

ACADEMY LEARNING CENTER

THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY

145 Pergola Avenue, Monroe Township, N.J. 08831

Erik R. Solberg, Ph.D., BCBA-D
Principal



Phone: (732) 605-9100
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Stacy L. Rieger, M.A.T., BCBA
Vice Principal

Dear Parents/Guardians,

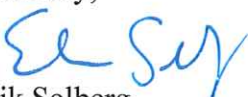
Welcome to the 2019-20 School Year! Please complete the attached forms and return them to school. This information is important for us as we work with you on your son/daughter's health and safety.

1. **Pupil Information Form:** This form verifies address, contact and health information.
2. **Student Health Form:** We request a copy of your son/daughter's annual physical each year. A copy is attached of our school form but the physician's own form is fine too. The Health Office also requests copies of neurological, orthopedic, psychiatric, etc. evaluations whenever they take place. Please remember that students who are out sick for more than three (3) consecutive days, or are hospitalized, need a doctor's note stating that they are able to return to school.
3. **Authorization to Administer Medication (Optional):** Parents that wish medication to be dispensed in school by our school nurses must complete this form including their doctor's signature. In addition, for any medication that may be needed on an interim basis, i.e. a PRN medication, the doctor must complete this form and indicate the times when the medication should be given.
4. **School Breakfast and Lunch Program:** The vendor supplying our breakfast and lunch meals is now Karson Foods. Monthly menus, available on our website, will allow parents/students to always know what will be offered each day. Let your son/daughter's teacher know what you would like by completing this form. Any required payment must be received in advance.
5. **Consent for Photographs/Videos (Optional):** Parents can allow photographs of their son/daughter to be shown on our website, school newsletters, social media, etc. to celebrate their achievements.
6. **Honeywell Alert Information:** Our school district contracts with Honeywell to automatically contact each parent individually (usually by 6:00 am) if the school is closed or has a delayed opening. The system may also be used for school announcements. Parents must go online to direct or expand how they want to be contacted i.e., telephone, cell phone, text, e-mail, etc.
7. **Application for Free and Reduced Price School Breakfast and Lunch:** If you wish to apply for reduced or free breakfast and/or lunch during the 2019-20 school year, please complete the form. If you are unsure of eligibility, please still complete the form and we will be happy to check.

As we begin our school year, we give you our promise to work consistently for the needs of your son/daughter to the best of our ability. We ask that you communicate with your son/daughter's teachers/therapists regularly about all student issues, return notices/forms sent in the student backpacks promptly, and attend Back to School night and all conferences/meetings.

Our very best wishes for a successful school year!

Sincerely,


Erik Solberg


Stacy Rieger