

AL-NOOR SCHOOL مدرسة النور

675 4TH AVENUE

BROOKLYN, NY 11232

TEL: 718-768-7181 FAX: 718-768-7088

November 27, 2019

Assalamu Alaikum community of Al-Noor School:

As the 2019-2020 school year is well underway, I hope to renew a pledge to make Al-Noor School, the best school ever.

With that said, our school mission continues to be : “Committed to providing an education of excellence that meets each student’s interests, abilities and needs within a common curricular framework and reflects and promotes an understanding of, and appreciation for, diversity in our community as an integral part of school life. Al-Noor School challenges each student to develop intellectual independence, creativity and curiosity and a sense of responsibility toward others both within the school and in the community at large. Guided by the Quran and the Sunnah of the Prophet Mohamad (PBUH) Al-Noor School prepares students to go forth as active participants in society.”

In order to maintain our mission and achieve to our best capability, we have built a team whose main objective is to serve our students and school community. Please be advised the following is our team:

- **Dr. Abdulhakeem Alhasel**- Principal(AAlhasel@alnoornyc.org)
 - overseeing the daily operation of the school
 - coordinate staff schedules
 - overseeing development of curriculum
 - enforce school policies relating to themes like discipline and/or safety
 - coordinates staff training days
 - works directly with students who need help meeting and/or setting goals and not limited to review of academic capability
 - direct liaison between the school and the Board of Trustees
 - responsible for ensuring that the school operates according to protocol
- **Br. Yihia Mohammad**- Principal de facto/Academic Counselor (Yihia.Mohammad@alnoornyc.org)
 - liaison between the principal and teachers academically
 - working directly with students who need help meeting and/or setting goals
 - enforce school policies relating to themes like discipline and/or safety
 - fully and complete responsibility in the absence of the principal
- **Sr. Mahasin Bashir**- Social & Emotional Counselor (Mahasin.Bashir@alnoornyc.org Monday-Friday 8:00 a.m.- 4:30 p.m. TEL: 718-768-7181 X115)
 - enforce school policies relating to themes like discipline and/or safety
 - mental health referrals disciplinary and non-disciplinary
 - liaison between parents, students and teachers
 - outreach to agencies including but not limited to psychologists, Psychiatrists, therapists etc.
 - Students referred to Sr. Mahasin will have an outlet to seek help when stressed or upset. All conversations will be held confidential and will be handled with the utmost professionalism. Students requiring further help not within the abilities of our school will be referred as in to outside agencies.

- **Br. Hassan Boudari**- Dean of Students 9-12 Boys (Hassan.Boudari@alnoornyc.org)
 - enforce school policies relating to themes like discipline and/or safety

Al-Noor School has always and continues to raise and educate students to build successful futures. We strive to have our graduates attend school such as and not limited to Harvard, NYU, NYU Dubai, Columbia, The Sophie Davis Medical Program, and Penn State. This would not be possible without the effort of dedicated teacher, involvement of staff members and supportive parents. Many students not only go to such prestigious colleges and universities but do so on partial or FULL scholarships.

Al-Noor School rigorous curriculum is based off the NYS Education Department and is further developed and implemented by our department heads:

- Dr. Abdulhakeem Alhasel- HOD English Department- AAlhasel@alnoornyc.org
- Br. Yihia Mohammad- HOD Science Department- Yihia.Mohammad@alnoornyc.org
- Sr. Bibi Esahack- HOD Social Studies Department- Bibi.Saqe@alnoornyc.org
- Sr. Maha Gheith- HOD Mathematics Department- Maha.Gheith@alnoornyc.org
- Br. Hassan Boudari- HOD Arabic Department- Hassan.Boudari@alnoornyc.org
- Sh. Ahmed Abdallah- HOD Quran Department- Ahmed.Abdullah@alnoornyc.org
- Sr. Tanzila Rahman- Head of UPK- Tanzila.Rahman@alnoornyc.org

Parents with questions pertaining to academic issues or curriculum development are free to reach out to our department heads as needed. Parent involvement is vital in your child's education. In our school open door policy for parents is imperative to the achievement of our mission. In consideration of the foregoing, we are looking forward to establishing a PTA in Mid-December. First PTA meeting will be announced in the near future.

Al-Noor School strives to be an institution of great integrity and discipline. An absence of discipline is an invitation for chaos. Issues ranging from school uniform, cell phone use, improper behavior are all disciplinary issues the school is confronted with daily. Therefore, it is imperative to remind ourselves, the students, parents, and staff alike that discipline lies in the hands of every constituent of Al-Noor School.

A safe environment for our students is of utmost importance. It is imperative as well to have our student supervised at all time. We have place teachers during lunch period as well as recess time in the yard. This is closely monitored by the school administration.

Teachers will be fully responsible professionally and ethically to take necessary disciplinary measures to maintain order in the classroom or any school environment according to our discipline policy. The Al-Noor School Discipline policy can be found on our website Alnoornyc.org. Please note that our discipline policy may be updated and altered as needed to meet the ever-changing issues arising and facing our school environment.

Disciplinary hierarchy to be followed:

1. Teacher/ Staff member by whom an issue was witnessed
2. If further attention is needed, students are referred to:
 - Br. Hassan – 9-12 Boys
 - Sr. Mahasin- Middle School & 9-12 Girls
 - Homeroom Teachers- PK- Grade 5 Students
3. In situations involving bullying, fighting, or other serious infractions students should be referred to:
 - Dr. Abdulhakeem (Principal)
 - Br. Yihia (Principal de facto)