

**EAST ORANGE SCHOOL DISTRICT
DIVISION OF OPERATIONS, COMPLIANCE & EDUCATIONAL SUPPORT SERVICES**

199 4th Avenue
East Orange, New Jersey 07017-4803
Phone (973) 266-5776 Fax (973) 266-2972
www.eastorange.k12.nj.us

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Dr. Kevin R. West
kevin.west@eastorange.k12.nj.us

Assistant Superintendent

Dr. Deborah M. Harvest
d.harvest@eastorange.k12.nj.us

May 13, 2019

Dear Parent(s)/Guardian(s),

Beginning Monday, May 20, 2019, the East Orange School District will initiate a re-registration process to verify that students in Grade 10 attending the Essex County Vocational Schools are actually domiciled within the city of East Orange.

The re-registration process requires the completion, verification and submission of the attached forms along with all supporting documentation. There are three ways to submit the information on or before Friday, June 7, 2019.

1. Scan and email all forms (Document 1 and supporting documents and Document 2) to registration@eastorange.k12.nj.us. Please make sure you indicate your child's first and last name and name of school on the file.
2. Bring the completed forms (Document 1 and supporting documents and Document 2) to the East Orange Board of Education, 199 4th Avenue, East Orange, NJ 07017 on Monday – Friday (8:30AM – 3:30PM) and Wednesdays (05/22, 05/29, 06/05 from 5:00PM – 7:00PM).
3. Bring the completed forms (Document 1 and supporting documents and Document 2) to the East Orange School District Enrollment Center located at 74 Halsted Street between the hours of 8:00AM-2:30PM on Mondays, Wednesdays or Fridays.
4. Bring the completed forms (Document 1 and supporting documents and Document 2) to your child's school between the hours of 7:30AM-9:30AM on Tuesday, June 4, 2019 or Wednesday, June 5, 2019.

All documents must be submitted Monday, May 20, 2019 – Friday, June 7, 2019.

Please be advised, if your re-registration forms and supporting documents are not received by Friday, June 7, 2019, your child will be deemed ineligible to continue attending the Vocational School. Additionally, you could be held liable for tuition each day the student(s) continue to attend school.

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"Developing Leaders One Student at a Time"

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If you have any questions regarding the re-registration process, please contact the Division of Operations at (973) 266-5776.

Thank you in advance for your cooperation during this process.

Sincerely,

Deborah M. Harvest

Dr. Deborah M. Harvest, Assistant Superintendent

Attachments

C: Dr. Kevin R. West, Superintendent of Schools
Dr. James Pedersen, Superintendent
Dr. Patricia Clark-Jeter, Director of Student-Related Services

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