIA:

There are several criteria areas used to determine whether a student will be promoted to the next grade:

- A student's attendance record.
- A student must pass the core curriculum subjects appropriate to his/her level.

REPORT CARDS:

Students receive report cards three (4) times a year. The cards/reports are part of your child's permanent record.

November 24, 2015

February 10, 2016

March 22, 2016

June 23, 2016.

You are urged to make comments in the space provided on the cards/reports. If you desire further explanation, call the school to arrange a meeting with your child's teacher(s). Please use this as an opportunity to discuss your child's progress.

In addition to these reports, your child will receive progress reports on:

October 7, 2015

December 17, 2015

March 7, 2016

May 16, 2016

ACADEMIC INTERVENTION SERVICES :

Your child may be receiving intervention services throughout the school year. They are based on teacher recommendations and student baseline data. You will receive notification in the fall if your child will be benefiting from these services. Our services include Foundations (K-2) Read 180 (3-8) and in school tutoring by a Rutgers University tutor.

ATTENDANCE:

Regular school attendance is extremely important and will be closely monitored. However, if your child is ill, he/she should remain at home until well. If the child comes to the school ill, the school nurse will contact you. In some instances, you may be required to come to the school to pick up your child.

Information pertaining to school absence should be provided to the school in the form of a note after each absence, including a doctor's note if appropriate. You may also call the school when you know your child will be absent. You will be required to notify the school of the date your child is expected to return to school.

Students must also come to school on time. Students must enter the building between 8:25 – 8:35 at the 8th street breakfast doors. After 8:35 the student will enter the building at the 13th Avenue bottom level door and receive a late pass. If students come to school after 9:00 they must enter through the main doors and report to the main office.

GENERAL HEALTH:

Before your child leaves for school each morning, check to see that your child is feeling well. What might only appear to be a little "sniffle" may be the sign of some infectious disease? Keep your child home from school if you notice the following: flushed face, running nose, sneezing, coughing, red throat, pink eyes, skin rash, sores or blisters on the skin. By keeping him/her home, you are not only helping him/her to recuperate faster, but you are preventing the illness from spreading to other members of the class. Let the teacher know as soon as possible that your child is ill. When your child returns to school, provide a note for the teacher explaining the absence.

Every child should have a check-up annually. Also, every child should have his/her teeth examined by a dentist once a year. After each of these visits, please send in the doctor or dentist's note.

Good hearing and good vision are both essential to a child's comfort and progress in school. The child who cannot see well or hear well becomes restless and bored and will fall behind in the schoolwork. In general, he/she will feel insecure. Tests for vision and hearing are administered at the school once each

year. You will be notified if there is an indication that your child requires further testing. In the meantime, you can help by making sure that there is good lighting at home and by checking with your physician during annual check-ups.

Jewish Renaissance

A Jewish Renaissance clinic is located at 13th Avenue/MLK Jr. Renew School. They have on site medical, dental, and mental health professionals. If you are in need of health services you are welcome to visit the clinic.

IMMUNIZATION:

The New Jersey Board of Health requires that documentation be secured proving that all students who come to school are fully immunized. We are required to exclude students if they are not immunized and do not have documentation from a physician indicating that they have received all required immunization.

***If your child has. . . .* He/she must be kept out of school**

**** (Your child must have a doctor's note stating clearance
to return to school prior to coming back)**

Chicken Pox rash	Six (6) days after appearance of the
Rubella (German measles)	Until rash has disappeared
Measles	Five (5) days after appearance of the rash
Mumps disappear	Until all the swelling of the glands
Whooping Cough	Fourteen (14) days after cough begins
Hepatitis	Until temperature is normal for (24 hrs.)
Meningitis	Until temperature is normal for (24 hrs.)
Streptococcal (Sore Throat)	
Including Scarlet	Until temperature is normal for (24 hrs.)

Fever

Until temperature is normal for (24 hrs.)

Immunization Requirements appear in the appendix at the end of this handbook.

MEDICATION:

All current medical information should be on file with the school nurse. Please be sure that the nurse is aware of any medical condition your child may have including allergies.

Please be aware that students may take medication in school if there is:

- Written permission from parent or guardian; and
- Written statement from prescribing physician with dosage; and
- Original dated medication bottle which contains a legible label

Medication will be kept in a safe place and administered, at times directed by the prescribing physician, by the school nurse. The school nurse will monitor careful administration of medication. Detailed records, as they pertain to the administration of oral medication, will be maintained at the school.

Please be sure to keep the school nurse updated on any changes in your child's medication or dosage. If you have any questions or need to call the school about the change in your child's medication, please contact the main office.

Please make sure that you renew your child's medication before it runs out.

If at some time during the school year your child becomes ill, we will notify you immediately. It is your responsibility to come to the school and pick up your child. If you are unavailable, the person designated on the blue emergency card will be contacted. If your child suffers any of the following symptoms, please do not send him/her to school:

-fever of 100 degrees or higher -earache

-upset stomach

-Infected skin patches

-sore throat

-conjunctivitis (pink eye)

-swollen glands

-head lice

-vomiting or diarrhea

-unusual spots or rashes

-persistent cough

DENTAL NOTES:

All students are to visit a dentist annually.

PICKING UP YOUR CHILD FROM SCHOOL:

Sometimes it is necessary for a family member to pick up a child at school before dismissal. Please try to let your child's teacher know in advance if you are planning to pick him/her up early. All parents must sign in at the security desk and present a form of identification. They will report to the general office to sign their child out of school. No child will be released without a parent signature. If someone other than a parent will be picking a child up, please make sure that their name is listed on the blue card; otherwise we will not release the child.

OBJECTS NOT PERMITTED IN SCHOOL:

Electronics, cell phones, toys, excessive money, candy, soda and any bottled beverages are not permitted in school or on the bus.

SUSPENSIONS:

A student who is directly involved in a major behavioral incident which presents a clear and present danger of injury to any student or any member of the school staff will be suspended. After a suspension a parent **MUST** accompany their child back to school for a conference with the vice principal and any other parties involved.

SCHOOLWIDE RULES

1. Follow directions quickly
2. Be a scholar at all times
3. Raise your hand for permission to speak
4. Raise your hand for permission to leave your seat
5. Make smart choices

What is a school wide Discipline Plan?

A school wide discipline plan is an organized, data-driven system of interventions, strategies and supports that positively impact school wide and individualized behavior planning.

School wide Discipline Plan Purpose Statement

The purpose of the school wide discipline plan at 13th Ave Renew school is to:

1. Provide consistency for expectations throughout the building;
2. Promote unity and cohesiveness in the school;
3. Maintain order through setting clear standards and expectations for everyone;
4. Create a safe learning environment through holding everyone accountable.

We believe that by doing these actions, we'll have a school that has a culture of learning that promotes positive social interactions and limits undesirable behavior.

Behavioral Expectations Throughout School

Typically, all scholars spend at least some of their day in common settings of the school. In order to ensure that there is consistency, it is important that expectations throughout the building are explicitly stated and followed.

	BUS
Be Respectful	<ul style="list-style-type: none"> * Wait your turn * Keep hands, feet and objects to yourself * Remain seated * Follow directions the first time * Use appropriate language
Be Responsible	<ul style="list-style-type: none"> * Use inside voice * Keep your things with you * Be a model for all scholars * Discard all trash properly
Be Productive	<ul style="list-style-type: none"> * Read a book or study
Be Courageous	<ul style="list-style-type: none"> * Smile and greet others * Help others by getting an adult's attention * Report inappropriate behavior

	HALLWAY
Be Respectful	<ul style="list-style-type: none"> * Walk in a straight line * Hands at your side * Remain quiet in the hallways * Honor bulletin boards
Be Responsible	<ul style="list-style-type: none"> * Have a pass at all times * Go directly to your direction
Be Productive	<ul style="list-style-type: none"> * Walk with a purpose * No detours
Be Courageous	<ul style="list-style-type: none"> * Be a model for all scholars * Report inappropriate behavior

	CAFETERIA
Be Respectful	<ul style="list-style-type: none"> * Use an indoor voice * Use appropriate language * Eat politely and quietly * Follow directions the first time * Respect personal space * Say please and thank you
Be Responsible	<ul style="list-style-type: none"> * Clean up after yourself * Ask for permission when you need to get up * Follow procedures * Refrain from horseplay
Be Productive	<ul style="list-style-type: none"> * Eat your food * Read a book or study
Be Courageous	<ul style="list-style-type: none"> * Clean up, even if it's not your mess * Report inappropriate behavior

	CLASSROOM
Be Respectful	<ul style="list-style-type: none"> * Follow directions the first time * Be a good listener * Mind your manners
Be Responsible	<ul style="list-style-type: none"> * Use time wisely * Care for school property * Be mindful of your belongings * Come prepared to learn
Be Productive	<ul style="list-style-type: none"> * Get all work done * Contribute to class discussions
Be Courageous	<ul style="list-style-type: none"> * Ask for help when needed * Treat others as equals * Assist others when directed * Volunteer your knowledge

	RESTROOM
Be Respectful	<ul style="list-style-type: none"> * Wait your turn * Be quiet * Clean up after yourself
Be Responsible	<ul style="list-style-type: none"> * Flush the toilet * Wash your hands * Be a model for all scholars
Be Productive	<ul style="list-style-type: none"> * No playing * Use the bathroom and go back to class
Be Courageous	<ul style="list-style-type: none"> * Report problems to the teacher

	PLAYGROUND
Be Respectful	<ul style="list-style-type: none"> * Follow directions the first time * Take turns * Use appropriate language * Keep hands, feet and objects to yourself
Be Responsible	<ul style="list-style-type: none"> * Collect your things * Line up when it's time * Proceed quietly into the building
Be Productive	<ul style="list-style-type: none"> * Use equipment appropriately and return it when directed
Be Courageous	<ul style="list-style-type: none"> * Share equipment * Include others * Participate in activities

	SCHOOL GROUNDS
Be Respectful	<ul style="list-style-type: none"> * Use appropriate language * Adhere to designated door * Respect all adults * Be aware of younger scholars
Be Responsible	<ul style="list-style-type: none"> * Care for school property (no profanity, no graffiti, no destruction of school property) * Pick up trash when you see it
Be Productive	<ul style="list-style-type: none"> * Come directly into the building * Go directly home at dismissal
Be Courageous	<ul style="list-style-type: none"> * Respectfully hold others accountable for their actions * Report inappropriate behavior or vandalism

PARENT TIPS:

Important Reading Comprehension skills, and some questions you can ask to reinforce them, while your child reads at home.

It is recommended that each child read for 20 additional minutes per night in Grades K-2, and for **one half hour or more** in the upper grades. You can sit with your child and have your child read silently, but ask some of the following questions about his/her reading:

1. Summarizing: Have the child retell the story, part of story, or chapter, depending on the child's reading level. Have them put it in their "own words", and encourage them to tell "the important parts" leaving out the unimportant details. A simple question could be "What was the story about?"

2. Cause and Effect: You can practice this skill by asking your child. "Why did that happen?" or "What caused _____ to happen?" Also you can ask: "What happened **because** of that?"

3. Main Idea: A child should be able to identify the main idea of a short story or non-fiction article. A good way to practice finding the main idea would be to ask, "What would be another good title for this story, etc.?" The main idea should tell what the whole story is about, rather than just telling details about what happened.

4. Story Elements: A student should be able to identify the basic story elements of what he/she is reading. Every story should have the following:

Setting: Where and when is the story taking place?

Characters: Who are the important people or animals in the story?

Problem: What is the problem the characters are trying to solve?

Plot: What important events happen while they are trying to solve the problem?

Resolution: How is the problem solved? What happens in the end?"

5. Sequencing: "In what order did the events of the story take place?" "What happened first?" "What happened next?" "What happened before/after that?" "What happened last?"

6. Fact vs. Opinion: **Opinions** are what people think about something. Facts can be proven, by looking them up in an encyclopedia, measuring, counting, etc. Students should be able to tell whether a statement in a fiction or non-fiction book is a fact -- or just someone's opinion.

7. Inferring: A child **infers** when he tells something about the story that the author doesn't come right out and say. This is a very hard skill for a child to master. They must put facts or events from the story together with what they already know from their own experience. Some good **inference** questions might be: "How do you think the character felt when that happened?" or "What did the character mean when he said that?" "Drawing a Conclusion" is another way of making an inference.

8. Predicting: A good reader should always be thinking about what's going to happen next in a story. You can simply ask "What do you think will happen next?" Do this at various times throughout the story.

9. Comparing and Contrasting: Tell how some element of the story, or how two characters, are “alike” and “different”. You can ask “Can you compare this story to another story you have read? How is it the same? How is it different?”

10. Author’s Purpose: What was the author trying to do with this story or article? “Was he/she trying to entertain you or make you laugh?” “Was he trying to teach you about something?”