



Julie Davis Lutz, Ph.D.  
Chief Operating Officer

Leah Arnold  
Director  
Career, Technical and Adult Education

Peter J. Lepore  
Principal

2019-2020 School Year

Dear Parent/Person Of Parental Relation:

On behalf of the faculty and staff, I would like to welcome your son/daughter to the Eastern Suffolk BOCES Islip Career Center. The mission of the Islip Career Center is to provide quality career education programs that will transition each student from secondary education to competitive employment. We are pleased that you have chosen to have your child participate in a career education program. Our experienced staff is dedicated to providing every student with the best educational opportunity possible.

School will begin on Wednesday, September 4<sup>th</sup>, 2019. The AM session hours are 7:45 a.m.- 10:15 a.m. and the PM session hours are 11:15 a.m. – 1:45 p.m. Your child's class is stated above. If the class designation is noted as pending, your child will be meeting with the guidance counselor, Mrs. Jennifer MacDevitt, and a class will be selected.

Please note that during school hours there will be only **one** main entrance into the building. The main entrance is located on the north side of the building. If you arrive early or late to school you need to report to the main entrance only. Parents or anyone designated by the parents to pick up students from school must report to the main entrance with proper photo identification.

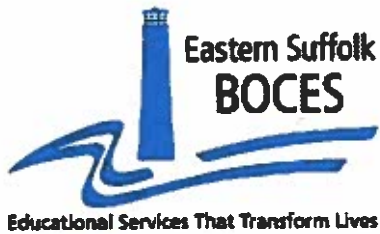
Enclosed you will find several important documents and forms that will need to be completed and returned to the Islip Career Center. All forms in "**yellow**" should be returned **immediately** on your son/daughter's arrival to **our** program. If your child attends another BOCES program, the forms **they** send you will have to be completed and returned to **that** program.

On the first day of instruction, the teacher will discuss the building's policies on attendance, grading, behavior, dress code, etc. Our mutual commitment to your child's success requires that they are in attendance every day and that they are prepared with all tools, supplies and uniform, if necessary. They will also need to complete all classwork and homework in order to be successful. Your child will receive four quarterly grades, and at the end of the year, the teacher will complete an "Employability Profile".



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Islip Career Center  
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We look forward to having your child at the Islip Career Center and working with you in the important job of educating your child. All students, parents and family members are invited to meet the teachers and visit the program during our open house on **October 3<sup>rd</sup>, 2019 from 6:30 p.m. to 8:00 p.m.** If you have any questions, please do not hesitate to contact the Main Office at 631-244-5900 or our guidance department at 631-244-5903.

Sincerely,

**Peter J. Lepore**  
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