



**GO TIGERS!**

**Horace Mann Community School  
25 West 38<sup>th</sup> Street  
Bayonne, NJ 07002**

Catherine Quinn, Ed.D. Principal  
Evan Wexler, Assistant Principal

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September 2024

Dear Families of Horace Mann Community School,

The Horace Mann faculty and staff are looking forward to the return of your child(ren) on Wednesday, September 4th, as we begin this new school year. We extend a warm welcome to both returning families and those new to our school, offering our best wishes for an exciting and productive year ahead. Our goal is to establish a strong foundation for every child who enters our doors, ensuring a supportive and enriching educational experience

As we prepare to start the 2024-2025 school year, we would like to inform you that Principal Dr. Catherine Quinn has taken a leave of absence. We wish her all the best during this time. Dr. Quinn has been a cornerstone of our school community, guiding us with her vision, dedication, and steady support. Her leadership has played a key role in creating the positive environment we value at Horace Mann Community School, and our school community extends its heartfelt wishes to her during this period.

Guided by our school motto, "Be Kind, Respectful, and Responsible," we strive to create a positive and nurturing environment for all. These values are crucial not only for academic success but also for the development of well-rounded individuals. As the new school year begins, we encourage you to discuss the importance of treating everyone with kindness and respect with your child. Emphasize that every person deserves to be treated with consideration and that school is a place for learning and growing together.

At Horace Mann Community School, we are excited to embrace new goals and tackle the challenges ahead. While obstacles are a natural part of our journey, they offer valuable opportunities to build resilience and character. Our community is dedicated to empowering each student to dream big, work hard, and achieve greatness. As we move forward, let us make every challenge an opportunity and every goal a reality, setting the stage for an outstanding year. Welcome back, and here's to a fantastic year at Horace Mann Community School!

Below is some information that is important for the first day of school and beyond.

## **First Day of School Procedures:**

- For the first day of school only, Pre-Kindergarten students will report to school at 9:00 AM through Door #6. The purpose of the 9:00 AM entry for Pre-K on this day is to make the first day a little less overwhelming for our youngest students. We hope to be complete with our regular entry for K-8 at this time. After the first day, Pre-Kindergarten students will report between 8:15-8:40 AM through Door #6 (38th Street). Students must be in homeroom by 8:40 AM each day.
- Students in Kindergarten through Grade 8 must be in homeroom by 8:40 AM each day. Doors will open for student entry at 8:15 AM.
- Students in Kindergarten through Grade 1 will report through Door #6 (38th Street) and report to the Multi-Purpose Room. We will have school staff stationed throughout the hallway and Multi-Purpose Room to help monitor and guide students.
- Students in Grades 2-5 will enter the building through Door #2 (39th Street) and will report directly to the hallway of their classroom. We will have school staff stationed throughout the hallways to help monitor and guide students
- Students in Grades 6-8 will enter the building through Door #1 (38th Street) and will report directly to the hallway of their classroom. We will have school staff stationed throughout the hallways to help monitor and guide students

Please note that entry and dismissal on the first day of school takes a little bit longer as students get used to their new routine. We thank you in advance for your patience.

**Important Note for the First Day of School:** We encourage all of our early childhood students to come to school with a name tag. Please ensure that all school supplies and belongings are clearly labeled with your child's name to help us keep track of their items throughout the year.

## **Attendance and Punctuality:**

Chronic absenteeism, defined as missing 10% or more of enrolled days by the New Jersey Department of Education, can significantly impact academic and social progress. Your support in ensuring your child's consistent attendance and punctuality is highly valued. Please consult the school calendar when scheduling trips or vacations to contribute to a seamless learning experience for all students.

## **Uniforms:**

Uniforms are required beginning on the first day of school. Uniforms are a part of our district's Code of Conduct.

## **Designated Individuals for Pickup and Emergency Cards:**

On the first day of school, you will receive a form requesting and granting permission for designated individuals to pick up your child, along with two emergency cards. Please list all authorized individuals who may pick up your child during the school year. Up-to-date emergency information is essential for effective response in case of unforeseen circumstances. Please return this information by September 5, 2024.



### **Before and After Care:**

If you require Before or After Care for your child(ren), you can find the necessary forms at <https://www.bboed.org/domain/296>. For inquiries, please contact Dr. Jamie Smith at [jsmith@bboed.org](mailto:jsmith@bboed.org).

### **Parent Portal:**

We are pleased to announce that our district will be transitioning to a new Student Information System (SIS) for the upcoming school year. This new system, Genesis, will provide us with enhanced tools and features to better manage student records, attendance, and communication for your child/children's education. As this will be a big change, we want to thank you in advance for your patience as we work hard to ensure the transition is as smooth as possible.

- All parents and guardians should receive an email no later than Wednesday, August 28th, with login information and resources for accessing your new Genesis Parent Portal Accounts.
- The district has worked diligently to transfer all existing contact information from our previous SIS, Realtime, to Genesis. *However, it is crucial that you log in to the Parent Portal as soon as it becomes available to verify and update your contact information.* This includes emails, phone numbers, and emergency contacts.
- In addition, we kindly ask that once you login to acknowledge the required documents. As the year progresses, additional training and resources will continuously be updated on the BBOED website under "[Parent Portal Assistance](#)".
- In the event that you need login help *after your account has been established*, please reach out to [portalhelp@bboed.org](mailto:portalhelp@bboed.org).

### **Technology Assistance:**

Technology assistance can be found at <https://www.bboed.org/domain/35>. There is a section for parents/guardians and student support. Additionally, Ms. Wahba ([bwahba@bboed.org](mailto:bwahba@bboed.org)) may also be of help with this matter.

### **Lunch or SNAP Information:**

Lunch or SNAP information is located at <https://www.bboed.org/domain/56>.

### **Medical Documentation:**

Please be sure that all medical documentation is in order and that your child(ren) have the appropriate vaccines before the start of the school year. Our school nurse is Asmaa Abdelqader ([aabdelqader@bboed.org](mailto:aabdelqader@bboed.org)). If you have any medical questions, please feel free to email her directly. All medical forms can be found at <https://www.bboed.org/domain/172>.

**Trimesters**

A trimester system divided the academic year into three main periods, each lasting approximately 60 days rather than the four quarters we previously used. This adjustment allows for more in-depth exploration of subjects, as each trimester provides a longer, uninterrupted period for instruction and assessment.

**World Language**

Students in grades 6-8 will now have the opportunity to participate in a new World Language program. This program will be taught by our certified World Language teacher, and students will attend this class once per week. Just like other special subjects, World Language will be graded with a numeric grade.

**Important Dates:**

- **First Day of School:** Wednesday, September 4th
- **September 4th, 5th, 6th:** 12:40 PM Dismissal for all students.
- **Beginning on September 9th:** Full-day sessions, breakfast and lunch programs, and Before/Aftercare will begin.
- **Back to School Night** will be held on September 12, 2024. More information will be sent out as we get closer to that day.

**Morning Entry Locations**

Grade Level	Door Number
Pre-Kindergarten, Kindergarten, Grade 1	#6 - 38th Street
Grades 2, 3, 4, 5	#2 - 39th Street
Grades 6, 7, 8	#1 - 38th Street



**Dismissal Locations**

<b>Grade Level</b>	<b>Door Number</b>
Pre-Kindergarten	#6 - 38th Street
Kindergarten	#5 - 39th Street
Grade 1	#2 - 39th Street
Grade 2	#1 - 38th Street
Grade 3	#5 - 39th Street
Grade 4	#6 - 38th Street
Grade 5	#2 - 39th Street
Grade 6	#6 - 38th Street
Grade 7	#2 - 39th Street
Grade 8	#1 - 38th Street

**Parent Portal:** (Please log in to acknowledge the following forms via the Parent Portal by September 4, 2024)

- Chronic Absenteeism Policy Update
- Code of Conduct
- District Acceptable Use Policy
- Internet Safety Plan
- Media Release Consent
- Military Connected Student Indicator - Question
- School Counseling Informed Consent
- SEL Questionnaire Consent
- Weapons Policy

**Sign & Return to School:**

(Copies will be sent home the first day of school. They are not attached to this packet)

- Two (2) Emergency Cards
- Request for Supervision at Dismissal Form - Student Pickup List
- PG Movie Permission Slip
- Treats in the Classroom Permission Slip

**For Parent/Guardian Reference:** (Attached)

- 2024-2025 School District Calendar
- BBOED Policy 8601 Pupil Supervision After School Dismissal
- Horace Mann Community School Morning Entry/Dismissal Plan
- Policy 5410- Promotion and Retention
- Mandatory Uniform Letter from Superintendent
- Cell Phone Letter
- Field Trip/Field Day Exclusion Policy
- Treats in the Classroom Letter

Sincerely,

Evan Wexler, Assistant Principal



# 2024-2025 Academic Calendar

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Bayonne Public Schools	
<i>The Youth of Today The Leaders of Tomorrow</i>	
September	
3rd	Full Day Staff Training
4th	1st Day of School Students, Abbrev Day
5th - 6th	Abbreviated Day, Staff Training
24th	Back to School Night - PreK-8
26th	Back to School Night - BHS
October	
11th	Abbreviated Day, Staff Training
14th	School Closed - Columbus Day
31st	Abbreviated Day, ALL
November	
5th - 8th	No School - Fall Break
11th	No School - Veteran's Day
21st	Parents' Night - BHS Only
27th	Abbreviated Day, ALL
28th - 29th	No School, Thanksgiving Break
December	
12th	Abbrev. PreK-8 - Open House
20th	Abbreviated Day, ALL
23rd - 31st	No School, Winter Break
January	
1st	No School - New Year's Day
17th	Abbreviated Day, Staff Training
20th	No School - MLK Jr. Day
February	
6th	BHS Only - Mid-Year Conferences
10th	No School Students, Staff Training
14th	No School - Presidents' Weekend
17th	No School - Presidents' Day
March	
14th	Abbreviated Day, Staff Training
25th	Abbrev. PreK-8 - Mid-Year Conferences
28th	Abbreviated Day, Staff Training
April	
17th	Abbreviated Day
18th - 25th	No School, Spring Break
May	
23rd	Abbreviated Day
26th	No School, Memorial Day
June	
3rd	Abbrev Day, ALL - Primary Elections
11th - 18th	Abbreviated Day, Staff Training
18th	Abbrev Day, ALL - Last Day of School
20th	District Closed - Juneteenth

Abbreviated staff training days for Grades PreK-8 & BHS shall commence after student dismissal.

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

In the event of school closing for inclement weather, additional days will be added to the end of the year as needed.

	School Closed
	Abbreviated Session (Students & Staff)
	Abbreviated Session (Students ONLY)
	Abbreviated Session (PK-8 ONLY)
	Staff Training (no school for students)
	First & Last Day of School

## **2024-2025 SCHOOL YEAR**

**Administrative Staff & Secretaries report: August 26, 27, 28, 29 (Regular Workday)**

**All Professional Staff Report September 3, 2024**

**GRADE PRE-K-12 begins September 4, 2024**

### **Full Day Schedule:**

<u>Grade Pre-K-3</u>	8:40 a.m. - 2:50 p.m.
<u>Grade 4-8</u>	8:40 a.m. - 2:55 p.m.
<u>Grade 9-12</u>	8:39 a.m. - 2:40 p.m.

### **Abbreviated Session Schedule:**

<u>Grade Pre- K-8</u>	8:40 a.m. - 12:40 p.m.
<u>Grade 9-12</u>	8:39 a.m. - 1:11 p.m.

### **PRE-KINDERGARTEN THROUGH GRADE 8**

<b>TRIMESTER I</b>	September 4 to December 6 Back to School Night Progress Report Open House Report Card Distribution	60 days September 24, 2024 October 21, 2024 December 12, 2024 December 12, 2024
<b>TRIMESTER II</b>	December 9 to March 18 Progress Report Mid-Year Parent Conference Report Card Distribution	60 days January 31, 2025 March 25, 2025 March 25, 2025
<b>TRIMESTER III</b>	March 19 to June 19 Progress Report Report Card Distribution	60 days May 7, 2025 Last Day of School

### **BAYONNE HIGH SCHOOL**

<b>MARKING PERIOD 1</b>	September 4 – November 14 Back to School Night Progress Report – October 9 Report Card Distribution	46 days September 26, 2024 26 days November 21, 2024
<b>MARKING PERIOD II</b>	November 15 – January 30 Parents' Night Progress Report – December 18 Report Card Distribution	44 days November 21, 2024 22 days February 6, 2025
<b>MARKING PERIOD III</b>	January 31 – April 3 Mid-Year Parent Conference Progress Report – March 7 Report Card Distribution	42 days February 6, 2025 23 days April 11, 2025
<b>MARKING PERIOD IV</b>	April 4 – June 19 Progress Report - May 15 Report Card Distribution	48 days (approximately) 24 days Approximately June 27, 2025



## 8601 PUPIL SUPERVISION AFTER SCHOOL DISMISSAL

Dangers exist for younger pupils at dismissal as children are susceptible to numerous risks, including negligent conduct, when leaving school property. Because of these risks, the Board of Education adopts and requires the implementation of this policy for the supervision of younger pupils after dismissal. The supervision provisions of this policy are applicable to parents or legal guardians of pupils attending district-operated schools or programs in grades Prekindergarten to Eight who are not eligible for district-provided transportation after dismissal or are eligible and elect not to use district-provided transportation after dismissal.

Any parent(s) or legal guardian(s) of a pupil attending a district-operated school or program in grades prekindergarten to eight, where the pupil is not eligible for district-provided transportation or is eligible and elects not to use district-provided transportation after dismissal may request the school or program not release the pupil to walk home after dismissal unless the pupil is released to the parent(s) or legal guardian(s) or escort(s) designated by the parent(s) or legal guardian(s). The parent(s) or legal guardian(s) designated escort(s) must be at least 18 years old. The parent(s) or legal guardian(s) may designate up to two escorts. The parent(s) or legal guardian(s) requesting their child(ren) only be released to a parent(s) or legal guardian(s) or parent(s) or legal guardian(s)-designated escort after dismissal must submit a completed Request for Supervision at Dismissal from School Form to the Principal or designee, or program administrator.

The Form shall be made available in the Main office of the school building.

The request form must be completed by those parents or legal guardians who choose not to have their child(ren) walk home after school dismissal unless the parent or guardian or designated escort has arrived.

In order for the school administration to effectively implement the requirements of this Policy and to ensure the safety and security of pupils that will be released to a parent(s) or legal guardian(s) or designated escort, the parental request shall be applicable for every school day and shall apply for a duration period of the entire school year. The Request Form must be re-submitted at the end of the duration period. In addition, a parent(s) or legal guardian(s) may rescind their Request by submitting a written request to the Principal or program administrator indicating the date in which the parent(s) or legal guardian(s) no longer requests the school provide supervision of their child(ren) after school dismissal. The child(ren) will be dismissed in accordance with typical dismissal protocol effective the date indicated in the rescinding request.

The Principal or designee, or program administrator upon receiving the Request for Supervision at Dismissal from School Form, shall notify the appropriate school staff member(s) who has supervision of the pupil at dismissal time at the end of the school day of the parent's or legal guardian's request. The supervising staff member that receives such notice shall retain supervision of the pupil when other pupils are dismissed from school at the end of the school day.

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The district will develop and implement a written Pupil Supervision After School Dismissal Plan for district school buildings or program locations. This Plan shall include the school building's or program's supervision procedures for pupils at the end of the school day to the designated area in the school building or program and the location of the designated area in the school building or program. The Plan shall be based on the school's or program's ability to provide supervision, the accessibility for the parent(s) or legal guardian(s) or designated escort to pick-up the child without disrupting dismissal of the remaining school population, and other considerations unique to the school building or program location. The school's or program's Pupil Supervision After School Dismissal Plan shall be provided to all parent(s) or legal guardian(s) that have submitted a Request Form.

In the event the parent(s) or legal guardian(s) or designated escort does not arrive to pick up their child(ren) after the dismissal time of school, the Principal or designee will attempt to contact the parent(s) or legal guardian(s) using the district's emergency call procedures.

The pupil(s) shall be supervised by school staff in the designated area of the building and will only be released when the parent(s) or legal guardian(s) or designated escort arrives to pick up the pupil and signs the pupil out of school.

In order to ensure the safety of other pupils being dismissed from school in accordance with typical school dismissal protocol, to limit interaction of parent(s) or legal guardian(s) or designated escorts with other pupils within the building, and to avoid traffic and vehicular safety problems outside the school building, the Principal or program administrator may prohibit the parent(s) or legal guardian(s) or designated escort from entering the school building until a time period after school has dismissed or until school buses and other vehicular traffic have cleared the school site. This determination shall be made by each Principal or program administrator after considering the unique circumstances at the school building and the building's typical dismissal protocol.

In the event of an emergency such that, when an unforeseen event prevents a parent or legal guardian or designated escort from arriving for the child(ren) at dismissal within the time period designated by the Principal or program administrator, the pupil will be relocated to the nearest afterschool program where the pupil will be supervised by after-school program staff until the parent(s) or legal guardian(s) or designated escort arrives and signs the pupil out of school. The parent or legal guardian will be responsible to pay for this after school care.

Pupils shall be supervised by school staff after school dismissal to the location of the Board-approved after-school program. The staff member(s) of the after-school program will assume supervision of the pupil and will only release the pupil when the parent(s) or legal guardian(s) or designated escort arrives in the designated area in the after-school program and signs the pupil out of school.

In order to ensure the safety of other pupils being dismissed from school in accordance with typical school dismissal protocol, to limit interaction of parent(s) or legal guardian(s) or designated escorts with other pupils, and to avoid traffic and vehicular congestion outside the school building, the Principal or program administrator may prohibit the parent(s) or legal



guardian(s) or designated escort from entering the school building until a time period after school has dismissed or until school buses and other vehicular traffic have cleared the school site. This determination may be made by each Principal or program administrator after considering the unique circumstances of the school building and the building's typical dismissal protocol.

The school will provide parent(s) or legal guardian(s) information regarding any supervised after-school services, if any, that may be available to pupils at the school's facilities after formal school dismissal.

This Policy shall be published in pupil/school handbooks. In addition, the school district shall provide to parent(s) or legal guardian(s) in the beginning of the school year, the school's calendar to include the starting and dismissal times for full session, half-session, and early dismissal days due to weather or other emergencies. Parent(s) or legal guardian(s) shall be required to return to the school a signed acknowledgement of receipt of the pupil/school handbook, which shall include this Policy and the school calendar. In addition, any changes to the school's calendar made during the school year shall also be provided to parent(s) or legal guardian(s).

Adopted: 27 March 2008

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**Bayonne School District**  
**Horace Mann Community School**  
**Elementary (PreK-8) Pupil Supervision/After School Dismissal Plan**

To provide for the safe arrival and dismissal of all students from Bayonne Public School buildings, the following procedures have been instituted:

**Arrival and Dismissal Supervision**

Student arrival and dismissal information is as follows:

**Time Schedule**

Grade Level	Full Day	Early Dismissal	Delayed Opening
Pre K-3	8:40 AM - 2:50 PM	8:40 AM - 12:40 PM	10:00 AM - 2:50 PM
4 - 8	8:40 AM - 2:55 PM	8:40 AM - 12:40 PM	10:00 AM - 2:55 PM

Students are expected to arrive at school between 8:15 AM and 8:40 AM. There is no Supervision prior to 8:15 AM. Only those students who have been registered for the Before Care Program will be supervised inside of the school building between 7:25 AM and 8:15 AM.

Any child arriving at school after 8:40 AM will be marked tardy upon entry. Consistent tardiness negatively impacts the instructional day for a child. The first ten minutes of the day is a crucial organizational time that allows a child to have a sense of preparedness, have school breakfast if needed, and sets the tone for the morning. Parents are encouraged to develop a morning routine that provides a child with sufficient time to dress and arrive at school in a timely manner. Chronic tardiness will require a parent conference.

**Morning Entry Procedure**

During arrival teachers and educational assistants supervise students in their designated arrival locations which can be found below. All entry doors will be monitored by security staff, administration, teachers and educational assistants.





**Bayonne School District**  
**Horace Mann Community School**  
**Elementary (PreK-8) Pupil Supervision/After School Dismissal Plan**

Grade Level	Door Number
Pre K, Kindergarten, Grade 1	#6 - 38th Street
2,3,4,5	#2- 39th Street
6,7,8	#1- 38th Street

Students are dismissed at their designated time by their assigned homeroom/special subject teacher. Each homeroom class is assigned a designated dismissal door which can be found below

**Dismissal Locations**

Grade Level	Door Number
Pre K	#6 - 38th Street
Kindergarten	#5 - 39th Street
1	#2 - 39th Street
2	#1 - 38th Street
3	#5 - 39th Street
4	#6 - 38th Street
5	#2 - 39th Street
6	#6 - 38th Street
7	#2 - 39th Street
8	#1 - 38th Street

During dismissal, students are supervised by their homeroom teacher, special subject teachers, educational assistants, security staff and administration as the students exit their school campus



**Bayonne School District**  
**Horace Mann Community School**  
**Elementary (PreK-8) Pupil Supervision/After School Dismissal Plan**

sidewalks. Students will be dismissed directly to a parent, legal guardian or designated escort unless otherwise indicated in writing by the parent/legal guardian. Older siblings may pick up their younger siblings if they are listed on the pickup list. Students will not be permitted to be released to a parent/guardian or designated escort who is seated in a vehicle or not on the sidewalk.

If a student has parental/guardian permission to walk home alone, the student is expected to leave the school premises following the protocol as indicated below for “walking students”. Students are considered to be on school property when along the sidewalks and are subject to the Bayonne School District Code of Conduct.

Any student who has not been picked up by 3:00 PM and is not attending an after-school program will be escorted to the main office by their homeroom/special subject teacher. During this time, the teacher will use the phone numbers listed on the Emergency Card to contact a parent/guardian/emergency contact designee. Teacher will complete a “Late Pick Up Form” indicating the status of the student’s pick-up. Teacher supervision ends at 3:05 PM.

Any student remaining after 3:05 PM, who is not attending an after-school program will be placed in the care of the After Care Program. Upon pick up the parent/guardian/emergency contact designee will be responsible for paying the daily fee.

Students attending an after-school program sponsored by the school district are dismissed after all other students have been released. At least one certified teacher supervises all after-school programs at all times. After-school programs may have varying times of dismissal. Students attending after-school programs that begin at a later time than dismissal must be supervised by a parent/adult between dismissal and the beginning of the after-school program.

**Walking Students**

While walking to school, students are to cross streets at designated crosswalks. They must walk on sidewalks and should use caution at driveways. Students walking to school will enter their school building through the doors designated above.

Students walking home from school must leave the building through their dismissal doors as designated above and will proceed on the sidewalks next to their school building. Students will proceed to the nearest crosswalk/crossing guard adhering to all traffic laws and crossing guard directions. Students must walk on sidewalks and should use caution at driveways.





**Bayonne School District**  
**Horace Mann Community School**  
**Elementary (PreK-8) Pupil Supervision/After School Dismissal Plan**

**Bicycle Riders**

Students riding their bicycles to school must wear helmets if they are under fourteen years of age and must follow standard bicycle safety rules. Students will follow all designated arrival and dismissal procedures. The Bayonne Board of Education is not responsible for any lost or stolen bicycles.

**Car Riders**

All students arriving in passenger vehicles must enter the school through the doors designated in above. If a child needs assistance with books, projects, etc., parents must proceed to a parking space and then walk their child to the safety of the sidewalk area. Double parking is prohibited and will be monitored by the Bayonne Police Department.

At dismissal, parents/guardians/designated escorts must park their vehicles in a designated parking space and walk to the sidewalk area to escort their children safely to their cars. Students will not be sent alone into the street to get into vehicles that are double parked. Parents/guardians/designated escorts must meet the student on the sidewalk.

**After-School Programs**

Students who do not have written parental permission to walk or ride their bicycles home, must be picked up by their parent/guardian/designated escort at the location designated by the after-school program teacher. Students must be picked up at the conclusion of any activity.

In the event a child is not picked up from school as specified above, a designated school representative will contact New Jersey Division of Child Protection and Permanency (DCPP) and the Bayonne Police Department.



# REGULATION

## BAYONNE BOARD OF EDUCATION

PUPILS

R 5410 Page 1 of 3  
PROMOTION and RETENTION

### 5410 PROMOTION AND RETENTION

#### A. Elementary

1. Kindergarten, Grade One, and Grade Two students receive a progress report three times a year per Regulation No. 5420. If a student Needs Support in standards for this grade, it is to be clearly stated on the progress report. Parent conferences are also an important part of the kindergarten, Grade One, and Grade Two, evaluation process. **(Kindergarten students will be retained based upon mutual agreement between parent / guardian and school administration)**

2. The major subjects in grades Kindergarten, One, Two and Three are **Literacy Development and Mathematics.**

3. A student in Grades K, One, Two and Three, who is not meeting grade level requirements on the final report card in Literacy Development and / or Mathematics will be retained.

- Grade K, one and two will be retained if a student scores Needs Support on more than 40% of the grade level standards in Literacy Development and Mathematics.
  - K: *Needs Support in more than 17 of the 43 standards in both Literacy Development and Mathematics;*
  - Grade One: *Needs Support in more than 15 of the 37 standards in both Literacy Development and Mathematics;*
  - Grade Two: *Needs Support in more than 22 of the 54 standards in both Literacy Development and Mathematics*
- Grade Three will be retained if a student scores < 70, 69 and below in Literacy Development AND / OR Mathematics.

4. Major subjects in grades 4-8 are **English Language Arts (ELA), Mathematics, science, and social studies.** A student failing Mathematics will be retained in grade. Moreover, a student failing two or more major subjects will also be retained in grade. (For example, science and social studies, science and ELA, social studies and ELA, Mathematics and any additional major subject)

5. In addition, students who are identified as failing Mathematics in grades 4, 5, 6, 7, or 8 after any progress report or report card are recommended to attend a Mathematics support class with a teacher of Mathematics at his or her neighborhood school on Tuesday, Wednesday, and Thursday mornings. Students may exit the zero period support class if they earn a 78 or better on the next marking period report card. Students who fail to



# REGULATION

## BAYONNE BOARD OF EDUCATION

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maintain regular attendance (65% of eligible classes) in the morning sessions will not be eligible for elementary Mathematics summer school and will be retained in grade if the students fail Mathematics for the school year.

6. A waiver may be granted in certain circumstances for appeals to the morning attendance policy. The appeal will be reviewed by the school level committee who will ultimately render a judgment.

7. Attendance is also a factor **in grades K-12** in determining promotion per Regulation No. 5200.

### B. High School

In order to be placed in the following year's registration room, a student must acquire the following credits.

Senior Registration Room = Eligible to graduate in June of the following year

Junior Registration Room = 60 credits

Sophomore Registration Room = 30 credits

Failure to acquire these credits will cause a student to be placed in the same year registration room.

### C. General Rules

1. In all schools and grades the decision concerning promotion shall be submitted by the teacher(s) to the principal for approval. Decisions by the principal concerning promotion shall be final, but parents may exercise their right of appeal to the Superintendent.

2. At the end of each marking period the number of subject failures in each class shall be reported by the principal to the Superintendent. At the end of the school year the elementary principals shall report to the Superintendent the number of promotions and non-promotions in each class. In high school the principal shall report subject failures for each marking period and final subject failures in accord with departmental organization.





# REGULATION

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Adopted: 28 July 1997  
Revised: 9 September 1997  
Revised: 21 July 1998  
Revised: 25 July 2012  
Revised: 12 April 2018  
Revised: 29 August 2018  
Revised: 29 June 2020  
Revised: 26 July 2022  
Revised: 26 July 2023  
**REVISED: 20 February 2024**





**BAYONNE BOARD OF EDUCATION  
ADMINISTRATION BUILDING**

669 Avenue A  
Bayonne, New Jersey 07002

**JOHN NIESZ**  
**SUPERINTENDENT**

Tel: (201)-858-5817  
Fax: (201)-858-6269

September 2024

Dear Parents/Guardians,

The Bayonne Board of Education's Dress and Grooming Policy 5511 provides for mandatory uniforms for all students in grades pre-kindergarten through grade twelve. Beginning the first day of school this year, all students will be required to wear their uniforms. The entire school uniform policy/regulation may be reviewed on the district website – [www.bboed.org](http://www.bboed.org).

**Elementary Schools: Grades Pre-K - 8**

Uniform shirt must be purchased from one of our designated vendors. Shirts must be navy blue or white. Gym shirts are navy blue or khaki and all shirts must have school logo. All khaki or navy blue pants, shorts and skorts may be purchased from the store of your choice. Sweaters and sweatshirts are optional, but must be navy blue or khaki and free of any writing or logo. The only acceptable logo is the Board of Education.

**Bayonne High School: Grades 9 – 12**

Shirts/tops will include the following styles: golf (polo) shirt, oxford, crew neck, V-neck, mock turtleneck, regular turtleneck and sweatshirts. All shirts/tops must have long or short sleeves. Shirts/top colors must be SOLID WHITE, BLACK, GREY OR GARNET (maroon). Each shirt/top must have a SCHOOL LOG "B" in block lettering permanently affixed. The logo may not be applied to a non-uniform shirt. If a uniform outer garment such as a V-neck or cardigan sweater is worn, the shirt/top underneath must be in accordance with our dress code. Pants/bottoms (shorts, skirts, etc.) must be SOLID BLACK or KHAKI (tan)...no jeans or denim material. Any style permitted as long as it conforms to current policy on length and proper fit.

**Please Note:** Non-uniform outerwear may be worn to/from school but may not be worn during class periods.

**Here is a list of vendors which are authorized uniform suppliers for the Bayonne School District:**

Herberts's.....468 Broadway.....herbertsarmyandnavy.com  
Titan Tactical Gear.....708 Broadway.....titantacticalgearnj.com  
B Uniform.....427 Broadway.....buniform@outlook.com

Just an FYI...the rationale for using these three (3) suppliers is that they work hand-in-hand with the BBOED to provide free uniforms for those families who cannot afford to purchase clothing for their child(ren). These vendors have been partnering with us for many years now. Also, they are always there to provide uniforms and supply to our families when there is a house fire.

If you have any questions, or concerns about uniforms, please feel free to contact your child(ren)'s school principal.

Sincerely,

A handwritten signature in black ink, appearing to read "John J. Niesz".

John J. Niesz  
Superintendent of Schools

*"The Youth of Today. The Leaders of Tomorrow."*





**GO TIGERS!**

**Horace Mann Community School  
25 West 38<sup>th</sup> Street  
Bayonne, NJ 07002**

Catherine Quinn, Ed.D. Principal  
Evan Wexler, Assistant Principal

Tel: (201) 858-5979  
Fax: (201) 243-4288

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September 2024

Dear Parents/Guardians,

Communication tools like cell phones and smart watches have become very important in today's world, providing convenience and connectivity. Nevertheless, their presence in the classroom can sometimes disrupt the learning process and impede students' full engagement in academic activities. To maintain an optimal learning atmosphere, we have instituted the following guideline pertaining to communication devices:

**Proper Handling:** Throughout the school day, students are expected to power off their cell phones and securely stow them in their backpacks or designated storage areas as directed by the classroom teacher. This practice is designed to reduce distractions and encourage active participation within the classroom.

**Device Collection:** Should a student be found using a cell phone during class or any school-related activity, or if a cell phone is visible, a staff member will collect the device. The device will be kept safe in the school office until a parent or guardian arrives to claim it. Parents will not be notified upon confiscation; it is the student's responsibility to communicate this occurrence to their parent or guardian.

**Emergency Situations:** In case of an emergency situation where a student needs to contact a parent or guardian, they may use the phone located in the main office. Our staff will facilitate this process to ensure the student's well-being while minimizing classroom disruptions.

**Testing Periods:** During testing periods such as NJSLA (New Jersey Student Learning Assessment) and similar assessments, all communication devices will be collected from students before the testing session begins. This policy ensures a fair and secure testing environment and prevents any potential breaches of assessment integrity.

**Addressing Challenges and Ensuring Safety:** We acknowledge that personal devices play a significant role in communication and safety for students and their families. However, it's important to recognize that our staff faces challenges in appropriately supervising students' individual devices, which may lead to safety concerns. By adhering to the cell phone storage policy, we can better ensure the safety and well-being of every student.

**Parent/Guardian Retrieval:** To retrieve a confiscated cell phone, a parent or guardian must visit the school office in person during regular school hours. The device will only be returned to an authorized parent or guardian.

Thank you for your ongoing support in creating a conducive and rewarding learning journey for our students.

Sincerely,

Dr. Catherine Quinn  
Principal

Evan Wexler  
Assistant Principal





**GO TIGERS!**

**Horace Mann Community School  
25 West 38<sup>th</sup> Street  
Bayonne, NJ 07002**

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Evan Wexler, Assistant Principal

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September 2024

Dear Parents/Guardians,

We hope this letter finds you well. We would like to take a moment to remind you about a school rule that helps maintain a positive and respectful environment for all students.

As an ongoing practice, if a student accumulates 7 or more days of detention or is suspended, the student will lose the privilege of attending the next field trip and Field Day. This rule is designed to support each student's growth and to ensure a safe and enjoyable school community.

If a student's behavior does not improve, the student will be removed from all future field trips. We are communicating this information to you now to ensure that all students and parents/guardians are fully aware of this rule. We strongly believe in the importance of responsible behavior both within and outside of the classroom. By upholding this rule, we encourage all students to make considerate choices that contribute positively to our school's atmosphere.

Should your child approach the threshold for potential exclusion from events, we will continue to work closely with them by providing guidance and opportunities for improvement. Your partnership in maintaining a respectful learning environment is invaluable to us.

If you have any questions, please do not hesitate to contact us. We appreciate your ongoing trust in our ability to provide a high-quality education for your child.

Sincerely,

Dr. Catherine Quinn  
Principal

Evan Wexler  
Assistant Principal



**GO TIGERS!**

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Evan Wexler, Assistant Principal

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September 2024

Dear Horace Mann Community School Families,

As we approach the many celebrations and special occasions throughout the school year, we want to ensure that all students can enjoy these moments safely and inclusively. To help manage the distribution of food in the classroom, please follow the guidelines below:

- 1. Prior Approval Required:** Before sending any food items to school, you must obtain prior approval from your child's classroom teacher. Food items sent without prior approval will not be distributed.
- 2. Store-Bought Items Only:** All food items must be store-bought and come with a label listing all ingredients. Homemade items will not be accepted. This is essential for managing food allergies and dietary restrictions.
- 3. Be Mindful of Allergies:** We have students with various food allergies, and we want to ensure that no student faces health risks from food treats. Please consider this when planning to send in treats. If you are considering how to celebrate without food, we encourage non-food alternatives, such as sending in pencils or another small item. This ensures that all students can participate in the celebration safely.

Please see the attached permission slip to indicate your preference if you wish for your child to receive treats during classroom celebrations.

Your cooperation helps us maintain a safe and enjoyable environment for every student. If you have any questions or need further clarification, please don't hesitate to reach out to your child's teacher.

Thank you for your understanding and support.

Sincerely,  
Evan Wexler  
Assistant Principal  
Horace Mann Community School