

# ACADEMY LEARNING CENTER

THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY

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

Stacy L. Rieger, M.A.T., BCBA  
Principal



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Nicole Paturzo, M.A., BCBA  
Supervisor

Dear Parents/Guardians,

Welcome to the 2023-2024 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 while they are at ALC.

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. **Application and Directions for the National School Lunch Program:** The vendor supplying our breakfast and lunch meals is Karson Foods. Monthly menus, available on our website, will allow parents/students to always know what will be offered each day. For the 2023-2024 school year, there will be a charge for breakfast and lunch, unless a student qualifies for free or reduced priced meals. Parents must complete the application to apply for free/reduced meal status. If you do not want your son/daughter to participate in the National School Lunch Program and you will not be completing the application, please complete the form in the packet to decline participation.
5. **Consents for School Website and Social Media; Photographing; Videotaping (Optional):** Parents can allow photographs/videos of their son/daughter to be shown on our website, school newsletters, social media, etc. to celebrate their achievements.

I am looking forward to collaborating with you to build a successful school year for your son/daughter. I ask that you communicate with your son/daughter's teachers/ therapists regularly about all student issues, return notices/forms that are emailed or sent in the student backpacks promptly, and attend Back to School night and all conferences/meetings. Together we can make great things happen.

Best wishes for a successful school year!

Sincerely,

Stacy Rieger