

# Welcome to Central School!!

3 Lincoln Avenue  
Haddonfield, NJ 08033  
856.429.5851  
[www.haddonfield.k12.nj.us](http://www.haddonfield.k12.nj.us)

New Student Orientation  
Monday, August 23, 2010  
1:00 pm  
Central School Library

Sandra Horwitz, Principal  
Danielle Meeker, PTA President  
Peg Petrillo, School Nurse

# First Three Days of School

- Sept. 7 and 8: Half days for all but Kindergarten who follow normal schedule
- Sept. 9 No school for all students
- Sept 10: PM conferences for first grade only, full day for everyone else

# Line-Up and Exit Locations

Kindergarten

Central School Kindergarten  
Entrance on Lincoln Avenue

1<sup>st</sup> and 2<sup>nd</sup> Grades

Front Door of Central School on  
Lincoln Avenue

3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> Grades

Blacktop behind the building

- For security reasons, all parents must sign in at the main office and receive a visitor's badge before entering the building.

# School Hours

## Full-Day

- 8:25-3:00 – grades 1-5
- Outside supervision begins at 8:15.
- Kindergarten
  - AM Session: 8:25-11:10
  - PM Session: 12:15-3:00

## Half-Day

- 8:25-12:30 – grades 1-5
- Kindergarten
  - AM Session: 8:25-10:55
  - PM Session: 10:00-12:30



**\*Emergency Closing Number is 560**

# Sample Daily Schedule

- 8:25-8:40: Arrival/Morning Procedures
- 8:45-9:45: Writing Workshop
- 9:45-10:45: Reading Workshop
- 10:45-11:45: Math
- 11:50-12:40: Lunch/Recess
- 12:45-1:30: Special
- 1:30-2:15: Science/Social Studies
- 2:15-2:50: Word Study/Read Aloud

## Six-Day Schedule

- Identifies each day by number (Days 1-6)
- Listed in the Community Calendar

# School Enrichment

After school enrichment classes are provided by the PTA – drama, crafts, intramurals, legos to mention a few. More information to follow.

# Student Pick-Up

Please ensure that all of your emergency contact information is accurate because children will be released only to those authorized.

# Attendance

- We want every child in school every day!
- On average, a student misses approximately 5 days per year.
- If it is necessary to keep a child home from school, **please call the office by 8:30 and include the following information: name, teacher, and reason for absence.**
- If the school does not receive a call from parents, the office staff will call your home and/or work.
- When a child returns to school after being absent, please send in a note stating the reason for the absence.

## Make-Up Work

Please call the main office by 10AM with a request for make-up work to ensure a packet will be ready for pick-up by the end of the day.

# Tardiness

## (lateness without good reason)

- **1<sup>st</sup> through 5<sup>th</sup>** Unexcused lateness: no consequence
- **6<sup>th</sup> and 7<sup>th</sup>** Unexcused lateness: warning, no consequences. The warning is to be written and provide the parent with the guidelines for lateness and request for support.
- **9<sup>th</sup>** Unexcused lateness: parent/principal conference. During this conference a plan for arrival to school on time will be developed for implementation. The child will be included in the planning, if appropriate.
- **12<sup>th</sup>** Unexcused lateness: parent/principal/police officer conference. During this conference, the plan for school attendance will be reviewed for effectiveness. Discussion will focus upon additional supports needed for punctual school attendance. The child will be included in the discussion, if appropriate.

# Parking/Traffic Guidelines

- AM
  - Drop-off lane in front of school. Please drive slowly and carefully!
  - No parking in front of school. Please park on surrounding streets and at metered parking spaces. Note: The three, free, 15 minute parking spaces on Chestnut Street are strictly monitored by the Haddonfield Police.
- PM
  - No pick-up lane. Please park on surrounding streets and walk to the building to pick up your child(ren).
  - No one is supposed to park in front of school. Tickets!!

# WHERE TO FIND SUPPORT FOR STUDENTS

- Classroom teacher
- Counselor
- Principal
- Nurse
- Instructional Support Program (ISP)
- Intervention and Referral Services (I&RS)
- Language Arts Specialists
- Problem Solving Team
- Principal Advisory Committee
- Child Study Team

# Homework Guidelines

- |                |                     |
|----------------|---------------------|
| • Kindergarten | No regular homework |
| • First grade  | 15 minutes          |
| • Second grade | 30 minutes          |
| • Third grade  | 40 minutes          |
| • Fourth grade | 60 minutes          |
| • Fifth grade  | 60 minutes          |

# Home-School Communication


## Ways to Stay in the Know!

- E-Blasts and E-Mail
- PAC and PTA Meetings (each once per month)
- Friday Folders
- Website/Homepage
- E-Boards
- Board Meetings
- Attend Conferences
- Coffee with the Principal

We make a concerted effort to limit disruptions to teacher instruction. If you need to provide a message to your child in non emergency situations, we will be happy to take a message and ensure that it is delivered in a timely fashion.

# Communication with Teacher

- E-mail is the primary method of communication with teachers.
- All teacher e-mails are the first initial, last name, following by: @haddonfield.k12.nj.us
- All teachers also have voice mail – call the office (429-5851 ext. 220), and we will connect you
- Required 24-hour call-back (or e-mail) time
- A conference/meeting may be requested at any point in the school year



# Parent Volunteer Opportunities

We highly value our partnership  
with parents!

- Be a Room Parent
- Supervise an After School Club
- Volunteer to Read or Protect
- Help with Fundraising Events

For more information, please contact our PTA President, Danielle Meeker, at

[daniellemeeker@verizon.net](mailto:daniellemeeker@verizon.net)

# For Comprehensive School Information

For all information including. . .

- Parent/Student Handbook
- Parking/Traffic Information
- E-News
- Faculty/Staff Contact Information
- Calendar of Events
- Lunch Menu
- Delayed Opening Schedule

*Please contact Darlene Carlton  
at 429-5851 or  
[dcarlton@haddonfield.k12.nj.us](mailto:dcarlton@haddonfield.k12.nj.us)  
if you would prefer a hard copy  
of the Student/Parent  
Handbook...we will be happy to  
provide one for you!*

Visit Central's Homepage at

[www.haddonfield.k12.nj.us/central](http://www.haddonfield.k12.nj.us/central)

# Important Contacts – please call!

- Sandra Horwitz, Principal
  - [shorwitz@haddonfield.k12.nj.us](mailto:shorwitz@haddonfield.k12.nj.us)/429-5851, ext. 225
- Darlene Carlton, Secretary
  - [dcarlton@haddonfield.k12.nj.us](mailto:dcarlton@haddonfield.k12.nj.us)/429-5851, ext. 220
- Peggy Petrillo, Nurse
  - [ppetrill@haddonfield.k12.nj.us](mailto:ppetrill@haddonfield.k12.nj.us)/429-5851, ext. 228
- Julie Kotran, Counselor
  - [jkotran@haddonfield.k12.nj.us](mailto:jkotran@haddonfield.k12.nj.us)/429-5851, ext. 312
- Bonni Rubin-Sugarman, Director of Special Education
  - [brubin@haddonfield.k12.nj.us](mailto:brubin@haddonfield.k12.nj.us)/429-3960, ext. 149
- Haddonfield Child Care, 429-1603
- Richard Perry, Superintendent
  - [rperry@haddonfield.k12.nj.us](mailto:rperry@haddonfield.k12.nj.us)/429-4130