



EISENHOWER MIDDLE SCHOOL

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Preparing the children of today for tomorrow...

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August 11, 2024

Subject: Welcome to the 2024-2025 School Year!

Greetings Eisenhower Middle School families,

I hope this correspondence finds you and your loved-ones well, and enjoying all the joy and rejuvenation these final weeks of summer have to offer. On behalf of Eisenhower's faculty and staff, we warmly welcome you to the new school year! Experience has taught us that a strong bond between home and school, and a smooth start to the school year can go a long way in optimizing your student's overall middle school experience.

With that goal in mind, please take a few moments to read through the important notes and information below. We also strongly encourage you and your student to come to Eisenhower's annual **Summer Open House on August 15**. This is an opportunity for you to practice following your new schedule, and get better acquainted with the layout of the building prior to the first day of school on August 28.

****EMS Summer Open House - 8/15/24 - All current EMS students and families are welcome!****

9:30-10:00 - Welcome from administration - EMS Auditorium

10:00-11:00 - Open House - Practice following your schedule, explore EMS (no classroom access)

Additional Information for the Upcoming School Year

([Click here](#) to review the EMS Student Handbook)

Schedules & School Supplies - Schedules will be available in the [Genesis Parent Portal](#) on **August 14**. **IMPORTANT** - All required forms must be completed online in order to retrieve your student's schedule. Once you have identified their academic team, please review the appropriate supply lists by [clicking here](#). Any special supply requests not noted here will be communicated by the teachers once school resumes. Any questions or concerns regarding your student's schedule or academic team should be directed to their school counselor or case manager.

Arrivals - Regular school day hours are 7:58-2:30, with an arrival period of 7:38 - 7:58. All EMS daily schedules are available for your review [here](#). All buses drop students off at the front entrance. Car line drop-offs occur at the gymnasium entrance from 7:38 - 7:58 am. Walkers/riders may use either entrance, and there are bike racks near both the front and side doors. To ensure adequate supervision, students are not to be dropped off prior to 7:38 am. Late arrivals (after 7:58) must enter through the main office.

Dismissals - Dismissals begin at 2:30, with buses/walkers/riders exiting the front of the building. Car line students report to the auditorium. For safety reasons, car line pick-ups begin in the front loop once all buses have cleared. The north lot by the gym serves as the staging area for any cars lining up beforehand. Please do not arrive prior to 2:15. [Click here](#) for a visual guide to our afternoon car line format.

Visitors - In-person visits from parent and community partners are warmly welcomed! For security reasons, please email or call ahead to make an appointment with the appropriate school staff member.

Single-day Bus Passes - In order to ensure the safe return home of all pupils, single-day bus change requests (including *new route* and *same route, different stop*) must be submitted by a parent/guardian no later than the morning of the request. These must be hand written notes with an original parent/guardian signature.

Attendance: It is our expectation that your student will attend school every day they are healthy and able to do so. Their consistent presence is the greatest contributing factor to the level of success they will experience here in middle school. If your child is unable to attend school, please utilize the [Genesis “Notify Attendance” feature](#) to inform us of their absence. Homeroom teachers take routine daily attendance promptly at 7:58, and any student not present or accounted for in Genesis will receive an automated phone alert via the Blackboard Messenger service.

- **NOTE - Early pickups** must be completed at least 15 minutes in advance of dismissals (2:15 on a regular day). Requests after 2:15 will be sent to the car line. Students who are not feeling well must be checked out by the health office prior to being picked up early up front.

Lockers & Locks - Lockers are assigned based on your student’s homeroom class. Locks are available for purchase for \$5 through your child’s homeroom teacher. **For security purposes, only school-issued locks may be used.** All students are strongly encouraged to use locks and keep their combinations confidential. The school will not be responsible for lost or stolen personal items.

Cell Phones/Electronic devices/Headphones - Absent a documented medical reason, student use of cell phones/personal electronics is prohibited during school hours (7:58-2:30). All phones must remain in lockers for the duration of the school day. If you need to get a message to your child, please call 973-584-2973. If a student needs to contact their family, they may use the phones in the front office. Additionally, the use of wireless headphones/earbuds is also prohibited during school hours. **Please provide your child with a pair of wired headphones for the year.**

School Lunches - [Click here](#) for menus and prices. [Click here](#) to learn how to apply for free/reduced lunch.

Physical Education (PE) - PE is on alternating days (A/B). Students will need to wear sneakers and appropriate clothing on their PE days, or change in the locker rooms before/after class. Locks are NOT provided for these lockers, and students are responsible for clearing their gym locker at the end of class.

Key Dates - Please Mark Your Calendars:

- **8/14** - Schedules, bus routes, etc. released in Genesis
 - **8/15** - Summer Open House (9:30-11:00)
 - **8/28** - First Day of School
 - **8/31** - EMS Fall Sports Interest Meetings (during lunches)
 - **9/12** - EMS Club Fair (during lunches)
- **9/16-17:** School Picture Days - Student pictures taken during regularly scheduled PE periods...dress for the occasion! Makeups scheduled for **November 12**
- **9/4** - * NEW DATE* EMS Back to School Night (7-9 pm)

Thank you for your support and attention to these matters. Looking forward to a great school year here at EMS!

Kind regards,
Mr. Paul Gallagher
Principal, Eisenhower Middle School