

Moonachie Public Schools

ROBERT L. CRAIG SCHOOL
20 WEST PARK STREET
MOONACHIE, NEW JERSEY 07074

JAMES KNIPPER
Superintendent/Principal
jknipper@moonachieschool.org

OFFICE: (201) 641-5833 ext. 110
FAX: (201) 641-3723

Friday, August 18, 2023

Moonachie Families & Friends –

As summer comes to a close, I know everyone is anxious for the start of the school year! We are just about ready to welcome our students and families back to our great school! The school looks amazing, thanks to our wonderful custodial staff! Our fabulous teachers have begun to set up their learning spaces! Our office staff are finalizing schedules, bussing, curriculum, procedures, registrations, medical records, calendars of events, and responding to all of the questions and concerns you may have.

Please read this update carefully, as it contains a lot of important information to start our year.

Schedules & Supply Lists

Schedules & Supply Lists were mailed home in early August. If you have not received your child's classroom assignment, please contact Ms. Linda Esposito at (201) 641-5833 ext 123 or email at lesposito@moonachieschool.org.

At this point, we are not accepting parental requests to change classes.

QSAC

Once every three years, The New Jersey DOE audits every school district. During the 22/23 year, we received our QSAC Review. I am pleased to report to the community that our district performed very well and received the designation of 'High Performing'. Congratulations to our staff and families on earning this DOE rating.

Class III School Security Officer

It is my pleasure to introduce Officer William Mildon Jr. Officer Mildon will be assigned to RLC every day, all day. By bringing an Officer to our school, we continue to harden our security against possible outside threats. I want to thank the Moonachie Borough and the Moonachie Police Department for joining us in this partnership.

Entrance Times & Procedures

All drop offs will occur via the Gymnasium entrance (same as last year), beginning at 8:10am. Students will report directly to homeroom for individualized tutoring and/or provided extra time to complete projects and assignments. DO NOT DROP OFF BEFORE 8:10am, unless you are enrolled in before care (see below). A couple of points during drop off:

- Please do not pass on the left while in the horseshoe. We will utilize cones to create one-lane of traffic.
- Please make sure your child(ren) exit via the sidewalk side of your car.
- We need to keep traffic moving. Do NOT leave your vehicle unattended in the horseshoe.
- Drop off will conclude at 8:45am. If you drop off after 8:45am, your child must enter through the main entrance. Homeroom begins promptly at 8:50am. If your child arrives to homeroom after 8:50am, he/she will be marked tardy.

Dismissal Times & Procedures – We All Must Improve Here (Car & Walker)

As our school has only one-way in and one-way out, we need to keep traffic moving as best as possible to avoid a long car-line into town.

- **PreK ONLY:** Car & Walker Pick Up will be between **2:45pm-2:55pm**. (1 Session Day: 12:40-12:50pm)
- **Grades K – 8:** Car & Walker Pick up will be between 3:00pm – 3:15pm. (1 Session Day: 12:50-1:00pm)
 - For security & emergency purposes, K-8 families are NOT permitted to arrive before 3:00pm. **DO NOT ARRIVE BEFORE 3:00PM. EVERYONE MUST ADHERE TO THIS REQUIREMENT.**

Moonachie Public Schools

ROBERT L. CRAIG SCHOOL
20 WEST PARK STREET
MOONACHIE, NEW JERSEY 07074

JAMES KNIPPER
Superintendent/Principal
jknipper@moonachieschool.org

OFFICE: (201) 641-5833 ext. 110
FAX: (201) 641-3723

- We will utilize the same procedure as last year of calling children individually as your car arrives.
- DO NOT leave your car unattended in the horseshoe. Your child will come to your car.
- If you have a PREK student **and** a student in another grade level: You will pick up your PRE-K student at 2:45pm, then pull around to the other side and wait for your older child.
- If you are just picking up a middle school student, please pull around and wait on the opposite side.
- **DO NOT pass the 'Do Not Enter' gate along the parking side of the road.** This is a one-way. You must go around the horseshoe to exit.
- Please Do NOT block the entrance/exit driveway near the playground.
- Please be patient during the first days of school as we learn new families and vehicles.

First Day of School – September 5th, 1pm Dismissal

The First Day of School is for celebration, excitement, and joy! Please review the following information so we can all celebrate the First Day of School:

- You CANNOT leave your car unattended in the horseshoe.
- No parents/guardians are permitted to enter the building, for any reason.
- If you are taking pictures, please be mindful of how long you are present as others behind you wish for the same opportunity.
- Students in grades PK-4 will report directly to the Gymnasium and will meet their class.
- Students in grades 5-8 will report directly to the Cafeteria and will meet their class.
- It makes everything run more efficiently if your student knows the name of his/her homeroom teacher. Please review this with your child before coming to school.

Breakfast & Lunch Ordering

We encourage all families to fill out the Free & Reduced Food Application (information below) to see if your family qualifies for this benefit. Ms. Maurin will be sending out information on September ordering shortly.

- Breakfast (daily) 8:10 – 8:40am
 - Upon arrival to school, all students will report directly to homeroom for tutoring and extra time on assignments/projects/homework. Homeroom begins promptly at 8:50am.
 - If your student requires breakfast, please make sure he/she knows! Your child will go to the cafeteria, pick-up their breakfast, and then report to homeroom. For grades K-2, please also inform your teacher so we can ensure each student who needs breakfast, gets it.
- Lunch & Recess
 - Grades 5-8: 11:35am-12:20pm
 - Grades K-4: 12:20pm – 1:05pm

Free & Reduced Application

The NJ State application for free & reduced lunch is not yet available. We will send this out separately when it is ready.

Reporting Absences – Attendance Matters

All student absences must be reported to the Attendance Officer, Ms. Lucrezia Maurin by 9:00am on the day of the absence. You can submit via phone (please leave a voicemail) or email:

- Call: 201-641-5833, Option 1 or dial Extension 120
- Email: lmaurin@moonachieschool.org

Moonachie Public Schools

ROBERT L. CRAIG SCHOOL
20 WEST PARK STREET
MOONACHIE, NEW JERSEY 07074

JAMES KNIPPER
Superintendent/Principal
jknipper@moonachieschool.org

OFFICE: (201) 641-5833 ext. 110
FAX: (201) 641-3723

After School YMCA Registration & Information (Grades 3-8)

The YMCA After School Program will begin on Wednesday, September 6th and run daily from 3:05-6:05pm. This program is available to all students in Grades 3-8 and remains free. If you wish for your child to attend, you must register him/her prior September 6th. You may register at <https://forms.gle/6jXwr9by6qY5dx898>

Before (K-8) & After (K-2) School Paid SACC Program Registration & Information

The SACC Before School (K - 8) and After School Program (K – 2) is tuition based and financial assistance is available if you qualify. For registration of Before & After School Program, please see links below:

<https://www.moonachieschool.org/cms/lib/NJ02201261/Centricity/Domain/4/2023-2024%20Moonachie%20Flyer.pdf>

Back To School Night

Reminder that Back to School Night will be on Wednesday, September 13th, beginning at 6:30pm.

Bussing

Our Transportation Department is finalizing bus routes. If your child is entitled to bussing, you will receive a letter via US Mail during the last week of August indicating bus stop times and location.

RealTime Parent Portal Access

The RealTime Parent Portal permits all families to stay up-to-date on your child's academic progress. You are able to view your child's gradebook for missing work, review their grades for each assignment, and review their attendance data. You can also access progress reports and report cards. There is an App available to download directly to your phone. We encourage all families to login and stay connected. Next week, we will send all parents an e-mail reminder of your Username/Password and directions on how to log-in. If you need help logging in, please contact Ms. Linda Esposito at (201) 641-5833 ext 123 or email at

lesposito@moonachieschool.org

School Messages Going To Spam

Several community members informed us that some email messages from the school were being sent directly to their spam file and never hitting their inbox. If a community member has these notifications going to spam, they will need to select the "**mark this email as safe**" option one time so all future notifications will go to your inbox. Please let us know if you need support with this and our Technology Team will assist you.

Personal Cell Phones

All students are encouraged to keep his/her cell phone in their locker (grades 6-8) or in their book bag (grades K-5), either off or on silent, throughout the school day. Cell phones are not permitted to be used in school. We will provide all the technology items students need for class work.

- As parents, please refrain from texting/calling your child during school on their cell phone. If you need to get him/her a message or speak with them, please call the main office at 201-641-5833.
- If students are seen or heard using a cell phone, he/she will receive one (1) warning to put it away. If a second offense occurs, the phone will be confiscated. A parent/guardian must pick up the phone from the main office.

School Issued Devices

All students will be assigned a school laptop (grades 3-8) or iPad (grades K-2) to be used during the day. Each teacher has directions on usage for their classroom. Inappropriate use will not be tolerated. Please be advised of the following consequences for inappropriate device usage. This is tracked for the whole school year:

Moonachie Public Schools

ROBERT L. CRAIG SCHOOL
20 WEST PARK STREET
MOONACHIE, NEW JERSEY 07074

JAMES KNIPPER
Superintendent/Principal
jknipper@moonachieschool.org

OFFICE: (201) 641-5833 ext. 110
FAX: (201) 641-3723

1st Offense: Device taken away for one (1) school day. All work will be provided in paper format.

2nd Offense: Device taken away for one (1) week. All work will be provided in paper format.

- Grades K-3: Discussion on appropriate usage/following directions with student and parent.
- Grades 4-8: One (1) after school detention is assigned. Discussion & parent notification.

3rd Offense: Laptop taken away for one (1) month. All work will be provided in paper format.

- Grades K-3: Discussion with parent & student. One (1) Lunch/Recess detention assigned.
- Grades 4-8: Three (3) after school detentions are assigned. Discussion & parent notification.

4th Offense: Student Device privileges are revoked for the remainder of the school year. All work will be provided in paper format. Discussion & parent notification.

Middle School Families – Important Items (Grades 6-8)

Parents in Grades 6-8, please review these items with your child:

- Please bring your printed schedule with you to school on the first day.
- All students have lockers. Bookbags are required to be placed in his/her locker throughout the day. Students will have plenty of opportunities to go to their locker between certain classes, as well as before and after lunch. Teachers will work with students on how to organize themselves for success each day.
- Middle School Students are expected to be on time. For every three (3) lateness's (arriving to school after 8:50am), the student will receive one (1) detention until 4:30pm.
- Each student has a unique schedule. Please review it with them. You can also access it via the Parent Portal.

NJSLA Results

As of this writing, we have received preliminary results from the NJSLA State Assessment taken in May for grades 3-8 in ELA, Math, & Science. However, we cannot share them with families, yet. The State of NJ is projecting family reports to be available in Mid-September.

PTO Update & Volunteering as Class Parent

Our PTO is planning a wonderful year of fun events for our kids and families. If you wish to volunteer as a class parent, please complete this Google Form: <https://forms.gle/p6jngUaLuvsX9Yfw5>

PRE-K / Kindergarten Sneak Peek Event Reminder

We are excited to offer an event for our youngest learners! Please join us for our **Sneak Peek** event for our Pre-K & Kindergarten families. Kindergarten is on Monday August 28th from 1 – 2pm. Pre-K is on Tuesday August 29th, from 1 – 2pm. This is an opportunity for you and your child to meet his/her teacher, while becoming acquainted with their classroom and school. More information will be found in the letter sent home today.

Who To Contact:

Should you have any *general questions*, please direct them to myself at: jknipper@moonachieschool.org.

Should you have any *health related questions*, please direct them to Nurse Gallo at: dgallo@moonachieschool.org.

Should you have any *new student registration information*, please direct them to Ms. Linda Esposito at: lesposito@moonachieschool.org

Should you have any *class assignment questions, curriculum, or scheduling*, please direct them to the Director of Curriculum & Instruction, Ms. Dana Genatt at: dgenatt@moonachieschool.org

Moonachie Public Schools

ROBERT L. CRAIG SCHOOL
20 WEST PARK STREET
MOONACHIE, NEW JERSEY 07074

JAMES KNIPPER
Superintendent/Principal
jknipper@moonachieschool.org

OFFICE: (201) 641-5833 ext. 110
FAX: (201) 641-3723

Should you have any special education questions, please direct them to our Director of CST, Ms. Paula Hill at: phill@moonachieschool.org

Should you have any Pre-K questions, please direct them to our Master Teacher, Ms. Allison Maccarone, at amaccarrone@moonachieschool.org

Should you have any attendance or food service questions, please direct them to our Attendance Officer/Food Service Coordinator, Ms. Lucrezia Maurin, at lmaurin@moonachieschool.org

We know this is a lot of information. Please let us know if you have any questions. We are here.

We are looking forward to a wonderful school year and cannot wait to see our students and families soon! Have a wonderful rest of Summer!

Best,



James Knipper
Superintendent/Principal



Dana Genatt
Director of Curriculum & Instruction/Assistant Principal