

Scranton School District

Northeast Scranton Intermediate School

721 Adams Avenue
Scranton, PA 18510
Phone: 570-348-3651



Principal: Chris Gentilezza, Ed.D.

Assistant Principal: William Tigue (A – L)

Assistant Principal: Lindsey Fortese (M – Z)

General Registration Procedures

- In order to register for school, families must provide the following documents:
 - Original birth certificate
 - Two types of evidence to prove a current Scranton residence. Evidence must be dated within the three months of registration. Accepted evidence includes: utility bills (water, electric, gas), lease, mortgage statement, real estate tax bill.
 - Immunization records
 - Photo ID (if available)
- Registration responsibilities return to Northeast Scranton Intermediate School (NSIS) the first week of October. All aforementioned registration procedures are followed in assisting parents and families.
- Guidance folders on every child are housed within the school building in the main office. Folders follow the child from grade to grade.
- Any student, who withdraws from the Scranton School District (SSD) for any period of time, must re-register in order to re-enroll.

Entering District (K-12)

Students register online or in the Central Registration Office located within the Administration Building at 425 N. Washington Avenue, Scranton, PA 18503. Forms are available in English and Spanish. Language guides are available to assist parents who speak Spanish, Nepali, Swahili, or Gujarati. New students are accepted for the current school year through the second to last week of school. After this date, all registrations are for the following school year.

Exiting District (K-12)

When students exit the SSD a student's guidance folder is kept at the building they last attended. Student medical files are sent from the school to Central Registration at the Administration Building. If a student transfers to another district within Pennsylvania, their entire medical file is sent upon request from that district. If a student transfers to a school outside of Pennsylvania, the medical file remains in the SSD. Any medical data

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found within the E-School System is sent to the out-of-state district upon request. This includes a student's immunization records and any exams performed by school staff.

Transitioning from Elementary to Intermediate School

In order to transition students from fourth to fifth grade, each school principal mails home a welcome letter to families of entering fifth grade students. Northeast Intermediate School (NEIS), South Scranton Intermediate School (SSIS), and West Scranton Intermediate School (WSIS) each host an "Orientation Day" prior to school starting in the fall.

The NSIS feeder schools (John Adams, Neil Armstrong, William Prescott, and Robert Morris) partner with the principal and vice principal at NSIS, and invite the principal and guidance counselor to speak with the fourth grade students who will be incoming fifth grade students for the following school year. The NSIS feeder schools also notify students, parents, and families of the fifth grade orientation date(s) and time(s).

Guidance folders for each student are sent to the guidance office of their assigned intermediate school from the NSIS feeder schools.

Exiting from Title I Services

Students may exit Title I Reading when they receive a score of strategic or core on the Middle of the year Acadience assessment. The Title I Reading Specialist and the classroom teacher discuss the student's progress and determine whether the student will be exiting Title I. A letter to the parents is sent home to notify them that their child will be exiting the program. They must sign and return the form.

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