
Seaview School

2015 Wabash Avenue
Linwood NJ 08221
(609) 926-6700
linwoodschoools.org
@linwoodschoools

Student & Parent Handbook

We're so glad to welcome you to the Seaview School family. This guide is meant to provide school specific information to help get the school year off to a great start!

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WHO WE ARE

Our mission

The Linwood Public Schools in a unique partnership with parents and community, celebrate the journey of life-long learning, empowering children, through the New Jersey Student Learning Standards, to emerge as educated, responsible, compassionate citizens of the world.

Our team

Linwood Board of Education

President: Steven Evinski

Vice President: Emily Ryan

Lisa Bonanno

Holly Dileo

Craig Kahn

Steven Pecora

Brynn Previti

Ryan Rendfrey

Chris Schneider

Administrative Staff

Brian Pruitt- Superintendent of Schools

Lori Care- Principal, Seaview

Dr. Jennifer Luff - Principal, Belhaven

Joseph Hemphill - Network Administrator/Data Systems Specialist

Susann Tahsin - Director of Special Education and Early Childhood Programs

Patricia Swanson- Business Administrator

SEAVIEW SCHOOL STAFF

Principal

Mrs. Lori Care

Main Office Staff

Mrs. Tia Devita
Mrs. Denise Kellner
Mrs. Beth Kyle

Nurse

Mrs. Brianna Cooper

Custodial Staff

Preschool

Mrs. Beth Bagocious
Mrs. Elise Scherbin
Ms. Tina Gatta

1st Grade

Mrs. Heidi Derbyshire
Mrs. Samantha Grasso
Mrs. Jennifer Mansueto
Mrs. Tamara Pizagno

3rd Grade

Mr. Patrick Iannello
Ms. Karen Prendergast
Mrs. Christine Silverberg
Mrs. Mellisa Skolnick

2nd Grade

Related Arts

Music- Mrs. Gabrielle Horner
Library- Mrs. Christine Flanagan
Technology- Mrs. Jean Matro
Physical Education- Mrs. Kristy McLaughlin
Art- Mr. Dominic Andrews
World Language- Señora Haeyun Rha
Instrumental music-Mr. David Lamkin

Speech & OT

Mrs. Julia Lockhart
Ms. Carrie Gargione
Mrs. Allison Spadafora
Mrs. Sioban Grossman
Mrs. Marilee Simkins

Ms. Amanda Bardello
Ms. Amanda Bibb
Mrs. Kirsten Booth
Ms. Christine Collins
Mrs. Margaret DePamphilis
Ms. Annemarie Farrell

Instructional Aides

Mrs. Barbara Fortunato
Mrs. Wendy Friel
Ms. Linda Hagel
Ms. Patti Heinzer
Mrs. Michelle Hoffman

Facilities

Mrs. Kathleen Adamski
Mrs. Elzbieta Jelesnianski
Mr. Gil Torres
Ms. Cheryl Chamberlain

Guidance

Ms. Shari Frolove

Kindergarten

Mrs. Marissa Hieb
Mrs. Rebecca Law
Ms. Emily Dirkes
Mr. Carmine Bonnani

2nd Grade

Ms. Jessica Byrnes
Mrs. Jennifer Candeloro
Mrs. Tara Lhulier
Mr. Marc Schnepp

4th Grade

Mrs. Kristi Grimley
Mrs. Tracey Meister
Mrs. Christine Riley
Mr. David Wade

Special Education

Mrs. Kristina Burns
Ms. MaryKate Flynn
Mr. Kevin Jacobs
Ms. Sylvia Kuzniar
Mrs. Kristen Lamkin
Mrs. Brooke Szeker
Mrs. Michele Tighe

Basic Skills

Mrs. Kathleen McCarthy

Mr. Fran Iannello
Ms. Abigail Richards
Mrs. Carole Schwabe
Mrs. Trish Skovron
Mrs. Debbie Ward

THE PROCESS

School Hours

Program	Full Day	Early Dismissal
PRECHOOL	Seaview 8:30 am - 2:30 pm Creative 18:45 am - 2:45 pm	Seaview 8:30 am - 12:30 pm PM 11:00 am - 1:00 pm
GRADES K-4	8:30 am - 3:00 pm	8:30 am - 1:00 pm

Staff will be on duty to welcome our students at 8:20 am. Students may arrive at school any time after 8:20 am. Students who arrive before 8:20 will be placed into the CAMP program. Parents will be charged a fee if students attend CAMP.

Lunch/Recess Hours

Kindergarten	11:45 am - 12:30 pm
1st Grade	11:05 am - 11:50 pm
2nd Grade	11:05 am - 11:50 pm
3rd Grade	12:30 pm - 1:15 pm
4th Grade	12:30 pm - 1:15 pm

Drop off & Pick Up

There are two options available for morning drop off. Parents/guardians may park their vehicle and walk their child to the designated entrance or they may pull up their car by the flagpole and drop student(s) off curbside. For the safety of all students, **the only location for curbside drop off will be by the flagpole.**

When picking up students, parents are asked to meet their students on school grounds. All students are dismissed from the area in which they enter the building.

Early Pick Up

If a student must be picked up early from school, please notify the office & teacher in advance. Please send an email to both the child's teacher and the linwood office staff at seaviewoffice@linwoodschoools.org. If sending a note please include the date, child's full name, and anticipated time of pickup. Students will be called to the office **upon parent arrival**. Once parent/guardian arrives, student must be signed out at the front desk. *Due to safety and security of our students, children may not be called down in advance of parent arrival for pick up. This rule is in place for the safety of all students and staff. No exceptions will be made.*

Attendance Requirements

In order to obtain a high scholastic standing, regular attendance is necessary for every pupil. Frequent absenteeism interrupts the sequential order of learning and scholastic standing suffers. At all times, Seaview school requests that parents keep the office and teacher informed regarding any absences a pupil may have during the school year.

According to State regulations, a pupil must attend for one full hour during the morning or afternoon session to receive credit for that particular session. We encourage all parents to schedule medical appointments at a time other than school hours, if possible. When asking for a student to be excused early, the parent/guardian must sign their child out at the front desk.

If your child is going to be out of school for a vacation, please notify the office and the teacher. We urge all parents/guardians to plan their vacations around our school calendar so that valuable instructional time will not be lost. Whenever your child is absent, please call the office at 926-6700 ext. 3 between the hours of 8 am and 9:30 am.

Tardiness

Students are expected to be prompt at all times. Pupils who arrive after 8:30 are marked tardy. This mark is then indicated on the report card at the end of the marking period. The parents/guardians of any student who is frequently tardy will be notified by letter. Students will be held accountable for time missed. **Any student arriving after 8:30 am must be signed in by his/her parent/guardian.**

Before & After Care- Seaview CAMP

Seaview CAMP is our before and after school child care program. It is dedicated to providing quality supervision in a safe environment at a minimal cost. The goal of the program is to create

fun and engaging opportunities that expand the mind, stimulate the imagination, and promote physical activity in each camper. **For more information, please see our website.**

Visitors During School Hours

Anyone entering the school building must enter through the main entry doors. During school hours, school personnel will allow access to the building as necessary through a doorbell system. All visitors are required to present proper identification (valid driver's license or government issued identification). Upon verifying identification, visitors will receive a badge that should be worn and displayed at all times. Identification will be verified through our credentialing software.

Absentee Homework

Homework requests for students who are absent should be received in the main office by 9:30 am. Homework may be picked up between 3:00 pm and 5:00 pm on the homework table located across the hall from the main office.

Computer Network & Internet Access

The Linwood Board of Education (BOE) and its employees do not have control over the information on the Internet, although the BOE shall attempt to provide prudent and available barriers to objectionable material. Sites accessible by way of the Internet may contain material that is illegal, defamatory, inaccurate or potentially offensive to certain individuals. The intention of the BOE is to make the Internet available for the purpose of furthering its educational goals and objectives. The BOE does not guarantee that pupils will not find some means to access materials not linked with those goals and objectives. The BOE and the system administrators do not condone the use of such materials and do not permit usage of such materials in the school environment. Pupils knowingly bringing such materials into the school environment will be disciplined in accordance with BOE policies and regulations. The BOE believes that the benefits to staff and pupils from access to the Internet in the form of information resources and opportunities for collaboration, outweighs the disadvantages of access. Ultimately, the BOE recognizes that it is the responsibility of parent(s) and legal guardian(s) to set and convey the standards the pupil should follow over and above school standards.

THE HEALTH SUITE

Immunizations

Your child's immunization records must be kept up to date. Only records signed by a physician are acceptable.

Communicable Diseases

District guidelines must be followed before readmittance of children with communicable diseases. Additionally if fever, 100.0 degrees or above, exists, the child must remain at home until fever free for 24 hours without the use of fever reducing medications, such as Acetaminophen or Ibuprofen.

COVID 19: In the event of a COVID positive case within the household or exposure to a COVID positive case, please give the main office a call in order to speak with the school nurse or principal. The school nurse and principal will work with the county health department to determine quarantine timelines and date of return for your student.

CHICKEN POX: The child should remain at home for 7-10 days or until such time as all lesions have scabbed.

CONJUNCTIVITIS: A child should remain until discharges from mucous membranes have ceased. The child must be on medication prescribed by his or her physician for 24 hours before returning to school.

IMPETIGO: Children should remain at home for at least 24 hours after the start of medication prescribed by the child's physician.

HEAD LICE/NITS: The child must be treated.

VOMITING, DIARRHEA: Your child should not return to school until 24 hours after vomiting and or diarrhea.

STREP THROAT: Children should remain at home for at least 48 hours after the start of medication prescribed by a physician.

Administration of Medication

The Board of Education disclaims any and all responsibility for the diagnosis and treatment of the illness of any pupil. At the same time, the Board recognizes that a pupil's attendance might be contingent upon the timely administration of medication duly prescribed by a physician. The Board will permit the dispensation of medication in school only when the pupil's health and continuing attendance in school require and when the medication is administered in accordance with the policy.

Definition- For purposes of this policy, “medication” means any prescription drug, over the counter medicine, or nutritional supplement.

No medication will be administered to pupils in school except by the School Nurse, another registered nurse, or the pupil’s parent/guardian. Three items must be present for a student to receive medication in school:

1. A written order/prescription by the child’s physician, including name of medication, route, dosage, and frequency and request for the medication to be administered in school.
2. Written parent permission to administer medication in school.
3. The medication must be brought to school in the original container, labeled by the pharmacy. Medication must be delivered to the School Nurse by the student’s parent of legal guardian. Other guidelines and restrictions may exist in accordance with medication and situations. Please contact the school nurse for additional information.

Allergies

Guidance

The Seaview School Counselor is available to meet with students or parents regarding student concerns. She will discuss and help with academic, emotional, or social issues. Discussions with students/parents are confidential. Parent permission must be given for students to participate in counseling services. Parents can refer their child by sending a note into the guidance counselor or calling the office at (609) 926-6700 ext 3.

Harassment, Intimidation, & Bullying

The Linwood Board of Education prohibits acts of harassment, intimidation, or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying (such as other disruptive or violent behaviors) is conduct that disrupts both a student’s ability to learn and a school’s ability to educate its students in a safe and disciplined environment.

PROGRAMS AND SUPPORTS

Basic Skills

Linwood Public Schools provide in-class support and supplemental instruction to Kindergarten through Grade 8 students who demonstrate a need for support in Language Arts and/or Mathematics. Students are identified for basic skills instruction through multiple measures including functional assessments, standardized test results, and teacher recommendation. It is the purpose of the basic skills program to help students acquire the foundational skills and knowledge necessary to be successful in the general education classroom. The program supports content area curriculum, and is designed not only to develop specific academic skills, but also to help students develop a sense of competence and self esteem in the general education program.

Gifted and Talented/Enrichment

The philosophy of the Linwood Public Schools is to provide enrichment opportunities for all students in all areas of curriculum. In Kindergarten through Grade 4 students are provided with challenging opportunities that are appropriate to their abilities and interests through extension activities and alternative projects and assignments within the classroom. These activities foster self esteem, problem solving, and creative thinking skills. Flexible grouping in the classroom and ability grouping in language arts and math (grade 4) further meet the needs of individual learners.

In accordance with state guidelines, identification of potential Gifted and Talented students occurs at every grade level. The identification process for kindergarten through grade 3 students is completed through review of the functional assessment data used within the classroom to support the instruction of all children. All potential candidates participate as part of an early elementary talent pool receiving school wide curricular enrichment within the classroom. There is a tiered system in place to help identify gifted and talented students. This system allows every child to be screened for gifted and talented from kindergarten through 8th grade. If parents/guardians have further questions about gifted and talented criteria, please contact the district's Supervisor of Curriculum & Instruction.

Instrumental Music

Instrumental music instruction is open to all 4th grade students. Students meet for group instruction on a weekly basis. The goal for students is to finish their lesson book and become a part of the award winning Belhaven band! Instruction is given by Mrs. Nancy Robinson.

Second Step Character Education Program

The Second Step Character Education and Bullying Prevention Program engages students in active learning of positive social skills through stories, modeling, role-playing, music, movement, age-appropriate puppet play or videos, and student-parent-teacher feedback. The primary goal of the program is to encourage a positive school climate through the teaching of skills for social, emotional, and academic success.

The Second Step Program uses real-life stories and situations that students can relate to in order to teach Skills for Learning, Empathy, Emotion Management, and Problem Solving. These are tools that will benefit students both inside and outside of the classroom as they develop the habits, attitudes, understanding, and competence in dealing with interpersonal conflicts, using self-regulation, and contributing to a positive school environment. Also included in Second Step, is a Bullying Prevention unit that instructs students in recognizing, reporting, and refusing bullying, along with ways to be a positive bystander. Third and fourth graders also receive instruction in cyber bullying and responsible use of cellphones and other technology. Your positive reinforcement of these programs with your child is instrumental in successful implementation. Please contact your child's teacher and or the Seaview school counselor for specific topics or information throughout the year. The legislature of New Jersey has adopted laws which prohibit Harassment, Intimidation, and Bullying. The legislation includes specific student rights. To view Linwood Board of Education's policy on HIB, please refer to our website: www.linwoodschoools.org.

Summer Program

The Summer Enhancement Program provides skill strengthening in Mathematics and Language Arts to students who have been identified by their teachers or through district data. Classes are offered at no expense to Seaview families. The program works to develop and deepen conceptual understanding in a caring environment which is conducive to strengthening skills.

SPECIAL EDUCATION

Preschool Disabilities Program

The goals of the Preschool Disabilities Program are achieved through an array of program options which continually change to meet the needs of our students. Flexibility in programming supports attainment of each child's individualized education plan in a least restrictive environment. Programming options for preschoolers with disabilities may include the following:

Preschool Disabilities Program – This program offers small group and/or one on one intervention to children with special education needs.

Preschool Inclusion Program – This program offers children with disabilities an opportunity to work alongside typically developing peers in an environment which encourages interaction and skill development.

Preschool Inclusion Program

Seaview Preschool inclusion class enrolls preschoolers with disabilities along with typically developing children. The program uses a developmental curriculum appropriate for all children. Class size is limited to 19 students with instruction provided by a certified teacher and two instructional aides.

The program runs five days per week: Monday-Friday. Our goal is to provide a preschool setting as similar to a regular education preschool program as possible for our special needs students. In preschool, children continue into the next year with their classmate-friends from the previous year. Therefore, it is important that the lottery students who entered the program as three year olds continue as four year olds to be friends and role models for our inclusive students.

Speech-Language Program

Speech-language services are offered to children who exhibit delays or disorders in the areas of articulation, voice, fluency, hearing and language. Disorders in the area of language may include skill deficit in form (syntax and morphology), context (semantics) and usage (pragmatics). The speech-language program falls under the umbrella of special education and therefore must adhere to New Jersey Special Education rules and regulations. Children who meet eligibility criteria may be serviced in one of two ways. General education students exhibiting speech language challenges receive services under the classification of Eligible for Speech-Language services. Students eligible for special education may receive speech-language intervention as a related service as stated in their Individual Education Program.

Students within the district may be referred for a speech-language evaluation by the classroom teacher, Child Study Team member, parent/guardian, and/or school administrator. At the time of the referral, the individual recommending the evaluation must complete the Speech-Language Evaluation Referral Form and notify the student's parent/guardian of the referral.

Parental/guardian permission for the evaluation must be received in writing prior to initiation of the evaluation process. Upon completion of this evaluation process, eligibility will be determined and, if appropriate, an Individual Education Plan delineating service will be developed.

Speech-Language services are provided in accordance with New Jersey Special Education regulations.

Summer Program- Special Education

Summer Clinic is a small group tutoring program designed to maintain and enhance the academic skills of students who qualify. Classes are offered in the subject areas of Mathematics and Language Arts. The program is offered at no expense to Seaview families.

Child Study Team (CST) Evaluation

Linwood Public Schools strive to meet the needs of all learners. In keeping with this philosophy, special education support services are offered to students who demonstrate identified needs following a Child Study Team evaluation. Referral for a CST evaluation may be through the classroom teacher, the I&RS, or a school administrator. Parents may also initiate a referral for testing by making a written request to the Child Study Team. Parents/guardians who believe that their child may be experiencing a condition indicating a possible need for special education are encouraged to conference with the child's teacher first, and then with the school principal. New Jersey Special Education rules and regulations are adhered to upon receipt of the referral. Accordingly, an Evaluation Plan Meeting will be set up within 20 days once the referral has been

received. If a CST evaluation warranted, a signed parental permission to evaluate must be obtained. Upon the CST's receipt of the consent, the formal evaluation process begins and must be completed within 90 days.

The evaluation process typically involves an educational evaluation, a psychological evaluation, a visit by the social worker and, if appropriate, a speech/language evaluation. Following the testing, an eligibility meeting is held to determine if a child meets the requirements for classification. If a child is found to be eligible for Special Education, then an Individualized Education Plan (IEP) is written with the parents, teachers, and Child Study Team. This IEP is reviewed annually. A re-evaluation must occur within three years. Parents/guardians who would like a copy of the "Parent's Rights in Special Education" or who have further questions are encouraged to contact the Child Study Team Office at 926-6709.

COMMUNITY

Linwood Education Foundation (LEF)

The Linwood Public Schools are fortunate to have two wonderful parent-run groups that work toward making our children's educational experience the best it can be. The Linwood Education Foundation (LEF) raises money through fundraisers and family events throughout the school year to supplement and enhance the quality of education in the Linwood Public Schools. All parents are welcome to get involved and make a difference.

As a tax-exempt, non-profit organization, all contributions made to the foundation are tax deductible. Over the past few years LEF has donated funds for the establishment of Computer Labs at both Seaview and Belhaven schools; Defibrillators at both schools; Belhaven Television Station; Digital Camera and Video Equipment; Technology upgrades; Interactive White Boards, the 7th grade science lab, Wireless Access in both schools, 3D Printers, ChromeBooks and STEM Modules. The LEF was instrumental in helping order supplies for our school during the pandemic. Including large portable screens in order to utilize nontraditional spaces as classrooms in the past.

Parent involvement and support of our foundation is the key to its success. We encourage parents to get involved throughout the year or event-by-event. Watch for meeting and event flyers in your child's backpack. For additional information or to share an idea for an event please contact LEF@linwoodschoools.org.

Adrianna Camp & Sarah Levinson – Co-Presidents

Linwood Parent/Teacher Organization (PTO)

The Linwood Parent/Teacher Association (PTO) exists to promote the social and educational development of our students and to encourage parent volunteerism and community involvement in our schools.

The PTO offers programs and services that foster communication between home and school in many ways, including our monthly newsletters, production of the student directory, and regular posts on our Facebook page. These mediums are used to communicate upcoming events, present opportunities to volunteer, and issue reminders related to Linwood education. Additionally, the PTO oversees numerous committees and events that provide financial and volunteer support for a myriad of educational, cultural and recreational activities for Linwood students. Examples include: the Book Fair, Winter Carnival, Seaview Playground Volunteers, Educational Affairs Committee, Field Day, Teacher Appreciation Week, along with many others.

The best way for you to find out more is to attend monthly meetings, which occur on the second Tuesday of every month. If you are not able to do so, please consider adding your name to the PTO email list and/or by “liking” us on Facebook. It is the hope of the PTO that all parents/guardians may find a way to volunteer in some capacity during the school year.

If you have additional questions or concerns, or if you would like to take on a greater involvement in the PTO, please contact pto@linwoodschoools.org

Special Services Parent Advisory Committee

SSPAC is a forum for parents to provide input to the district on issues concerning students under an IEP, 504 plan and/or receive basic skills services. It consists of parents and educators who bring forth their knowledge and expertise to foster an understanding of the special education process for parents/guardians of special needs or at-risk children. The purpose of this committee is to: provide direct input on the policies, programs and practices that impact services and supports for children and their families, to increase involvement of families of children with learning differences in making recommendations on special education policy, to advise on matters that pertain to the education, health and safety of children with special needs and to advise on unmet needs of children under an IEP, 504 plan and/or receive basic skills services. Anyone with a student or students in the Linwood School District with different learning needs are welcome to join. Please contact the SSPAC President Melissa Duffy at MelKit716@aol.com For more information you can also visit the SSPAC page on the Linwood School District website.

Seaview Playground Volunteers

Seaview Playground Volunteers is a committee of the Linwood PTO that organizes, trains and schedules parent volunteers for each day of the school year to assist in the lunchroom and outside on the playground. All volunteers must complete an application, complete a training video and commit to volunteer at least one lunch period per month (approx. 1 ½ hours). If a non-parent family member would like to volunteer (ex. grandparent), their participation must be approved in writing by both parents. For more information, contact the PTO.

ADDITIONAL SCHOOL INFORMATION

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The Linwood Board of Education prohibits acts of harassment, intimidation, or bullying of a student. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Harassment, intimidation, or bullying (such as other disruptive or violent behaviors) is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment.

A Guide to School Rules

The following rules are meant as a guide for the orderly and safe functioning of our school. Students who do not comply with school rules and regulations or who otherwise act in a manner so as to disrupt the school system are subject to appropriate disciplinary measures. Remember- Fins up for Safety, Respect, & Responsibility.

STUDENT DRESS

Students are expected to dress in comfortable clothing and shoes that are appropriate for the weather and the activities of the day. Dress that disrupts the educational process or dress that is offensive is prohibited. All student belongings are to be placed in designated areas within the classroom. Students are not permitted to wear bags throughout the building.

BICYCLES

- Bicycles, skateboards, or scooters are to be walked when you reach school grounds
- Bicycles are to be put in bike racks and are to be kept locked
- **All students under the age of 14 are required by law to wear bicycle helmets**
- No bicycle shall be used to carry more than one person

THE PLAYGROUND

- Students may not “exclude” other students from games or activities
- Permission from playground aides must be given before going to the nurse, bathroom or for drinks
- Wrestling or rough play is not permitted
- Students are not permitted in or near the woods or the fenced in retention pond
- Climbing fences or going outside the fence is not permitted
- Hanging on the soccer nets is dangerous and not permitted
- Foul language/name calling is prohibited
- Use equipment properly
- No jumping from swings

EQUIPMENT

- One person at a time slides down, no sliding down head first; please do not climb up the side or on top of equipment or hang upside down (this includes flipping)
- Students should travel in a clockwise path along equipment
- One hand touch tag and running is permitted in the grassy area

-
- Stand away from the teeter totter
 - Throwing wood chips, sand, stones or sticks is not permitted

TECHNOLOGY

Video games, cameras, phones, iPods, iPads, etc.. are prohibited unless approved by a teacher for educational purposes. Personal student phones and watches should stay in the students backpack throughout the day. Students may not use phones or watches to videotape or take pictures at school or on the bus unless approved and supervised by a teacher.