



Joseph D. Sharp Elementary

Be Sharp

Be Scholarly Helpful Appreciative Responsible Positive



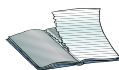
Parent/Student Handbook 2023 — 2024



Sharp Bulldogs

Updated August 2023

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Dear Parent(s)/Guardian(s):

Welcome to a new school year! I look forward to working with you and your children as we embark on our educational journey together as a community of learners!

Thank you for taking time to read this handbook. Although a hard copy is not provided for each student, everyone has access to the handbook via the Sharp School website and my eBoard. You may access our website through the Internet at sharp.chclc.org. At the opening page of our website, click on “Principal’s Updates” which is a link to my eBoard. On my eBoard, click on the “Welcome” tab and secondly, click on the “2023-2024 Parent/Student Handbook.” I have tried to provide information that is most pertinent. However, if you have any questions or concerns that cannot be answered by the handbook, please contact me at 424-1550 or email me at rmiscioscia@chclc.org. As always, based on my basic philosophy as your principal, I will always make decisions in the best interest of our students!

The staff and I are fortunate to work with a community that values education and is supportive of Sharp School and all of our initiatives. You may rest assured that your children will receive a preeminent education. The staff and I work diligently to be on the “cutting edge” of elementary education. Your children will have many challenging and meaningful opportunities to construct meaning and to reach and exceed academic standards. They will build deep conceptual understanding through the development and application of their reflective and communication skills.

I am excited as our school focus is growing to incorporate research-based “best practices” indicative of our past accomplishments and our district-wide Professional Learning Community (PLC) initiative. In turn, we will focus on Children Achieving, Curriculum & Teaching, Community, Culture, Collaboration, Character, and Common Language. Our framework incorporates these focal areas along with the integration of the PLC Initiative, and the alignment to research-based school-level factors that have the greatest impact on student achievement.

We will continue with the Sharp philosophy of all of us working harder to get smarter. This philosophy is a significant piece of our collective commitment to our students and to each other. Our community is a wonderful one to be a part of thanks to the countless acts of caring, empathy, and hard work done by all of us for the betterment of our students.

Sincerely,
Ric Miscioscia
 Ric Miscioscia
 Principal

Joseph D. Sharp Elementary School Mission Statement

The mission of Joseph D. Sharp Elementary School is to see that all our students learn at high levels according to the New Jersey Student Learning Standards. The future of our students depends on our success! We must work collaboratively to achieve that purpose, because it is impossible to accomplish if we work in isolation. And, we must continually assess our effectiveness in achieving our purpose on the basis of results—tangible evidence that our students are acquiring the knowledge, skills, and dispositions that are essential to their future success as contributing members and lifelong learners in an international society.



Joseph D. Sharp Elementary

Be Sharp

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The Sharp School Character Pledge

I promise to work hard and never give up,
to believe in myself and try new things.
I will be open-minded to others' opinions,
be caring and empathetic to everyone.
I will act peacefully and respectfully
and look for ways I can improve the world around me!



THE SPIRIT OF SHARP

(Sung to the music of *This Land is Your Land*)

Recorded in several formats including traditional, heavy metal, T-Pain, Broadway play, Country & Western, and Reggae thanks to Dr. Rich Beckman, Instrumental Music Teacher

Oh Sharp is my school, Oh Sharp is your school
From reading and writing to math and science

From the character attitudes to the learner profile
Lifelong learning's best for you and me

Oh Sharp is my school, Oh Sharp is your school
From reading and writing to math and science

With curiosity and background knowledge
Inquiry's best for you and me

Oh Sharp is my school, Oh Sharp is your school
From reading and writing to math and science

We are the Bulldogs, we are global
Sharp School's best for you and me.

Joseph D. Sharp Elementary School

300 Old Orchard Road

Cherry Hill NJ 08003

Telephone: 856-424-1550 Fax: 856-424-6577

Website: sharp.chclc.org



Mr. Ric Miscioscia, Principal

Mrs. Tracy W. Redmond, Secretary to the Principal

Mrs. Marci Shapiro Goldman, School Nurse

Mr. Ed Perrino, Head Custodian

Classroom Teachers

Teacher	Grade Level	Room Number
Mrs. Theresa Mohrfeld	K	101
Mrs. Kathie Redmond	K	102
Mrs. Veronica Munoz	K	103
Mrs. Tracy Riddell	1	113
Miss Sarah Miller	1	115
Mrs. Kathy Gilmour	1	305
Mrs. Sarah Anderson	1	306
Mrs. Tara Orsini	2	107
Miss Rose Cusumano	2	108
Mrs. Danielle Redel	2	112
Miss Alexa DiPiero	2	114
Miss Alicia DeMarco	3	110
Mrs. Trisha Abrams	3	111
Miss Benica Kim	3	202
Mr. Brian Mueller	3	204
Ms. Olivia Spence	3	205
Mrs. Mary D'Alessandro	4	208
Mrs. Laura Mandia	4	209
Mrs. Rosaline Fliegel	4	210
Miss Jackie Sleeth	5	201
Mr. Steve Baughman	5	203
Mrs. Kim Whartenby	5	207
Mrs. Shira Rappoport	LLD I (grades K—2)	104
Mrs. Megan Shaub	LLD II (grades 3—5)	206

Support Staff and Encore Teachers

Teacher/Staff	Special Area
Mrs. Sarah Keane	Art
Mr. Joseph Meola	Art
Ms. Eileen Steidle	Computer Science
Ms. Jacqueline Woods	Computer Science
Mrs. Kathy County	English Language Learning
Ms. Esther Kang	English Language Learning
Mrs. Morley & Miss Cindy	Food Service
Ms. Heather Roberts	Guidance
Dr. Richard Beckman	Instrumental Music
Ms. Jamie Esters	Social Worker
Mrs. Amy Rash	Librarian
Mrs. Viji Nair	Literacy Teacher Coach (LTC)
Mr. Timothy Dempster	Physical Education
Mr. Dennis Gray	Physical Education
Mrs. Kristi Patrizzi	Resource Room
Mrs. Gail Stulb	Resource Room
Miss Francesca Aldrich	School Psychologist
Mr. Alan Goldberg	School CST Caseworker (LDTC)
Mr. Victor Castillo	Spanish
Ms. Dana Pilla-Grippi	Spanish
	Speech & Language
Mr. Alex Bon	Vocal Music
Ms. Maya Stockman	Vocal Music

Educational Assistants

Mrs. Nora Downey	Mrs. Christina Reeves
Mrs. Kelly Dyer	Mrs. Laurie Shralow
Ms. Diane Fedele, PE	Mrs. Brianna Slivjak, Main Office
Mrs. Antoinette Grodanz	Mrs. Lana Starikovsky
Mrs. Megan Laskowski	Mr. Robert Thomas
Mrs. Dorothy Nicoletto	Mr. Thomas Thomas
Mrs. Anila Pranvoku	Mrs. Annette Thompson

Lunch/Recess Aides

Mrs. Karen Conlon	Mrs. Jennifer Schulgen
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Regular School Hours – Including Recess/Lunch Times:

GRADE(S)	BEGIN TIME	END TIME	Recess / Lunch Times
Kindergarten & 1 st Grade	9:00 AM	3:30 PM	11 – 12
2 nd & 5 th Grades	9:00 AM	3:30 PM	11:30 – 12:30
3 rd & 4 th Grades	9:00 AM	3:30 PM	12 – 1



Half Day Session School Hours

GRADE(S)	BEGIN TIME	END TIME
All Grades	9:00 AM	1:00 PM

Lunch is available for purchase from our food service on half day sessions



AM Arrival Line Up

All students with the exception of busers, will enter Sharp through Door 10 located in the rear of Sharp school starting at 8:45am. Students arriving by bus will enter the building through the main entrance, door 1. Walkers should progress to the rear of the building via the sidewalk adjacent to the faculty parking lot or the sidewalk near the butterfly garden and bicycle racks.

Once inside Sharp:

Students in Grades K, 4, 5, & LLD I will line up at their designated space inside the APR

Students in Grades 1, 2, 3, & LLD II will line up outside their classroom

Staff members will be present to supervise students at all times

Teachers will greet their students at 8:55 AM

*All students arriving at 9:00am or later need to enter school through main entrance and report to the main office for a late pass.

Inclement Weather Arrival:

Walkers may enter through the main entrance and proceed as above.

Students dropped off via a car may enter through door 5, by faculty parking lot, and proceed as above.



Student AM Drop Off or PM Pick Up

Please be sensitive to the crossing zones when dropping off or picking up your children. Students may be **dropped off** in the staff parking lot on the side of the building near the gate to the recess blacktop in the AM only. Cars are not permitted in the bus loop in the morning during student arrivals (8:30 AM—9:15 AM) and in the afternoon during student dismissal times (3:00 PM—4:00 PM). Students should be **picked up** on Old Orchard Road. A crossing guard is present to assist the children across the road. Safety patrol students are also present to assist. All students should use the sidewalks around the bus loop and faculty parking lot. **Please do not park in the bus loop or the faculty parking lot in the morning or afternoon. The buses must have free access to enter and exit school grounds.**



Emergency School Closings and Delayed Openings

District Number is **551**

Website: www.chclc.org

Plan with your children what to do in the event that school may close early, if the opening of school is delayed, or if school is going to be closed due to inclement weather or other emergencies. School closing or delayed opening information is carried on the Cherry Hill Public Schools' website, app, and twitter. In addition to Comcast Cable channel 19, FIOS channel 24, on KYW Radio (school closing #551), and on all local television news stations. In the event that an emergency situation only affects Sharp School, our district's emergency communication system will be used in an attempt to contact all parents. The principal in conjunction with central administration will initiate this process.

In the event of a **delayed school opening**:

1. School hours for all grades are 11:00 AM – 3:30 PM
2. Bus pick up times will begin two hours later than usual. Students may be dropped off at school no earlier than 15 minutes before the day is scheduled to begin.
3. Students should bring a snack to school.
4. A half-hour session will be scheduled for teachers and students to have lunch.



Attendance

NJ State Law, Title 18A, Section 38-26 states: "Parents or guardians have the responsibility to have their children in school on days when schools are declared open (other than for reasons of illness)." Every child is expected to be in school every day except for illness, religious holidays, and emergencies.



School Absences

Please email sharpattendance@chclc.org or call **424-1550 option 1** to report if your child is going to be either absent from school or tardy. **If we do not receive a telephone call reporting the absence/tardiness, automated phone calls will begin at 9:40 AM to all the guardians' contact numbers and emails. In addition, your child will be marked truant.**

Upon returning from an absence from school, please send in a note explaining the reason for the absence. Please contact Marci Shapiro Goldman, School Nurse, if a communicable disease (i.e., chicken pox) is involved. Any student absent for five or more days is required to submit a doctor's note stating the reason for the absence and that the student is ready to return to school.

Additionally, in the event of an absence, homework assignments may be requested. Please allow teachers enough time to prepare assignments. Generally, assignments will be available to parents at 3:30 PM. The homework will be left with the main office unless other arrangements are made.



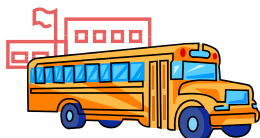
Lateness

Equally important to regular attendance at school is having children arrive at school on a timely basis. Developing punctuality is important in the development of a lifelong habit. Late arrivals cause disruptions in the classrooms and a rushed start to the school day. Any student arriving at school late must report to the main office to be marked as tardy and to receive a pass to class.



Early Dismissals

To be dismissed early, students should bring a note from home or email the teacher & main office requesting the early release. Push the doorbell/intercom at the main entrance to pick up the student, inform the main office personnel of the student's name, his or her student ID# and teacher's name. The main office personnel will call the student from the classroom. Please note that we are legally responsible for the safety of your children. We will not release students to anyone but the parents, legal guardian or a person designated by a prior note or email. **Photo ID must be provided. Please see the subject of "Visitors/Volunteers" in this handbook for further information. Early dismissals should not be requested after 2:45 PM unless an emergency exists.**



End of School Day Dismissals

Students are dismissed in an orderly fashion. **All students in SACC** will be dismissed first via a public address announcement and **walkers** will be dismissed second. **If a child is being picked up from school early or if there is a change in their typical dismissal routine, a note must be sent to school and given to the teacher upon student arrival. It is difficult to make last minute changes to our dismissal routine, and I ask that you please make every attempt to notify the office in writing no later than 2:45 PM to ensure that every child is helped to reach their destination. It is understood that emergencies will necessitate exceptions. You may send a note with your child to give their teacher or you may email your child's teacher and sharpattendance@chclc.org. A reminder that all parties, including the adult who may be receiving the student for early dismissal, must contact the main office with prior written notice. Please see the subject of "Visitors/Volunteers" in this handbook for further information.** Students should exit the building and proceed directly home. Students that walk home together in groups should meet outside the front entrance of the building. Students should cross the bus loop in the designated center area under the direction of an educational assistant and/or the principal. Crossing Old Orchard Road is under the direction of a crossing guard. **Bus students** will be dismissed via a public address announcement by bus number to report to the main lobby. Those students are escorted to their respective buses by a safety patrol student under the supervision of the Safety Patrol Advisor. **All bus students and grade 1-5 walkers must exit through the main exit doors (Marked Door 1). All kindergarten walkers and their siblings exit to the back blacktop at dismissal.**



Animals on Campus

In keeping with our district's Board of Education efforts to maintain school grounds in a condition appropriate for the activities of school pupils, **pet animals are not permitted on school district grounds, including drop off and dismissal. School grounds include the island walkway between the bus loop and Old Orchard Road.**



Visitors/Volunteers

All school doors are always locked and admission to Sharp is only permitted by the main entrance door number 1. To gain access to the building, please follow these procedures.

- Proceed to the left side of the main entrance doors
 - Push the doorbell/intercom to communicate with our office staff
 - Look directly into the camera located above the doorbell so that our office staff can clearly see your face
 - **You must have your photo ID and your child's seven-digit student identification number**
 - When our staff verifies your identity, they will unlock the middle door to allow you to enter the building
 - Report directly to the main office. The main office is the 2nd door on the right in the main lobby. To proceed to other areas of the building, you must sign in and wear a visitor's badge. The office staff will direct you to your destination.
 - At the completion of your visit, you must sign out and return your visitor's pass.
1. **To deliver forgotten items:** There is a plastic container by the doorbell at the main entrance. Place items in container; please, make sure the items are marked with teacher's name and student's first & last name. Please encourage your child to be responsible by allowing him or her to deal with the consequences of not having the forgotten item, thus, promoting better organizational skills.
 2. **To pick up sick children:** Report to the main entrance and ring the doorbell to pick up your child. State your child's first and last name plus student ID#. The nurse will bring your child to you.
 3. **To speak to a teacher:** Arrangements for conferences should be made in advance. Please contact the teacher to set up an appointment.

Students or authorized people in the school building **should not open locked doors** for other people attempting to enter the building.



Telephone Calls and Cell Phones

The school telephones are not available for students' use except for emergencies as determined by the school. Forgetting instruments, notes or assignments are not emergencies. Our goal is to help students develop responsibility for gathering the necessary materials required for school prior to coming to school. Emergencies include forgotten lunches, damaged clothing or wet clothing. Students will not be interrupted in class to receive telephone calls. In our day and age, it is not uncommon for students to have

or have access to cellular telephones. If parent(s)/guardian(s) wish to have their child carry a cell phone for emergency purposes, the practice is allowed. However, the **cell phones must be turned off and not used during the entire school day. During AM arrival and PM dismissal – students should not access their phones or other electronic devices while on campus, which includes the bus loop and adjacent island near Old Orchard Road.**



Contact & Emergency Contact Information

Parent/Guardian contact information is vital and should be carefully and accurately updated on the Genesis Parent Portal every year. Phone numbers, emails, and emergency contacts should be updated as changes occur throughout the school year. In addition, changes to emails should also be communicated to the teacher and main office. When listing an emergency contact person, please be sure that the person is willing and able to assist when help is required in an emergency situation. Please note, person(s) listed as emergency contacts are called in the event that Sharp cannot contact the parent/guardian. **However, the unexpected arrival of an emergency contact to pick up a student will not be honored unless the parent/guardian has provided prior written consent, typically by note to teacher or email to teacher and the main office.**



Safety Drills

In an effort to be prepared to respond to an emergency, staff and students participate in three types of drills during the school year. **Fire drills** are held once per month so that students know how to react in the case of a fire. A **Secured Environment drill** is held once each month to prepare students for emergencies within the building. There are three types of lockdowns. The type of lockdown used is based on specific circumstances. **Bus evacuation** drills are held twice per year in conjunction with our bus companies so that students know how to exit the bus in an emergency situation. While these drills may be unsettling to the students, please be reminded that knowing how to respond in emergency situations provides a safer environment for your children.



Bicycles

For safety reasons, it is recommended that only students in grades three and above ride bicycles to school. **Students must walk their bicycles onto and off the school grounds to avoid accidents with walkers. Bicycles helmets are required by State of NJ Law! (Also, for scooter riders.)** All riders should secure their bicycles to the stands on the north side of the building. **STUDENTS ARE REQUIRED TO LOCK THEIR BICYCLES TO DETER THEFT.** It is important that riders obey all bicycle safety rules and heed crossing guards and safety patrol.



Bus Students

The district's goal is to transport students safely to and from school, bus students **MAY NOT switch buses at dismissal.**

We ask for your assistance in helping us by reviewing and requesting appropriate behavior at school

bus stops and on the school bus with your children. Respecting the bus driver and other students is expected. Continued inappropriate behavior on the school bus can result in the suspension of bus privileges. The following rules apply to school bus transportation:

- Students must remain in their seats until the bus stops and the bus driver directs them to leave
- Bus riders must ride only their assigned bus
- Bus students that are not riding the bus to go home must bring a note in or an email from their parent(s)/guardian(s) indicating alternate transportation
- Walkers are not allowed to ride buses
- **Students MUST wear seat belts as per State of NJ law!**
- Mr. Miscioscia's "Big 3" bus rules. If you follow these three basic rules, you will be a good bus citizen!
 - 1. Stay seated with your seat belt on.
 - 2. Keep your hands and feet to yourself.
 - 3. Keep your voice quiet.



Health Office - WE WILL FOLLOW OUR DISTRICT GUIDELINES FOR UPCOMING SCHOOL YEAR – PLEASE REVIEW OUR ONGOING SCHOOL AND DISTRICT COMMUNICATONS REGARDING STUDENT HEALTH PROCEDURES

Mrs. Marci Shapiro Goldman, our school nurse, handles a variety of student medical issues each day as well as maintaining medical records on each student. Should you have any specific medical or health concerns you may contact her at (856) 424-1550 option 2. You may email her at mshapirogoldman@chclc.org.

If a student becomes ill during the school day, he or she will be given immediate attention. You will be notified if your child is too ill to return to class and must be sent home. Please ensure that all telephone numbers to contact you are up to date. It is necessary for the well-being of children that they should not attend school within 24 hours following an illness such as:

- Fever greater than 100 degrees (without use of fever reducing medication)
- Vomiting or diarrhea
- Excessively runny nose, sore throat and/or cough

Children are not permitted in school until they have been on an antibiotic for 24 hours for contagious infections such as strep throat, impetigo (skin infection), or conjunctivitis (pink eye). Please let the nurse know if these exist as we keep track of these contagious illnesses.

Students are not to bring any kind of medication to school or to self-administer any type of medication. If a child is required to take medication during the school day, the medication must be prescribed by a physician and the administration must be arranged by the parent/guardian through the nurse's office. The physician's written order must include the diagnosis, the name of the medication, the dosage, the date, and the time(s) of the day to be administered. All medications and prescriptions are to be brought in their original containers to the nurse's office and stored in the nurse's office. Over the counter drugs including pain relievers and cough medicines must also be accompanied by a doctor's note. If you must administer medication to your child personally during the school day, please report to the nurse's office. The nurse will contact your child in class to report to the nurse's office to receive the medication. Medication cannot be dispensed at any other location other than the nurse's office.



Family Life Education

The Cherry Hill Public School District has developed a Family Life curriculum as required by the State of NJ. A copy of the curriculum is available for your examination through the nurse's office. "Any child whose parent or guardian presents to the school principal a signed statement that any part of the instruction, in family life education is in conflict with his conscience or sincerely held moral or religious beliefs, shall be excused from that portion of the course where such instruction is being given and no penalties as to credit of graduation shall result there from" (NJSA 18:35.4.7). Should you have any questions regarding the curriculum or the excuse policy, please contact Mrs. Marci Shapiro Goldman, School Nurse at (856) 424-1550 option 2 or email her at mshapirogoldman@chclc.org



Teams and Specialists

- **Guidance:** The guidance counselor is involved in various aspects of the students' program. The Elementary School Counseling Program is structured to focus on aspects of a child's development: emotional well-being, social development, behavioral development, Character Education, and the ability to resolve conflicts. In the primary grades, counselors work with students to show them how to build and develop relationships. In the upper grades, counselors work to help students develop self-image, to resolve conflicts with others, and to handle pressures. Counselors may assist with classroom assignment and organization skills when necessary. Finally, classroom instruction is provided in select areas of study. **Ms. Heather Roberts** is Sharp School's Guidance Counselor. She may be contacted at (856) 424-1550 x7911 or email her at hroberts@chclc.org.
- **Child Study Team (CST):** The CST consists of a learning disability teacher consultant, a psychologist, and a social worker. The team meets at least once per month to discuss referrals from teachers. Parental permission and involvement are required before, during, and after all formal referrals to ensure that the most effective program can be developed and implemented for the student. Various members of the school staff may be participants in these meetings. **Mr. Alan Goldberg** is Sharp School's CST Case Manager. He may be contacted at (856) 424-1550 x7823 or email him at agoldberg@chclc.org
- **Literacy Teacher Coach (LTC):** The LTC, provides professional development opportunities for the school community, assists classroom teachers with program implementation to enhance student learning, and works directly with students to provide instructional interventions. Mrs. Nair's area of expertise is language literacy. She is a certified reading specialist. You may contact Sharp School's LTC, **Mrs. Viji Nair**, at (856) 424-1550 x7809 or email her at vnair@chclc.org.
- **Intervention and Referral Services (I&RS):** The I&RS Team offers teachers an opportunity to draw upon the expertise of various members of our educational community. The team meets once per month and consists of the principal, the guidance counselor, a primary grade teacher, an upper elementary teacher, the school nurse, the LTC, and other specialized staff that may be able to assist students in their academic, emotional, social or behavioral growth. Strategies are determined to enable students to be more successful in school. Parents are notified in advance and are asked to be an active member in the process. Should you have any questions regarding I&RS, contact the Guidance Counselor, Ms. Heather Roberts.
- **Speech and Language Teacher:** The Speech and Language Teacher works with students who

demonstrate significant difficulties in communication skills. All third grade students are screened for speech and language skills.

- Encore Teachers (Art, Library, Music, Physical Education, Spanish, and Computer Science): In order to provide a well-rounded educational experience for students, encore teachers provide learning opportunities on a weekly basis. Often these teachers collaborate with classroom teachers and/or support building goals as they teach the students. **Library** meets once each week to select books and to also learn how to use the media center and information technology skills. The library is considered the hub of our school and is available for student use in its open format. The library is a ready source to coincide with the Cherry Hill curriculum, the Talented and Gifted program (TAG), and other inquiry-based activities. Students attend **Physical Education** twice per week. In PE, the students focus on wellness and life long skills that develop and maintain a healthy lifestyle. **Art and Music** meet once per week to allow students opportunities to develop their abilities in visual and performing arts. **Spanish and Computer Science** classes meet once per week on a nine-week rotating schedule. Students are provided many challenges in these academic areas as well as opportunities for performance and personal growth.
- Talented and Gifted (TAG): The mission of the Cherry Hill School District TAG program is to address the unique needs of gifted children and provide a risk-free environment with their peers that will encourage intellectual exploration, problem solving strategies, creative thinking, and an open exchange of ideas through a thematic approach. TAG instruction is provided to select students in 3rd, 4th, and 5th grades. All 2nd grade students are tested at the end of the school year to determine entrance into the program. There are three components to the program including one unit in Humanities, one unit in Mathematics, and one unit in Science. Students may gain entrance into one, two, or all three components.



Chorus

The Sharp School Chorus, under the supervision of the vocal music teacher, includes all 5th grade students. The students practice choral selections during their weekly music encore classes and during their weekly choral practice. Select vocalists may also be recommended for participation in the All Cherry Hill Elementary Chorus.



Instrumental Music

Instrumental music lessons are available to any interested student in the 4th and 5th grades. Average musical aptitude and the desire to learn are the only requirements for the program. Instruments may be rented for a nominal fee. Group lessons take place each week. Band and orchestra practices are scheduled for several weeks prior to public performances. Outstanding performers may be recommended for participation in the All Cherry Hill Band, All Cherry Hill Orchestra or the All South Jersey Band. **Dr. Rich Beckman**, our instrumental music teacher, provides all instruction for band and orchestra instruments.



Computer Technology

All students are assigned their own CHPS Chromebook or have access to one while at school. Smartboards and Interactive Flat Panels (IFP) are used in classrooms and the library.



Sharp School Program

The Sharp Learner Profile

The philosophy of our instructional practice, as it directly affects the child, is expressed in a series of desired attributes and traits that characterize students with an international perspective. Taken together, they create a profile of our students. The Sharp Learner Profile attributes are as follows:

- **Inquirers:** Their natural curiosity has been nurtured. They have acquired the skills necessary to conduct purposeful, constructive research. They actively enjoy learning, and their love of learning will be sustained throughout their lives.
- **Thinkers:** They exercise initiative in applying thinking skills critically and creatively to make sound decisions and to solve complex problems.
- **Communicators:** They receive and express ideas and information confidently in more than one language, including the language of mathematical symbols.
- **Risk-takers:** They approach unfamiliar situations without anxiety and have the confidence and independence of spirit to explore new roles, ideas and strategies. They are courageous and articulate in defending those things in which they believe.
- **Knowledgeable:** They have spent time in our schools exploring themes which have global relevance and importance. In doing so, they have acquired a critical mass of significant knowledge.
- **Principled:** They have a sound grasp of the principles of moral reasoning. They have integrity, honesty and sense of fairness and justice.
- **Caring:** They show sensitivity towards the needs and feelings of others. They have a sense of personal commitment to action and service.
- **Open-minded:** They respect the views, values and traditions of other individuals and cultures, and are accustomed to seeking and considering a range of points of view.
- **Well-balanced:** They understand the importance of physical and mental balance and personal well-being.
- **Reflective:** They give thoughtful consideration to their own learning and analyze their personal strengths and weaknesses in a constructive manner.

The Curriculum Model

At the heart of the Sharp philosophy is a commitment to structured inquiry as the leading vehicle for learning. Six units of investigation in science and social studies provide the framework for the exploration of knowledge. Teachers and students interact with these units for exploration and study. In the process, they develop an understanding of important concepts, acquire essential skills and knowledge, develop particular attitudes, and learn to take socially responsible actions.

SKILLS	ATTITUDES		ACTION
What do we want students to be able to do?	What do we want students to feel, value and demonstrate?		How do we want students to act?
Thinking	Acceptance	Curiosity	Reflect
Communication	Appreciation	Empathy	Choose
Social	Commitment/Grit	Enthusiasm	Act

Research	Confidence	Independence	
Self-management	Cooperation	Integrity	
	Creativity	Respect	

Assessment Practices at Sharp

All assessment of student work is carried out by our teachers. Assessment in our school is of two types, each of which has a specific function:

Formative assessment is interwoven with daily learning and helps teachers and students find out what the students already know in order to plan the next stage in learning. Formative assessments and teaching are directly linked; neither can function effectively or purposely without the other.

Summative Assessment happens at the end of the teaching and learning process and gives the students opportunities to demonstrate what they have learned.

Our program promotes the use of a range and balance of school-based assessment and feedback techniques, including parent/student/teacher conferences, writing samples, structured observations, and performance tasks assessed by teachers and by students themselves.

The Sharp Student Portfolio

The Sharp Student Portfolio—a profile of student achievement and accomplishments—is an important mechanism for documenting a student’s educational progress through the curriculum. Teachers and students collaborate on selections for the portfolio, which may contain the following:

- Examples of the student’s work
- Information about any extracurricular achievements or other activities undertaken by the student
- A self-assessment by the student



District Professional Learning Community (PLC) Initiative

The Professional Learning Community model flows from the assumption that the core mission of formal education is not simply to ensure that students are taught but to ensure that they learn. Educators who are building a Professional Learning Community recognize that they must work together to achieve their collective purpose of learning for all. Therefore, they create structures to promote a collaborative culture. Professional Learning Communities judge their effectiveness on the basis of results. Working together to improve student achievement becomes the routine work of everyone in the school. Every teacher team participates in an ongoing process of identifying the current level of student achievement, establishing a goal to improve the current level, working together to achieve that goal, and providing periodic evidence of progress.



Grading System

Student profiles (report cards) are accessible a week after the close of each marking period. You may contact your child’s teacher anytime during the school year regarding his or her progress. Cooperative effort and support between home and school are necessary to ensure your child’s success. The following student profile keys will be used to communicate your child’s progress:

Grades K—5

All grades utilize an electronic standards-based report card. The reporting standards are based on the New Jersey Student Learning Standards (NJSLS) in Language Arts and Math. The following performance level indicators will be used along a developmental continuum.

Performance Level Indicators	
4	Indicates an EXTENDED understanding and application of the skills included in the grade level based on NJSLS for the current reporting period.
3	Indicates an EXPECTED understanding and application of the skills included in the grade level based on NJSLS for the current reporting period.
2	Indicates a DEVELOPING understanding and application of the skills included in the grade level based on NJSLS for the current reporting period.
1	Indicates a MINIMAL understanding and application of the skills included in the grade level based on NJSLS for the current reporting period.
ID	Insufficient data, no grade recorded
NA	Not assessed



Breakfast & Lunch Programs

Breakfast will be available daily from 8:45 AM to 8:55 AM in the All Purpose Room. Walkers and students arriving by car must be at school on time to participate in the school breakfast. However, students arriving late due to their bus, will be able to get breakfast and eat it in a designated location. Breakfast consists of an entrée, fruit or juice, milk, and **cost \$1.75**.

Lunch and Recess hours are from 11:00 AM until 1:00PM:

Grade Level	Lunch Starts	Recess Starts
Kindergarten & 1 st Grade	11:30 AM	11:00 AM
2 nd & 5 th Grades	12:00 PM	11:30 AM
3 rd & 4 th Grades	12:30 PM	12:00 PM

Generally, lunch periods are held in the All Purpose Room (APR) unless it is scheduled for other purposes. In the case of the unavailability of the APR, students eat their lunches in their regular classrooms. Lunch periods are under the supervision of the assigned educational assistants, lunch aides, and the principal.

A complete lunch includes one meat or non-meat entrée, grain, dairy, fruit, and vegetable. Lunch **costs \$3.25**. Cash will not be accepted to purchase meals – please see **PaySchool Central** below. Students may bring their own lunch to school if they wish. Please be reminded that students should not bring any glass containers, sharp eating utensils or any knives in their lunch containers. Lunch services are provided on half-day sessions and delayed openings days. **Most importantly, if for any reason your child forgets his or her lunch, a lunch will be provided that can be paid for at a later date.**

PaySchool Central from Aramark – Computerized Debit Point-of-Sale (POS)

Starting in 22-23, per Cherry Hill Central Administration, elementary schools are cashless for meals. Payment can be made by either a check or PaySchool Central. Checks are payable to “Aramark” – Please include the following on the check’s sealed envelope -- your student’s name, ID number, and food service. The check and envelope will be sent to the main office. To sign up for PaySchool Central, log onto Sharp’s website, Sharp.chclc.org > Parent Information > Online Meal Payment. For more information, please contact Aramark, our food service provider at (856) 424-2316.

The POS debit system allows parent(s)/guardian(s) to prepay your child’s breakfast, lunch and/or a la carte purchases, for a week, a month or even a year. Your payment will be deposited into your child’s debit account and all purchases will be deducted from this account when his or her personalized PIN number is used. The debit system decreases the need for students to make daily cash payments, thus increasing the speed and flow of the lunch lines. Please note that if your child receives a free breakfast or lunch, the system provides complete confidentiality using their PIN number. When your child buys breakfast or lunch on a regular basis, infrequently or simply makes a la carte purchases, the system can be used. The POS system will allow students to charge a meal if lunch is forgotten. Cash purchases outside of the debit system are not allowed.



Field Trips

Field trips are planned to enrich or to enhance the programs presented in the classrooms. Generally, each grade level plans one trip per year. Parent(s)/guardian(s) are notified in advance and are asked to contribute towards admission and/or the cost of the bus. A specified number of parent volunteers are recruited by the classroom teacher or head room parent. Each volunteer is needed to accompany the class on the bus and to fulfill specific responsibilities for student safety and supervision. If needed, the school nurse or another certified nurse will attend the trip. Only designated parent chaperones, without siblings, are to attend the class trip. All students must ride the bus to and from field trip destinations. If your child requires medication or has specific medical needs, please contact Mrs. Marci Shapiro Goldman, School Nurse at (856) 424-1550 option 2 or email her at mshapirogoldman@chclc.org. Teachers may not administer medications.



School /Home Communication

Parent/guardian and school communication is vital to the educational success and experience of your child. Together we form a team which focuses on your child’s academic, social, emotional, and behavioral growth. You are invited to contact your child’s teacher or any other staff members should you have any questions or concerns. Teachers may be emailed via the Sharp School website at sharp.chclc.org. You may email Mr. Ric Miscioscia, Principal, at rmiscioscia@chclc.org or telephone (856) 424-1550. Extensive information regarding our school operations is available on the principal’s eBoard via the Sharp School website. Additionally, school/home communication takes place through the following ways:

- Scheduled parent/student/teacher conferences
- Progress reports
- Student profile reports (report cards)
- Notes in student planners
- Telephone calls

- Twitter Account -- @SharpBulldogs
- Email messages
- The Sharp School website at sharp.chclc.org
- The Cherry Hill Public School District website at www.chclc.org
- Staff eBoards
- Postings on the main entrance doors and throughout the building
- PTA meetings
- PTA Remind Information Service
- Other types of school and district presented informational programs
- Letters
- Informational packets
- Blackboard messages



Lost and Found

All unclaimed articles found in school or on the school grounds are stored in the “lost and found” area located near the rear exit doors leading to the playground. Unclaimed clothing items are hung on clothes racks in the same location. Unclaimed hats, gloves, shirts, lunch boxes, sports equipment, and other miscellaneous items are stored in separately identified boxes to make the search process easier. Money, eyeglasses, keys, jewelry, and other small items are held in the main office. **Please label your child’s name in all jackets, backpacks, water bottles, lunch bags, and any other personal items!** It is recommended that students do not bring valuables or irreplaceable items to school. The school cannot be responsible for items that are lost, damaged or otherwise missing.



Class Parties and Student Birthday Celebrations

Throughout the school year, classes have opportunities to celebrate various occasions. However, class parties are limited to the events listed below. Pictures are not allowed to be taken.

- Halloween parade and parties
- December holiday parties
- End-of-year parties

Teachers also allow students to send in non-edible valentines for each member of the class on Valentine’s Day. Birthdays are normally acknowledged in the classroom; however, formal birthday parties are not held. **Food and/or party favors are not permitted in the classroom for birthdays. To avoid hurt feelings, invitations to private parties will not be distributed on school grounds.**



Student Dress

At Sharp School, it is our aim as educators to help in establishing and maintaining high expectations and standards in all areas including the area of student dress. Acceptable and appropriate dress is often dictated by personal and community standards and tastes. Also, current fashion trends often influence the particular clothes that children wear. The most sensible guideline for parent(s)/guardian(s) to employ is that your child should always be neat, clean, and dressed appropriately for the school setting and the

weather conditions. Any type of clothing that is extreme or distracting should be considered inappropriate.

Parent(s)/guardian(s) should advise their children that certain clothing is in poor taste for the school setting. **If there is any question in your mind about a particular type of clothing, more than likely it should not be worn to school.**

On days that your child has physical education (PE), please have him or her wear clothing that can be easily cared for if soiled during PE class. Appropriate gym shoes should be worn. On Fridays, our students are encouraged to show their school spirit by wearing Sharp Spiritwear or clothing in our school colors, black and gold.

Finally, hats, caps, and bandannas are not to be worn in the building. They may be worn to and from school and during recess. **For safety purposes, open back sandals and flip flops are not allowed.** In our experience, far too many students have been injured wearing these types of footwear while running on the playground, climbing the playground equipment, climbing stairs, and entering and exiting buses.



Items Not Permitted in School

Students in Sharp School are NOT allowed to bring the following items to school:

- Electronic games
- Digital music technology
- Dangerous items such as razors, pen knives, matches, sharp/pointy object, can openers, etc. Knives should NOT be sent to school in lunch bags for cutting or spreading food.
- Items that are brought to school for the purpose of selling them to teachers and other students
- Trading or game cards of any type (i.e. Pokémon cards)
- Scooters, skateboards or any motorized vehicle
- Glass containers
- Any other items that common sense would deem as inappropriate in school

Footballs, basketballs, and soccer balls may be brought to school to be used during recess. However, the use of these balls during other parts of the school day including AM arrival is strictly forbidden. The student's name should be clearly written in large letters in permanent marker on any balls brought to school.



Discipline Policy

The goal of Sharp School's disciplinary measures is to develop individual self-control and to allow every student an optimal educational setting free of distractions. Students should feel comfortable coming to school! Students do not have the right to interfere with the academic, social, and emotional growth of other students. All rules and regulations are developed and enforced with these thoughts in mind. School rules apply on school grounds, going to and coming from school, during school sponsored evening activities, during field trips and, on the buses.

At Sharp School, we promote the Sharp Attitudes. In particular, the following attitudes are important so that students behave in a responsible manner. Students should show integrity, being honest to themselves and others; show empathy, putting themselves in someone else's shoes; show respect, being polite and kind to yourself and others; show cooperation, working together and showing acceptance of others.

Finally, teachers have the authority and responsibility to maintain discipline in the classroom that is consistent with district and school policies. Classroom rules and procedures are established, announced, reinforced, and maintained throughout the school year. Habitual or serious disciplinary issues will be referred to the principal's office. In such cases, appropriate actions, in conjunction with the student's parent/guardian will be taken. In general, if the principal speaks to a student for any type of significant behavioral situation, the parent/guardian will be contacted via a telephone call. More serious issues may result in a required parent meeting at school with the principal as well as other sanctions.

Access to a district-wide Elementary School Code of Conduct is posted at the beginning of the school year on the district website for you to review.



Parent—Teacher Association (PTA)

Sharp School enjoys the benefits and advantages of an active and positive PTA. The organization sponsors many interesting and worthwhile activities and programs throughout the school year. The PTA often represents the community in providing input toward our school program. The advice, opinions, and general support are an invaluable asset to our school. All parents and guardians are encouraged to become active members of the PTA. A membership drive is held at the beginning of the school year. Our PTA president is Mrs. Emily Bubel. Her email is sharpptapresident@gmail.com



Recess

Students will have approximately twenty-five (25) minutes of recess on a daily basis:

Grade Level	Recess Starts	Lunch Starts
Kindergarten & 1 st Grade	11:00 AM	11:30 AM
2 nd & 5 th Grades	11:30 AM	12:00 PM
3 rd & 4 th Grades	12:00 PM	12:30 PM

Most often, recess is held outside in the rear of the school building; therefore, students should dress in accordance with the weather. Educational assistants and aides provide supervision and monitor student behavior. Please encourage your children to respect the adults in charge of supervision and to respect their fellow students. They should remember to treat other students like they would like to be treated themselves (Sharp attitude—empathy). As well, students should be caring by showing compassion and concern for others (Sharp learner profile attribute—caring). During times of extreme inclement weather, indoor recess is held in classrooms. Appropriate indoor games and activities are provided under full educational assistant supervision.



Bathrooms/Lavatories

All students have the right to use clean, safe, and private toilet facilities. Therefore, students must adhere to the following guidelines:

- Flush toilets, flush urinals, wash hands, dry hands and throw away used paper in the trash cans. If paper towels run out, warm air hand dryers are available for use.
- Students must dry their hands to ensure that the floors remain dry to avoid slip hazards
- Respect the privacy of other students by not peeking into stalls
- Respect the facilities by not hanging on doors or climbing on sinks or toilets
- Refrain from loitering
- Refrain from writing or marking any walls or other surfaces
- Refrain from throwing wet paper towels at the ceiling or walls

Cleanliness and neatness are most important!



Safety Patrol

The Safety Patrol is made up of students under the direction of Mr. RJ Thomas. The safety patrol assists adults in maintaining safe and orderly procedures for students going to and from school, on buses, and in the corridors during dismissal. Please encourage your children to follow their direction and to cooperate with them.



Affirmative Action and Section 504 of the Rehabilitation Act of 1973

The Affirmative Action Office for the Joseph D. Sharp Elementary School is Miss Jacqueline Sleeth. She may be contacted at (856) 424-1550 or email her at jsleeth@chclc.org.

Inquiries regarding compliance may be directed to:

LaCoyya Weathington

District Affirmative Action Officer

lweathington@chclc.org

Central Administration – Malberg Building

45 Ranoldo Terrace

Cherry Hill, N.J. 08034

(856) 429-5600 x4431

As required by Section 504 of the Rehabilitation Act of 1973, it is the policy of the Cherry Hill School District not to discriminate on the basis of a handicap in admission or access to, or treatment or employment in, its program and activities. Inquiries regarding compliance may be directed to:

Shavonne Carter

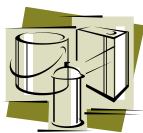
District 504 Officer

Central Administration – Malberg Building

45 Ranoldo Terrace

Cherry Hill, N.J. 08034

(856) 429-5600 x4413



Right to Know

As required by Act L. 1983, C315, NJSA 34:5A-1 et seq., guidelines have been established to identify and monitor any hazardous substances in the workplace. Any questions regarding the Worker and Community Right to Know Act may be directed to **Mr. Ed Perrino, Head Custodian** at 424-1550 x7782 or email at eperrino@chclc.org



Cherry Hill School District

Joseph D. Sharp Elementary School

Cherry Hill Public Schools' Board of Education Policies and Procedures can be accessed at the district website: <http://www.chclc.org>

1. On the top, left side of the opening page click on **Our District**
2. Click on **Policies and Procedures**

More specifically, please refer the following policies:

- Policy 2224—Equal Opportunity/Non-discrimination/Harassment
- Policy GAEA—Sexual Harassment of Employee/Students
- Policy 4111.3/4211.3—Employment Protection—Whistleblower Act
- Policy 3517—Electronic Surveillance
- Policy 6142.12—Acceptable Use of the Internet
- Policy 6141.2—The Use of Cultural, Ethnic, or Religious Themes in our Educational Program
- Policy 5131—Conduct and Discipline
- Procedure D-8: Substance Abuse
- Procedure S-12: Suicide Behaviors
- Policy 5145.1—Student Surveys and School-Based Research
- Annual Notification of Rights Under The Protection of Pupil Rights Amendment (PPRA)