



# EISENHOWER MIDDLE SCHOOL



47 Eyland Avenue  
Succasunna, NJ 07876

Phone: 973-584-2973 Fax: 973-584-4529

[www.roxbury.org/ems](http://www.roxbury.org/ems)

**Paul S. Gallagher**  
Principal

**Jessica Swaim**  
Assistant Principal

---

August 6, 2021

Subject: Welcome to the 2021-2022 School Year!

Dear Eisenhower Middle School students, staff and families,

I hope this correspondence finds you and your loved ones safe and well. On behalf of all of us at Eisenhower, we welcome you to the 2021-2022 school year! We know our rising 8<sup>th</sup> graders are poised to take on an increased leadership role in fostering a positive school culture and continuing Eisenhower's tradition of excellence in academics, athletics and the arts. We're also excited to provide our incoming 7th graders and students returning from 100% remote learning with a warm, in-person welcome to EMS!

To those who may be experiencing anxiety about returning to school, please know this is understandable and perfectly normal. Once you arrive, you will quickly find our caring team of teachers, specialists, counselors, supervisors and administrators are eager to support and enhance your middle school experience by any means necessary. Take that first step and walk through the front door. We are confident it won't take long for you to realize EMS is a great place to learn, work and grow!

To ensure we all start off on the right foot, please take a moment to review the information below:

**Personal Responsibility:** While we are excited to offer our students a more routine school re-opening this year, it is essential that all stakeholders remain mindful of the impact their choices can have on others. This means closely monitoring your student's health, staying home if you are not feeling well, practicing good health and hygiene habits, and communicating to our health office any information that may impact your child or others.

**Arrival/Dismissal:** Regular school day hours are 7:58-2:30 pm, and our bell schedules are available for your review [here](#). Morning car line drop-offs occur at the Gym entrance from 7:40-7:58. No students are to be dropped off prior to 7:40am. Upon arrival, all students report directly to their Homeroom/Period 1 classroom. Late arrivals must come to the main office, where students will receive a late pass for the day.

- **IMPORTANT! NEW AFTERNOON CAR LINE PROCEDURE:** To ensure safe and orderly operations, afternoon car line pick-ups will now begin at 2:40 at the front entrance, with Mapledale Avenue serving as the staging area for any cars lining up before 2:40. Please [click here](#) for a visual aide with more information on this new afternoon car line format.
- **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. Any students who are not feeling well must be checked out by the health office prior to being picked up early. 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.

**Attendance:** Please inform us of your child's absence by utilizing the [Genesis "Notify Attendance" feature](#). Homeroom teachers take routine daily attendance promptly at 7:58, and any student not present or accounted for in Genesis will receive an automated alert via the Blackboard messenger service.

**Visitors:** We welcome and encourage family and community involvement. If you are looking to visit our school or meet with a staff member, please call or email ahead to make an appointment. Absent an appointment, visitors will not be permitted beyond the security vestibule.

**Lockers/Locks/Backpacks:** Students may access lockers before 7:58 and at dismissals at 2:30, and backpacks may be carried from class-to-class. For security purposes, only school-issued locks may be used and a \$5 charge will be assessed for replacement locks.

**Cell Phones:** Student use of cell phones is prohibited during school hours (7:58-2:30), and phones must be silenced and put away (backpack or locker) 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.

**Schedules & School Supplies:** Schedules will be available in the [Genesis Parent Portal](#) on or around August 18. Any questions or concerns regarding your student's schedule should be directed to their school counselor or case manager. After reviewing the schedule together with your child, please also review the appropriate Academic Team and exploratory supply lists by [clicking here](#). Any special supply requests not noted here will be communicated by the teachers once school resumes.

**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.

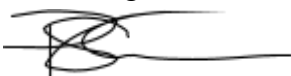
**Key Dates - Please Mark Your Calendars:**

- 9/1 - First day for students
- 9/21-22: School Picture Days - Pictures taken during PE periods, dress for the occasion!
  - Makeups scheduled for Tuesday, November 9
- 9/30 - EMS Back to School Night

Our shared experiences over the past two years served as a strong reminder that the future is uncertain and things can change quickly. In that spirit, we will communicate any changes in the aforementioned plans and procedures as the start of the school year approaches. We encourage you to check your email, visit the school website, and log in to your Genesis Parent Portal frequently in the coming weeks and throughout the school year. You can also follow us on Twitter (@EisenhowerMS and @MrGallagherEMS) and join the "Eisenhower Middle School PTO" Facebook group to stay current on all things EMS.

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