

**RACHEL CARSON INTERMEDIATE SCHOOL 237**  
**Magnet School for the Arts**  
**46-21 Colden Street, Flushing, New York 11355**  
**(718) 353-6464 www.rcis237.org Fax: (718) 460-6427**

**Judith Friedman, Principal**

**Carla Brathwaite, Assistant Principal**  
**Stephen Galizia, Assistant Principal**  
**Jeannine Strong, Assistant Principal**  
**Susan Braverman, Special Ed. Advisor**

**August 2017**

**Dear I.S. 237 Students, Parents/Guardians:**

**Welcome to Rachel Carson Intermediate School 237!** We are delighted that you will be coming to our school and we look forward to greeting you in person at 8:00 A.M. on Thursday, September 7<sup>th</sup>. Below, you will find a brief summary of some of our school policies as well as a list of supplies you will need to get off to a great start this year.

**SCHOOL HOURS**

Our school hours are Monday through Friday 8:00 AM to 2:20 PM.  
You will receive information about our after school programs when school starts.

**TRANSPORTATION**

Students who are eligible for school bus transportation (yellow bus) will be notified about pick-up and drop-off times and locations before school starts. Students who are eligible to receive a NYC Metro Card will be notified as well. Please note that students are not permitted to receive both yellow bus transportation and a Metro Card.

**DRESS CODE**

**All students must wear the uniform school shirt daily.** Shirts are color-coded by grade (Grade 6 – gray; Grade 7 – maroon; Grade 8 – green). Girls may wear skirts of an appropriate length, khaki slacks or black jeans. Boys may wear khaki slacks or black jeans. Sneakers or other closed shoes are permitted.

For your convenience, shirts will be available for purchase before the first day of school, in Room 109 as follows:

Tuesday, August 29 <sup>th</sup>	9:00 AM to 12:00 PM
Wednesday, August 30 <sup>th</sup>	9:00 AM to 12:00 PM
Thursday, August 31 <sup>st</sup>	9:00 AM to 12:00 AM
Wednesday, September 6 <sup>th</sup>	11:00 AM to 2:00 PM

Physical Education teachers will provide students with all necessary information about gym uniforms.

**Students are NOT permitted to wear**

- jeans of any color other than black; jeans with rips or cut-out holes
- low-slung (sagging) pants
- sweat pants
- pajama-type clothing
- T shirts, tank tops or midriff revealing shirts/blouses
- sandals, flip flops or other footwear that may cause a safety hazard
- outer clothing – hoodies, coats, jackets, gloves, scarves, hats (with the exception of head coverings in accordance with religious customs or beliefs)
- jewelry such as excessively large hoop earrings or inappropriate facial jewelry

**Our School Dress Code is strictly enforced!**

**CELL PHONES/ELECTRONIC DEVICES**

Students are **NOT** permitted to use cell phones or other electronic devices at any time during the school day except for instructional purposes and only under the direction of a teacher. Cell phones and/or electronic devices used for any unauthorized purpose will be confiscated. Students who bring cell phones and/or electronic devices to school are responsible for securing them. The school is not responsible for lost or missing cell phones or electronic devices.

## SUPPLIES

The following list identifies basic middle school supplies; your teachers may have some additional supply requests as well. On the first day, please bring **only** the loose-leaf binder with paper, 1 graph paper notebook, a pencil case with 2 pencils and 2 pens, tissues (small package), your independent reading book and your SMILE. Your teachers will give you instructions concerning the other materials listed.

√	SUPPLIES	QUANTITY
	3-ring loose-leaf binder (Do not get "super-size" rings.)	1
	College-ruled loose-leaf paper	3 pkgs.
	Graph paper for loose-leaf binder	2 pkgs.
	Dividers	2 pkgs.
	Hard cover/Marble graph paper notebook	2
	Pocket folders	8
	#2 pencils with erasers (Bring at least 2 daily.)	3 pkgs.
	Pens: blue or black ink only (Bring at least 2 daily.)	3 pkgs.
	Pencil/pen case	1
	Pencil sharpener that holds shavings	1
	Small ruler: inches and centimeters	1
	Protractor	1
	Ruled index cards	2 pkgs.
	Colored pencils	Small box or pkg.
	Highlighter	2
	Hole puncher	1
	Glue stick	2
	Webster's Pocket Dictionary	1
	Calculator	1
	Paperback book for independent reading	1
	Backpack or book-bag	1
	Public library card	1
	Tissues: pocket size pkg.	several
	<b>Positive attitude</b>	<b>1</b>
	<b>SMILE</b>	<b>MANY</b>

## OTHER INFORMATION

GRADE	ASSISTANT PRINCIPAL	DEAN
<b>6</b>	Ms. Jeannine Strong	Mr. Clifford Serrett
<b>7</b>	Ms. Carla Brathwaite	Mr. Michael Stone
<b>8</b>	Mr. Stephen Galizia	Mr. Benjamin Ercoli

**Guidance Counselors:** Ms. Lisa Levardsen, Ms. Xiuyue Lin, Mr. Kenneth Ye

**Parent Coordinator:** Ms. Shirley Bryant

Once again, we welcome you to IS 237 and look forward to a great 2017-18 school year!

Very truly yours,  
*Judith Friedman*  
 Principal