



# Berkley Street School

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Dr. Caridad Chrisomalis, Principal

Patricia Policastro, Vice Principal

August 29, 2023

Dear Berkley Street School Families,

Welcome to the 2023-2024 school year! We are very much looking forward to welcoming our students, families, faculty, and staff after what we hope has been a happy, healthy, and joyful summer. Below you will find important information regarding the first days of school. Please take the time to read it carefully. Your cooperation will help us make the transition back from vacation a smooth one for all.

I would like to begin by thanking the fabulous Parent Teacher Organization for the outdoor planters they installed and the beautiful mums they donated and planted this week in preparation for the opening of school.

This summer we welcomed Mrs. Diane Portante to the main office staff. As seasoned professionals Mrs. Tantsits and Mrs. Portante were able to quickly become an efficient team, handling the many demands of the main office each day in an effective manner. From student registration to distribution of teaching materials, they handled all matters that came their way with a smile and the can-do attitude that is Berkley's hallmark. Having worked closely with Lisa and Diane this summer, I am confident that our main office will continue to be the warm, welcoming, friendly, and efficient hub we depend upon throughout the year.

As always, George Penagos and his crew did an outstanding job cleaning, painting, polishing, and preparing every room, hallway, and corner. George's commitment to excellence and to Berkley Street School is evident throughout the building and I feel truly blessed to call him one of our own.

In addition, many district staff members from the Technology Department, Buildings & Grounds, the Business Office, and the Superintendent's Office made important contributions to our preparations for this academic year.

To all of these dedicated professionals I extend my sincere gratitude for their hard work, support, and dedication to Berkley Street School. I would also like to extend a very personal and heartfelt thank you for the many ways each one helped me transition back to beautiful Berkley Street School.

### First Day of School Information

- The first day of school is Wednesday, September 6.
- First day of AM Knight Care
- This will be a short session for all students
  - Doors open at 8:15 a.m.
  - Homeroom begins at 8:25 a.m.
  - Students are dismissed at 12:35 p.m.
    - K-2 students from their classroom exterior doors
    - Grades 3-5 from the gym doors
- No lunches will be served. (*Hot lunch begins on Monday, September 18*)
- Pack a healthy snack! (And as you prepare snacks this year, please remember that our classrooms are nut-free. The lunchroom is **NOT** nut-free)

### Daily Schedule

- Doors open for K-5 students at 8:15 a.m.
- Homeroom for K-5 begins at 8:25 a.m.
- K-5 Late Bell: 8:30 a.m.
- All doors are closed and locked at 8:35 a.m. Students reporting after that time must use the main entrance and receive a late slip from the front office.
- K-5 Dismissal: 3:10 p.m.

### Entrances

- Kindergarten, 1st and 2nd grades - Main Entrance door
- Grades 3-5 - Gymnasium Entrance door

### Morning Drop-off Procedures

- **If you wish to walk your child up to the school:**
  - Please park on Berkley or Linden Streets. Please **do not** pull into the front circle or park in the faculty parking lot
  - Always walk on the sidewalks and refrain from crossing between cars
- **If you wish to drop your child off at school:**
  - Enter the circle and pull up to the curb as far down towards the Gymnasium entrance as possible
  - Remain in your car at all times
  - Staff will be present to assist your child as they exit the car on the curbside only
  - Once your child has exited the car, please wait until you are directed to exit the circle. **Please do NOT pull out of your spot to pass another car**
  - Drive 5 MPH in the circle to ensure the safety of all

## Dismissal/ Student Pick-up Procedures

- Be sure to complete the [Dismissal Form](#) before September 6 to ensure a smooth pick up on the first day of school.
- Students are dismissed directly from their exterior classroom door.
- If you drive to school to pick up your child, please park on Berkley Street or Linden Street **Please do NOT pull into the front circle or any school parking lot**
- Students not picked up by 3:15 p.m. will wait in our main office with a staff member. After 3:15 p.m. you must come to the front entrance to pick up your child

### **Important Upcoming Dates (Please note some dates have changed)**

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|----------------------|--|
| <b>September 5:</b>  | Sneak-a-Peek <ul style="list-style-type: none"><li>● Please enter through the main entrance</li><li>● K-2 - 1:30 p.m. - 2:00 p.m.</li><li>● 3-5 - 2:00 p.m. - 2:30 p.m.</li></ul>  |
| <b>September 7:</b>  | Half Day for Students (8:25 a.m. – 12:35 p.m.) <ul style="list-style-type: none"><li>● No lunches will be served. (<i>Hot lunch begins on Monday, September 18</i>).</li></ul>   |
| <b>September 8:</b>  | First Full Day for Students (8:25 a.m.– 3:10 p.m.). <ul style="list-style-type: none"><li>● First Day of PM Knight Care</li><li>● <b>All students must bring lunch from home on this day and until September 15.</b></li></ul> |
| <b>September 13:</b> | Back to School Night (6:00 p.m. - 8:00 p.m.)   |
| <b>September 18:</b> | First Day of School Lunch Program ( <b>Money due Tuesday, 9/12</b> )   |
| <b>September 25:</b> | School Closed (Yom Kippur)   |

Please continue to check our website for more information and updates:  
[www.nmps.d.org/berkley](http://www.nmps.d.org/berkley).

Warmest regards,

*Cary Chrisomalis*

Cary Chrisomalis, Principal