



Horseheads Central School District

Golden Star Gazette

September 2018

Gardner Road Elementary School

541 Gardner Road, Horseheads, New York 14845 (607) 739 - 6347

ppatterson@horseheadsdistrict.com



Dear Gardner Road Families –

On behalf of the entire Gardner Road School community, I would like to welcome your family to the launch of the 2018 - 2019 school year. I am honored and proud to say that I get to work at Gardner Road. We have such a dedicated team that provides excellent learning opportunities for your child(ren). Our PTO is active and always looking to create fun events for our students and families to enjoy. Thank you in advance for being so committed and connected to the school. This will be an amazing school year for your child as they take one of those big steps to build a strong foundation for their life.

As you may know, Gardner Road has been under construction. We have a brand new parking lot. Please see the attached traffic flow map for details on drop off, pick up and places to park and enter/exit as there are some major changes. Inside the building, each classroom and hallway has been getting updated HVAC and soon, some new technology wiring. This work will continue through the school year, so please pardon our appearance as we get these upgrades. Our number one priority through construction is that the school is safe and clean for your child. We are excited to see how these improvements will make a better learning space for our Golden Stars.

We look forward to seeing your family and child at the many events in our school through the year. This year due to construction, a few of the events may be in different locations. This information will always be shared on the monthly calendar and event flyers. Please join us for our 4th annual Back to School BBQ Picnic which is hosted by our PTO on Saturday, September 8th from 3:00- 5:00 behind the school. To learn about the PTO, please join me in attending the first meeting of the year on September 17th @ 6:00 in the Intermediate School Conference Room. We are always looking for families to get involved in helping, running or creating new opportunities for our students. I would also like to invite everyone to our Open House on Thursday, September 27th. The evening begins at 6:00 with our book fair. Doors to classrooms will be open from 6:30 – 7:30.

There are some new staff at Gardner Road. Please help me in welcoming them to our school. Through the end of August and September we will highlight these new staff members on our Facebook and Twitter account.

To learn more about Gardner Road, please read the GR Handbook and many documents which was sent home on the first day of school and outlines all that you need to know. To keep up to date with the happenings at our school, follow our [Facebook](#) and [Twitter](#) pages. We look forward to seeing you throughout the school year at Gardner Road. Please contact me if you need anything, have any questions or would just like to chat about our school/your child.

Your Partner in Education


Patrick Patterson - Principal



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GENERAL INFORMATION:

Gardner Road School Hours

8:00 a.m. to 2:25 p.m.

Tardy Bell – 8:15 AM

Gardner Road Office Hours

7:30 a.m. to 3:30 p.m.

Elementary Lunches (K-6)

Breakfast: \$ 1.25

Lunch \$ 2.10

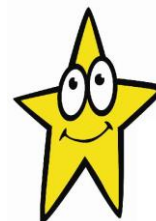
Moishe's Quote of the Month:

To do a common thing uncommonly well brings success.
Henry J. Heinz

Gardner Road Main Office Updates:

Beginning of School Year Checklist:

- Set up school lunch account (if desired) on the district website under food services and look for the Pay Schools link.
- Make sure your stack of 'go-home' notes are in an easy to locate place & send one in each time your child is going home differently.
- Bring in any medication and doctor's forms for medication to be given during school hours.
- Complete first day of school paperwork and return:
 - Gardner Road Handbook of Policies & Procedures
 - photo release form (sent home on Friday)
 - HIV/Aids Curriculum guide
 - emergency 'Go Home' information sheet
 - free/reduced lunch form
 - dental certificates (grades K, 2, 4)



Building Security - entering:

For the safety of all students and staff at Gardner Road, all doors are locked 24 hours a day. We do welcome your visit to our school. Please report to the main entrance and press the buzzer to your right near the main entrance. You will be prompted for your name and purpose of visit. Then the secretaries will buzz you in. Please report directly to the main office to sign in.

Bringing Items in for your Child During School:

In order to provide the most consistent learning environment for your children, we do not interrupt the classrooms during the school day. We understand that in the rush to leave the house in the morning, things are forgotten such as homework, lunches, sneakers for gym, birthday/party goodies, etc. If your child needs something during the day, please bring the item into the office, labeled with your child's name and teacher. We will make sure they receive it.

Meeting with Teachers:

Please be aware that once the teachers have students in their class (8:00), they are not able to meet one-on-one with a parent in regards to an individual concern. Please arrange a meeting with your child's teacher in advance – thank you!

Homework Requests:

If your child is out sick and you would like to request homework, please call the office before 9:00 a.m. It can either be sent home with a sibling, friend, neighbor, or parents can pick up homework after 2:30 in the office.

Gold "Go Home" Notes – Change of Plans:

Thank you for helping us assure students 'go home' the correct way each and every day using our 'go home' note pads. Knowing that changes occur during the day, we understand that you may need to change your child's 'go home' plans during the day. We ask that parents call before 12:00 so that we can assure a smooth dismissal and keep all of our students safe. It is very difficult to make these adjustments last minute. We have seen an increase in these calls at the end of the school year, especially after 1:45. These last minute changes delay bus dismissal for all students.

Birthday Treats:

You are welcome to send in birthday treats with your child. Please send in enough for just the class. Students will only share cupcakes with their class and won't be delivering cupcakes around the building. Please no treat bags. We understand that kids enjoy birthday parties outside of school and distributing invitations at school is easy/efficient. If you are going to distribute invitations at school, all students in the class or all boys/girls should receive one. Thank you for your help with this as it is very difficult to explain to a classmate why they didn't get an invitation while others did.

Annual Title 1 Notice for Gardner Road Elementary School

In compliance with provisions of the No Child Left Behind Act of 2001, we are informing you that Gardner Road Elementary receives Title I federal funding. Therefore, you have the right to request information regarding the professional qualification of your child's classroom teacher(s). Specifically included is your right to know the following:

- Whether the teacher has met State qualification & licensing criteria for the grade levels & subject areas in which the teacher provides instruction;
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;
- The baccalaureate degree major of the teacher & any other graduate certification or degree held by the teacher, & field of discipline of the certification or degree;
- Whether your child is provided services by paraprofessionals &, if so, their qualification.

Should you wish to exercise your right to make your request to: Megan Collins, Director of Human Resources, Horseheads Central School District, One Raider Lane, Horseheads, New York 14845. (607)739-5601, ext. 4211.

Information about Emergency School Closings & Delays:

Gardner Road Elementary 2 Hour Delay Start Times:
Pre-Kindergarten 10:30 AM K-4th Grade: 10:00 AM

Schools are closed when the weather makes it impossible to have reasonable attendance or when the schools or vehicles would not be able to operate safely. The school day is delayed when inclement weather conditions improve by early morning. Inclement weather may include snow, ice, and/or freezing temperatures. If the school day is delayed, buses will run & schools will open 2 hours later than normal.

If it is necessary to close or delay schools, the information will be posted on the district's website at www.horseheadsdistrict.com, the district's Facebook pages and Twitter, and the following local television and radio stations and their affiliates:

Radio: WNKI 106.1, WPGI 100.9, Magic FM 92.7/97.7, WGMM 98.7, WLVI 94.3, WELM 1410

TV: WENY, WETM, Time Warner Cable News

These television and radio stations also put closing/delay information on their websites. Each of our schools and the district have Facebook pages. To see school closings/delays and other information on your news feed, "like" the page(s). On Twitter, follow us at @HhdsSchools.

Additionally, WETM TV has an automated system to e-mail and/or text closings and delays to those who have signed up for the service. Parents may sign up at the following link: <http://www.mytwintiers.com/sms>. Scroll down to "School and Business Closing Alerts." Please do not call the radio/TV stations or the district's Transportation Office.

Please note that if schools are closed, they will remain closed all day for scheduled activities, including remedial programs, extra-curricular activities, use of facilities by non-school groups, and special evening programs. Please also note that when school is delayed, there is no supervision for students until schools open two hours later than the usual time, so parents should not drop their children off at school until they open. Additionally, on school delays, there is no breakfast served.

If a storm develops after school begins, usual procedure is NOT to close school early. This allows time for highway crews to plow and sand the roads and has proved to be less disruptive and confusing than attempting to send students home early.

Substitutes Needed:

The Horseheads Central School District is seeking applications for substitute teachers, nurses, bus drivers and substitute teaching assistants.

For information, please visit:

<http://www.horseheadsdistrict.com/subteach.html>

Human Resources Office: 739-5601, x4211

e-mail: hcsdinfo@horseheadsdistrict.com

Volunteers Needed for School Career Events

The school district has many career related events including career days, career panels, job shadows, classroom speakers, field trips, and mock interviews.

We are always looking for volunteers for these events. We are looking for parents, grandparents, other adult family members and friends as well as community volunteers in every career field. If you feel your career is not of interest or you are currently at home, you may still contribute through mock interviews and other fun classroom events. Most events are only an hour or two on a given day, yet **your experience and career knowledge** can deeply influence a child's life, career goals, and future educational path.

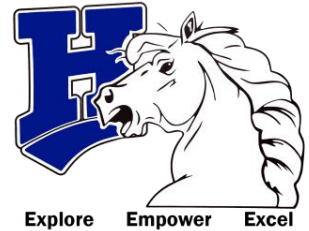
If you are interested in volunteering or learning more about how you can get involved, **please contact Deb Lynch**, the Career Development Representative for the Horseheads School District, at (607)795-5320 or dlynch@gstboces.org.

ATTENDANCE MATTERS

- ❖ School is your first and most important job. You're learning about more than math and reading. You're learning how to show up for school on time every day, so that when you grow up and get a job, you'll know how to show up for work on time every day.
- ❖ When you're not here, we notice because we care and we want you to be successful.
- ❖ A student who misses 10 days or more during a school year is 20 percent less likely to graduate from high school and 25 percent less likely to ever enroll in college.
- ❖ If you think missing a day here or there won't matter, think again. By missing just one day every two weeks, you would be on track to miss 10 percent of the school year – and that can happen before you know it.
- ❖ School only gets harder when you stay home too much. Sometimes it's tempting to stay home but missing a day only makes that worse.
- ❖ We understand that you will get sick sometimes and need to stay home. The important thing is to get to school as often as possible to help stay on track with your learning.



Horseheads District Annual Notices: 2018 – 2019



APPR of Teachers and Principals

The District is required to implement Annual Professional Performance Reviews (APPR) of teachers and principals. The outcome of the APPR is that each teacher and principal will receive an Overall Composite Rating based upon Observation and Student Performance scores. The four possible Overall Composite Ratings are Highly Effective, Effective, Developing and Ineffective (HEDI). You may request the Overall Composite Rating for the teachers and principals in the school building to which your child is assigned for the current school year by contacting the building principal of your child's school. Further, if you require additional explanation of the ratings for the teachers and principals, you may contact Tony Gill, Assistant Superintendent, at 607-739-5601, x4263. Please note that this information may be released only to parents or legal guardians. The District will verify that any request received is a bona fide request submitted by a parent or legal guardian.

Teacher Qualification

Pursuant to the federal No Child Left Behind Act, parents and guardians have the right to request and receive information about the professional qualification of their children's classroom teachers. Parents wishing such information about their child(ren)'s classroom teachers should contact the building principal.

Promotion and Retention Policy

It is essential that each child experience both challenge and success from school activities. To this end, the district will make every effort to place each student in the most appropriate learning level for a successful educational experience.

Early Identification/Intervention

Classroom teachers are expected to make every effort to identify early those students at risk of failing. The Building Principal and the parents/guardian must be notified promptly if retention is anticipated, and a special support program shall be designed for each child identified as in danger of failing. Such support services may include, but are not limited to, individualized assistance before, during or after the school day; remedial classes; a change in instructional treatment, and, where appropriate, referral to the Committee on Special Education for evaluation.

Promotion/Retention

No student will be retained without an appropriate educational plan defining what will occur that is instructionally different for the student. Once the educational plan has been implemented, the student will be monitored regularly. The educational plan will be revised until the student demonstrates acceptable performance.

The following provisions shall apply to promotion and placement decisions:

1. No student promotion or placement decision for grades three through eight shall be based solely on student performance on the ELA or Mathematics State assessments;
2. Student assessment scores may be considered as a measure of student performance only if the decision making process uses multiple measures of assessments and data in addition to the State assessments and the State assessments are only a minor factor in the promotion/placement decision;
3. In making promotion and placement decisions, the school will consider in class performance, teacher observation, homework, input of the parent, social and emotional needs as well as any other applicable measures, other than State assessments;
4. The final decision regarding placement and promotion is the decision of the building administrator;

Non-Discrimination Notification

The Horseheads Central School District offers educational programs without regard to race, color, national origin, creed, religion, marital status, military status, sex, sexual orientation, age, gender identity, predisposing genetic characteristic, or disability, and provides equal access to applicable groups under the Boy Scouts of America Equal Access Act. Inquiries regarding this policy may be made to Megan Collins, Title IX/DASA Coordinator, and Co-Civil Rights Compliance Officer; Anthony Gill, Co-Civil Rights Compliance Officer; or Kim Williams, Section 504 Coordinator, Horseheads Central School District, One Raider Lane, Horseheads, NY 14845, (607) 739-5601.

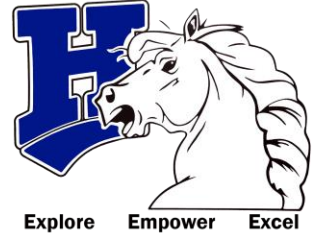
This policy of non-discrimination includes access by students to educational programs, counseling services, course offerings, and activities, as well as recruitment and appointment of employees and employment pay, benefits, advancement and/or termination.

The following person(s) has been designated to handle inquiries regarding the non-discrimination policies:

Megan K. Collins
Director of Human Resources
mcollins@horseheadsdistrict.com
One Raider Lane
Horseheads Central School District
Horseheads, NY 14845
(607) 739-5601

U.S. Department of Education
Office of Civil Rights
LBJ Department of Education Building
400 Maryland Ave., SW
Washington, DC 20202-1100
(800) 421-3481

Horseheads District Annual Notices: 2018 – 2019 CONTINUED



Homeless Students/Students in Temporary Housing Notice

Children and youth in temporary housing have the right to:

- Stay in the same school and get free transportation even if it is across district lines
- Participate fully in any school activities, including before- or after-school activities
- Get support services and help with things like school supplies through Title I
- Immediately enroll in school without records (school, medical, or vaccination records, proof of residency)
- Get special education services immediately if the student has a current Individualized Education Plan (IEP)
- Get free school meals without filling out an application
- Get help enrolling in pre-k, Head Start, other preschool programs, and Early Intervention
- Get help applying for financial aid for college if the student is an unaccompanied youth

For assistance, please contact the Horseheads Central School District Director of Student Services at (607) 739-5601, x4300.

Horseheads Central School District Parents' Bill of Rights Relating to Student Data

The Horseheads Central School District, in compliance with Education Law 2-d, hereby establishes the following Parents' Bill of Rights in regard to student data:

1. A student's personally identifiable information will not be sold or released for any commercial purpose;
2. Parents have the right to inspect and review the complete contents of their child's educational record. Procedures for reviewing student records can be found in the Board Policy entitled "Student Records," Policy 5500, Regulation 5500-R;
3. Security protocols regarding confidentiality of personally identifiable information are currently in place and the safeguards necessary to protect the confidentiality of student data are maintained at industry standards and best practices. The safeguards include but are not limited to encryption, firewalls, and password protection.
4. New York State maintains a complete list of all student data collected by the State and the data is available for public review at www.nysed.gov, or by writing to 89 Washington Avenue, Albany, NY 12234.
5. Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to the Superintendent of Schools, One Raider Lane, Horseheads, NY 14845.

Parents' Bill of Rights for Data Privacy and Security

The parent/guardian or eligible student has a right to:

1. Inspect and review the student's education records;
2. Request that records be amended to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy rights;
3. Consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that the Family Educational Rights and Privacy Act (FERPA) authorizes disclosure without consent; and
4. File a complaint with the United States Department of Education alleging failure of the district to comply with FERPA and its regulations. Complaints may be sent to Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue SW, Washington, DC 20202-4605.

EMOTIONAL HEALTH SCREENINGS AVAILABLE FOR ALL – CHEMUNG COUNTY YOUTH Ages 4 - 21

It is important to regularly check on your child's emotional health. A child who does not feel well emotionally can become physically sick and physical illness can affect emotional health. In any event, it is more difficult for a child, who does not feel well, to be interested in going to school or succeeding in school. When emotional health concerns are dealt with early we can help young people get the most out of their education and lead happy, productive lives.

Good emotional health leads to:

Good Relationships Improved physical health
Interest in school Good Decisions
Ability to deal with life's challenges

Emotional Health Issue can affect:

School Performance Physical Health
Personal Relationships Actions toward others

Completing an emotional health screening is a simple effective way to look at a child's emotional development. To participate in the screening, complete a consent form and the emotional health screening. Forms are available on the school district website; www.horseheadsdistrict.com, then click on Gardner Road School. Completed forms can be sent to:

Family Services of Chemung County, 1019 East Water St., Elmira, NY, 14901, ATTN: Marilyn Cristofaro

For additional information contact: Marilyn Cristofaro, Community Mental Health Program Coordinator, at Family Services of Chemung County, 607-733-2820. Ext 124

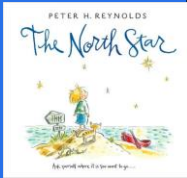
ONE CALL CAN MAKE A DIFFERENCE



"We Succeed Because The Stars Lead!"

September's Character Trait is:

In September, we will be learning about our school rules of STAR (ask your child what STAR means). We will also be learning about the importance of following the 'North Star' or the moral compass between good or poor choices. We will highlight the importance that if you ever get lost, everyone can follow the 'north star' that is inside of them. We will also have some exciting events to celebrate respect and responsibility in our school. Character education bingo and good news call of the day will start from the first day of school!



Horseheads Central School District's Mission & Vision:

Horseheads Central School District sets the standard of educational excellence by fostering innovative thinking, curiosity, and a passion for learning to maximize the potential of each individual. We engage with our local and global communities to provide a student-centered, nurturing environment.

EXPLORE

EMPOWER

EXCEL



Horseheads Central School District

Character Education

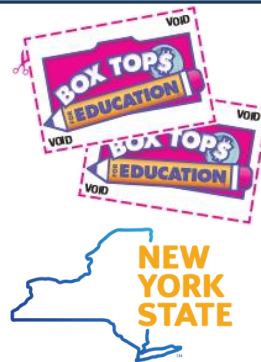
Respect

- Treat other people the way you want to be treated
- Listen to what other people have to say
- Be accepting of others
- Be kind and courteous





Character Matters
Horseheads Central School District



**To report child abuse or neglect
call toll free
1-800-342-3720 or
ocfs.ny.gov/main/cps**

Golden Star Buddies Reminder:

Our school believes all students should follow the golden rule. However, we know that disagreements occur and it is our job to help students through it. We use the following definitions to determine the difference between conflicts and bullying.

If any student is involved or sees either, please let a Gardner Road staff member know and they will help you!

CONFLICT:

- * occurs in the heat of a moment
- * is often a difference of opinion
- * two or more students are upset
- * does not happen continue
- * students want a mutual solution



BULLYING:

- * intent to cause harm
- * imbalance of power
- * repetition - bullies often target the same people
- * targeted towards a specific individual

The Horseheads Central School District offers educational programs without regard to gender, race, color, national origin, or disability. Inquiries regarding this policy may be made to Megan Collins, Title IX/DASA Coordinator and Co-Civil Rights Compliance Officer; Anthony Gill, Co-Civil Rights Compliance Officer; or Kim Williams, Section 504 Coordinator, Horseheads Central School District, One Raider Lane, Horseheads, NY 14845, (607) 739-5601.

The Dignity Act Coordinator (DAC) for Gardner Road Elementary is Patrick Patterson. Complaints regarding discrimination, harassment, or bullying of any student should be referred to Patrick Patterson at (607) 739 – 6347. The Dignity Act Coordinator for the Horseheads Central School District is Megan Collins. Mrs. Collins may be reached at One Raider Lane, Horseheads, NY 14845, 607-739-5601, x4211.

Gardner Road Elementary - Parking Lot Configuration

Dear Gardner Road Families,

We have a newly configured parking lot which separates the parent drop-off/pick up area from the bus loading area and general parking lot. Please see the details and map below on how the traffic flow will work. Thank you in advance for helping keep our students safe by following the traffic patterns and routines below. If you have any questions, please let me know.

Sincerely,

Patrick Patterson – Gardner Road Elementary Principal

Student Drop-Off: 7:45 – 8:15 AM

- Follow markings on map, which will also be painted onto the parking lot.
- Pull up to the white line (5 or 6 cars should be able to unload at the same time)
- Have your child exit on the passenger side of your vehicle so they can exit onto the sidewalk safely
- Please stay in your vehicle. If you need to help your child get out please park in a spot and walk them all the way to the cafeteria door (7:45 – 8:15) or main entry awning (8:00 – 8:15).

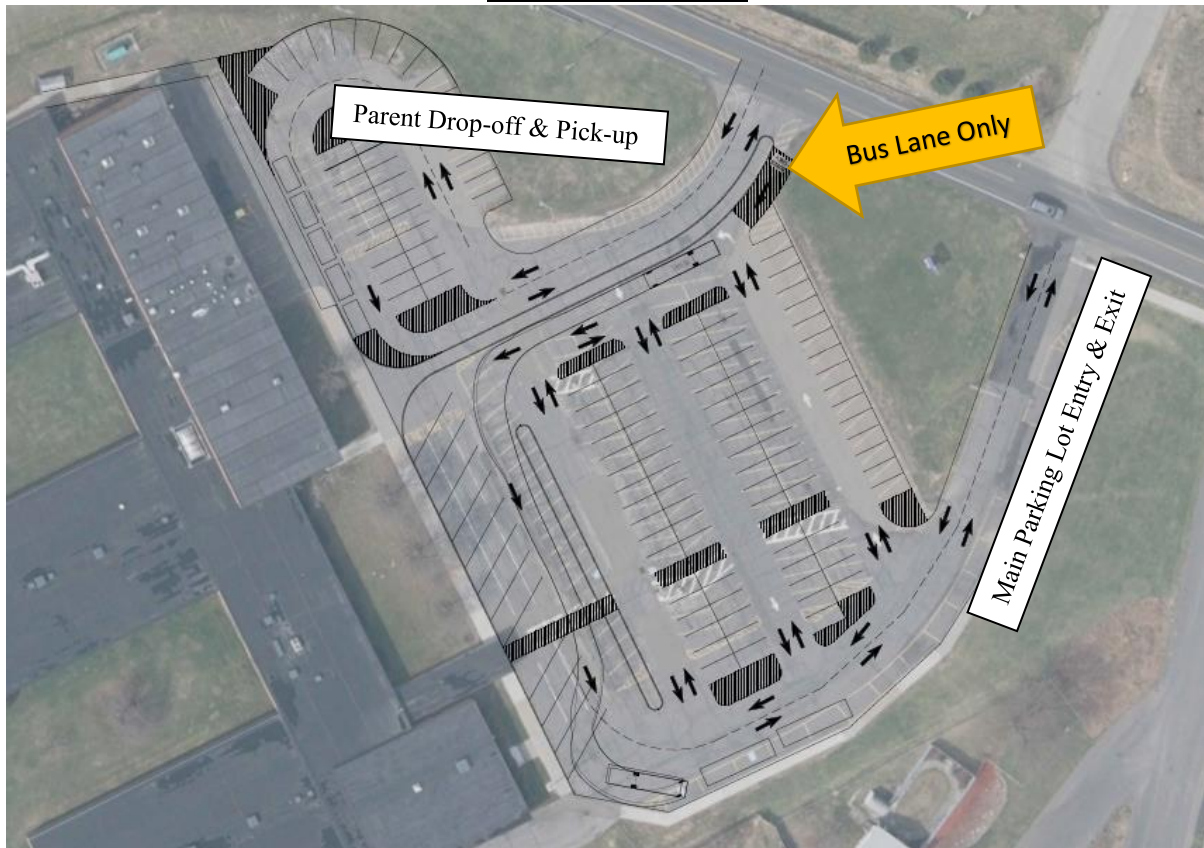
Student Pick-Up: 2:20 PM

- Park in a spot in either the parent pick up area or main parking area.
- Parallel parking along the curb/sidewalk IS NOT permitted.
- All students must be signed out in the cafeteria with ID.
- Please do not cross in front of the busses as they are pulling into the school.

General Parking: Main Lot

- The main lot will only have one access point for entry and exit. It is in front of the school sign (the old exit).
- Please walk your child all the way into the building if you are dropping them off.
- Please do not enter or use the bus lane at any time.

Traffic Flow Map



Horseheads Central Schools 2018-2019 School Calendar

B.O.E. Approved 6/21/18

^ Early Dismissal Drill

SEPTEMBER						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

OCTOBER						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12^	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER						
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						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

JANUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

APRIL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

School Not in Session:

Labor Day	9/3
Columbus Day	10/8
Veterans Day	11/12
Thanksgiving Recess	11/21 - 11/23
Winter Recess	12/24 - 1/4
Martin Luther King, Jr Day	1/21
President's Day Recess	2/18 - 2/19
Spring Recess/Good Friday	4/15 - 4/19*
Memorial Day Recess	5/27*

* Pending days utilized for emergency/snow day closures during the year.

Parent/Teacher Conference

11/9/18 (Full Day Off - Pre K - 6th Only)
11/16/18 (½ Day PM Off - Pre K - 6th Only)




End of Year ½ Days (A.M.)

6/21/19 (7th - 8th Only)
6/24/19 (Pre K - 8th Only)
6/25/19 (Pre K - 6th Only)

Full Days Off

9/5/18 (10th - 12th Only)
1/28/19 (7th - 12th Only)
6/21/19 (Pre K - 6th Only)
6/25/19 (7th - 8th Only)

LEGEND

	Conference Days (9/4, 10/19, and 3/15)
	Schools Closed*
	Regents Exams

The district will utilize April 22, and May 24, 2019 as potential give back days PENDING the use of emergency closure days and/or the need to meet state mandated attendance days and/or hours.

The district will communicate to residents and staff in regard to these days at the end of March 2019.

Please be aware, if the district needs to make up school days due to excessive emergency/snow closure days, the Priority of Make-up Days for spring break will be as follows, upon notification of the district:

1 st Make Up Day	4/15/19
2 nd Make Up Day	4/16/19
3 rd Make Up Day	4/17/19
4 th Make Up Day	4/18/19
Last Day: 9th - 12th:	6/17/19
Last Day: 7th - 8th:	6/24/19
Last Day: PreK-6th:	6/25/19

First Day of School PreK - 9th:
Wednesday, September 5, 2018

First Day of School 10th - 12th:
Thursday, September 6, 2018

Last Teacher Day:
Wednesday, June 26, 2019

Home & School

Working Together for School Success

CONNECTION®

Gardner Road Elementary School
Mr. Patrick Patterson, Principal

SHORT NOTES

Excellent attendance

Being in school every day means your child won't miss out on learning. Try to schedule appointments and family trips outside of school hours. If he asks to stay home "just because," remind him of what he'll miss, such as his reading group or PE class. Explain that he can be absent only if he's sick or if there's a family emergency.

DID YOU KNOW?

Children who regularly eat meals with their families tend to do better in school and avoid risky behavior. Eating dinner together is great, but other meals count, too. If you work at night, maybe you could make time for a family breakfast. Or on a weekend, try a picnic lunch.

Celebrate progress

Suggest that your youngster create a fun reminder of all the things she has accomplished. Let her cover a box with construction paper and label it "I did it!" Then, she can write each success ("I learned to add fractions") on a slip of paper and put it in the box. If she's feeling discouraged, have her read the slips.

Worth quoting

"The best way to cheer yourself up is to try to cheer somebody else up!"
Mark Twain

JUST FOR FUN

Q: Can a kangaroo jump higher than the Empire State Building?

A: Of course. The Empire State Building can't jump!



Conversations about school

When you think of parent involvement, do you picture moms and dads volunteering in classrooms? That's one way to help—but research shows that supporting your child's education at home is even more important. Here are conversation starters that will help you stay involved.

"Let's see what you brought home."

Look at completed work to find out what your youngster is learning and how well she's doing. You could comment on her math work or social studies project, for instance. ("You know a lot about our state's history!") Also, respond to notes from her teacher, and sign her weekly folder or daily planner if required.

"Show me what you have for homework."

It's your child's job to do her homework, but you play a role, too. Make sure she knows what she's supposed to do by having her explain the assignments to you. After she finishes her homework, glance over the work to see that it's complete.

"Describe a book you enjoyed today."

This gives you an idea of what your youngster prefers to read. Then, build a daily reading habit by asking what she'd like to read tonight. Encourage her reading and listening skills by reading aloud to her and letting her read to you.

"Tell me what you learned that you'd like to know more about."

Use her interests as jumping-off points for activities to share. If she likes geometry, you might hunt for



shapes together. If she's fascinated by how animals adapt to winter, take her to the library to research the subject or to the zoo to see live animals. ♥

After-school questions

Asking "How was school today?" might not get you far. Instead, ask questions like these for a better picture of your youngster's day:

- "What's the coolest thing that happened? What wasn't so cool?"
- "Pretend you're the teacher. How would you describe the day?"
- "What made you laugh?"
- "What was the most creative thing you did?"
- "How were you kind or helpful today? Was anyone kind or helpful to you?" ♥



What does respect look like?

Your youngster's daily dealings with adults and kids alike will be more pleasant if he speaks and acts respectfully. Try these tips for helping him learn about respect.

Respectful replies. Think about something that you and your youngster disagree on (say, whether his video game time should be limited). Model having a respectful discussion about it. You might say that his brain and body are growing and that he needs to run and play to stay healthy. Then, suggest a respectful response, such



as, "I want to be healthy, but I love video games." Have him brainstorm other situations where people have different opinions but still speak to each other with respect.

Everyday acts. When you mow the lawn or clean up after your dog, you can teach your child about respect for neighbors. Explain that keeping your

neighborhood clean and neat makes it nice for everyone. Ask him to think of other respectful things neighbors should do. If you share an apartment laundry room, he might say that you respect neighbors' time by removing your clothes when they're done so others get to use the washers and dryers.♥

A reading challenge

By reading more complex books, your child can learn new words, facts, and ideas. He'll also be exposed to more complicated plots and will grow as a reader. Share these suggestions:

- Knowing something about the topic or setting makes a tougher book easier to comprehend. If your youngster is reading a novel set in China, he could talk to someone who has been there or look up the country online (try a children's site like kids.nationalgeographic.com).



- Encourage your child to look at a simpler book on the same subject. A picture-book biography about Harriet Tubman may help your youngster better understand a textbook chapter on the civil rights movement, for instance.

- Suggest that your child read complicated material with pencil and paper in hand. He can jot down questions, words to look up, or facts he wants to learn more about.♥

OUR PURPOSE

To provide busy parents with practical ideas that promote school success, parent involvement, and more effective parenting.

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Strong study habits

Q: My third grader has to spend more time studying this year. How can I make sure she studies effectively?

A: Set your daughter up for success by helping her find a distraction-free study spot. Also, have her come up with a study routine. For instance, she could reserve time each evening to review her textbook and notes in the days leading up to a test.

Also, many students find it helpful to jot down a purpose each time they study. Your child might write: "I will learn the definitions of all the boldfaced words in chapter 7, section 1."

Finally, encourage her to experiment with study strategies to find what works best. She could close his eyes and imagine how a word is spelled or draw a grid with 9 squares to solve 3 x 3. Or she might find it helpful to spell or recite math facts aloud in rhythm or to a familiar tune.♥



PARENT TO PARENT

Talking to kids about money

My children were always asking to buy things like dress-up shoes or new games. They didn't seem to understand that these items weren't in our budget.

I wanted them to learn about how we spend our money—and that it is limited. So I got a spiral notebook and labeled it "Family Spending Journal." I explained that for two weeks, everyone would keep a record of what they spent money on. I listed items like my

subway fare, the electric bill, and food at the grocery store. The children wrote down expenses such as school lunch, soccer cleats, and field trip fees.

After a few days, they were surprised by how many things we needed money for. Our kids had no idea, for example, that we paid for taxes on our income, several types of insurance, and membership in our homeowners' association. Sometimes they still ask to buy too many things at the store, but when I say no, at least they understand why.♥



Report to PARENTS

Boost Bus Safety

Get your child on board with school bus safety! To avoid dangerous situations and accidents, students must follow bus safety rules and procedures. First, review your school's specific bus rules and procedures with your children. Then, make sure they understand these general bus safety principles.

Board the bus safely. Students should walk, not run, to the bus stop. While waiting for the bus, children should stay in a safe spot away from the road. Remind your child never to never speak to strangers at the bus stop. When the bus arrives, students should wait their turn to board and never push or shove on the stairs. Students should ask the driver for help if they drop something while getting on or off the school bus.

Follow the driver's rules. Explain to your child that drivers have to focus on the road to keep students safe. Distracting the driver, even for a second, could put all the riders in danger. Remind students to treat drivers with respect, and always follow printed rules or the driver's procedures—especially in case of an emergency.

Keep the bus calm and quiet. Students should find a seat quickly and stay in it. Many schools have a code of conduct for the bus—go over it with your child to make sure he or she understands the behaviors that are acceptable and unacceptable. Behaviors that might seem “cool” (waving one's arms out the window, for instance) can put your child's, and other children's, safety at risk. Enforce tough punishment if your child exhibits bad bus behavior. Students should never throw things on the bus or out the windows, or play with emergency exits. Make sure students know to use their “inside voices,” and never play loud music on the bus.

Watch for bullying behavior. Alert the bus driver if students on the bus are harassing your child. School bus drivers are not counselors, but they are there to transport students safely. You can work with them to find a solution to problems.

Avoid the “danger zone.” Children should wait for the bus to come to a complete stop before getting off, and use the handrails. When crossing in front of the bus, children should take five giant steps away from the bus, make eye

contact with the driver, and cross when the driver indicates that it's safe. Teach your child to look both ways before crossing, and to stay away from the wheels of the bus.

Listen and report. Remind your child to tell you if they notice something odd or unsafe on the bus, such as the driver seeming impaired or students bullying one another. If your child tells you about any inappropriate behavior, speak to your principal.



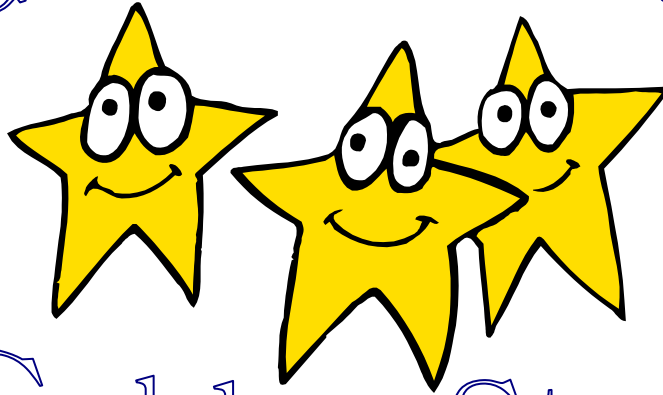
Web Resources

The **National Highway Traffic Safety Administration** has a bus safety pledge students can take.
www.nhtsa.gov/parents/parents-bus.html

Visit **SafeKids.org** for factsheets on bus accidents and safety statistics.
www.safekids.org/safetytips/field_risks/school-bus-safety

Your state's **Department of Transportation** website may have state-specific guidelines or activities related to bus safety.

Gardner Road



Golden Stars

Handbook of Policies and Procedures

2018-2019 School Year

Please remove the cover, sign and return to school.

We have reviewed the Gardner Road Elementary School Handbook and understand the importance of following the guidelines and leading by example.

Parent/Guardian Signatures

Student Signature

Horseheads Central School District's Mission & Vision:

Horseheads Central School District sets the standard of educational excellence by fostering innovative thinking, curiosity, and a passion for learning to maximize the potential of each individual. We engage with our local and global communities to provide a student-centered, nurturing



Explore Empower Excel

Gardner Road Handbook of Policies and Procedures

2018—2019

Dear Students, Parents, and Guardians...

The mission of the Horseheads Central School Community is to provide a quality education for all within a nurturing environment which promotes excellence, growth, and a sense of civic responsibility.

At Gardner Road Elementary School, we succeed because the stars lead. It is through high expectations for behavior and academics, that our learners today become leaders tomorrow.

This handbook provides our students with the necessary guidelines to create an environment within which everyone can thrive and achieve his/her highest potential.

Please take the time to review this handbook with your student and discuss the importance of leading by example.

Please sign the form on the front cover and return it to school with your child.

Thank you,

The Gardner Road Staff



Welcome to Gardner Road Elementary School.
Where we succeed because the STARS Lead.

Student supervision begins at 7:45 a.m., when students are allowed to enter the cafeteria through the outside cafeteria doors. Students should not arrive before that time, as there is no adult supervision. At 8:00 a.m. the front doors open and students are permitted to enter the building. Students who eat breakfast at school should report to their classrooms prior to going to the cafeteria. Students must be in their room no later than 8:15 a.m. as that is the tardy bell. Dismissal begins at 2:20 p.m. Students may be picked up in the cafeteria at approximately 2:25 p.m.

Behavioral Expectations

In order to create a nurturing environment which promotes excellence, growth, and a sense of civic responsibility, the following behavioral expectations must be followed by students.

To be a STAR student, we must:

S—Stay Safe
T—Take Responsibility
A—Always Do Our Best
R—Respect Others

Follow our character traits of:

Respect - September and March
Responsibility - October and April
Citizenship - November and May
Caring - December and June
Fairness - January and July
Trustworthiness - February and August



Students are also expected to follow the *Big 5*

1. Be Honest
2. Be On Time
3. Be Ready To Work
4. Be Willing To Learn
5. Maintain a Good Attitude

Please Consider The Following:

Parents can help our students take advantage of the entire learning day by scheduling appointments after school hours (8:15—2:25). However, we do understand that this is not always possible.

We understand that children enjoy having classmates attend birthday and holiday parties. We ask that invitations for these parties not be distributed at school, unless all boys or all girls in the class will be invited. Your cooperation and understanding, in this matter, is greatly appreciated.

Birthdays are exciting times for our students and celebrating them with classmates makes them even more special. Snacks are permitted and should be arranged with the classroom teacher. Please no treat bags. **Please be aware that we have several students with food allergies and precautions to keep them safe must be taken.**

No electronic devices are permitted at Gardner Road between drop off in the morning and pick up in the afternoon (7:45—2:30). If these items are brought to school, they must remain in the child's backpack throughout the school day.

Visitors to the school must sign in and wear a visitor's badge. Only visitors that have made prior arrangements with a teacher will be permitted to visit a classroom during the school day. Thank you for helping us limit distractions to the learning environment.

Cafeteria Expectations

We want students to enjoy a quiet and peaceful lunch with friends. For this to occur, a few behavioral expectations are required.

Remember to be a **STAR** student.

S - Stay Safe

-stay seated -keep body and food to self

T - Take Responsibility

-clean up -follow directions

A - Always Do Our Best

-help others -use manners

R - Respect Others

-inside voice -be kind

Remember that some students have food allergies. This means that we should not share food.

Lunches can be prepaid with a check or on-line through Pay Schools (access via www.horseheadsdistrict.com). Please do not send large amounts of money with your student, as we can not be responsible if it is lost or stolen.

If children finish eating before the end of the lunch period, they may participate in appropriate activities such as:

- Reading a good book
- Finishing classroom assignments
- Playing educational games
- Coloring

Students may bring only classroom provided materials to use during lunch. Please do not send items from home.

When a student's behavior does not meet expectations, the cafeteria monitor may:

1. Give a verbal or nonverbal warning regarding the behavior.
2. Change student seating at the cafeteria table.
3. Place the student at a desk in the cafeteria.
4. Contact the teacher or principal to have the student removed from the cafeteria.

Parents are welcome to join their children for lunch in the cafeteria.

1. Advise your child's teacher, prior to lunch that you're coming that day.
2. Due to various allergies please **do not bring in outside food from fast food restaurants**. Only food from home or from the cafeteria line should be consumed in our lunchroom.
3. Have your child pre-order for you in the morning, if you wish to have a cafeteria lunch. Adult lunches cost more than a child's lunch. Please check for pricing.
4. Sign in at the main office and get a visitor's badge when you arrive.
5. Meet your student's class at the cafeteria entrance at their designated lunchtime.
6. Have cafeteria personnel answer any questions you may have about selections, and then pay for your lunch.
7. Have your child explain the lunch procedures and show you where to sit.

Playground Expectations

In order to create a safe and enjoyable playground environment, students are expected to:

- | | | |
|--------------------------------|------------------------------|---------------------|
| S - Stay Safe | -follow rules | -follow directions |
| T - Take Responsibility | -stay in area | -listen to teacher |
| A - Always Do Our Best | -use equipment appropriately | |
| R - Respect Others | -play nice | -keep hands to self |

Please do not bring in items that that could be considered dangerous or potentially used as a weapon such as: hardballs, bats, lacrosse sticks, skateboards, skates. No electronic devices allowed on the playground.

Assembly Manners

In order to create an environment that is polite, respectful and receptive to the performance provided, students are expected to:

- | | | |
|--------------------------------|--------------------------|-----------------------|
| S - Stay Safe | -follow rules | -arrive appropriately |
| T - Take Responsibility | -stay in area | -be a leader |
| A - Always Do Our Best | -think, learn and listen | |
| R - Respect Others | -be kind | -keep hands to self |

Homework

Gardner Road believes homework extends learning, can be a review of skills, and may include reading, written and non-written work. Homework may be given at each grade level to build responsibility and consistency across all grade levels. Parents/guardians should check for completion nightly. Individual grade levels, as well as individual teachers, have further specifications to this policy. If your child consistently struggles with homework, please contact your child's teacher.

Homework while on Vacation:

Before making vacation plans, please consult the school calendar if possible. If parents decide to take their child out of school for vacations, please notify the classroom teacher and the main office. These absences are considered unexcused; therefore, the work shall be requested and made up upon return. Parents are encouraged to have their child practice math facts, read, and write in a journal during their absence from school.

Code of Conduct

In order to provide a safe and orderly environment, the following incidents will be dealt with in accordance to the District Code of Conduct policies. The consequences may include, but are not limited to, suspension from school.

- ⇒ Any threat to harm another person.
- ⇒ Physical confrontation.
- ⇒ Possession of items that could be potentially dangerous.
- ⇒ Possession of drugs.
- ⇒ Bomb threat or false fire alarms.
- ⇒ Continuous disruption of the learning environment.

In support of the Horseheads Code of Conduct, we will adhere to the district's **Dress Code** states that "a student's makeup, nails, hair, jewelry and clothing must be safe, and **not disrupt or interfere with the educational process**".

1. **Footwear must not be a safety hazard.** Sandals should have backs on them. This is important for this age level.
2. Underwear must be completely covered by the clothing.
3. "Tube tops, net tops, halter tops, spaghetti straps, low-cut necklines (front or back), midriff baring or see-through."
4. No head covering should be worn, except for medical or religious reasons.
5. All clothing should use appropriate language and graphics and not endorse the use of alcohol, tobacco, illegal drugs, or other illegal or violent activities.

If a student is in violation of the dress code, parents will be notified and will either be asked to pick up their child or bring in a change of attire to rectify the situation.

Internet Acceptable Use Policy

In order to foster appropriate use of instructional technology at Gardner Road School, students are expected to comply with the District Policy and Regulations. These rules include:

1. You will not reveal your password to anyone. You will not use or attempt to use anyone else's password.
2. You will not use the system for illegal purposes, such as threatening another person, or arranging for the sale or purchase of illegal items.
3. You will not violate the rules of computer etiquette.
4. You will not intentionally access material that is profane or obscene, that advocates illegal acts, or that advocates violence or discrimination toward other people. If you mistakenly access inappropriate information, **you must immediately tell your teacher or the person designated by the District.**
5. You will not change computer files that do not belong to you.
6. You will not plagiarize from the Internet.
7. You will not download files without permission from a supervising teacher.
8. You will not use your account for personal financial gain. This means you may not offer, provide or purchase products or services through the internet.

The Horseheads Central School District offers educational programs without regard to gender, race, color, national origin, or disability. Inquiries regarding this policy may be made to Megan Collins, Title IX/DASA Coordinator and Co-Civil Rights Compliance Officer; Anthony Gill, Co-Civil Rights Compliance Officer; or Kim Williams, Section 504 Coordinator, Horseheads Central School District, One Raider Lane, Horseheads, NY 14845, (607) 739-5601.

The Dignity Act Coordinator (DAC) for Gardner Road Elementary is Patrick Patterson. Complaints regarding discrimination, harassment, or bullying of any student should be referred to Patrick Patterson at (607) 739 – 6347. The Dignity Act Coordinator for the Horseheads Central School District is Megan Collins. Mrs. Collins may be reached at One Raider Lane, Horseheads,

THE BIG

5

- **BE HONEST.**
- **SHOW UP ON TIME.**
- **BE READY FOR WORK.**
- **BE WILLING TO LEARN.**
- **MAINTAIN A GOOD ATTITUDE.**



Gardner Road Elementary School 2018 - 2019



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Character Education Connection—Respect: -Teach your child to respect diverse cultures (go to museums, try foods) -Demonstrate respect for our country/community -Respect the older generations by participating in activities with senior citizens -Model respect with strangers		5 Day 1 Welcome Back to School! PK Dismissal @ 11:00 Enjoy the City Fund-raiser Books - GRPTO	6 Day 2 PK Parent Meeting 9:00 PK Dismissal @ 11:00	7 Day 3 PK Dismissal @ 1:45	8  3:00—5:00 Playground
10 Day 4	11 Day 5	12 Day 6	13 Day 1	14 Day 2  Wear dots!	15
17 Day 3 Principal Chat 5:30 & GRPTO 6:00 Intermediate School Conference Room	18 Day 4 	19 Day 5	20 Day 6  6:00 HS MMC	21 Day 1	22
24 Day 2	25 Day 3 	26 Day 4 	27 Day 5 Book Fair 6:00 - 8:00 Open House 6:30 - 7:30 	28 Day 6	29