

Telephone (732) 541-8960 x 2002 Fax (732) 541-4245

MAYLING CARDENAS PRINCIPAL DAVID SALVATORE PRINCIPAL OF SPECIAL PROJECTS

#### Welcome Back to a New School Year

**Welcome to the Columbus School Community!** We would like to extend a warm welcome to all of our students and families and invite you to attend a Virtual Orientation on Monday, August 30th at 2:00 pm and again at 5:00 pm; an invitation will follow. The staff and I are looking forward to working with you and your child(ren) this year. We strive to provide an exciting and rewarding educational program for all our students at Columbus School. This year holds many exciting initiatives such as Writer's Workshop, the companion to our Reader's Workshop program and continued opportunities to re-engage and welcome our students back.

## **First Days**

The first day of school for students will be Thursday, September 2nd. Staff members will be available to direct parents and students to their grade level designated arrival locations listed below. Students will have an abbreviated session on September 2nd and September 3rd. On both days, students will be dismissed at 1:10 pm.

## Masks & Uniforms

The safety of our students is our first priority. Please note that this year students, as well as all staff members, are required by Executive Order 251 to wear a mask for the entirety of the day except while eating. It is essential that your child is wearing a well-fitted and clean mask each day. Please consider this as part of our school uniforms. Our policy for both masks and uniforms can be found on the district's website. As well as, in the document section of the Parent Portal and in our updated Parent Information Handbook, which can be located in the student agenda planners for students in grades two through five. Please use the handbook for your reference when you have a question about school policies and/or procedures. If further information is needed, please feel welcome to call the office at 732-541-8960, extension 2002.

# Parent Portal (Emergency Contacts, Required Questionnaires & Lunch Application)

If you haven't already, please be sure to log on to the Parent Portal before the first day of school to find out about your child's placement and to complete and update the parent questionnaires. Please also fill out the lunch application, regardless of your status. By completing the questions on the portal, this will assist us in ensuring the safety of your child(ren) as **your child will only** be released to adults that you designate on the Student Emergency Contact in the Parent

**Portal.** We ask that all adults picking students up always have a valid photo ID, and we appreciate your understanding as we work to keep your children safe.

## Bus (if eligible)

On the Parent Portal you will also be able to access busing information, if applicable. Bus students must be transported to and from school on their assigned bus and should be met at the stop by an adult. Students will receive tags; please ensure that your child's bus tag is visible and tied securely to the outside of your child's backpack. Bus passes are checked regularly and must remain visible at all times. Masks must be worn on the bus at all times.

#### **Arrival and Dismissal**

Students are to arrive at 8:30 am and are dismissed at 2:50 pm. Please see the chart on the next page to determine where your child will be dropped off and picked up each day. Note that all bus students arriving in the morning exit the bus on High Street and report to their respective arrival locations as indicated on the next page.

Grade	Arrival	Dismissal
Pre-kindergarten	Door #3 and #4 (Carteret Ave)	Door #3 and #4 (Carteret Ave)
Kindergarten	Door # 7 (on the playground)	Individual Classroom Doors: Mrs. Cruz, Mrs. Hernandez, Mrs. Huljack, Mrs. Hayden  Door #7: Mrs. Irving and Ms. Murray
1st	Door #5: Mrs. Beltra and Mrs. Masterson	Door #5: Mrs. Beltra and Mrs. Masterson
	Door #6: Ms. Gruber, Ms. Fanning, Ms. Sehgal	Door #6: Ms. Gruber, Ms. Fanning, Ms. Sehgal
2nd	Door #8 (on the playground)	Door #8 (on the playground)
3rd	Door #12 (on the playground)	Door #12 (on the playground)
4th	Door #12 (on the playground)	Door #12 (on the playground)
5th	Door #8 (on the playground)	Door #8 (on the playground)

<sup>\*\*\*</sup>Any student arriving after 8:40 should enter through the main doors on High Street to receive a late pass from the main office, which will be marked in our student record keeping system. Please be sure to be on time every day to optimize the learning experience.

# **Safety**

When walking students to and from the school, please utilize the services of the crossing guard and cross the street at the designated crosswalks. This will ensure the safety of students and

parents since the surrounding roads are heavily travelled during morning arrival and afternoon dismissal.

## Parent Partners and PTO

We consider parents our partners in education and we welcome your support and assistance. Columbus School has an active Parent Teacher Organization that supports and enhances the instructional program. We encourage all our parents to become a member of the PTO! This year, we will also be having elections to fill many vacancies in our officer roles. We look forward to seeing you at the meetings.

As the summer winds down, we look forward to a wonderful school year filled with rich, quality learning experiences for all our students. We thank you for the privilege and opportunity given to us each year to work with your children.

Educationally yours,

Mayling Cardenas
Principal