

2009-2010

Dear Parents and Students,

Welcome to a new school year! Here at North Park, we place a high value on the link between home and school. Educating our children is a joint responsibility. Our students have the best opportunity to reach their full potential when we work cooperatively. This planner is one important tool for achieving effective communication between teachers and families.

Through the daily use of the planner, children learn to become responsible for recording their assignments. This is a critical part of becoming organized and independent students. Families are encouraged to look over the planners together, not only at the assignments for that day, but also to look ahead to projects and tests. In this way, students can learn to budget their time and be better prepared.

The planner also serves as a way for parents to communicate with classroom teachers about their questions about assignments or other areas of concern. Phone calls and visits to school are also encouraged!

Please read the following pages carefully. They contain important information about our school, including expectations and procedures. Please familiarize yourself with these and review them with your child. Page 10 is a tear-out sheet that you are asked to fill out, sign and return with your child.

I look forward to a wonderful and successful year for all of our children!

Sincerely,

*Lisa J. Hecht*

## The North Park Pledge

I pledge to have the courage to do the right thing, to care about myself, my friends, my family and my school, to show respect by using kind words and actions, and to take responsibility for my own behavior and learning. I pledge to do this, even when no one is watching.

## Expectations and Procedures

**Absences:** All students who are absent from school must bring a note explaining the absence. Notes are used to document excused and unexcused absences. If your child has a contagious illness, please contact the health office as soon as possible.

**Agenda (Planner):** All students in grades 2-5 are issued a planner at the beginning of the year. Students are expected to write their assignments in the planner each day and parents are asked to look over these assignments. If the planner is lost, a replacement can be purchased for \$5.00.

**Animals/Pets:** Students/parents must not bring animals to school without prior approval from the principal. No animals may be brought on the bus at any time.

**Attendance:** All students are expected to arrive at school on time. The bell rings at 9:00 am signaling the opening of school. Students will be marked tardy if they arrive after 9:15. The school day ends at 3:15, with buses leaving by 3:30. Students with inconsistent attendance will be monitored and parents will be contacted if their child's attendance becomes a concern. District policy stresses the need for students to be in attendance on a daily basis.

### **Cafeteria Services:**

**Breakfast Program-** The cafeteria offers breakfast each morning. Students should follow the expectations of their classroom teacher for procedures regarding breakfast. The cost of breakfast is indicated on the monthly menu.

**Lunch Program-** Students may buy lunch in the cafeteria each full day of school. Hot and cold lunches are available daily. A lunch menu is sent home monthly. Families may prepay by cash or check or students may pay on a daily basis. In addition, families may make an online payment to their child's account by going to [www.mealpay.com](http://www.mealpay.com). All students use a PIN to access their account when they buy their meals.

**Bus Behavior:** All students riding the bus are expected to behave in an orderly fashion. Those students causing disorderly and/or unsafe conditions on the bus will be subject to disciplinary action. All referrals from the bus drivers are reviewed by the principal and may result in consequences such as parent contact, loss of bus privileges, recess detention, and possible suspension for serious offenses.

**Calendar:** There are several ways in which you may be informed of school and district events. The district calendar is available on the school and district websites and in the main office by request. A monthly parent newsletter will come home at the beginning of each month listing the upcoming events. Details regarding special events are often communicated through separate memos that are sent home with your child.

**Character Education:** The foundation of our character education is our motto, "Courage to do the Right Thing". Each month we stress a character trait, which we discuss during our monthly assemblies. Students earn "yellow bricks" when they are observed practicing the traits. We link the bricks together to form our own "yellow brick road". Every morning, as part of our

announcements, the students say the North Park Pledge.

**Child Study Team (CST):** The CST is a committee of faculty and staff who are available to provide support and suggestions regarding students who are struggling academically, behaviorally, or socially. This is a problem-solving team whose goal is to help students be more successful in the classroom. Parents are an important part of the team. If your child is referred to the CST, you will be notified by mail. While you are not required to attend the meeting, your participation is welcomed and encouraged.

**Code of Conduct:** The Board of Education adopted Code of Conduct prohibits behaviors considered to be disorderly, insubordinate, disruptive, violent, or behavior that endangers the safety, morals, health or welfare of others. This includes misconduct on the bus or anywhere on school property. Students are also prohibited from engaging in academic misconduct, such as cheating. Students who violate the code of conduct are subject to disciplinary action up to and including suspension from school.

**Dress Code:** Students are to be dressed appropriately for a classroom setting. Clothing that distracts from the learning process will not be permitted (ex. T-shirts with violent or explicit images, spaghetti straps, very short shorts, etc.) Footwear should be safe for the building and the playground. Students wearing sandals will not be allowed to go outside for recess. Hats may not be worn in the classroom.

**Early Release:** On an Early Release Day, students are dismissed at 11:40 am.

**Electronic Devices:** Students may not bring electronic devices such as cell

phones, cameras, electronic games, music devices, etc. to school. They are a distraction to the learning process. The school cannot be responsible for such items becoming lost or stolen. If the student uses an electronic device in school, it will be confiscated until the end of the day. If it happens a second time, arrangements must be made to pick the item up from school.

**Emergency Closings:** Sometimes due to weather or mechanical failure, it is necessary to dismiss students earlier than the regular dismissal time. All closings will be announced over local radio stations and will be posted on the district web page. Families who are registered on our web notification list will be contacted via email. Information will also be made available on the district phone line (229-4000). Your child will be sent home or to their regular daycare arrangement on these days. If you have alternate arrangements on these days, please notify the Main Office in writing via the Emergency Information form. Please do not wait until there is an emergency closing to make these arrangements as the phone lines are often very busy on these days.

**Extended Day Program:** The district offers an Extended Day Program for students who are identified by their teachers as benefiting from one of two enrichment programs:

SOAR: for students to reinforce basic skills and learning strategies.

IMAGE: for students to develop more in-depth study and critical thinking skills.

Both programs run on Tuesdays and Thursdays after school for 11 weeks, from January to April. Transportation is provided by the district.

**Gum:** Students may not chew gum in school. This is primarily to protect books, furniture and supplies from damage.

**Health Office:** Physical exams are required for all children entering kindergarten, second and fourth grades, and any new students entering the school. All students will have their height and weight recorded yearly, and they will be screened for vision and hearing. Students with a temperature above 100 degrees will be sent home from school. Please contact the nurse's office if your child is found to have head lice.

**Homework:** All students are expected to practice their skills at home. The focus is for students to produce good quality, independent work. While students may need some assistance completing their assignments, it is important that homework be a learning opportunity for your child. Parents should be aware of the expectations of the classroom teacher. If you are unclear of what is expected of your child, or if you feel that your child is not successful with their homework on a regular basis, please confer with your child's teacher.

**Library:** The library program is designed to support classroom curriculum, teach library skills, and provide literature enrichment. Each class has one period of library per six-day cycle. In addition, grades 2-5 have a scheduled period for technology that is co-taught between the classroom teacher and the library staff. This time is also used to integrate technology into classroom activities.

The library is open to all students during the first and last periods of the day. Materials can be returned or borrowed at these times. Books may be borrowed by all students. As per district policy,

lost or damaged books must be replaced by the family. Because we are part of the BOCES library automation system, we are able to search for and borrow materials from other school districts. The online catalog may be accessed from school and home by going to the NPE Library link on the North Park website.

**Lost and Found:** Items lost in school are placed in a large box near the main office. Students are encouraged to check this area if they are missing any items. At the end of the year, unclaimed items will be donated to a local charity.

**Meet the Staff:** Parents are encouraged to come to school for Meet the Staff night in September. This is a critical time for you to learn about the program, curriculum, and teacher expectations for your child's grade. In order to gain the full benefit of this event, students should not attend if at all possible.

**Phone:** Students are permitted to use the phone in the main office for emergencies only. They must have permission of their teacher in order to do so. Students are not to bring cell phones to school.

**Physical Education:** All students at North Park participate in Physical Education. Students in grades K and 1 participate three times during a six day cycle, and students in grades 2-5 participate two times during a six day cycle. Students are required to wear sneakers on PE days and if a student is to be excused for medical reasons, a note indicating the reason and time limit for the excuse should be brought in to the school nurse. Students in all grades learn about Physical Fitness, Body and Space Awareness, Balance, Rhythm and Dance, Jump Roping, Eye-hand Coordination, Locomotor skills, Sport

Skills, and Project Adventure; a cooperative learning experience. Sport themes include but are not limited to Soccer, Volleyball, Gymnastics, Golf, Baseball/Softball, Basketball, and Track and Field. Fitness Testing, using FITNESSGRAM, is conducted in grades 3-5. Students are tested in several areas of Health-Related Physical Fitness, including Cardiovascular Endurance, Muscular Strength and Endurance, and Flexibility. Several special projects occur during the school year as culminating events for particular units or themes and family participation during many of these events is encouraged.

**Playground Rules:** The general rules for the playground are as follows:

1. Teacher or monitor must be present
  - a. Students cannot re-enter school without permission
  - b. Balls can only be retrieved by teachers/monitors when in non-playground areas
2. Clothing and footwear must be appropriate for playing outside
3. Respect children and adults
4. Keep hands and feet to yourself
5. Do not climb on trees, fences or swing set poles
6. Do not jump off equipment
7. Do not hang upside down from rungs of playground equipment
8. Play in designated areas only
9. No touch football or dodge ball

10. Food is to remain in the cafeteria

11. Exercise caution while on black-top areas

**Pre-K Program:** Students entering our kindergarten class the following September are invited to participate in the Pre-K program. Information regarding this program will be made available at kindergarten registration, held in March.

**Project Adventure:** Project Adventure is a program used in Physical Education classes to provide team building and cooperative activities for students in grades 3-5.

**PTA:** The North Park PTA meets on the second Tuesday of every month. All parents are encouraged to join the PTA. There are many ways to become involved with the PTA, even if your schedule does not allow for regular attendance at meetings. Some of the activities of the PTA include fundraising, providing enrichment activities in school, and special events such as Parent as Reading Partners (PARP), Science Night and the Halloween Party. Please watch for notices regarding ways to get involved in these and the many other events.

**Recess:** Students are expected to go outside each day, weather permitting, and should be prepared to do so daily. Students will remain inside if it is rainy or extremely cold. Students must wear boots to play in the snow. Students in grades K-2 also need snow pants.

**Science Fair:** All students are encouraged to participate in the North Park Science Fair held in February. It is required of all fifth grade students. This is a project designed to help students develop skills in the scientific process.

**Six Day Cycle:** All schools in the district are on a six day cycle of days A through F. This rotation allows equity of instruction and continuity. In the event of a snow day or holiday, the cycle resumes on the next school day. The letter day is posted in the lobby, on the website, and is announced each day with the morning announcements.

**Student Council:** Students in grades 3-5 participate in our Student Council, a forum for sharing ideas between students and the principal.

**Student Drop-Off:** Students should not be dropped off before 9:00. There is no supervision available before that time.

**Student Sign-Out:** Students being picked up from school must be signed out in the Main Office if it is prior to dismissal. During dismissal, students must be signed out in the cafeteria. Please **send a note** if you are planning a change from your child's normal dismissal routine. If you are unable to send a note, please make every effort to call by noon if you are making a change. This gives us a chance to notify your child and his/her teacher and to confirm the plans with your child.

**Technology:** All classrooms in the building have access to the internet through the classroom computers. We also utilize a computer lab for group instruction. Students are introduced to computers in kindergarten and are expected to be competent with computers by the end of fifth grade. Technology skills are also linked to the library media program where instruction

complements classroom skill development.

**Visitors:** All visitors must sign-in in the Main Office and receive a visitor's pass. This is true even if you are walking to your child's classroom for a specific purpose.

**Weather-Related Closings:** During inclement weather, school may be delayed two hours to allow for the roads to be cleared and sanded, or school may be cancelled. Information regarding a two-hour delay or closing can be obtained by checking the district website, or listen to the local radio or television stations. Often a two-hour delay can result in a closing, so please continue to check for updated information.

**Web Page:** Both the district and North Park maintain a website. Student assistants help maintain the NPE site. This page has a great deal of information about the activities and events in our school. There are links to the district calendar, the PTA, and many other areas. Frequently, photos of our special events are posted on the site.

District site:  
[www.hydeparkschools.org](http://www.hydeparkschools.org)

NPE site:  
[www.hydeparkschools.org/NPE](http://www.hydeparkschools.org/NPE)

## HYDE PARK CENTRAL SCHOOL DISTRICT 2009-2010 SCHOOL YEAR CALENDAR

SEPTEMBER 2009					OCTOBER 2009					NOVEMBER 2009					DECEMBER 2009					JANUARY 2010				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	1	2	SC	4				1	2	2	3	4	5	6		1	2	3	4					1
7	SC	9	10	11	5	6	7	8	9	9	10	11	12	13	7	8	9	10	11	4	5	6	7	8
14	15	16	17	18	12	13	14	15	16	16	17	18	19	20	14	15	16	17	18	11	12	13	14	15
21	22	23	24	25	19	20	21	22	23	PT/E	PT/E, S	25	26	27	21	22	23	24	25	18	19	20	21	22
28	29	30			26	27	28	29	30	30					28	29	30	31		25	26	27	28	29
FEBRUARY 2010					MARCH 2010					APRIL 2010					MAY 2010					JUNE 2010				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
1	2	3	4	5	1	2	3	4	5				1	2	3	4	5	6	7					
8	9	10	11	12	8	9	10	11	12	5	6	7	8	9	10	11	12	13	14	7	8	9	10	11
15	16	17	18	19	15	16	PT/S	18	19	12	13	14	15	16	17	18	19	20	21	14	15	16	17	18
22	23	24	25	26	22	23	24	25	26	19	20	21	22	23	24	25	26	27	28	21	22	23	24	25
					29	30	31			26	27	28	PT/E	PT/E	31					28	29	30		

<p><b>2009 SEPTEMBER</b></p> <p>3 7 8 9 28</p> <p><b>OCTOBER</b></p> <p>12</p> <p><b>NOVEMBER</b></p> <p>3 11 18 19 23 24 25-27</p> <p><b>DECEMBER</b></p> <p>24-31</p>	<p>Thurs Superintendent's Conference Day Mon Labor Day Tues Superintendent's Conference Day Wed <i>School Opens</i> Mon Yom Kippur</p> <p>Mon Columbus Day</p> <p>Tues <i>Teacher Training Day/Election Day</i> Tues Veterans' Day Wed <i>Parent/Teacher Conf. Evening FDR 7-9pm</i> Thurs <i>Parent/Teacher Conf. Evening HMS 7-9pm</i> Mon <i>Parent/Teacher Conf: 1/2 day K-5</i> Tues <i>Parent/Teacher Conf: 1/2 day K-12</i> Wed-Fri Thanksgiving Recess</p> <p>Thurs-Thurs Winter Recess</p>	<p><b>2010 JANUARY</b></p> <p>1-2 4 18 26-29</p> <p><b>FEBRUARY</b></p> <p>15</p> <p><b>MARCH</b></p> <p>17 29-31</p> <p><b>APRIL</b></p> <p>1-2 23 29, 30</p> <p><b>MAY</b></p> <p>31</p> <p><b>JUNE</b></p> <p>15-24 22-24 24</p>	<p>Fri-Mon Mon Mon Tues-Fri</p> <p>Mon</p> <p>Wed Mon-Wed</p> <p>Thurs-Fri Fri Thurs-Fri</p> <p>Mon</p> <p>Tues-Thurs Tues-Thurs Thurs</p> <p>Winter Recess <i>School Reopens</i> Martin Luther King, Jr. Day <u>Regents Exams</u></p> <p>President's Day</p> <p><i>Parent/Teacher Conf: 6-12 1/2 day</i> Spring Recess</p> <p>Spring Recess <i>Teacher Training Day</i> <i>Parent/Teacher Conf: K-5 1/2 Day</i></p> <p>Memorial Day Observed</p> <p>Regents Exams, Local &amp; Final Exams 1/2 Day Elementary Regents Rating Day/Last Day of School</p>
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**KEY:** SC = Superintendent's Conference Day (No School for Students)  
 PT=Parent/Teacher Conferences (E= Elementary, S=Secondary) --please see date listing for specifics, i.e., evening conferences, 1/2 day for students, no school for students  
 TT = Teacher Training Day (No School for Students)  
 Underscore ( ) = Regents Exams

**New Teacher Orientation Days:** Sept. 1-2, 2009 (Tues-Wed.)

**Note:**

Sept. 18	Rosh Hashanah begins at sundown	Dec. 25	Christmas
Sept. 27	Yom Kippur begins at sundown	Jan. 1	New Year's Day
Oct. 12	Columbus Day observed	Jan. 18	Martin Luther King, Jr. Day
Nov. 3	Election Day	Feb. 15	President's Day observed
Nov. 11	Veterans Day Observed	March 29	Passover begins
Nov. 25-27	Thanksgiving Recess	April 2	Good Friday
Dec. 11	Hanukkah begins at sundown	April 4	Easter
		May 31	Memorial Day

**Key:**

<span style="background-color: #cccccc; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Supt Conf	<span style="background-color: #ffff00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> 1/2 Day P/T Conf
<span style="background-color: #90ee90; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> T Training	<span style="background-color: #ff0000; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> End of Qtr.
<span style="background-color: #e0e0e0; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Holiday	<span style="background-color: #00ffff; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> New Teacher Orientation
<span style="background-color: #ccccff; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> 5 weeks	<span style="background-color: #ffff00; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span> Evening P/T Conf

Adopted by the Board of Education 3-31-09

Five (5) Emergency Days are built into this calendar.  
 If additional days are needed, the make-up formula will be as follows:  
 One day: 3/29/2010      Two days: 3/31/10      Three days: 4/1/2010

If Emergency Days are not needed:  
 If one day: 4/26/10      If two days: 5/28/10      If three days: 5/27/10

**Marking Periods End:**  
 1st Qtr: 11/6/2009      2nd Qtr: 1/29/2010  
 3rd Qtr: 4/16/2010      4th Qtr: 6/24/2010

SUMMARY	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May.	June	Totals
Teachers:	17	21	17	17	19	19	21	20	20	18	188
Students:	15	21	16	17	19	19	21	19	20	18	184

**FDR HIGH SCHOOL GRADUATION: Saturday, June 26th -- 10:00 a.m.**

**North Park Elementary  
Parental Consent  
2009-2010**

Child's Name \_\_\_\_\_ Teacher \_\_\_\_\_

**Please read the following carefully. Check each item to indicate your agreement with the statements:**

1. \_\_\_\_\_ I have read the expectations and procedures in the planner and reviewed them with my child(ren).
  
2. \_\_\_\_\_ I give permission for my son/daughter to use the internet at school with the guidelines established by the Board of Education.

Parent Name \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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**PLEASE NOTE:** There are many times that we photograph our students at special events for the purpose of putting the photos on our website. Occasionally, the photos are submitted to local newspapers. If you do **NOT** want your child's photo used in this way, please check the box below and sign again.

\_\_\_\_\_ I **DO NOT** give permission for my child's photo to appear on the district website or to be used in a news release.

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

***Please tear out and return to school.***