

West Windsor-Plainsboro Community Middle School

Team CommUNITY

Dear Community Middle School Families and Caregivers,

It's been a busy summer for T.E.A.M. CommUNITY, and we hope that you and your family find yourselves safe and well as your children prepare to start the school year!

As I embark on my 15th year in the West Windsor-Plainsboro School District, all prior 14 of which have been at CMS, I continue to be drawn to the work that happens with our children in middle school. Our team of excellent educators take pride in supporting our young adolescent students. We strive to ensure that each child who walks through our doors feels included, feels successful, and feels like a contributing member of the T.E.A.M.: someone who is trustworthy, encouraging, accountable, and motivated. It's my passion, and it's the passion of our staff.

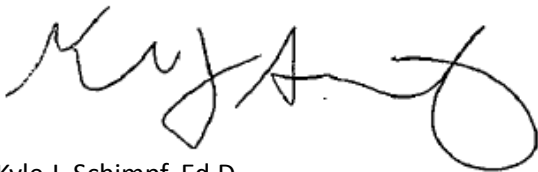
Our work is not done in a vacuum, and we cherish the relationships and partnerships we build with you all along the way. For those of you who are new to middle school, we look forward to meeting you during our Open House Orientation Program on Monday, August 28 (*see your email for details*). For those returning, we look forward to continuing to work together as our students grow.

When our doors open for students on Thursday, September 7th, our staff will be ready to assist students in transitioning to the middle school or their next grade level. Middle school is a wonderful time, but it can also be a roller coaster for our children as they are faced with new challenges academically, socially, behaviorally, and emotionally. Trust that our teachers, counselors, case managers, administrators, and staff are ready to guide you and your child through the journey that is middle school, and prepare them for their high school years and beyond. Hang tight! Middle school can be a wild ride, but it is one we get through together for our students.

To that end, we are providing you with details on a number of topics to help you and your children prepare to return to CMS. There is a lot here, so please review with your family, take some time to digest it all, and direct questions to CMS@wwprsd.org or the appropriate administrator. As always, we will do our best to get back to you with answers, and we also look forward to hosting Back To School Nights for each grade level later in September!

Though we are welcoming you to the new school year, there are a number of summer days left. We hope you can find time for rest and relaxation, and we look forward to the school year!

All my very best,

A handwritten signature in black ink, appearing to read 'Kyle J. Schimpf', written in a cursive style.

Kyle J. Schimpf, Ed.D.
Principal

Communication – Staying Connected with WW-P and CMS

- **Please make sure your email and mailing address are accurate in Genesis.** District and school Newsletters and communications are sent through SchoolMessenger using contact information from Genesis.
- All students will have a log-in for Genesis, and credentials for their wwprsd.org Google account. If your child does not already have a Genesis account, please have them go to the student access log-in page to request one. Any questions or concerns related to your Genesis account please send an email to: wwpsis@wwprsd.org.
- Teachers will continue to use **Google Classroom** for their classes. Google Classroom codes will come from staff to your children, as needed, and you can use your children’s credentials to help organize and support learning at home.
- You can email CMS staff and administration using “firstname.lastname@wwprsd.org”. You may also email CMS@wwprsd.org with general questions.
- Please use the district website to view our [Daily Announcements](#) as school begins.
- Please use Genesis to mark your child’s attendance. You can leave notes in Genesis, as well.
- You can follow WW-P ([@WWP_Schools](#)), Dr. Schimpf ([@DrSchimpfCMS](#)) and several district staff members who share engaging articles and pictures about student learning on [X \(formerly Twitter\)](#).

Important Dates

- Please view the [2023-24 WW-P District Academic Calendar](#) for dates for school closure or early dismissal.
 - See schedules below for information related to school day timing for full and partial days.
 - Information will be shared through SchoolMessenger and on the [district website](#) if emergency closing days are needed.
- Student schedules will be viewable in the Genesis Parent Portal on Aug. 25 after 3 p.m.
 - Prior to viewing your student’s schedule, parents/guardians are required in [Genesis](#) to sign off on the district forms, including but not limited to: Media Release Consent Form, Anti-Big Brother Act Form, Military Connection Form, District Policies and Regulations, Health Insurance Form (NJ Family Care Form), Student Handbook Form, Scoliosis Form, Overnight Field Trip Form and/or Vocational School Information Form.
- Back to School Night this year will be an in-person experience at CMS. Invitations will follow, but please save these dates:
 - **Tuesday, September 26, 2023** - 6th Grade Back to School Night
 - **Wednesday, September 27, 2023** - 7th Grade Back to School Night
 - **Thursday, September 28, 2023** - 8th Grade Back to School Night
- Parent-Teacher Conferences will be **October 25, 26, and 27**. Conferences are *teacher-initiated*. More information will follow closer to those dates. There are more conference dates scheduled for early February.

Arrival and Dismissal

- Please view the [CMS Traffic Patterns Map](#) to see how staff and families/students will enter and leave CMS.
 - **We strongly encourage students to use district busing for arrival and dismissal, when possible.**
 - Students who arrive by bus will enter behind CMS and go to grade level locations.
 - Buses begin arriving at CMS around 7:15 AM.
 - If you are dropping your student by car, please be patient. *Traffic on Grovers Mill Road can be challenging. We encourage families to take advantage of district busing to avoid large numbers of car riders, or arrive on the early-side of the drop-off window.*
 - Students arriving by car should be dropped off **no earlier than 7:05 AM** and must arrive by **7:35 AM**.

- Cars must enter the front loop at CMS and use the drop-off lane that runs to the Main Entrance in front of CMS. It is a single-file line to allow students to be dropped off at the sidewalk.
- Students should be prepared, in advance, to safely and quickly exit the vehicle with their belongings, use our Main Entrance to enter, and go directly to grade level locations. They will be released from those locations to their lockers and Period 1 classes.
- **Morning Grade Level Locations:**
 - 6th Grade - Theater/Auditorium
 - 7th Grade - Commons
 - 8th Grade - Locker Locations (8th Grade Concourse, 1000s Hallway)
 - Breakfast is for sale for all students before school in the Extended Commons
- All students will be dismissed from CMS at 2:45 PM.
 - Students riding buses will be directed to the location of their bus parked in the bus loop behind CMS.
 - [CMS PM Bus Loop/Bus Locations 2023-24](#)
 - Students being picked up by car will be directed to the Main Entrance to wait for their ride. It is a single-file line to allow students to enter their vehicle from the sidewalk.
- We will work to support safe arrival and dismissal by assigning staff supervisors and utilizing Eyes on Door Officers and Class III officers. Please follow all traffic signs and **drive alertly and cautiously**.

Schedules

- Please view the Middle School bell schedule [HERE](#) to become familiar with when classes will occur for students. **All students will attend school in-person**. Students will move about the building throughout the day to attend all classes.
- The schedule in Genesis is best viewed in the “Block Schedule” format - **schedules will be “live” Friday, Aug. 25th after 3 p.m.**
- The Middle School school year is divided into Trimesters, just like our elementary schools. So, letter grades will be reported formally 3 times per year.

Supplies and Other Reminders

- **All students are supplied a district Chromebook.** Student devices were distributed during three dates in August. Those who were not able to get their device will receive instructions during the first week of school to pick up their device.
- Students should keep devices in good working order and charge them nightly.
 - We have limited numbers of backup devices to provide students if they forget Chromebooks. Please encourage students to prepare for their school day the night before.
- All students will receive a **photo Student ID and a CMS lanyard for their ID**. As we continue to work toward expanding the use of student IDs to facilitate building procedures, such as late arrival check-in, Media Center book check-outs, and breakfast/lunch purchases, students will be encouraged to wear their ID using the lanyard.
- Please see the WW-P Middle School [Suggested Supply List](#).
- Lockers will be in use - Students **will not be permitted to carry belongings in their backpacks throughout the day**. Team teachers will work with students to organize and utilize lockers.
 - Item drop off occurs through the Main Entrance with our Eyes on Door Officers and Main Office team.
 - If you have a need to drop something at CMS, and you have questions, please call the Main Office or email CMS@wwprsd.org.
- Students are encouraged to bring **pre-filled reusable water bottles** - bottle filling stations are available throughout the building.

- We want to keep all our students safe and healthy while at CMS. Please review with your child the [CMS 2023-2024 Student Handbook/Code of Conduct](#) so you can reiterate our expectations of being a student at CMS.
 - Thank you for being a part of T.E.A.M. CommUNITY where we are Trustworthy, Encouraging, Accountable, and Motivated!
 - **Cell Phones should not be in use during school hours.** All students are provided a district device for learning activities and students always have access to phones by getting a pass to the Main Office. All students have lockers to securely store items brought to school, including outerwear, backpacks, and personal devices. Students who choose to possess their phone during the school day are not permitted to use these devices except when allowed by the classroom teacher or in an emergency situation. Students using cell phones will be directed to put their cell phones away. Repeated requests may result in confiscation.
- We have several students and staff members with severe allergies. Should your child bring snacks to school, please refrain from bringing in anything containing ingredients such as peanuts, tree nuts, milk, or eggs, for the safety of our staff and students.
- Please review [WW-P Health Services including NJ Family Care and Optional Student Accident Insurance](#)
- The application for free and reduced price school meals, which also opens up other food benefits for families, is available for completion for the 2023-24 school year in your [PaySchools Central](#) account or may be downloaded from the [district website](#). Should your financial situation change, this form may be submitted at any time throughout the school year.
 - In addition, New Jersey recently expanded the income eligibility requirements. Even if families have not qualified in the past, your child may qualify for no-cost meals through the Working-Class Families Anti-Hunger Act by completing the Free and Reduced Lunch Application.
- Students will have access to recess daily during the latter half of the lunch period. Students should not bring their own sports equipment (basketballs, 4-square balls, etc.) for recess. These items will be supplied by CMS.

Health Protocols

- Please make sure all emergency contact numbers and health records are updated.
- Please contact our school nurses, Ms. Michelle Decker and Ms. Shari Nelson, if there are any concerns pertaining to your child's health.

Content Area Supervisors

- Throughout the year, please direct questions about curriculum, instruction, and assessment to your child's teacher.
- If you need additional support, please contact the content areas supervisor or building administration. Below is our supervisor team!
 - Ms. Karen Abrams – 4-8 Special Services Supervisor
 - Dr. Cindy Assini – K-12 Social Studies Supervisor
 - Ms. Andrea Bean – 6-12 Mathematics Supervisor
 - Ms. Emily Creveling – 6-12 Language Arts/Literacy Supervisor
 - Mr. Jeff Reilly - Athletic Director/Health, Physical Education, & Drivers Education Supervisor, K-12
 - Mr. Jeffrey Santoro – K-12 Fine and Performing Arts Supervisor
 - Dr. Richard Stec – K-12 Science Supervisor
 - Ms. Susan Totaro – WW-P Chief Equity Officer (Supervisor of PRISM Program)
 - Dr. Ashley Warren – 6-12 World Language Supervisor
 - Mr. Mark Wise – 6-12 Curriculum and Instruction Supervisor
 - Dr. Russell Wray – K-12 Industrial Arts Supervisor

Parent Organizations

- We cannot do what we do without the support of our families! We encourage you to get involved through our parent organizations.
 - CMS [PTSA](#) (Parent Teacher Student Association)
 - WW-P [AAPSG](#) (African American Parent Support Group)
 - WW-P [SEPTSA](#) (Special Education Parent Teacher Student Association)

Extracurricular Activities

- CMS provides a robust slate of co-curricular and extracurricular activities that will occur after school. As is the case for most years, information related to club and activity sign-ups will be shared later in September. Continue to keep an eye on the daily announcements for updates and offerings!
- **Late bus** information is [HERE](#).
- We proudly root on our Panthers during 3 seasons of [interscholastic sports](#)! Should you have any sport specific questions, please email the coaches of that sport.
 - All [sports equipment](#) (sticks, bats, etc.) should be placed in the appropriate cages housed in the team rooms in our gymnasium wing prior to the start of school each day of that sports season.
 - Need assistance? Contact Jeff.Reilly@wwprsd.org - Athletic Director.

Have Questions?

Please direct any additional questions to cms@wwprsd.org.



***We look forward to serving our
Panthers this school year!
Thank you for your partnership and
continued support.***