

Parent & Student Handbook 2025 – 2026 School Year



Edgmont Scholars Academy
1350-1450 Edgmont Avenue
Chester, PA 19013
484.658.3551 – Elementary Building
484.465.1231 – Middle School Building

Dr. Lavada D. Greene, Principal
Mrs. Ayshia Jackson, Assistant Principal

Principal's Welcome Message

Dear Edgmont Scholars Academy Families,

It is my pleasure to welcome everyone to the start of another exciting school year! I'm thrilled to see our students return to the building, ready to learn and grow. Our theme for this year is **"Focusing on Success."** This means consistently channeling our attention, actions, and mindset toward achieving meaningful goals and positive outcomes. It's about clarity, goal setting, persistence, maintaining a growth mindset, and staying focused on what matters most. Together, we'll align our efforts to ensure success for every student.

At Edgmont Scholars Academy, communication and family involvement are core values. Families will receive regular updates through electronic newsletters. Teachers will use Class Connect to post classwork, homework, projects, and important reminders. We'll also use robocalls to share alerts about early dismissals and emergency school closings. Additional information can always be found on the Chester Upland School District website at www.chesteruplandsd.org.

To help us stay connected and keep your child safe, it's essential that we have your most current home address, email, phone number, and emergency contact information. If you need to update your details, please contact our secretary, Ms. Beverly Howard, at 484.658.3551 or bhoward@chesteruplandsd.org. The first day of school for students is Tuesday, September 2, 2025. Doors open at 8:30 AM at the gym entrance. Please make sure your child arrives on time and attends school every day — consistency is key to success.

Included in this mailing are important dates, school uniform details, hours of operation, arrival and dismissal procedures, absence policies, a suggested supply list, and welcome letters from our teachers. I'm honored to serve as Campus Principal for both Edgmont Scholars Academy and Stetser Elementary School. It's a joy to be part of a community where students, families, and staff support one another in building strong relationships that foster academic achievement and social-emotional growth. Welcome back! I look forward to a fantastic year ahead at Edgmont Scholars Academy.

Educationally Yours,

Lavada D. Greene, Ed.D.

Lavada D. Greene, Ed.D.
Campus Principal
Edgmont Scholars Academy PreK – 8 & Stetser Elementary School

**Edgmont Scholars Academy
Elementary School Staff
Staff 2025 – 2026**

Dr. Lavada D. Greene	Principal
Beverly Howard	Secretary, Elementary Building
Darren Laws	Climate Manager
Thomas White	Climate Manager
Kenneth McIntosh	Safety Officer
Shanna Pryor	Social Worker
Monet Jackson	Counselor, Elementary School
Tamara Riley	PreK Teacher
Melinda Meade	Kindergarten Teacher
Melanie Lewis	Kindergarten Teacher
Samantha Beekler	1 st Grade Teacher
Christina Malseed	1 st Grade Teacher
Anetricia Green	2 nd Grade Teacher
Danielle Lambert	2 nd Grade Teacher
Richard Lucchine	Autistic Support Teacher
Karen Rudy	Autistic Support Teacher
Brittany Longshore	Autistic Support Teacher
Jade Greene	Autistic Support Teacher
Josetta Ford	Autistic Support Teacher
Kathryn Gramo	Autistic Support Teacher
Ashamalanda Rooney	Autistic Support Teacher
Patrice Jackson	3 rd Grade Teacher
Kelly Polukonda	3 rd Grade Teacher
Meaghan Zang	4 th Grade Teacher
Tonya Burns Johnson	4 th Grade Teacher
Jessica Mcilhenney	5 th Grade Teacher
Tammy Walker	5 th Grade Teacher
Courtney Pless	K -5 Learning Support Teacher
Kierra Jay	Teaching Assistant
Kijafa Morgan	Teaching Assistant
QuiNaya Reid	Teaching Assistant
Janae Morgan	Teaching Assistant

Najah Smith	Teaching Assistant
Cierra Connor	Teaching Assistant
Deborah Wicks	Teaching Assistant
Myesha Johnson	Teaching Assistant
Jannah Islam	Art Teacher
Shakira Showell	Gym & Health Teacher
Alicia Williams	Technology Teacher
Mishael Miller	Music Teacher
Rashida Victor	Nurse
Elaine Logan	Cafeteria Manager
Gladys Lowrie	Cafeteria Aide
Jonathan Lee	Maintenance
Rashie Redfearn	Maintenance

**Edgmont Scholars Academy
Middle School Staff
Staff 2025 – 2026**

Ayshia Jackson	Assistant Principal, Middle School Building
Janasia Pitts Womack	Secretary, Middle School Building
Danette Hightower	Climate Manager
Isaiah Covington	Safety Officer
Jamira Countee	Safety Officer
Chardae Burton	Social Worker
Nichola Thompson	Counselor, Middle School
Dwight Wilson	6 th Grade Teacher
Moises Rivera	6 th Grade Teacher
Mars Bielski	6 th Grade Teacher
Jeremy Davis	7 th & 8 th Grade Teacher
Margaret Johnson Brown	7 th & 8 th Grade Teacher
Matthew Mundy	7 th & 8 th Grade Teacher
Amber Pound	7 th & 8 th Grade Teacher
Audra Ritter	Intensive Learning Support Teacher
Robert Johnson	Intensive Learning Support Teacher

Caitlyn Devonshire	6 th – 8 th Grade Learning Support Teacher
Jannah Islam	Art Teacher
Shakira Showell	Gym Teacher
Alicia Williams	Technology Teacher
Tashene Aaron	Teaching Assistant
Priscilla Thorton	Nurse
Carolice Beauford	Cafeteria Manager

Cell Phone Policy

We understand that students may have cell phones, however, cell phones must be turned off and stored away during the school day, 8:30am – 3:45pm. Cell phones and air pods/headphones cannot be used throughout the school day to make and receive phone calls, text, get on social media, etc. Any student found actively using a cell phone throughout the day will have the phone taken by the climate and safety staff. Parents will be notified and the phone will be returned to the student at the end of the day.

Lunch

Students and parents are prohibited from ordering and having food delivered to the building. All students are eligible to receive free breakfast and lunch in our cafeteria daily. If your child has specific dietary needs, students can bring their lunch in with them. Please note, staff cannot heat up any food for students. All food that students bring into school with them must be ready for them to eat. In the event that a child forgets to put their lunch in their bookbag, a parent is welcome to drop the lunch bag off at the front office. The lunch bag must be clearly marked with your child's name, grade and homeroom teacher.

Uniform Policy

All schools in the Chester Upland School District have a uniform policy, below are the acceptable items that students may wear at Edgmont Scholars Academy:

Tops: Polo-Style Shirts or Sweaters

Gray
Navy Blue
White
Black
Orange
Burgundy

Bottoms: Pants, Knee-Length Shorts or Skirts

Khaki
Navy Blue
Black
Gray

Shoes:

Sneakers
Closed Toe Shoes

Articles of clothing that are not permitted to be worn by students inside school:

Tights
Hoodies
Flip-flops
Ski-Masks
Slides
Crop-Tops
Open toe shoes/sandals or open-backed shoes/sandals
Scarves/bonnets or hats

School Hours

8:45am – 3:45pm

Monday – Friday

8:45am – 11:45am

Half-Day Early Dismissal

Early Dismissals End at 2:45pm

Parents, to help your child achieve academic success, it is very important that your child attend school each day. Your child should arrive on time and be prepared to start their school day. Students are encouraged to remain in school for a full day of learning.

Student Absence Procedures

Pennsylvania State law requires that students must attend school daily. When a student is absent from school, upon returning, a note from the parent or official note from the doctor/hospital must be submitted explaining why the student was absent. The note will be kept by the school.

The following are considered Excused/Legal Absences:

- Illness (three or more consecutive days requires a physicians note upon students return)
- Death of an immediate family member
- Quarantine established by a medical doctor
- Medical and dental appointments during the school day which could not be arranged after school hours
- Court appearances
- Suspension from school
- An exceptionally urgent situation that directly affects the child such as the effects of a natural disaster
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The following are considered Unexcused/Illegal Absences

- Babysitting
- Car Troubles
- Vacations
- Oversleeping
- Participation in extracurricular activities and hobbies

Excessive Absences

- After three (3) days of cumulative unexcused absences, a warning letter will be mailed home.
- After five (5) days of cumulative unexcused absences, a letter will be mailed home and a parent conference will be scheduled at the school.

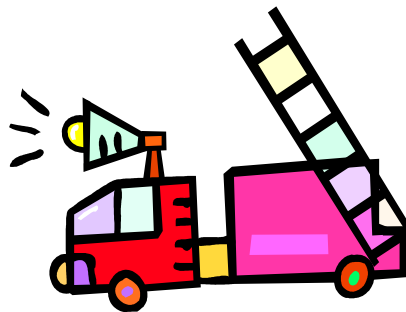
- After ten (10) days of cumulative unexcused absences, the truancy department will be notified.

The website below has further information on Compulsory School Attendance and Unlawful Absences in the state of Pennsylvania.

<https://www.education.pa.gov/Policy-Funding/BECS/Purdons/Pages/CompulsorySchoolAttendance.aspx>



Student records of any kind will not be released to any third party without the written permission of the parent. Parents and students may see these third-party records request by contacting the main office. The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student educational records.



Emergency Procedures

1. **Emergency School Closings** – If there is an emergency and the school has to close, vital information will be updated at the following locations:

- www.chesteruplandsd.org
- KYW 1060 AM Radio Station
- Chester Upland School District's Facebook page
- A robocall will be sent to all families
- Smore Letter/Class Dojo
- Parents are required to set up an emergency plan in case of an emergency school closing

Fire Drill – Evacuation from Building

Fire drills are conducted monthly throughout the school year. Teachers are responsible for ensuring that students understand the fire drill procedures and the escape route from their classrooms to an outside area that is a safe distance from the building. Severe weather and emergency drills are also conducted during the year. "Immediate Emergency" drills are conducted annually in order to address the issue of unforeseen emergencies. In each drill, students are to move to the designated areas in a safe, quiet, and orderly manner.

- Teacher closes all windows and doors
- Class lines up quietly and exits building to assigned area
- Teacher consults roll book or class list and accounts for all students

CODE RED – Emergency or danger within school

- Close and lock all classroom doors and windows
- Move students away from windows
- Await directions from administrator

CODE BLUE – Emergency/crisis outside or very near Edgmont Scholars Academy

- Close doors and windows and continue instruction
- Upon direction of an administrator relocate your class to the hallway just outside your room
- Have students sit against wall

If a **CODE BLUE**, **CODE RED** or a Fire Drill is enacted, all teachers must assemble their class. If the class is in the cafeteria, at prep or outside, teachers should join them and relocate to their proper area.

2. Bomb Threat: If a bomb threat is received by the school, the words **CODE BLUE** will precede the fire alarm bell. Teachers will follow the procedures below:

- 1) Check classroom for unusual packages that may have been received on the day of the threat
- 2) Follow the fire emergency plan procedure

Nursing Department

Immunizations

The Pennsylvania Department of Health requires shots of all children before entering school.

4 doses of DTaP + 1 booster = Total of 5 shots (Diphtheria, Tetanus)

4 doses of Polio (OPV or IPV)

2 doses of MMR (Measles, Mumps, and Rubella)

2 doses of Varicella (Chicken Pox)

1 dose of Meningitis

3 doses of Hepatitis B

* All shots must be administered before children can start school.*

School Nurse

The nurse is responsible for the maintenance of health records and routine health checks. Parental or guardian contact concerning health problems, care of minor injuries and assistance in health teaching and vision/hearing screening is required. Please contact our school nurse if your child has any unusual health problems. The goal of the school health program is to ensure that each student maintains a level of wellness that affords the opportunity to achieve lifelong benefits.

Medicine at School

Every effort should be made to administer medicine at home. The nurse will give only essential, prescribed medicines that are accompanied by a doctor's script. Contact Ms. Victor at the Elementary School at rvictor@chesteruplandsd.org or Ms. Thorton at the Middle School at pthorton@chesteruplandsd.org if you have any further questions.

Health Services – Emergency/Illness

It is important that home, work and emergency telephone numbers be kept up to date. In an emergency, accurate information can save valuable time in helping your child. Again, please remember to notify the office if any telephone numbers change. When picking up an ill student from school, a parent/guardian must sign the student out at the front office. Updates can be sent to: Elementary Building: Beverly Howard, bhoward@chesteruplandsd.org or 484.658.3551 and the Middle School Building: Janasia Pitts-Womack, jpitts-womack@chesteruplandsd.org or 484.465.1236



At Edgmont Scholars Academy we have an active PBIS program. PBIS stands for “Positive Behaviors Interventions and Supports.” Our PBIS program aims to improve student outcomes rather than provide harsh punishment. Your child will review school expectations with their classroom teacher. It is important that your child understands and abides by school expectations to ensure the safety of themselves, their classmates and staff at Edgmont Scholars Academy. At Edgmont Scholars Academy, we believe in and practice restorative justice. Most often when a student does not follow school expectations, the situation can be handled within your child’s classroom.

If your child needs to see the Climate Manager, the following occurs in grades K-8:

- Climate Manager will seek medical help for injured student if needed.
- Climate Manager will give each student an opportunity to explain.
- Climate Manager will discuss why the student’s actions were inappropriate.
- Climate Manager and students will discuss what other actions could have been taken.
- Climate Manager will review school expectations with student.

- Climate Manager will notify parent/guardian of child's incident/inappropriate behavior and the subsequent consequences for their actions.

When appropriate, lunch detention, loss of recess, and in-school suspension will be utilized before a child is suspended from school. If a student violates Chester Upland School District's Code of Conduct, the penalty guidelines will be followed for the action exhibited by the student.

McKinney-Vento Homeless Education Reference Checklist

Item	Information / Response
Definition of Homelessness (McKinney-Vento Act)	Children and youth who lack a fixed, regular, and adequate nighttime residence, including those living in shelters, cars, parks, motels, campgrounds, public spaces, substandard housing, or temporarily sharing housing due to loss of housing, economic hardship, or similar reasons.
Definition of Unaccompanied Youth	A child or youth who is not in the physical custody of a parent or legal guardian, and who meets the McKinney-Vento definition of homelessness.
Rights of Students Experiencing Homelessness	Students have the right to: (1) immediate enrollment in school, even without required documents; (2) attend the school of origin or local school of residence; (3) receive transportation to the school of origin, if requested; (4) access all programs and services for which they are eligible; and (5) receive equal participation in school activities.
Dispute Resolution Process	Families or youth who disagree with school placement or services must be provided with a written explanation of the decision, the right to appeal, and assistance from the Homeless Liaison in filing the dispute. Students remain enrolled and transported to the school of origin until the dispute is resolved.
Homeless Liaison Duties and Responsibilities	Coordinates and collaborates with ECYEH regional and site coordinators to ensure compliance with federal and state laws.
	Collaborates with staff to determine McKinney-Vento eligibility for services.
	Identifies children and youth experiencing homelessness, including children under age 5.
	Works with school staff to develop interventions and individualized service plans.
	Maintains records and prepares required reports confidentially.

Item	Information / Response
	Ensures complete and accurate data submission to PIMS and ECYEH.
	Serves as a resource to administrators, counselors, teachers, and health staff on policy interpretation and record-keeping.
	Models nondiscriminatory practices in all activities.
	Obtains and connects families to resources that promote educational success.
	Attends state and regional McKinney-Vento/ECYEH meetings and conferences.
	Collaborates across departments (special education, HR, transportation, principals, nurses, registrars, etc.) to support student needs.
	Conducts or arranges training for school staff about homeless student policies and procedures.
	Interprets federal and state homeless education laws for staff, parents, and community partners.
	Provides information to parents and guardians about available services.
	Serves as liaison between schools, shelters, social service agencies, courts, and other support organizations.
	Meets with families and youth to assess needs and connect them to district or community resources.
Homeless Liaison Contact Information	Name: Dana Bowser Title: Director of Student Success and Engagement/Homeless Liaison District: Chester Upland School District Phone: 445-255-1880 (District cell) Email: dbowser@chesteruplandsd.org
Collaboration Requirement	The LEA Homeless Liaison works with regional ECYEH coordinators, community agencies, and internal district departments to ensure consistent identification, service provision, and data accuracy.
Link to PDE Basic Education Circular (BEC):	https://www.chesteruplandsd.org/cms/lib/PA50000718/Centricity/Domain/1859/BEC%20.pdf
Link to LEA Board Policy #251	https://go.boarddocs.com/pa/ches/Board.nsf/Public#



CHESTER UPLAND SCHOOL DISTRICT ADMINISTRATION

1350 Edgmont Avenue
Chester, PA 19013
610.447.3600

Dr. Latrice Mumin
Superintendent

Dr. Khalid Sutton
Deputy Superintendent

Dr. Dontae Davis
Director of Pupil Services

Mr. Nafis Nichols
Receiver

Visit our School District Website at : www.chesteruplandsd.org