



Community Charter School of Paterson

Mr. Michael Bussacco – Principal
Ms. Lisa Ramirez – Vice Principal
Mrs. Tamika Davis - School Secretary

Ms. Keisha Smith – Operations Manager
Mrs. Cynthia Stratton - School Counselor

August 6, 2021

Greetings CCSP Parents/Guardians,

Welcome to another great year at The Community Charter School of Paterson, Middle School Campus. **The first day for all scholars is Tuesday, August 31, 2021.** All scholars will report to the campus. **Per the current state mandates, virtual option WILL NOT be provided to students in the 2021-22 school year.** Scholars will receive their *schedules* during their AM advisory on the first day of school. We will have an *orientation* for *each grade* on **Wednesday, August 25, 2021, so parents can hear about our opening plans, meet the teachers, and hear other pertinent information.**

- Grade 5 will be at 12:45 P.M.
- Grade 6 will be at 1:30 P.M.
- Grade 7 will be at 2:15 P.M.
- Grade 8 will be at 3:00 P.M.
 - The events will be **VIRTUAL** and each will be posted on the school website and our [YouTube Channel](#) for those that are unable to view it at that time.

Important Links:

- Middle School Orientation
 - **Grade 5** <https://us02web.zoom.us/j/86392846360?pwd=WG50Q2NRReER4V25sSjh4NWR0Yjd2UT09>
 - **Grade 6** <https://us02web.zoom.us/j/82696293721?pwd=bkdFaFkxbTRObkxNY2FJcTZQO3YwZz09>
 - **Grade 7** <https://us02web.zoom.us/j/81661659915?pwd=WHpFTlgvb01vV2J6RWpTY1VJdlpvQTO9>
 - **Grade 8** <https://us02web.zoom.us/j/86221748171?pwd=MW45Z1hDNlNkaXFzcXE4ZStrTDZiZz09>
- CCSP Website - <https://www.cbsp.org/>
- 8 Morris YouTube Channel - https://www.youtube.com/channel/UC16Eu4jg72OuzH_KL7nujqQ
- 2021 - 2022 Academic Calendar - <https://drive.google.com/file/d/1q1n7OPvYLamevHxwEQdKv30Mx8H5qUuK/view?usp=sharing>

COVID Precautions and Regulations

- **All scholars, visitors, and staff, regardless of vaccination status, will wear a mask inside the building.**
- The most effective fabrics for cloth masks are tightly woven such as cotton and cotton blends, breathable, and in two or three fabric layers. Masks with exhalation valves or vents, those that use loosely woven fabrics, and
- **Masks must be worn by all passengers on buses**, regardless of vaccination status per CDC's Federal Order.
 - If occupancy allows physical distance between students will take place.
 - If possible, windows will be open to increase airflow in buses and other transportation.
 - Please contact **the Paterson Board of Education's Transportation Department** with any specific questions and /or concerns.
- Parents/caregivers must monitor their children for signs of illness every day as they are the front line for assessing illness in their children. **Students who are sick should not attend school.**

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- Parents should not send students to school when sick. The NJDOH recommends that students with the following symptoms be promptly isolated from others and excluded from school:
 - At least TWO of the following symptoms: fever, chills, shivers, muscle aches, headache, sore throat, nausea or vomiting, diarrhea, fatigue congestion, or runny nose; OR
 - At least ONE of the following symptoms: cough, shortness of breath, difficulty breathing, new smell disorder, or new taste disorder.
 - For students with chronic illness, only NEW symptoms, or symptoms worse than baseline should be used to fulfill symptom-based exclusion criteria.
- ones that do not fit properly are not permitted.
- Hand hygiene must take place:
 - Upon arrival at school; before and after meals and snacks; after going to the bathroom; before leaving for the day; after blowing nose, sneezing, or coughing into tissue; and when hands are visibly soiled.
- Parents, guardians, and visitors are required to make an appointment to enter the building by contacting either Mrs. Davis at tdavis@ccsp.org or via (862) 267-9070 or Mrs. Cynthia Stratton for academic purposes at cstratton@ccsp.org or via (862) 267-9070 x8108.
 - Drop-in requests will not be honored.
- Building sanitation will take place each night.
- School officials and local health departments will maintain close communication with each other to provide information and share resources on COVID-19 transmission, prevention, and control measures and to establish procedures for Local Health Department (LHD) notification and response to COVID-19 illness in school settings.
- Temperature scans will be taken at random and at the discretion of school leadership and the nurse.
- Three feet of distance between students in classroom settings, to the extent possible, while offering full-time, in-person learning to all students. Scholars will not be in group seating arrangements and as much as possible, desks will be faced in the same direction.
- All scholars will be provided portable desk shields that they are responsible for carrying during transitions and maintaining throughout the day.
 - Scholars can remove masks during lunch but must have their portable shield up. They are encouraged and will be reminded to mask up in between bites and drinking. While outside for recess, scholars can have masks off, but they are to remain 3 feet apart.
 - Students are not permitted to share meals during lunch.
 - The cafeteria will be cleaned between each lunch period.
 - Scholars must wear a mask during physical education.

COVID-19 Exclusion Criteria for Persons Who Have COVID-19 Compatible Symptoms or Who Test Positive for COVID-19:

- Ill individuals with COVID-19 compatible symptoms who have not been tested or individuals who tested positive for COVID-19 should stay home until at least 10 days have passed since symptom onset and at least 24 hours have passed after resolution of fever without fever-reducing medications and improvement in symptoms.
- Persons who test positive for COVID-19 but who are asymptomatic should stay home for 10 days from the positive test result.



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- An alternate diagnosis (including a positive strep test or influenza swab) without a negative COVID-19 test is not acceptable for individuals who meet COVID-19 exclusion criteria to return to school earlier than the timeframes above.

COVID-19 Exclusion Criteria for Close Contacts

- CDC released guidance with options to shorten the quarantine time period following exposure to a confirmed positive case. While CDC and NJDOH continue to endorse 14 days as the preferred quarantine period– and thus the preferred school exclusion period – regardless of the community transmission level, it is recognized that any quarantine shorter than 14 days balances reduced burden against a small possibility of spreading the virus. Additional information is described in NJDOH quarantine guidance.
 - To that end, excluded individuals who are close contacts of staff or students who tested positive for COVID-19 may be considered for a reduced exclusion period based on community transmission levels as follows:
 - **High (orange) exposed close contacts will be excluded from school for 14 days.**
 - **Moderate or Low (yellow or green) exposed close contacts will be excluded from school for 10 days (or 7 days with negative test results collected at 5 – 7 days)**
- Exposed close contacts who are fully vaccinated and have no COVID-like symptoms:
 - Do not need to quarantine, be excluded from school, or be tested following exposure to someone with suspected or confirmed COVID-19.
 - Parents **must still monitor for symptoms** of COVID-19 for **14 days following exposure**.
 - If they experience symptoms, **they must isolate themselves from others, be clinically evaluated for COVID-19, including SARS-CoV-2 testing and inform their health care provider of their vaccination status at the time of presentation to care.**

2021 – 2022 Middle School Goals

- Two of our main goals this year are capitalizing on all the positive climate and culture gains to ensure your child is provided the best educational experience possible and set the standard of excellence that we implicitly expect of our scholars.
 - To communicate this, we will have:
 - examples of desired outcomes and undesired outcomes that are overtly shared with scholars through our mantras known as RISE (Respect, Integrity, Success & Excellence) and PRIDE (Prepared, Respectful and Responsible, Integrity, Determined, & Excellence).
 - high-level, thought-provoking answers that are shared by scholars through in-depth discussions.
 - higher-level, thought-provoking questions that are asked by the educators.
 - lessons and tasks that are designed to lead scholars to expected outcomes by utilizing differentiated instruction.
 - educators that believe in scholars' potential for success & routinely communicate this belief.
 - educators that do not accept lower-level thinking or answers in discussion or academic tasks.
 - total classroom environment that endorses a high degree of performance from each scholar.

ClassDojo

- is the **required** form of communication for important updates from the school, gaining access to PowerSchool to monitor your child's progress every week, and to reach out to your child's educators as



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needed. Letters explaining how to sign up will be sent home the first week of school. ClassDojo will only be used for school updates and not individual class updates from educators. Parents/guardians who choose not to utilize this **required program** will miss out on important information.

Educator Websites

- Teachers will continue to update scholars and parents/guardians about academics exclusively through their website via **Google Classroom**. Please ensure that this is checked **daily** for important updates and information.

Start times

- Arrival for “Early Morning Care” scholars begins at 7:15 a.m. All other scholars not participating in Morning Care will **begin entering the building at 8:05 A.M.** at their designated entrances. Additional Morning Care information will be provided at our upcoming orientation from **Mrs. Lucero**. School buses will drop our scholars off outside of the rear entrance of the school building.

Arrival

- The Middle School is located on Morris Street between Grand St. and Barbour St. The building has five floors of offices and classrooms with approximately 10,000 square feet on each floor.
 - 5th and 6th graders will line up on the west side of the building (closer to Grand St.).
 - 7th and 8th graders will line up on the east side of the building on the sidewalk near the parking lot (toward Barbour St.).
 - Parents are to quickly drop off their child to clear room for other parents/guardians and free the street for traffic purposes.

Transition

- To reduce student transitions and provide safer conditions we are limiting scholar transitions in the building. When students do need to transition, they will only be allowed to walk in one direction in the hallway, following the arrows posted. Only one student will be allowed to leave the room to go to the restroom at a time. Classrooms and other public spaces will be cleaned periodically throughout the day.

Breakfast

- **No outside** food or beverages, excluding water, will be permitted inside the building as CCSP provides breakfast daily to every child. All food attempted to be brought inside the building from outside will be **discarded** before entering the building. No reimbursement will be provided. Continued attempts by a child will result in a Home for Parent (HfP). Breakfast will be distributed upon arrival to be eaten at their desk during morning advisory. We also have new water fountains that easily fill water bottles.

Lunch

- All scholars will remain at school during the lunch period. All scholars are provided with free lunch at school or may bring a packed lunch that **MUST** be put in your child’s backpack upon entering the building. All scholars will receive a 40-minute lunch break. Scholars will be expected to clear his/her place and dispose of all trash. Masks should be worn in between drinking and eating and all scholars will have their own portable shield that must be used.

Lockers



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- We will not be utilizing lockers in the beginning of the school year. **Once approved for use,**
 - Each scholar will be assigned a locker for his/her individual use. This locker is for storing books, coats, and personal items necessary for school and is the property of CCSP. CCSP will not be liable for any items left in the lockers, so it is strongly encouraged that scholars leave their cell phones and all other expensive items at home, especially since all classrooms have a phone in them. Students who violate the proper use of a locker will lose their locker privileges.

Dismissal

- All scholars will be dismissed **starting at 3:50 p.m.** except for half days when all scholars will begin being released at **12:38 P.M.** Additionally, we will no longer be utilizing the walker form, as **all middle school scholars**, except bus scholars, are considered walkers. No scholar will remain in the building unless they are in the ELT After School program so please plan accordingly; especially during inclement weather.
- At the end of the school day, students will be dismissed one grade at a time and will exit through the door where they lined up at the start of the day (5th and 6th graders at the walkway towards Grand St., 7th and 8th graders on the sidewalk near the teacher's parking lot).
- Parents of scholars who choose to allow their child to wait for them outside of the building after our dismissal are strongly encouraged to pick their child up on time as there will be **no adult supervision outside after 4:00 p.m. and 12:50 p.m. on Wednesday.** Additionally, CCSP is not liable for any occurrences that happen outside after 4:00 p.m. on full days and 12:50 p.m. on half days, as it is the responsibility of the parent/guardian to make arrangements for their child to be picked up in a timely fashion or allow your child to walk home.

Uniforms

- Scholars must be in their proper uniform each day and the uniform polo can ONLY be purchased at YNK. Scholars are required to wear **BLACK khakis/chinos** (can be purchased at any store), **BLACK shoes** (can be purchased at any store), and their designated **polo shirt**, either long or short-sleeved with the CCSP logo based on his/her grade level.
- Polo Colors (**Purchased from YNK in Clifton, NJ**)

5th – Green	6th – Orange
7th – Yellow	8th – Blue

When your scholar has gym (beginning the 2nd week of school) they are to wear the CCSP Middle School Gym Uniform that can also be **purchased at YNK.** Their schedule will indicate the two days they have gym.

Cell Phones and Electronics

- Are not to be used on campus at all. If **you choose** to allow your child to bring their cell phone and/or any other electronic device to school, it must be stored in your child's bookbag (locker once approved for usage) at all times. The school and its staff is not responsible for any lost and/or damaged electronics that you allowed your child to bring to school. **It is best to leave them home.** Parents/guardians should also not be texting/calling their child while in the building. If you need to get in contact with your child please call the front desk at (862) 267-9070 x8102 or the main office at (862) 267-9070 x8101.

Release of Scholars During the School Day



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- Scholars will only be released to parents/guardians and those listed on the pickup form. Moreover, for the safety of your child, no child will be released without a valid picture identification (this includes parent(s)/guardian(s).) on file. **No scholar will be allowed to be picked up between 3:30 p.m. and 3:50 p.m.** as we are preparing for dismissal so please plan all appointments and other arrangements accordingly.

ELT and Before Care

- Mrs. Lucero and Ms. Plaza will provide updates as the first day of school approaches. There will be **no Before Care and ELT for at least the first 3 weeks of school.**

Scholar ID Cards

- Scholar ID cards will be issued to each scholar within 4-5 weeks after picture day. The first ID card for the year will be free. ID Cards **MUST** be worn at all times with the picture facing forward. This card allows scholars to attend school-sponsored functions and the scholar may be asked to show and use the ID card to get breakfast and lunch. If you lose your ID card, go to the main office before or after school to purchase a new one. The cost is \$5.00.

8th Grade Scholar Dues

- Scholar Dues of **\$225.00** per scholar are required for all 8th Graders. Should traveling restrictions change, this cost does NOT include the optional grade-level trips in May & June. These dues are exclusive of fees for school field trips and dress-down days throughout the year, excluding the end of the year 8th-grade level field trip. All dues are to be submitted to Mrs. Tamika Davis or Ms. Justine Rawlings **ONLY**. Below is the payment schedule:
 - 11/19/2021 - \$75.00
 - 01/14/2021 - \$75.00
 - 03/04/2021 - \$75.00
 - The full amount can be paid at any time and if you wish to make a payment earlier you may by contacting **Ms. Justine Rawlings at jrawlings@ccsp.org**.

Attendance Improvement Policy

- We all know that when scholars miss too much school— regardless of the reason – it can cause them to fall behind academically, and your child is less likely to succeed if he or she is chronically absent. Research shows: by 6th grade, chronic absence is a proven early warning sign for scholars at risk for dropping out of school, and by 9th grade, good attendance can predict graduation rates even better than 8th-grade test scores. To ensure your child is receiving the best educational experience possible please ensure that your child reports to school daily and on time; this also includes virtual/remote scholars.
 - Scholars who are deemed chronically absent **are required** to attend the Saturday Academy.

Celebrating Positive Behavior in Schools

- The merit/demerit system known as Class Dojo is a guide of discipline and rewards for 5th through 8th-grade scholars at CCSP. The faculty and staff expect scholars to always maintain the highest standards of behavior and will hold them accountable for maintaining these standards. Failure to comply with the Code of Conduct and regulations will result in the issuing of demerits and/or other disciplinary actions that will exclude your scholar from attending events. It is also required that you follow our school and your scholar on Class Dojo.



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Chromebooks

- Scholars will be assigned a Chromebook during the first week of school. This Chromebook will travel with your child throughout the day, and he/she is responsible for safeguarding it. Any damages to the Chromebook will result in a cost for repair by the parent/guardian and/or a new Chromebook. Also, scholars are to use the Chromebook for educational purposes only and any scholar who uses it otherwise will lose their privileges. Please ensure that you discuss with your scholar the importance of taking care of items in their possession and adhering to the CCSP Technology Policy and Agreement. Chromebooks are monitored **remotely** for inappropriate usage. Students found to be visiting inappropriate websites, sending inappropriate messages, or other inappropriate use of the Chromebook will be subject to consequences outlined in our Student Handbook. Additionally, if you have any questions regarding technology for your child that attends the middle school, please contact our Middle School Technology Specialist, Ms. Davis at meldavis@ccsp.org

Parent/Guardian Teacher Conferences - Report Card Night

- Marking Period 1: December 1, 2021, from 4:00 p.m. to 7:00 p.m.
- Marking Period 2: February 9, 2022, from 4:00 p.m. to 7:00 p.m.
- Marking Period 3: April 27, 2022, from 4:00 p.m. to 7:00 p.m.

Power of Positive Communication

- Most importantly, please know that while our doors are always open and we value the opportunity to visit with our families, you **must schedule** a time to visit with school staff should you have any questions or concerns as we are unable to meet without a scheduled appointment. We want your child's educational experience with us to be top-notch and that takes teamwork between home and school. You are their first teacher, and we are pleased to have the opportunity to work with your family along this journey.

Back to School Night – On Wednesday, September 15, 2021, all parents and guardians are invited to attend our Back to School Night.

- This event is an opportunity to meet all of your child's teachers as you follow their schedules. Moreover, at this event, teachers will provide parents/guardians with a brief introduction of their policies, procedures, and expectations.

We look forward to an enriching and exciting school year, as well as fostering strong community involvement in the education of our scholars. Please feel free to contact us directly if you have any questions.

Sincerely,

Mr. Bussacco
Middle School Principal