

LENAPE VALLEY REGIONAL HIGH SCHOOL

28 SPARTA ROAD, STANHOPE, N.J. 07874

Telephone: (973) 347-7600

PAUL M. DIRUPO
Superintendent

THOMAS CLAEYS, Jr.
Principal

DOUGLAS REYNOLDS
Assistant Principal

August 3, 2020

Dear Lenape Students and Families,

On behalf of the administration, faculty, and staff, I want to welcome you to Lenape Valley Regional High School. We encourage all families and students to become familiar with the school website: www.lvhs.org. Our website is the hub of real-time information to help you better assimilate with our programs here at the school. Enclosed are a few items to prepare for the upcoming school year.

For the 2020-2021 school-year, we will reopen under the extraordinary circumstances of the COVID-19 crisis. Until we can resume normal operations, there will be: limitations to on-campus instruction, busing, and extracurricular activities, observing social distancing considerations, and increased cleaning protocols. We will have an abbreviated schedule as detailed in our July 23, 2020 COVID-19 email and the Lenape Valley Reopening Plan 2020 (both of which can be found on our website), and all persons will be required to submit a daily COVID-19 questionnaire and wear masks both while in school and on buses. *Persons who do not comply will not be admitted into or sent home from the school, and on buses will be barred from services, needing to arrange transportation to and from school.* As guidelines from authorities that impact the school day change, we will notify families as soon as possible.

For our new students, we will hold orientation days where you will have the opportunity to explore the school, but also to pick up your Chromebook and activate your Lenape Valley network account (this initialization must take place on campus). The incorporation of technology via electronic devices has been an integral part of our instructional program for many years, but because of the unusual start to 2020-2021, and the uncertainties that may cause a wholly remote learning situation with little warning, the activation of the Chromebooks will be vital. Our tentative orientation dates are:

Tuesday, August 18, students with last names beginning with A through L 9:00am - 11:00am.

Tuesday, August 18, students with last names beginning with M through Z 1:00pm - 2:30pm.

Wednesday, August 19, students with last names beginning with M through Z 9:00am - 11:00am.

Wednesday, August 19, students with last names beginning with A through L 1:00pm - 2:30pm.

These dates are contingent on the available supply of Chromebooks and are subject to change. In that case, families will be notified by email and the Honeywell Instant Alert System.

THE FIRST DAY OF SCHOOL: School is scheduled to open on Wednesday, August 26, 2020. The full-year 2020-2021 BOE approved school calendar is on the website. Our staff has been working tirelessly to open our school as scheduled. Our circumstances are hardly unique as other schools are also taking extraordinary measures to reopen. Supplies and materials are dear (most notably Chromebooks and other technology devices

critical to remote instruction) and deliveries have been cancelled due to unavailable inventory. I want our families to know that, as in every summer, we placed our orders with our vendors and anticipate timely deliveries. However, I want to reiterate what our superintendent stated in his message of July 30, “. . . we can only reopen our doors if all of the necessary and required items are ready to go on August 26, 2020.” Any change to the reopening date will be made as soon as possible.

BUSING:

Once determined, your child’s bus schedule is readily available on the Genesis Parent Portal at the bottom of the Summary tab.

FORMS: ONLY the following Athletic form needs to be printed and returned to the school by August 28th.

- Athletic Preparticipation Forms (Medical Forms) for students who wish to participate in sports must print the form found at the link below to our Main Office or drop box in our vestibule after being signed by their physician. https://drive.google.com/file/d/19pEsX1Oyn9nUDgLuZtha8erXxr_664C9/view

Then, as a way to transition to a less-paper environment, the following electronic signatures are being collected through your Genesis Parent Portal. Genesis is the key to your students grades, class schedule, forms, and documents.

- Annual Athletic Form
- Fall Sports Registration
- Academic Eligibility
- Photo Permission - Identifying Information Form
- Children’s Internet Protection Act (CIPA)
 - Communications Systems Responsibility Contract
 - Parent or Guardian Network Responsibility Contract
- Behavioral Expectations as noted in the Code of Conduct of the Student Handbook
- Military Opt-Out
- Chronic Absenteeism
- School Provided Chromebook Program Guide - 9th graders and new students only
- Random Drug Testing Form
- Free and Reduced Lunch Application
 - New for the 2020-21 school year, this application will be completed in the Genesis Parent Portal. If you need a paper copy, please contact mmadonna@lvhs.org

Should you require paper copies of any of the above, please contact the school.

The district utilizes the **Honeywell Instant Alert System** to notify parents of school events and emergency closings. Parents are asked to please sign-in and verify your contact information in the Honeywell System. Additional instructions are provided on pages 4 and 5.

<https://instantalert.honeywell.com/Login.aspx?MSW=1920>

I invite you to explore our Guidance Department’s webpage at the link below to review our Course of Studies Guide that contains academic requirements and for Guidance services.

https://232ff089-22d4-48fb-a2dd-355621e645f3.filesusr.com/ugd/4df1ea_fd1a4e848fc44b00bedb5d2767a29c99.pdf

OTHER ITEMS

Each year the administration at Lenape Valley reviews with the student body the Code of Conduct. Lenape Valley Regional High School along with all schools across New Jersey continues to adhere to a strict state mandated Harassment, Intimidation, and Bullying policy. Presentations to students this year will address the seriousness of this topic. The Student Handbook for 2020-2021 can be found on the link below:

<https://www.lvhs.org/cms/lib/NJ01912766/Centricity/Domain/314/Lenape%20Valley%20Regional%20High%20School%20Handbook%202020-21.pdf>

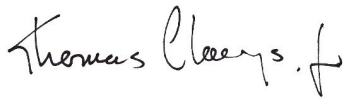
Underclass pictures will be taken for Cohort A on Thursday, September 10 and Cohort B on Friday, September 11 during Physical Education classes (families who have opted for remote instruction can make arrangements to submit a photograph by email; after opening, separate email will detail this process). These photos will be used in the yearbook, thus appropriate attire is required. Students will receive picture packet information should you desire to purchase pictures.

Included in the packet for your review is the AHERA Inspection Letter and Annual Integrated Pest Management Notice.

For all of our driving students, please review the letter regarding the 2020-2021 Campus parking permit application process on page 8.

Everyone at Lenape Valley Regional High School looks forward to welcoming you back to what is sure to be a successful school year.

Sincerely,

A handwritten signature in cursive script that reads "Thomas Claeys, Jr." with a stylized flourish at the end.

Thomas Claeys, Jr., Principal

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RE: Instant Alert Notification and Communications

Dear Parents,

Keeping parents informed and involved helps to assure student safety and improve student success. With today's on-the-go lifestyles, it has become more difficult for schools to reach families quickly and effectively. This is why our school has decided to implement the Honeywell Instant Alert[®] for Schools.

Instant Alert for Schools is an essential tool for notification and communication. Within minutes of an emergency, school officials can use Instant Alert to deliver a single, clear message to the students' parents or guardians by telephone, cell phone, e-mail, pager or PDA in any combination. Instant Alert can also be used to notify you of a school closing due to inclement weather.

Instant Alert is internet-based, allowing each family to maintain a secure, password protected online profile. Included in this letter is an instruction sheet for accessing the system and creating your profile. You can log into your profile at any time to update your contact information. Maintaining the accuracy of your profile will increase the ability of the school to keep you informed.

Your online profile will enable you to:

- Input your personal contact information
- Select which type of school information you would like to receive on each of your contact devices
- Add contact information of other caretakers of your children, such as a grandparent or neighbor
- View the alerts that have been sent to you in the past

The system is ready for you to use at this link <https://instantalert.honeywell.com/Login.aspx?MSW=1920> or at www.lvhs.org located under the **Resources** tab and select **For Parents**. We encourage all of you to take advantage of this opportunity, as we will be utilizing this system for most of our school-to-home communication. To ensure parent contact information is set up to your satisfaction, the week of August 31, we plan on testing the system to remind parents about our Back to School presentation scheduled for September 3, 2020 at 7:00 PM. Please complete your personal Honeywell Instant Alert profile prior to August 26, 2020.

If you need assistance with your profile, please go to <https://instantalert.honeywell.com> and click on the **Help Request** link on the lower right hand side of the page, or contact the school at 973-347-7600 ext. 5140. Be sure to set your e-mail spam filter to receive e-mail from Honeywell.com. If you do not have access to a computer, please feel free to come to the school to use our facilities.

Sincerely,



Thomas Claeys, Jr., Principal

Honeywell Instant Alert for Schools Parent User Interface

Website URL: <https://instantalert.honeywell.com>

Minimum Requirements

Register and create your account

1. Go to the Honeywell Instant Alert for Schools website listed above.
2. If you are not a staff member in the school, click on 'Parent' in the New User box.
3. If you are a staff member in the school, click on 'School Staff' in the New User box.
4. Complete the student information form. Click 'Submit.'
5. Complete the corresponding screen. Click 'Submit.'
6. After receiving the Confirmation message, click 'Proceed' to get started with Instant Alert.
7. *Note:* Remember your Login Name and Password so you may use it to update your profile.

View and check details about yourself and your family members

1. Upon successful login, click on 'My Family.'
2. Click on a parent name to view and edit parent details.
3. Click on a student name to view details about your children enrolled in this school.

Configure alert settings for yourself

1. Click on 'Alert Setup.'
 2. Click on the check boxes to select which alert type you would like to have sent to which device. Click on 'Save' when complete.
 3. If you would like to add another contact device, select the device type and enter the device details. Select the person to whom the device belongs and click on 'Add.'
 4. For e-mail, text messaging and pagers you may send yourself a test message. Click on 'Send Test Message' to send yourself a message.
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Additional Functions

View History of Alerts

Click on 'Alert History' to view Alerts that have been sent to you. Use the calendar icons and 'Alert Type' list to filter the Alerts.

Identify key contacts for your children

1. Click on 'Other Contacts.'
2. Click on 'Add New Contact' and complete the form.
3. Click on the 'Pick Up Rights' check box if you wish to allow this person the right to pick up your child from school. This person's name will appear on a report for the school.
4. Click on 'Save' when complete.
5. If you would like this person to receive Alerts from the school, return to the 'Alert Setup' page to configure this person's alert settings.

For Assistance: <https://instantalert.honeywell.com>

Click on the **Help Request** link in the lower right hand side of the page

Be sure to set your e-mail spam filter to receive e-mail from Honeywell.com.

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August 3, 2020

Dear Parents,

This letter is being provided to you as a part of the requirements of the Federal "Asbestos Hazardous Emergency Response Act" (AHERA) legislation.

Lenape Valley Regional High School District has conducted an AHERA Inspection and has developed a Management Plan for Asbestos-Containing Materials.

On February 1, 2010, a required Surveillance Inspection of the Lenape Valley Regional High School District was conducted. The results of this inspection confirmed that these materials do not pose any immediate threat and will not in the foreseeable future as long as they continue to be properly maintained.

The Inspection and Management Report are on file in the office of the Assistant Superintendent for Business and are available to anyone for their inspection.

Please be assured that the Lenape Valley Regional High School District administration treats the various environmental issues seriously and will continue to take every reasonable effort to provide all of the building occupants with a healthful workplace.

Sincerely,



Thomas Claeys, Jr., Principal

Annual Integrated Pest Management Notice For School Year 2020 - 2021



Dear Parent, Guardian, or Staff Member:

This notice is being distributed to comply with the New Jersey School Integrated Pest Management Act. Lenape Valley Regional High School has adopted an Integrated Pest Management (IPM) Policy and has implemented an IPM Plan to comply with this law. IPM is a holistic, preventive approach to managing pests that is explained further in the school's IPM Policy.

All schools in New Jersey are required to have an Integrated Pest Management Coordinator (IPM Coordinator) to oversee all activities related to IPM and pesticide use at the school.

The IPM Coordinator Lenape Valley Regional High School is:

Mr. Frank Kopich
28 Sparta Road
Stanhope, NJ 07874
973-347-7600 ext. 5119
fkopich@lvhs.org

The IPM Coordinator maintains the pesticide product label, and the Material Safety Data Sheet (MSDS) (when one is available), of each pesticide product that may be used on school property. The label and the MSDS are available for review by a parent, guardian, staff member, or student attending the school. Also, the IPM Coordinator is available to parents, guardians, and staff members for information and to discuss comments about IPM activities and pesticide use at the school.

As part of a school pest management plan Lenape Valley Regional High School may use pesticides to control pests. The United States Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (DEP) register pesticides to determine that the use of a pesticide in accordance with instructions printed on the label does not pose an unreasonable risk to human health and the environment. Nevertheless, the EPA and the DEP cannot guarantee that registered pesticides do not pose any risk to human health, thus unnecessary exposure to pesticides should be avoided. The EPA has issued the statement that where possible, persons who are potentially sensitive, such as pregnant women, infants and children, should avoid unnecessary pesticide exposure.

A copy of the school district's IPM policy via the link below:

<https://www.straussesmay.com/seportal/Public/DistrictPolicy.aspx?policyid=7422&search=integrated+pest+management&id=9e324b2f14c74bb6b74fb89957473e62>

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August 3, 2020

Dear Driving Students and Families,

We hope everyone is enjoying their summer. Below please find information regarding student parking for the 2020-21 school year.

In order to park a vehicle in the student lot the following information must be provided

- Completed Parking Permit Application
- Random Drug Testing Form
- Copy of Driver's License, Insurance, Registration and Share The Keys certificate.*

Please complete the **Parking Permit Application** and **Random Drug Testing form** on your Genesis parent portal; the link is below.

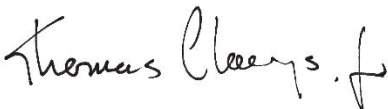
<https://parents.genesisedu.com/lenapevalley/sis/view?gohome=true>

* Until LVR can return to normal operations, the Share the Keys requirement is suspended. HOWEVER, once school fully reopens, students without a Share the Keys certificate will need to take part in the first scheduled Share the Key Program to maintain their parking status. Students will be notified of the next session.

Please send a .PDF or photo copy of the student's valid New Jersey driver's license, current registration and insurance card for the vehicle that will park on the LVR campus to parking@lvhs.org.

Once approved, your parking status will be visible in your Genesis account. You will be notified when you can pick up your parking decal in the Main Office. The parking decal is to be affixed to the rear, driver's side window of your vehicle before parking in the student lot. Please note that the Stanhope Borough Police patrol the campus parking lots independently of the school, and vehicles without parking permits will be ticketed.

Sincerest wishes for safety,



Thomas Claeys, Jr., Principal