



EISENHOWER MIDDLE SCHOOL

47 EYLAND AVENUE | SUCCASUNNA, NJ 07876

(P) 973-584-2973 (F) 973-584-4529

Preparing the children of today for tomorrow...

MR. PAUL GALLAGHER
PRINCIPAL

MS. CHRISTINA LAMONICA
ASSISTANT PRINCIPAL

August, 2022

Subject: Welcome to the 2022-2023 School Year!

Greetings Eisenhower Middle School students and families,

I hope this correspondence finds you safe and well, enjoying all the joy and rejuvenation that these final days of summer have to offer. On behalf of all of us here at EMS, we welcome you to the new school year! We are excited for the return of our rising 8th graders and the arrival of our incoming 7th grade class to the Eagles' Nest. You will quickly find our caring team of teachers, specialists, counselors, supervisors and administrators are eager to support your middle school experience by any means necessary.

The first day of school is **August 29**, and we are confident our students and families will quickly realize EMS is a great place to learn, work and grow. Whether you are nervous or excited about our return to school, we encourage you to come to our annual Summer Open House. This is an opportunity to meet administration and front office personnel, practice following your new schedule, and get better acquainted with the layout of the building:

EMS Summer Open House

Thursday, August 18

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

10:00-11:30 - Open House - Bring and follow your schedule, explore EMS at your own pace!

Additional Information for the Upcoming School Year

Schedules & School Supplies - Schedules will be available in the [Genesis Parent Portal](#) on or around **August 12**. After accessing your student's schedule and identifying their core academic team, please also 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, and our bell schedules are available for your review [here](#). All buses drop students off at the front entrance. Morning car line drop-offs occur in the north lot gymnasium entrance from 7:40-7:58 am. Walkers/riders may use either entrance. To ensure adequate supervision, no students are to arrive or be dropped off prior to 7:40 am. Upon arrival, all students report directly to their Homeroom/Period 1 classroom. Late arrivals (after 7:58) must come to the main office, where students will receive a late pass for the day and their attendance updated accordingly.

Dismissals - Dismissals begin at 2:30, with buses/walkers/riders exiting the front of the building. Car line students report to the auditorium. Car line pick-ups begin in the front loop once all buses have cleared, with the north lot by the gym entrance serving as the staging area for any cars lining up beforehand. Please [click here](#) for a visual aide with more information on our afternoon car line format.

Attendance: It is our expectation that your student will attend school every day they are healthy and able to do so. 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. Please utilize the [Genesis “Notify Attendance” feature](#) in the Genesis Parent Portal prior to 8:00 am to let us know in advance if you plan on picking up your student early for an appointment or personal matter. Students who are not feeling well must be checked out by the health office prior to being picked up early up front.

Lockers & Locks - All students are encouraged to use locks on their lockers, which are assigned during homeroom. For security purposes, only school-issued locks may be used. The first lock is free of charge, and available through your homeroom teacher *upon request*. The school will not be responsible for lost or stolen personal items, and a \$5 charge will be assessed for the issuance of a new/replacement lock.

Cell Phones & Wireless Headphones Prohibited - Student use of cell phones is prohibited during school hours (7:58-2:30), and 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, arrangements will be made for them to do so in the front office. *NEW* The use of wireless headphones is also prohibited during school hours. [Click here](#) to learn more about this and other EMS policies.

Maschio’s School Lunches - Please be advised, universal free lunch has ended. [Click here](#) for menus and prices. [Click here](#) to apply for free/reduced lunch.

Physical Education - 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.

Visitors - If you are looking to visit our school or meet with a staff member, please call or email ahead to make an appointment. For safety reasons, visitors lacking an appointment may not be permitted beyond the security vestibule.

Key Dates - Please Mark Your Calendars:

- **8/29** - First day for students
- **8/31** - EMS Fall Sports Interest Meetings (during lunches)
 - **9/14** - EMS Club Fair (during lunches)
- **9/20-21:** School Picture Days - Pictures taken during PE periods. Dress for the occasion! Makeups scheduled for **Tuesday, November 8**
 - **9/13** - EMS Back to School Night (7:00 pm)

Thank you for anticipated support and attention to these matters. We wish you a peaceful remainder of the summer season and look forward to seeing you all in September!

Kind regards,



Mr. Paul S. Gallagher
Principal, Eisenhower Middle School