

**EAST ORANGE SCHOOL DISTRICT**  
**DIONNE WARWICK INSTITUTE**  
120 Central Avenue  
East Orange, New Jersey 07018  
Phone (973) 266-5930 Fax (973) 266-5935  
<http://warwick.eastorange.schoolfusion.us/>  
*Proud Member of "The Leader in Me" Schools*

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[kevin.west@eastorange.k12.nj.us](mailto:kevin.west@eastorange.k12.nj.us)  
**Principal**  
Flore-Nadeige B. Lovett  
**Assistant Principal**  
Kevin G. Williams

August 15, 2017

Dear Parents/Guardians:

On behalf of the staff, I welcome you and your family to a new year at Dionne Warwick Institute! We are very excited to work with you to develop your child's full potential as we engage students in leadership and life skills that are aligned with the state standards and expectations. Our mission is to "provide a safe environment where each scholar will apply the habits of a highly effective leader resulting in academic achievement."

Our 2017-2018 school wide theme is "Great Habits Make Great Leaders". As a proud member of *The Leader in Me* schools, the entire school community will be developing our leadership skills, throughout the year, using *The Leader in Me* Leadership Guide. We all have important strengths to share and we will be learning about ways to develop and share those strengths. Part of *The Leader in Me* involves learning about *The 7 Habits of Happy Kids*. From time to time, your child will bring home assignments or have questions about leadership. As an important part of our school community, you are encouraged to make the best use of these opportunities and look for ways to apply the skills at home. To learn more, visit [www.theleaderinme.org](http://www.theleaderinme.org).

School begins on **Thursday, September 7, promptly at 8:30 a.m.** and ends at 2:50 p.m. for Pre K students. Pre K through grade 2 breakfast is served in the cafeteria. However, Pre K and K students must not arrive to school prior to 8:00 a.m. to ensure that there is adequate supervision in the cafeteria for safety reasons.

Grades 1 – 5<sup>th</sup> grade students, who would like to eat breakfast, may do so beginning at 7:30 a.m. School begins at 8:30 a.m. and ends at 2:55 p.m. No breakfast will be served after 8:15 a.m. Students in grades 3-5 will have breakfast in their classroom and should report directly to their homeroom after 8 a.m. Please note that there is no before care or after care provided by the school. However, Seasons of Learning afterschool program will be housed at Warwick Institute and you are invited to enroll your child at the start of the school year. Attached is a flyer for your convenience.

On the first day of school, providing weather permits, students are to line up on the playground with their assigned teacher. Teachers will stand in the appropriate spot with a poster displaying their name and grade. Students may also look for their names on the appropriate grade level poster that will be posted on the door as they enter the building from the playground, near the cafeteria. All students, who are assigned to Warwick Institute, should be listed indicating who their teacher is for the 2017-2018 year. In the event of inclement weather, grades Pre-K, K, 1 & 2 will assemble in the cafeteria and grades 3, 4 and 5 will assemble in the gymnasium at 8:15 a.m. Additional staff members will be strategically placed throughout the building and on the playground to provide assistance to students and parents. Please do not enter the building from Central Ave.

After the first two days of school parents are asked not to enter the building for drop off as we seek to encourage students be independent. Supervision is available to ensure that your child arrives to class safely. Drop off parking is available in a designated area on the playground. Please adhere to the barriers and drive slowly to keep the path safe for our student walkers. Street parking is limited and all cars parked illegally will be ticketed. If you must enter the building for assistance, please enter through the main entrance and sign in upon arrival.

- Students in grades **Pre K, K and Grade 2** will be dismissed from the cafeteria. Parents must enter and exit from S. Maple Ave or the playground entrance only. No parents will be permitted throughout the building during dismissal.
- Students in **Grade 1** will be dismissed from classroom exits off the playground. Homerooms 47 and 44 will be dismissed from room 39. Homerooms 45 and 48 will be dismissed from room 40. All grade 1 parents should enter those doors directly from the playground.
- Students in **Homerooms 7, 8 & 9 and Grade 4** will be dismissed from Exit 3 near the Lukoil gas station.
- Students in **Homerooms 3, 4 & 11 and Grade 5** will be dismissed from Exit 1 on S. Maple Avenue.
- It is important that parents make arrangements to pick up their child on time. Late students will be located in the cafeteria after 3:10 p.m.
- Bus students will be dismissed from the gymnasium.

As you are aware, our goal is to emphasize academic achievement. Research reveals that parents, students and community members who support wearing uniforms place learning and educational achievements as their priority. It is our expectation that our students are proactive about their education and come to school ready to learn. Bullying and teasing will not be tolerated. If all of the students are dressed in uniform, clothes do not become a concern. Additionally, with gang activity in our community and children getting involved in gangs at a very young age, it is in our best interest to send the correct messages to our children and to the community at large. Dionne Warwick Institute has been and continues to be a gang free school. Our goal is to maintain 100% of our students in uniform demonstrating that they are about the business of learning and excelling.

- Boys Uniform: forest green pants, pastel yellow shirts and black shoes.
- Girls Uniform: forest green skirts, pants or jumpers with a pastel yellow blouse and black flat shoes.
- Physical Education Uniform: forest green sweat suits or green gym shorts and green tee shirts with sneakers.

***Uniforms are to be worn MONDAY - FRIDAY, except on your child's scheduled physical education day. No exceptions.***  
Uniforms may be purchased at the following locations:

- Today's Kids, 258 Main Street, Orange, NJ (973) 678-0910
- The Uniform Shop at Kids Place, 311 Ferry Street, Newark, NJ

The school will provide general supplies. However, students are required to have a book bag and extra pencils daily. Headphones or ear buds are also required for all students. Students in grades 3-5 will each have a laptop to work with, daily, in school. Students in grades PK-2 will use laptops and iPads in small groups throughout the day. ***If possible, we encourage parents to purchase a tablet or laptop for your child to access at home so that students can make use of the learning websites, purchased to support academic growth, as part of their nightly homework.***

Your active participation in the school is very important to us. We are looking for parents to join our PTO. Please see the attached to join our PTO. Also, "Like" our school Facebook page, *Dionne Warwick Institute (formerly Lincoln School)*, our PTO Facebook page, *Dionne Warwick Institute School PTO* and sign up for ClassDojo for information and events, as well as, the school website, <http://warwick.eastorange.schoolfusion.us>. We are paperless will continue to utilize ClassDojo, FOCUS and the School Messenger system throughout the school year in order to keep you informed of important events; therefore, it is imperative that we have a working number and email at all times. If you have not already done so, please sign up on the parent portal via the district website.

***Save the Date: Back to school night is September 28, 2017 at 6:30 p.m.***

Please feel free to visit the school, call, or email me at [f.lovett@eastorange.k12.nj.us](mailto:f.lovett@eastorange.k12.nj.us) if you have any questions, comments, or concerns. We look forward to working with you and your child during the 2017-2018 academic year. Enjoy the remaining days of the summer vacation and we will see you on September 7<sup>th</sup>!

Sincerely,



Flore-Nadeige B. Lovett, Principal

Attachment

*"Developing Leaders One Student at a Time"*