



Caroline L. Reutter School

Reutter School Families:

I hope that you have enjoyed this summer and are looking forward to beginning the school year at Caroline L. Reutter School. For both new and returning students, I have some exciting changes for the upcoming school year. We have been working hard over the summer break to make the school a pleasant environment for your return. I have outlined below some of the changes that you will encounter:

- Updated English language arts and mathematics curriculum to reflect the "new" New Jersey Student Learning Standards
- Updated curriculum for science and social studies
- 1:1 "Take-Home" CHROME book initiative

for ALL students (refer to the school's website for more details)

- Sixth Grade pilot of standards-based grading for ELA and Social Studies classes

In closing, I am very excited about all of the changes that took place over the summer and look forward to your return. Please feel free to call or email with any questions that you may have regarding the upcoming 2016-2017 academic year.

Educationally Yours,

Mr. Peters

A Look Ahead...

- * Open House, Aug. 29 (9 AM—11:30 AM)
- * Individual and Homeroom Pictures will be taken on Sept. 7
- * CLR Back to School Night will be held on Sept. 12 starting at 6 PM (5:15 PM for Related Arts Teacher Meet & Greet)
- * Reutter School Book Fair (September 12-16)
- * Week of Respect (October 3—6)
- * PTO Race for Education (October 6)

Please note the various important notifications and procedural items included in this newsletter. In particular, information has been provided regarding the district's updated attendance policy, HIB, dress code, arrival and dismissal procedures, and immunization regulations. Additional information will be provided in the student handbook, which will be distributed to all students on the first day of school. Please ensure that you review these documents. Feel free to contact the school if you have any questions.

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September 2016



Special Dates of Interest:

8/29	Open House (9 AM—11:30 AM)
9/6	First Day of School
9/7	Individual/HR Pictures
9/9	Patriot Day Assembly, 1:30 PM
9/12	Back to School Night, 6:00 PM
9/12-9/16	Book Fair
9/14	PTO Meeting/Evening Book Fair (6:30 PM—8:00 PM)
10/7 & 10/10	School's Closed

1:1 Chrome Book Initiative Summer Reading Assignment

Reutter School is pleased to announce that all fifth and sixth grade students will be receiving a chrome book for their educational use during the upcoming school year. This year, parents will have the option to allow a student to take home their individually-assigned chrome book for educational purposes at home. A 1:1 chrome book initiative handbook, which details the particular aspects of this program, will be sent home on the first day of school. Additional information can also be found on the school's website under the "1:1 Chrome Book Initiative" link at www.franklintwpschools.org.

Entering Fifth and Sixth Grade students chose one book for Summer Reading which has a corresponding Accelerated Reader (AR) quiz prior to the end of last school year. This book is within each student's independent reading level. Students were asked to read their selected book over the summer months and take notes/records on the events of the book. An assessment on the summer reading assignment, through the administration of an Accelerated Reader quiz, will be conducted during the first week of school in September. All students are expected to have completed their summer reading assignment prior to September 6.

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The character trait for the month of September is **RESPONSIBILITY**.

The "homeroom" supply lists for fifth and sixth grade students has been posted on page 7 of this newsletter and on the district's website at www.franklintwpschools.org. Feel free to contact Reutter School at 856-694-0223 if you have any questions.

PTO Message

The Reutter PTO would like to welcome you back to school. We have a lot of activities planned for the upcoming 2016-2017 school year. We are busy gearing up for our major fundraiser of the year, the Race for Education, which will be held on October 6. Fundraising is a critical entity with our organization as we fund many school-wide projects and events such as the All-Star recognition parties, yearbooks, school dances, and student recognition assemblies.

We are in need the help and support of the parents. If you are interested in volunteering or being on a commit-

tee, such as yearbook or the 6th grade dances, please come out to our PTO meetings. If you cannot make PTO meetings but would like to be involved please fill out the bottom portion and return to school with your child the first week of school.

Thank you and we look forward to a great school year.

**Reutter School PTO
Executive Board**

Please support the
Reutter School PTO!

PTO Meeting—September 14 at
6:30 PM

The PTO's Race for Education
will be held on October 6.

PTO Parent Volunteer Sign-Up

Sign up for:

- Yearbook Committee
- Homeroom Volunteer
- Sixth Grade Dance Committee
- Race for Education Committee
- Book Fair Committee
- Fundraising Committee

Parent's Name _____

Child's Name _____

Child's HR/Grade _____

Phone Number _____

**Please submit this form to
the Main Office**

School monthly newsletters will provide a general overview of a variety of topics. Additional information can be acquired through the Township of Franklin Public Schools website. Parents may access updated information by logging onto the website at www.franklintwpschools.org. From the Home Page, parents can view District News and Upcoming Events. All Policies and Regulations can be accessed through the "BOE" tab. Click on the "Schools" tab for Caroline L. Reutter School information such as News and Announcements, Staff Directory and the Monthly Calendar. Included under the "Parents/Students" tab are the monthly lunch menus, the Realtime Parent Portal link and Teacher Websites.

Sixth Grade Liberal Arts Department Pilots Standards-Based Grading

This upcoming school year, the sixth grade liberal arts department (ELA and Social Studies) will be transitioning to standards-based grading. The pilot project is being conducted in accordance to the district's overall shift to standards-based grading in core academic subjects.

Standards based education focuses on student mastery of the required content in the different subject areas. Educators are expected to teach to the New Jersey Student Learning

Standards. The new standards-based report card accurately represents student growth and clearly communicates the progress students are making towards meeting the identified grade level standards. The traditional grading scale (%, A,B, etc.) is no longer applied when evaluating student performance. The following ratings are now used to indicate progress, as indicated in the chart below.

Information sessions will be conducted regarding the standards-based grading pilot during the August 29 Open House and September 12 Back to School Night. Parents are encouraged to attend either event to learn about this shift in determining progress with their child's learning. Additional information is also posted under the Curriculum Office tab on the district's website.

Exceeding (E)	The student demonstrates they exceed grade level expectations
Mastering (M)	The student demonstrates mastery of grade level expectations.
Progressing (P)	The student demonstrates progress towards mastery of grade level expectations.
Needs Improvement (N)	The student is not demonstrating progress towards mastery of grade level expectations

Reutter School Annual Open House

Monday, August 29
(9:00 AM—11:30 AM)

* Presentations about the updated 1-1 Chrome Book Take-Home Initiative and Standards-Based Grading in Sixth Grade ELA and Social Studies

* Meet school administration, counselor, nurse, and main office staff.

* Drop off your medications to the school nurse.

* Tour the building and see your classrooms.

Patriot Day

September 11th is declared by the President as Patriot Day each year, by permission of a Congressional resolution passed in December, 2001. Patriot Day was created in

remembrance of the 2001 terrorist attacks on our country. The flag is customarily flown at half mast, and a moment of silence is observed out of respect for those who lost their

lives. Please join the Caroline L. Reutter School in commemorating this day.

Reutter School will observe Patriot Day on Sept. 9 at 1:30 pm during our annual ceremony.

HIB

Bullying behaviors are intentional, hurtful acts conducted by one or more individuals toward another. They can include insulting behaviors, threatening behaviors, or shunning behaviors. An imbalance of power typically exists between a bully and his or her target, but this is not always the case. Bullying can take the form of physical, verbal, emotional, or sexual misconduct. The harm caused by bullying is often underestimated. Bullying harms the targets, the bullies, the bystanders, as well as the climate and

effectiveness of our schools. Please report all incidents of bullying at the Caroline L. Reutter School immediately. Thank you for your support in this important matter.

A copy of the HIB policy is available on the school's website.

Please report all incidents of Harassment, Intimidation, and Bullying directly to Mr. Peters or Mrs. Callaway. An anonymous tip box will be located in the hallway next to the counselor's office for HIB reporting. Parents and students may also report HIB through the "HIB" link on the district's website.

Updated Attendance Policy

The Township of Franklin Public Schools Board of Education has established a student attendance policy to reinforce the importance of students coming to school on a regular basis. Below are highlighted details of the policy:

THE TOWNSHIP OF FRANKLIN BOARD OF EDUCATION WILL NOT CONDONE NOR PERMIT ABSENCES FROM SCHOOL ON ANY DAY FOR ANY REASON NOT SPECIFIED IN LAW OR POLICY. (Policies 5200, 5240, and 5410)

A written note from the parent/guardian for the absence is required upon the student's return to school. The note must contain the pupil's name, date, reason for absence and the signature of the parent/guardian. In such cases, students are encouraged to make up the work missed. At Reutter School, students will receive one day to make up missed work due to an absence for every day that they are absent. Due dates for projects will not be adjusted for a student's absence unless there is prior approval by the teacher of such class.

The orderly conduct of class activity is predicated upon the prompt and precise beginning of the program. Tardiness and Early Release hinders the proper conduct of such activity, imposes distraction which leads to a loss of instructional time for pupils properly in attendance, and denotes school time loss by the tardy pupil.

In the case of lateness, students are required to bring a note written by the parent/guardian on the day of tardiness. The note should indicate the reason for tardiness. Parents/Guardians and the student must share the responsibility of being on time. Every Five (5) Unexcused Tardies will constitute One (1) Unexcused Absence. Students will be marked tardy if they arrive after 7:30 AM.

A student shall be recorded as absent

in the school register when not in attendance at a session of the

school while a member of the school, except students excused for religious observances who shall be recorded as excused. An unexcused absence that counts towards truancy is a student's absence from school for a full or portion of a day for any reason that is not an excused absence as defined below:

- The student's illness, supported by a written letter from the physician upon student's return to school
- The student's required attendance in court
- Where appropriate, when consistent with Individualized Education programs, the I.D.E.A. accommodations and health care plans
- The student's suspension from school
- Family illness or death supported by a written letter from the parent upon the student's return to school
- Necessary or unavoidable medical or dental appointments, that cannot be scheduled at a time other than the school day, as supported by a note from the physician
- Take Your Child To Work Day
- An absence for a reason not listed above, but deemed excused by the Principal upon a written request by the student's parent stating the reason for the absence due to extenuating circumstances

The district recognizes and will grant permission for four (4) reasons which create a legitimate need for release from school:

- Illness which manifested itself after having reported to school.
- Certified appointment with a physician/dentist.
- Court appearance with verification of appointment.
- Emergencies (as approved by the

Principal).

The student must be picked up at the school office. No pupil will be released from school without:

- A note from the parent/guardian containing the pupil's name, date, reason for early dismissal and the signature of the parent/guardian.
- A parent/guardian or other authorized person signing a release form in the office.
- An absence of five (5) consecutive days or more shall require a doctor's certificate immediately upon return to school.

Physician notes are to be submitted to the school's main office within ten (10) days of the student returning to school, other than cases where a student has consecutively been absent for five (5) or more days.

Parents will be notified periodically, in writing, of their child's absence and tardy totals. Parents and student are also encouraged to regularly view their absence and tardy totals through the Real Time system. Students with 12 or more unexcused absences will lose all "extra" privileges and extra-curricular activities. DCP&P and local law enforcement may also be contacted with the concern that the child may be suffering from parental neglect. The principal may request meetings with parents in order to review a child's attendance records. In cases where parents do not contact the main office back in a timely manner to set up a meeting, a child may be withheld from extra-curricular activities until a meeting has occurred. A parent or student may request to meet with the principal in order to petition for leniency with the attendance rules.

Student Dress Code

(Policy 5511) Certain styles of dress and grooming are not considered appropriate for public school. In making the determination for appropriate school dress, the administration considers three important areas: modesty, cleanliness and safety. Examples of inappropriate student attire include, but are not limited to, the following:

Shirts, blouses, dresses, etc., with bare backs or that display a bare midriff; or inappropriately short skirts and shorts- must reach fingertips; bike shorts or inappropriately tight skirts or pants; net shirts; shirts with

inappropriate wording, messages or pictures; tank tops, sleeveless shirts; undergarments worn as outer garments; hats worn in the building, sunglasses. For student safety, all footwear should cover the entire foot and all laced shoes must be tied securely. Shoes that contain roller skates are not permitted.

When the administration has determined that a student is inappropriately dressed, that student will be given the opportunity to change into appropriate attire if it is available. If appropriate attire is not available, the student will

be removed from class and the parents will be notified. This action could result in an unexcused absence of school for the day. Continued violations may be also result in further disciplinary action.



Code of Student Conduct

(Policy 5600) The Board of Education adopts a Pupil Discipline/Code of Conduct Policy to establish standards and procedures for positive pupil development and behavioral expectations on school grounds, including on a school bus or at school-sponsored functions, and as appropriate, for conduct away from school grounds.

Every pupil enrolled in this district shall observe promulgated rules and regulations and submit to the discipline imposed for infraction of those rules. Regulation 5600 shall include a

description of school responses and consequences to violations of the behavioral expectations established by the Board that, at a minimum, are graded according to the severity of the offenses, considering the developmental ages of the pupil offenders and pupils' histories of inappropriate behavior pursuant to N.J.A.C. 6A:16-7.1 (c)5.

Students who demonstrate general classroom misconduct or non-compliance, may receive a recess or after school detention or loss of classroom privileges at the discretion of

his/her teacher. Students who demonstrate ongoing misbehavior and/or are suspended from school within thirty (30) days of a field trip/activity will lose their privileges to attend such field trip/activity. The removal of a field trip/activity may be used as an alternative or supplemental consequence to the normal discipline consequences stated in the chart of discipline, as printed in the student handbook and online at www.franklintwpschools.org.

Student Use of Electronic Devices

With the increasing popularity and use of electronic devices, it is important to remember the school rules for use of such equipment. (Policy 5516) Radios, headphones, beepers, cellular phones, iPods, laser pointers, video games or other electronic devices are **not** to be used during school hours, unless permission is granted by a teacher or staff member. Students must have all electronic devices turned off and put in their

book bag as they enter the building each day. All electronic devices must remain off and secured throughout the school day, and during after-school activities. Students with visible electronic devices in their possession will be subject to the Discipline Code. No videotaping of students or district employees is allowed without permission. The school is not responsible when these items are lost or stolen.

Furthermore, e-books or tablets (such as Kindles, Nooks, and iPads) can be used for educa-

tional purposes **only with the permission of a teacher or staff member**. If a student uses an electronic device without teacher consent, the infraction is subject to the disciplinary code (as in the case of any other electronic device). Furthermore, students may not utilize electronic devices in non-instructional areas unless they have obtained prior approval from the principal or his designee. Students in violation of school procedures may be prohibited from using electronic devices. Infractions range from detention(s) / suspension of privileges / confiscation of electronic devices.

A Message from Mrs. Zorzi, School Nurse

Welcome back to school! I would like to provide all parents with some important information regarding medications, immunizations, and health concerns.

Sixth Grade Immunizations

All students entering the sixth grade (after their 11th birthday) are required to receive the following two immunizations prior to starting school on September 6th:

1. Tdap

2. Meningococcal

Please consult your child's physician to schedule an appointment for your child to receive these immunizations prior to the start of the school year. It is

important to send your child's immunization's record to the school nurse.

Students will be excluded from school if they do not have their mandated immunizations.

Medical Concerns/ Medications

If your child has any medical concerns or needs to take medications during the school day, please contact the school nurse. Please keep in mind that a doctor's note is required every school year for any medications to be given in school.

All students entering the sixth grade must receive their Tdap and Meningococcal vaccines prior to the start of the school year. All immunization records must be submitted to the school nurse.

Food Allergies

We have several students in our school who have allergies to peanuts and other foods. Please be aware of this concern when sending in treats. I look forward to a healthy and safe

school year!!!

Notes regarding Medical -Related Absences must be submitted to the school's main office within one week of the child's absence for the child to not be considered truant.

Reutter Arrival and Dismissal Procedure

Each day, the approximately 425 students who attend Reutter School journey to and from school in a multitude of ways—most ride buses, some ride bikes, some walk, and some ride in cars. Here at Reutter School, the administration and staff want to assure each child's safety at all times, especially on arrival and dismissal from school. If your child rides a bus, we are aware of his or her transportation arrangements. If your child journeys home by car or walks however, please provide a note to your child's teacher indicating the way your child travels to and from

school. If anyone other than a parent is picking up your child, please send in a letter authorizing the school to release your child to the designated party. Also, in order to keep district transportation on schedule, please arrive no later than 2:00 pm in order to sign out your child at the end of the school day. Students will be dismissed at 2:10 pm.

Please keep in mind **the school opening time for Reutter School is 7:15 am.** All students are expected to arrive to school and be present in their homerooms on time. Students who are being dropped off by any means

other than a school bus must enter through the main entrance door. *No students will be permitted to enter the school building prior to 7:15 am.*

Thank you for understanding the safety precaution that requires parents to sign out students who depart school as "parent pick up" at the main office. This assures that an adult the child knows will escort the child through the school's busy parking lot to a car safely.

"We want to assure your child's safety at all times."

Playground Safety

All Reutter School students enjoy a recess break before or after lunchtime five days per week, weather permitting. To assure your child's safety on the playground, students who wish to play on any playground equipment must wear closed-back and

closed-toe shoes. Flip flops or open-back shoes can be hazardous to a child. *Students wearing these types of shoes will not be permitted on the playground equipment.*

Thank you for your help!





Welcome to the Counseling Corner!

Hello! My name is Mrs. Kayla Callaway and I am the school counselor here at Caroline L. Reutter School. My role as a school counselor is to help ALL students grow through developmental challenges and to help each student reach his or her potential academically, personally, and socially. My job also entails working closely with administration, staff, and parents to help resolve issues that impede the academic, emotional, and social growth of students. Please contact me in order to discuss any concerns you have regarding your child. I am looking forward to working with you and your child(ren) this year.

Sincerely,
Mrs. Callaway
kcallaway@franklintwpschools.org

Homeroom Supply Lists

Fifth Grade

- Pencil Case with Zipper
 - 12 Sharpened Pencils
- One Handheld Pencil Sharpener (with barrel for shavings)
- Two Red Pens
 - Two Highlighters
- Glue Stick
 - Composition Book
- One Pack of Dry Erase Markers
- One set of each: red, yellow, and blue folder and one-subject notebook

Sixth Grade

- One, Three Subject Notebook
 - 12 Sharpened Pencils
- Three, Two-Pocket Folders
- One Pack of Dry Erase Markers
 - Crayons/Coloring Pencils
 - One, 1" Binder
 - Two Highlighters

Be sure to check with your child's individual teachers for their specific class requirements.

Absentee Hotline - (856)629-9500

It is essential that all parents contact the school every day that their child is absent. The primary method of contacting the school regarding pupil absences is by calling the absentee hotline at (856)629-9500. Please indicate your

child's homeroom and reason for being absent when calling the hotline number. In addition, if you know that your child will be absent for more than one day, please notify the main office as soon as possible.

All students who are absent without notification will receive a phone call from the school. When you receive a phone call from the school, please call Reutter School back to indicate the reason for your child's absence.

Caroline L. Reutter School

Theodore Peters, Principal
 Orysia Zorzi, School Nurse
 Kayla Callaway, School Counselor
 Mary Kate Gereaghty, Secretary

Phone: (856)694-0223
 Fax: (856)694-1478
 tpeters@franklintwpschools.org
 ozorzi@franklintwpschools.org
 kcallaway@franklintwpschools.org
 mgereaghty@franklintwpschools.org



Please join us for Back to School Night!

Back to School Night is one of the more important events of the school year. We look forward to meeting many parents on this evening. Please mark your calendar to attend.

Monday, September 12

5:15 PM —6:30 PM	Related Arts Teachers Meet & Greet in the Gymnasium
5:30 PM—6:00 PM	1:1 Chrome Book Take-Home Initiative Presentation
6:00 PM—6:30 PM	Administrative Presentation
6:30 PM—7:35 PM	Teacher Presentations
7:40 PM—8:10 PM	Sixth Grade Standards-Based Grading Pilot Presentation

Get Your Child Back Into the School Routine



Summer is over and now it's time to get your child back into the school routine. It's not something you can do overnight however, so start the back to school routine about two weeks before school opens.

If your child has been staying up late and sleeping in, have him or her go to bed and get up earlier every day for the two weeks before school starts to get back on the school time schedule.

Though children might balk at the idea, you will also want to have them start getting dressed on schedule during those practice weeks and eating breakfast too. Do as much as you can to model a normal school morning.

As you build up to the first day of school, you will also need to determine a set location for book bags or any other school items that will be needed on school days. This way, no one has to be stressed in the morning about where homework, books, or any other needed items might have been misplaced.

Remember to stay positive. In no time your child will be back into the school routine, making new friends, and looking forward to waking up every morning for school.

Student Lunch Prices

Description	Price
Student Breakfast	\$1.25
Student Reduced Breakfast	\$0.30
Student Lunch	\$2.75
Student Reduced Lunch	\$0.40
Second Protein Portion with purchase of a menu pattern lunch	\$1.85
A la carte entrée	\$2.25
A la carte milk	\$0.50
Snacks (assorted varieties)	Ranging from (\$0.40 - \$1.00)