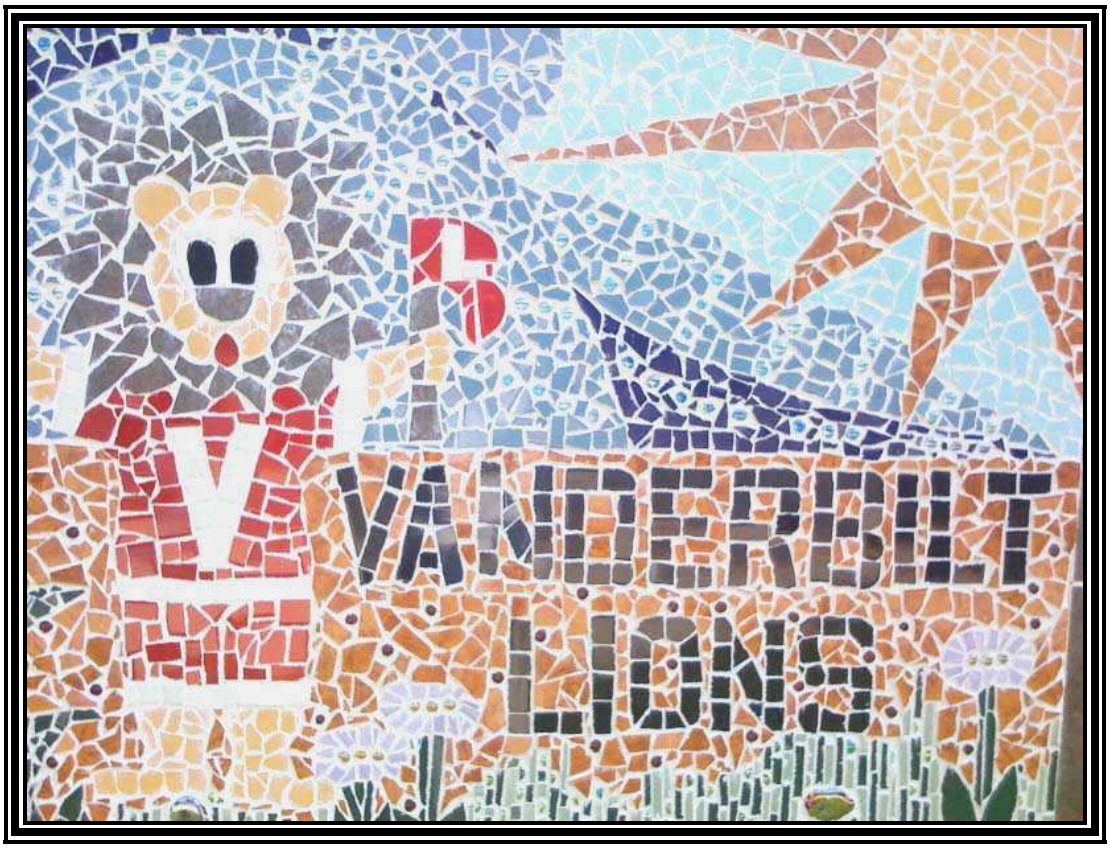
Vanderbilt Elementary School

Parent Handbook



2009-2010

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HALF HOLLOW HILLS CENTRAL SCHOOL DISTRICT
2009/2010 SCHOOL CALENDAR

SEPTEMBER 2009

M	T	W	T	F
	(1)	(2)	**(3)**	(4)
(7)	8	9	10	11
14	15	16	17	18
21	22	23	24	25
(28)	29	30		

OCTOBER 2009

			1	2
5	6	7	8	9
(12)	13	14	15	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER 2009

2	**(3)**	4	5	6
9	10	(11)	12	13
16	17	18	19	20
23	24	25	(26)	(27)
30				

DECEMBER 2009

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	(24)	(25)
(28)	(29)	(30)	(31)	

JANUARY 2010

				(1)
4	5	6	7	8
11	12	13	14	15
(18)	19	20	21	22
25	26	27	28	29

Sept.	3	Supt. Conf. Day
Sept.	7	Labor Day
Sept.	8	School Opens
Sept.	19, 20	Rosh Hashanah
Sept.	28	Yom Kippur
Oct.	12	Columbus Day
Nov.	3	Supt. Conf. Day
Nov.	11	Veteran's Day
Nov.	26, 27	Thanksgiving Day Recess
Dec.	24 - Jan 1	Christmas/New Years Recess
Jan.	18	Martin Luther King Day
Feb.	15-19	Winter Recess
March	30 - April 2	Spring Recess
May	31	Memorial Day
June	25	Last Day of School

DAYS IN ATTENDANCE EACH MONTH

September:	16	+	1
October:	21		
November:	17	+	1
December:	17		
January:	19		
February:	15		
March:	20		
April:	18		
May:	19		
June:	19		
TOTAL:	181	+	2

181 Student Attendance Days

2 ORIENTATION AND CONFERENCE DAYS

183 *Total Days*

Emergency Days
[ ] School may elect to be in session.

FEBRUARY 2010

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
(15)	(16)	(17)	(18)	(19)
22	23	24	25	26

MARCH 2010

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
[29]	(30)	(31)		

APRIL 2010

			(1)	(2)
[5]	**[6]**	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

MAY 2010

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	**[28]**
(31)				

JUNE 2010

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
(28)	(29)	(30)		

The Board of Education reserves the right to change this calendar if emergency closings during the school year require additional days. *May 28th* will be utilized if there is one emergency school closing. *May 28th, April 6th* will be utilized if there are two emergency school closings. *May 28th, April 6th, and April 5th* will be utilized if there are three school closings. *May 28th, April 6th, April 5th, and March 29th will be utilized if there are four school closings.* However, please note, additional day(s) required will be determined by the Board of Education at a later date.

Notes: There will be 3 half-days at the end of the elementary school year; these days will be *June 23, June 24, and June 25.*

Principal's Message

It is a pleasure to welcome you to a very special place, Vanderbilt Elementary School! Our esteemed faculty here at Vanderbilt maintains a deep commitment to making a difference in the life of each child.

We strive for academic excellence, accepting children as they are; individual learners that require individual attention. Teachers have created a professional learning environment which allows for the free exchange of ideas that revolve around what is best for children. We work collectively to design and implement the best teaching practices in education as we grow and learn together.

Social and emotional growth is as important as academic growth. Children succeed when they are happy and possess a positive self image. Our school culture focuses on positive citizenship. All of us are unified by our roles as members of an important and effective learning community, while we respect each other for our differences.

A strong partnership between parent, child, and teacher is essential. Parental involvement at home and in school is a critical component in a child's education.

All of these factors together promote the development of children as lifelong learners. In the future, as in the past, we will work passionately and cooperatively with all members of the Vanderbilt community to enhance the lives of our children.

-Martin Boettcher

PTA Message

Dear Vanderbilt Families,

On behalf of the Vanderbilt PTA, we would like to say welcome to Vanderbilt and to a new school year filled with exciting events and activities!

Our PTA, an organization of parents and teachers together, is a dynamic team that works diligently to develop programs and arrange events that enrich our children's educational experience. We encourage all of you to become involved in the many activities we have planned for the school year. **Some events on our agenda this year include Book Fair, Freaky Friday, Shop & Dine, Bingo Night, Holiday Boutique and Parents' Night Out.**

Every family is invited to join in these and many other school events. We look forward to (and need) your participation. The events and programs that we sponsor can only be implemented with your time and effort. Large and small volunteer jobs are available for each event, and they are all equally important. Just ask us where you can help!

As co –presidents this year one of our goals is to increase teamwork by reaching out to as many families as we can. We encourage you to attend our monthly PTA meetings where you can learn not just about upcoming events but also what is happening throughout the Half Hollow Hills school district. Check the district calendar for important dates and times of meetings and other scheduled events. Logging on to www.halfhollowhills.k12.ny.us and clicking on **'Our Schools'**, then **'Vanderbilt Elementary'** and then **'Vanderbilt PTA site'**, will get you to the PTA website which includes information on important upcoming events. Also on the PTA website will be downloadable forms in case you miss the ones that will arrive in your child's backpack.

We have learned from experience that a child's success in school is closely tied to parental involvement. This brings great rewards to our school, our children and to our community! **Your first step is to join PTA and become a member.** PTA has membership available for individuals and for families as well.

Vanderbilt Elementary is a caring, community-based school where children are learning to make a difference for themselves, for their peers, for their community and for those in need. Please help us to continue to achieve these goals by joining us. **We look forward to getting to know you better and making this a very successful year.** Please feel free to call us or with any questions or concerns!

Sincerely,

Bernadette Bunsis 462-7573
Caryn Landow 643-4449
Vanderbilt PTA Co-Presidents

2009-2010 Staff

KINDERGARTEN:
Mrs. S. Gewirtz
Mrs. L. Rubin
Mrs. J. Walker
Mrs. C. Walsh

FIRST GRADE:
Mrs. S. Bostock
Mrs. E. Michaelides
Mrs. D. Palermo
Mrs. C. Paulsen

SECOND GRADE:
Mrs. J. Avlonitis
Mrs. K. Homenides
Ms. A. Marcus
Mrs. R. Zimmerman

THIRD GRADE:

Mrs. G. Cucinello
Mrs. D. Kollmer
Ms. C. Lombardo
Mrs. C. Schwartz
Mrs. M. Shaughnessy

FOURTH GRADE:

Mrs. L. Ferentinos
Ms. E. Funk
Ms. J. Meehan
Mrs. A. Rafft
Mrs. K. Sigismondi
Mrs. I. Sussman

FIFTH GRADE:

Mrs. C. Balsamo
Ms. B. Conway
Mr. R. Gerhardt
Mrs. D. Knoll
Mrs. E. Krapf
Miss J. Szigethy

SUPPORT STAFF:

Dr. L. Gische Psychologist
Mrs. K. Kremer Nurse

Ms. M. Anderson Health

Mrs. G. Engel Reading Specialist
Mrs. K. Farrell Reading Specialist
Mrs. S. Maloney Reading Specialist

Mrs. K. Rusinski Math Specialist

Mrs. K. Lange Enrichment

Mrs. J. Hegreness Band
Miss N. Michaels Orchestra

Mrs. C. Brunhuber Art Teacher
Mrs. D. Miceli Librarian
Mrs. D. Rugen Music / Chorus
Miss A. Strack Phys. Ed.
Mr. J. Schroeder Phys. Ed.

Mr. P. Klement Teaching Assistant

Mrs. E. Schwarz ESL Teacher
Mrs. G. Maguire Resource Room.

Mrs. S. Fontana Speech Teacher
Ms. S. Vitale Speech Teacher

Mr. M. Boettcher Principal
Ms. M. Haltigan Asst. Principal

Mrs. A. Mancuso Secretary
Mrs. C. Regan Secretary

Important Telephone Numbers

Vanderbilt Main Office 350 Deer Park Ave Dix Hills, NY 11746	592-3800
Vanderbilt Attendance Office	592-3807
Nurse's Office	592-3801
Psychologist's Office	592-3808
Transportation Office	592-3855
Reach/CYA	549-9417

Bernadette Bunsis, Co-President	462-7573
Caryn Landow, Co-President	643-4449
Jennifa Bragoli, Vice-President	271-9090
Michele Garaffa, Vice-President	427-3323
Cathi Goldberg, Vice-President	549-5178
Susan Geiger, Treasurer	858-0988
Porzia DiGiorgio, Assistant Treasurer	424-0465
Diane Vaccarelli, Recording Secretary	427-5054
Nanci Leifer, Corresponding Secretary	462-6828
Maddalena Curto, Historian	499-4979
Jill DiTredici, Historian	462-2330
Michele Cole-McLeod, Delegate to Council	491-5158
Ilyse Flattau, Vice-President	549-0076
Kori Schneider, Past President	462-1368

STUDENT USE OF THE TELEPHONE

In our efforts to foster responsibility, we greatly discourage calls home for various forgotten items or last minute social arrangements.

MESSAGES FOR CHILDREN

Our office is often asked to deliver personal messages to students in class during the school day. To maintain an uninterrupted learning environment, please restrict requests for messages for extreme emergencies only.

SCHOOL HOURS

School begins at 9:10 AM and ends at 3:20 PM.

EARLY ARRIVALS

Students should not arrive before 9:10 AM, unless requested by a teacher or participating in the REACH/CYA or School Breakfast Program. This is for your child's safety, as there is no supervision prior to 9:10 AM. Children will be allowed to enter the building at 9:10 AM.

Children will not be permitted to wait outside the building unsupervised.

Before-school childcare is available at Vanderbilt each day. Beginning at 7:30 AM, a trained professional is on hand to receive children and care for them until the school day begins. After-school childcare is also available at Vanderbilt each day until 6:00 PM. There is a fee for each of these services. For information regarding these programs, call Jill Cozzali-Lubeck at **549-9417**.

RULES FOR DISMISSAL

Regular dismissal begins at 3:20 PM for all students in grades K-5. For building security, no one is permitted to enter the building without signing in at the hall monitor's desk. Parents/designees must sign the release log before a student will be released. Please note that you may be required to show I.D. when picking up your child.

Parents/designees who wish to pick up their child are requested to send a note requesting that their child be dismissed to the hall monitor at 3:20.

EARLY PICK-UPS

If you are picking up your child before the end of the instructional day, we request that you send in a note stating the time and purpose of the early dismissal. We are now required by law to record and report all early dismissals. Please note that you may be required to show I.D. when picking up your child.

*Medical and dental appointments should be made after 3:20 PM.

No child will be permitted to leave the school with a designee unless written permission from the child's parent or guardian is received.

SCHOOL CLOSINGS / DELAYED OPENINGS

Whenever some emergency necessitates the closing of school, radio stations that service our community will make such announcements during their regular programs in the morning. The radio stations that will carry news regarding emergency closings are as follows:

WMJC/FM 94.3	WALK/AM 1370	WALK/FM 97.5
WGSM/AM 740	WHLI/AM 1100	WBAB/FM 102.3
WLUX/AM 540	WGLI/AM 1290	WGBB/AM 1240

Information of this will also be posted on the district website: www.hhh.k12.ny.us. A delayed opening is used when a certain set of circumstances is present. This simply means that a school scheduled to open at 9:10 AM would not open until 11:10 AM. An abbreviated school day schedule is used and the district avoids losing an attendance day.

EARLY DISMISSAL

Early dismissal procedures call for the transportation of all students by bus. At the beginning of the school year, your child will receive an early/emergency dismissal card. It is critical that you return this to your child's teacher so we know where to send your child in the event of early dismissal.

In the event of early dismissal, the PTA will activate a phone chain and attempt to contact all parents. Information of early closing will also be posted on the district website: www.hhh.k12.ny.us

VISITORS TO THE BUILDING

In order to have a safe environment for our students and faculty, the following should take place when visiting the building:

1. Park only in the parking area, not along the drop off area.
2. Enter only through the main entrance during school hours.
3. All visitors are required to sign in immediately upon arrival and sign out upon leaving the building. Visitors will be asked to provide photo identification and must wear a Vanderbilt visitor badge while visiting our school.
4. It is imperative that visitors respect the instructional integrity of the school by proceeding directly to their destination and refrain from visiting other classrooms or teachers.

STUDENT ABSENCES

The Half Hollow Hills School District shares everyone's concern and awareness of the ever-increasing incidents of "missing children." When a child is absent, parents are expected to call the attendance office (592-3807) anytime prior to 9:30 AM. Please state your child's name, teacher and the reason for the absence. If your child does not arrive at school by 9:30 AM the attendance office will call you at home.

When a student is absent from school, he/she is required to bring in a written note from his/her parent/guardian indicating the reason for the absence. The note should include the date of the absence and signature of the parent/guardian.

We also want you to know that while we realize the value of a family vacation, it is illegal to take your child on vacation while school is in session. It is very difficult to replace the interaction and instruction that takes place on a daily basis and teachers can not predict exactly what will be covered. Children should be in school, except for illness or emergencies, when school is in session.

Extra help sessions will not be used to make up instructional time missed because of vacations.

If you are planning to be away, and leaving someone else in care of your children, please notify us in writing. Please include a signed permission slip for any changes in your child's arrival or dismissal procedures, and contact information in the event your child becomes ill.

EMERGENCY HEALTH CARD

The health card, which your child will bring home to you on the first day of school, will enable us to contact you or a neighbor in the event your child becomes ill or is injured at school. Please complete it accurately and return it to school promptly. This information MUST be updated as changes occur. Your cooperation is necessary to ensure the well-being of your child.

HEALTH INFORMATION

Physical Examinations

It is recommended that every child have an annual exam performed by their private physician. New York State Law **requires** that all children in grades K, 2, 4, 7, 10 and all new entrants to a school system have a physical examination which includes a Body Mass Index (BMI) and weight status percentile. These mandated physicals can be performed by the student's pediatrician or by the school physician. Once completed, a physical exam form must be submitted to the school nurse.

Immunizations

According to New York State Public Health Law #2164, **"No child shall be admitted to public school without documented proof of required immunizations, signed by the doctor."** The following immunizations are required:

- Measles 2 doses (1st dose after 1st birthday)
- Mumps 1 dose after 1st birthday
- Rubella 1 dose after 1st birthday
- DPT / DTap 3 or more full doses
- Polio 3 or more doses
- Hepatitis B 3 doses
- Varivax (chicken pox) 1 dose after 1st birthday

Records must show dates of all immunizations with an authorized physician's signature and stamp.

If your child has had any of the diseases indicated below, documentation is required as follows:

Measles/Mumps A physician's documentation of the disease.
Rubella Serological evidence. The lab report must be submitted.
Varicella A physician's documentation of the disease.

Medication

In order for any medication (including over the counter medication) to be given at school, the school nurse must be given the following:

1. Written orders from a physician which indicate the student's diagnosis, the name of the medication and the dosage and frequency of administration.
2. A written request from the parent/guardian that the medication is administered as prescribed.

3. The original pharmacy labeled medication bottle with the student's name and prescription on it must be brought to school by the parent/guardian.

Students may not carry any medication to or from school.

Food Allergies

Food allergies are prevalent; consequently, students will not be permitted to share food in the cafeteria or classroom. There are children in the district and at Vanderbilt who suffer from **severe life-threatening peanut/nut** and other anaphylactic food allergies. Please review with your child the importance of not sharing food with others. A district-wide Board of Education food allergy policy is in effect.

Routine Illness and Communicable Diseases

To prevent the spread of illness at Vanderbilt we need your cooperation to ensure the health of our children and staff.

It is imperative that you keep your child home if they are ill and give them ample time to recover before returning to school, not only to reduces the spread of infection, but to prevent your child from recurring illness.

If your child has a fever, please keep them home. Your child should be **fever-free for 24 hours** before returning to school.

If you suspect your child has an infection or communicable condition such as strep throat, fifth disease, chicken pox, conjunctivitis, ring worm or head lice please consult your private physician regarding diagnosis and treatment and notify the school nurse. If an infectious illness is suspected in a student while at school, the parent/guardian will be contacted, the child will be excused from school and a physician's note regarding diagnosis and treatment will be requested.

Scoliosis

Effective September, 2005 New York State Education Law requires all children between 10 and 16 years of age receive a school screening examination to identify children with possible curvature of the spine (scoliosis). If signs of scoliosis are suspected in a child, the parent/guardian will be contacted.

Vision and Hearing Screenings

Vision and hearing screenings are performed on all students according to the New York State recommendations. Parents/guardians are contacted when minimal standards are not met or if any difficulties are suspected.

TRANSPORTATION

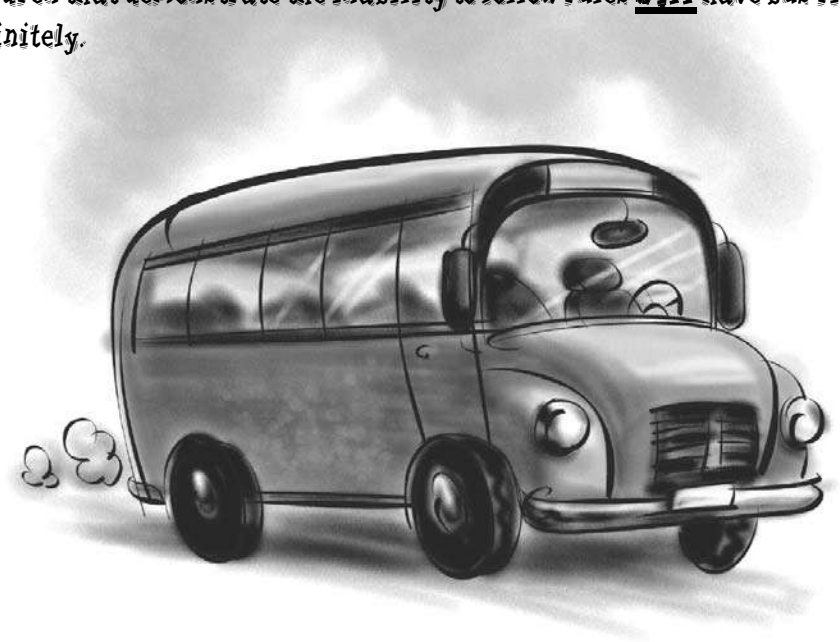
Students should take their assigned bus to and from school. Please review the following rules with your child:

BUS SAFETY RULES

1. Wait at your designated location in an orderly manner.
2. Be on time.
3. Go directly to your seat when you board the bus.
4. Keep the aisles clear.
5. Keep hands and arms inside the bus and to yourself.
6. Stay in your seat.
7. Keep the noise level down.
8. Leave the bus in an orderly manner.
9. Cross at least 10 feet in front of the bus and only after the bus driver has given the signal that it is safe to cross.

Please call the transportation department with any questions about the bus route or schedule at 592-3855.

Students are expected to be respectful and maintain proper behavior throughout the bus trip to and from school. Children that demonstrate the inability to follow rules **will** have bus riding privileges suspended indefinitely.



CAFETERIA

BREAKFAST PROGRAM

All students may participate in our School Breakfast Program. You will be notified when the program will begin.

Arrivals to the Cafeteria

As buses arrive, beginning at 8:50 AM, only those students who are participating in the Breakfast Program will be released. ALL OTHER STUDENTS WILL REMAIN ON THE BUS.

Children must walk directly and quietly to the cafeteria to purchase breakfast. Cafeteria behavior rules apply including cooperative clean up. Children may sit with family members or friends and are encouraged to complete their meals quickly so they can get to their classroom on time.

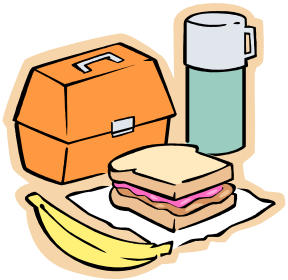
Costs

The cost for the breakfast program is $1.25. Those eligible for free lunch are also eligible for breakfast.

LUNCH PROGRAM

Hot lunch program prices are as follows:

Elementary School Lunch	$ 1.75
Prepaid lunch (20 lunches)	35.00
Prepaid lunch (5 meals)	8.75



(Should you have any questions or need information, please call the Food Services Director at 592-3021.)

Free Breakfast or Hot Lunch Requests

Applications for the Free Lunch Program can be made at any time during the school year. If there has been any loss of income due to unemployment, reduced work hours or family emergency, please contact Mrs. Kremer, our school nurse at 592-3801.

When you receive your application form, please return it promptly to the school nurse. These forms must be completed and on file in order to be reviewed. If you qualify, the school will grant free or reduced meals.

Cafeteria Loan Fund

Weekly notifications will be sent home if a lunch account is depleted. When children forget or lose their money or a child's account is not replenished, they will be permitted to borrow three times.

Loans are not made for breakfast or snacks.

Cafeteria Rules

The Vanderbilt lunchroom should be treated in the same fashion as a child's kitchen or dining room at home. To provide all students with a positive lunch time atmosphere, we ask that students:

- Walk at all times in the cafeteria
- Remain seated while eating their lunch
- Speak quietly at all times in the cafeteria
- Clean up after themselves
- Always show respect to everyone in the cafeteria

Cafeteria Discipline

All teachers will be notified if inappropriate behavior takes place in the lunchroom or at recess. In the event that inappropriate behavior continues, students will lose lunch room/playground privileges.

RECESS

The lunch period will consist of a 25-minute period during which students will eat in the cafeteria. An additional 20-minute period will be provided for supervised play.

Outdoor Recess

As often as possible, recess will be held outdoors so children can exercise, play sports and socialize with peers. Please be sure to send your children with warm clothing when the weather requires it.

Playground Rules

- Only children wearing sneakers with tied shoelaces are permitted to climb on equipment.

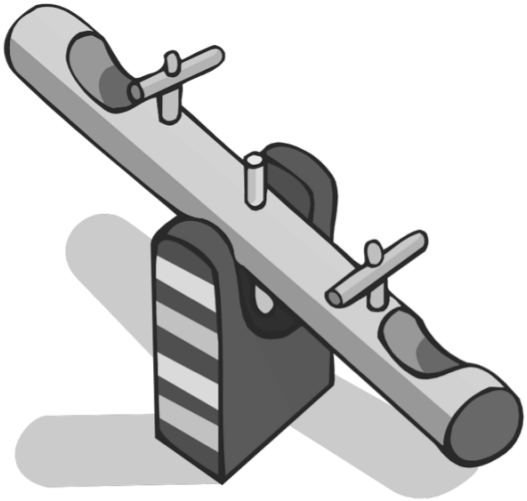
- All equipment is to be shared and put back neatly.

Children should:

- Always go down the slide, **one** person at a time sitting and feet first.
- Never jump off of any equipment. Always climb down to the ground.
- Be cautious on any black top areas. Avoid all puddles, mud or wet grass.
- Check with lunch monitors before going to bathroom or nurse and always take a buddy.

Recess Discipline

All teachers will be notified if inappropriate behavior takes place in the lunchroom or at recess. In the event that inappropriate behavior continues, students will lose lunch room/playground privileges.



HOMEWORK

The faculty of Vanderbilt is firmly committed to a homework policy that enhances and extends the school learning experience. The purpose of homework is fourfold:

1. To help develop good study skills
2. To reinforce skills learned each day in school
3. To provide for extended learning experiences beyond the classroom
4. To establish a daily contact with parents who will be constantly aware of the child's academic work, both successes and needs

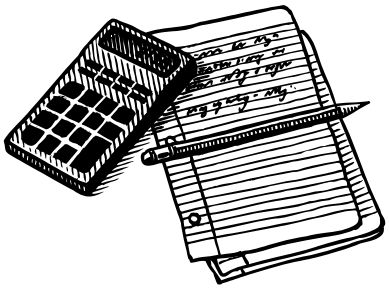
Student's Responsibility

1. It is the student's responsibility to know his or her homework assignments and to turn assignments in on time.
2. The student should make sure he/she understands what to do before leaving class.
3. The student should attempt to complete the assignments on his/her own.
4. The completed assignments, if written, should be neat.

5. Study assignments should also be considered as homework.
6. For security reasons, we greatly discourage parents from bringing students back to the classroom after dismissal for any forgotten items.

Parent's Responsibility

1. It is the responsibility of parents to see to it that the child knows what is expected and completes daily and long-term assignments.
2. Parents should encourage children to do their best.
3. Please do not correct your child's homework. The teacher will review assignments to assess where additional instruction is needed.
4. If your child will be observing a religious holiday, please inform the teacher so that the appropriate homework allowance may be made.



ACADEMIC RESPONSIBILITIES

MISSED ASSIGNMENTS DUE TO LEGAL ABSENCE

Missed assignments due to a legal absence will be available for students who are absent more than **three consecutive days**.

Tests missed will be made up at the discretion of the teacher.

Family vacations during the school calendar are not condoned. If a child is to be absent for more than three days due to a family vacation, it is recommended that a journal of the trip be kept in addition to 15 minutes of daily reading in grades K-2 and 25 minutes in grades 3-5.

REPORT CARDS

Report cards are distributed in November, January, April and June for grades 1 through 5. Kindergarten report cards are distributed in January, April and June. Parents are to sign the report card envelope and return the envelope to school. The actual report card may be kept at home.

PARENT/TEACHER CONFERENCES

Parent/teacher conferences are held shortly after the first marking period. At Meet the Teacher Night you will have the opportunity to sign up for a day or evening conference. At this scheduled meeting, parents will be able to discuss their child's progress and voice any questions or concerns they may have. Parent-teacher conferences are mutually beneficial to all concerned. They allow you to play an important part in your child's education. Additional conferences can be scheduled during the school year if necessary.

EXTRA HELP

Sometimes students need to spend some "extra" time with a teacher to relearn or reinforce information. When this happens, teachers will make an appointment for you to bring your child in early, before school begins, or to keep your child after school.

SCHOOL PROPERTY AND TEXTBOOKS

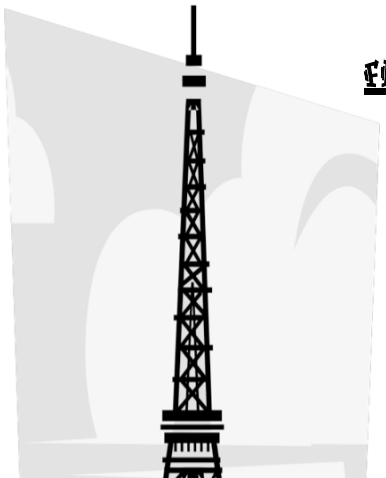
1. Appropriate care of school property is to be stressed at all times. Each textbook must be covered by the student and kept covered throughout the year.
2. Students will be fined for the cost of any books that are abused.
3. Textbooks must be paid for in full prior to receipt of the final report card.

LIBRARY

Our Vanderbilt School Library is designed to provide library instruction, assist in research and to nurture a love of books and reading. There are several family-oriented reading incentive programs held throughout the year. Informational notices will be sent home.

All students come weekly for instruction and to select a book that may be taken home. They are responsible for returning books on time.

Parents are asked to help students be aware of the importance of book care and timely return of materials. Overdue notices are sent out when materials are more than two weeks late. June report cards are held back until lost or damaged library books are returned or paid for.



FIELD TRIPS

Field trips are an integral part of the instructional program. Written parental permission is mandatory for all trips. Medical forms must be completed prior to the first field trip each year.

When a school trip ends after the usual school hours, it is the responsibility of parents to pick up the children promptly.

The cafeteria can prepare a bag lunch for your child when the class goes on all-day field trips. The lunch includes a sandwich; a 12 oz. can of juice and fresh fruit. The cost is the same as in-school lunch.

SUPPORT SERVICES

Services for Children with Special Needs

Children are individuals who progress at their own rate. The district provides special classes or services for students that require developmental support.

Children can be evaluated and, if necessary, receive the necessary support. Testing is done only with parental consent, and parents receive a full explanation of all testing results.

Vanderbilt is served by:

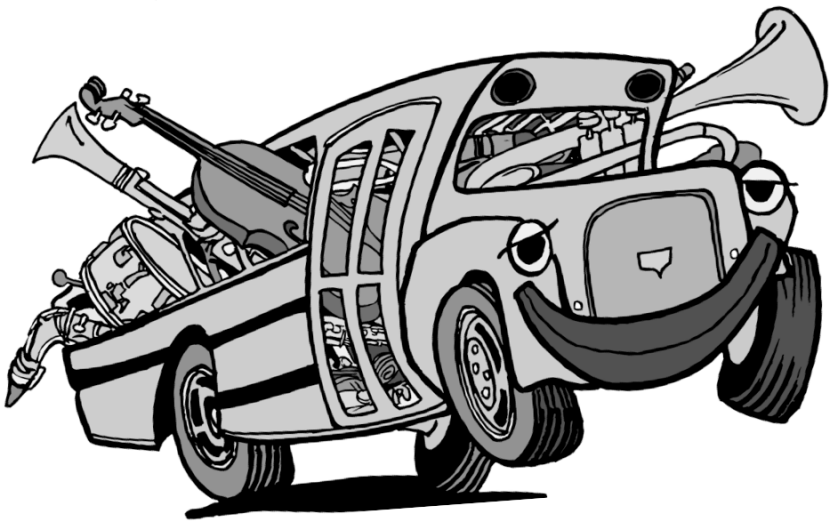
- reading specialists
- math specialist
- psychologist
- registered nurse
- physical therapist
- occupational therapist
- speech and language specialist
- instructor of high aptitude students
- sight or hearing impaired instructor
- English as a second language instructor
- resource room instructor
- health educators

AFTER SCHOOL ACTIVITIES / CLUBS

We are proud to offer after school activities that enrich the educational experiences for our children. These clubs provide opportunities for kids to explore their particular interests.

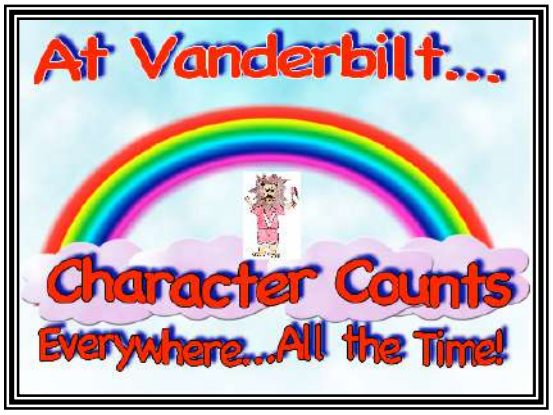
After school activities run after school from 3:20-4:15 pm during the school year. Buses are provided for children that participate. Most likely, the activity bus will have a different number and route from your child's regular bus. Information on late bus routes will be sent home before the activities/programs begin. Please be sure to review the information with your child so he or she knows which late bus to take home.

Some after school activities are:



- Art Club
- Ballroom Dancing
- Band
- Book Club
- Chorus
- Computer Club
- Intramurals
- Math Olympiads
- Newspaper Club
- Orchestra
- Recorder Club
- Story Time
- Student Council

CHARACTER EDUCATION



Character is what a person is inside. Our character is revealed by how we act when no one else is looking. A person who has good character does what is right even when it is not easy; they have moral strength. Together, we will create a 'Rainbow of Character'. You will see that each pillar is represented by a color and a grade level will present the pillar to the Vanderbilt community.

SIX PILLARS

Live by these six pillars and you will be a person of good character!

RED

CARING means being compassionate, considerate, and unselfish. A caring person shows appreciation for others, forgives others, and helps others without expecting anything in return.

How to be a caring person:

- **Treat people with kindness**
- **Help those in need**
- **Be sensitive to people's feelings**
- **Never be mean or hurtful**

ORANGE

FAIRNESS is playing by the rules, taking turns, and sharing. Fair people are open- minded and listen to other people's opinions. They don't take advantage of others and don't blame others.

How to be a fair person:

- **Take turns**
- **Play by the rules**
- **Think about how your reactions affect others**

YELLOW

RESPECT means treating others the way you want to be treated, being courteous and polite to others, and discussing problems. Every individual is valuable and would be treated with respect regardless of race, religion, gender, or physical traits.

How to be a respectful person:

- **Treat others the way you want to be treated**

- Be courteous and polite
- Listen to others
- Don't bully or insult people

GREEN

RESPONSIBILITY means being accountable for your actions, recognizing your duty, and pursuing excellence, and using self-control.

- Accountability: accepting responsibility for what you do and choose not to do

How to be a responsible person:

- Be reliable and dependable
- Take care of your business
- Don't make excuses
- Use your head...Think before you act

BLUE

CITIZENSHIP is doing your share to make your school and community a better place. They cooperate with others, obey rules and laws, and respect authority. They also protect the environment, stay informed about current events and vote.

How to be a good citizen:

- Do your share to make your community a better place
- Participate in community service
- Help take care of the environment
- Be a good neighbor

PURPLE

TRUSTWORTHINESS means living with integrity, being honest, reliable, and loyal.

- Integrity: is having the courage to do what is right or speak your mind even if it is risky.
- Honesty: being truthful and sincere in your actions and words; being fair
- Reliability: keeping your promises, doing what you say you will, and being dependable
- Loyalty: protecting and supporting your family, friends, school and country

How to be a trustworthy person:

- Be honest...don't lie, cheat or steal
- Be reliable...keep promises and follow through on commitments
- Have courage...do what is right even when it is difficult

MONEY AND VALUABLES AT SCHOOL

Whenever money is sent to school, it should be sent in an envelope with the child's name, teacher's name, class and purpose written on the outside. Please emphasize to your child that money should be given to his or her teacher in the morning or placed in areas designated by the teacher.

Please do not send in expensive artifacts, toys, or equipment, as the school <u>is not</u> responsible for lost or stolen items.

No electronic devices are permitted on the bus or in school. That includes Game Boy, music players, cell phones, iPods and any other hand held electronic devices. If these items are found in school, they will be collected and held until a parent or guardian claim it.

INVITATIONS TO PARTIES

Invitations to parties outside school **cannot** be distributed by either the children or the teachers in school unless there is an invitation for every child in the class. This prevents hurt feelings on the part of those children not invited.

In September your child's class list is shared with other children in the same class. Families that do not wish to share their addresses or phone numbers can choose to be excluded from the list.

Vanderbilt PTA

The PTA offers parents/guardians the opportunity to be involved in and enhance their children's educational experience. The PTA is a national volunteer organization dedicated to establishing a united home-school relationship. Each school in the district has its own PTA with the Half Hollow Hills PTA Council as the coordinating body. Council is the liaison among the Board of Education, Central Administration, and the PTAs from each school. We encourage participation both at Vanderbilt and district level.

District Standing Committees

Each school's PTA select one or two members to serve as representative to each of the following committees. Representatives attend committee's meetings and relay pertinent information to the PTA general membership at our monthly meetings.

AHAP: What is happening in the Academically High Aptitude Program? Hear speakers on various topics. Discuss scheduling, qualifications for acceptance into the program, as well as course descriptions and options.

Arts in Education: Bring art and cultural events to school throughout the school year.

Board of Education: Attend all Board of Education meetings and serve as liaison.

Budget: Review, discuss, and make recommendations to proposed budgets.

Community Awareness: Serve as liaison between community and school district; learn about issues that affect our community; help to network pertinent information.

Diversity: Committee to help parents/guardians learn to raise unbiased children and to teach their children how to cope when confronted with prejudiced behaviors (including religion, race, socio-economic, physical appearance, etc); help with the planning of the Unity Fair (a fun, multicultural event).

Education: Discussions focus on various educational issues and policies affecting all school levels; including curriculum and social issues affecting students.

Facilities: Visit various schools to evaluate and learn of facility/building needs. Representatives work to convey an understanding of district purchasing policies and restraints.

Legislation: Committee provides an understanding of and venue for influencing legislation concerning our schools - including local candidates, laws, and lobbying efforts.

Nutrition: Representatives visit cafeterias, talk with students to get input on their concerns/needs. Meet with cooks; familiarize themselves with policies and procedures. Address issues including food allergies, dietary restrictions, and environmental concerns.

Parent Resource Center: Parent/guardian networking committee to work with Reach CYA to satisfy the needs expressed by parents/guardians across the district toward fostering healthy behaviors/lifestyles in our youth. Disseminate information regarding parenting skills through various workshops and support services.

Publicity(Website): Attend online meetings (to share school events and to acquire assistance and tips on updating our PTA website); gather information and update the school website regularly.

Special Education: Discuss issues and services (including reading and speech, resource rooms, self-contained classrooms, etc.) concerning children with special needs.

Special Events: Help PTA Council fund raise through Founders' Day and other fun events. Proceeds from these events go to the HHH PTA Council's College Scholarship Fund.

Task Force: This committee presents, evaluates, and revises the various workshops and health programs concerning the psychological and physical well being of children. The task force maintains the Parent Resource Center. The task force also has involvement in the health education programs for grades K through 12. A prime concern of the task force is ensuring that students in need have access to assistance.

Transportation: Discussions include current and future transportation needs, safety issues, and roadway changes; provides a forum for resolving transportation issues in the district.

VANDERBILT (school) COMMITTEES

Each of the following "Vanderbilt-specific" committees/events is headed by one or two chairpersons, selected from among the general membership.

Apparel: Order, organize and distribute the sale of Spirit Wear.

Beautification: This committee is responsible for improving and enhancing the beauty of our school and surrounding grounds (i.e. weeding, planting); decorate the lobby for Fall, Winter and Spring.

Board of Education: Attend all Board of Education meetings and serve as liaison.

Book Fair: Responsibilities include organizing and managing Scholastic book fair for grades K-5 in fall and spring.

Box Tops: Collect and submit donated "box top" coupons for cash rebates from General Mills.

Class Parents: Liaison between teacher and other parents in the class. Class parents may be asked to arrange for donations of baked or purchased goods for PTA functions, may assist teacher in planning special occasions and coordinate raffle baskets for Parents' Night Out (one of our biggest fundraisers).

Class Parent Chairperson: Liaison between PTA Presidents and grade level chairpersons. Responsibilities include organizing class parents for all grades, and disseminating information to grade chairs throughout the year.

Freaky Friday: Vanderbilt's safe family fun day to celebrate Halloween. This event requires many volunteers to oversee games, arts and craft stations and also the food court.

Family Events: Organize the various family events like the September family picnic, movie nights, and Vingo during the year.

Grade Level Chairpersons: Facilitate communication between class parent chairperson and individual class parents for each grade.

Holiday Boutique: A 3-day long event in which grades K-5 shop for holiday gifts. This event requires many volunteers for set-up, clean-up and aiding children through the shopping process.

Hospitality: Responsibilities include setting up refreshments for our PTA meetings and any other special events throughout the year, as well as keeping our supplies stocked.

Membership: Organize the collection of membership dues at events and through flyers.

PARP & Reflections: PARP: Parents as Reading Partners- Coordinate PARP activities with the school librarian. Plan calendar for March kickoff and schedule reading events. Reflections: Liaison between Vanderbilt and National PTA for the Reflections Program. Responsibilities include: forwarding information to our students, teachers, and parents regarding the Reflection theme rules and deadlines; collecting artwork to forward onto the National PTA for judging. Children, guided by a theme, express themselves through art (i.e. drawing, music, photography, and literature).

Parents' Night Out: The PTA's biggest fundraiser of the year and is coordinated by the vice-presidents. It requires many volunteers to solicit prizes for the baskets. We also need volunteers to help setup and prepare for this event which usually takes place in April.

Posters: Create posters for PTA events.

School Photos: Coordinate with photographer and school to schedule for photographs of students, collect and check orders, distribute finished photos upon arrival. With a committee, be present on photo days to help the photographer with students. Help coordinate 5th grade yearbook photos.

School Supplies: Gather information/needs from school staff, collects orders and distributes school supplies, along with a committee.

Staff Recognition Day: Two volunteers to organize and set up the decorations and food for Staff Recognition Day which is usually in June.

Wrapping Paper Fundraiser: Two chairpersons needed to (with a committee) collect, check and sort orders. Distribute wrapping paper. (In Fall)

Yearbook: Help to coordinate the publication of the Vanderbilt yearbook for grades K – 5.

VANDERBILT SCHOOL SONG

Vanderbilt Kids Make A Difference
(The Vanderbilt Elementary School Song)
© 1998 Grades K-5 of The Vanderbilt Elementary School & The Bierkos

Vanderbilt Kids make a difference.
Working together as one.
Doing our best.
Passing the test.
At Vanderbilt School we have fun!

Vanderbilt Kids make a difference.
Working together as one.
Doing our best.
Passing the test.
At Vanderbilt School we have fun!

We come to school each morning,
Ready to listen, to work, and learn, and
We make new friends while playing,
'Cause we always take our turn.

We start in Kindergarten,
Learning the lessons we need to know, and
Just like our Vandergarden,
It's a place to help things grow.

Vanderbilt Kids make a difference.
Working together as one.
Doing our best.
Passing the test.
At Vanderbilt School we have fun!

We're grateful to our teachers,
Our principal, staff, and our PTA, we're
Thankful for our specials,
We can't wait to start another day!

We care for one another,
Partners together in culture and race,
We work to help each other,
And to make the world a better place.

Vanderbilt Kids make a difference.
Working together as one.
Doing our best.
Passing the test.
At Vanderbilt School we have fun!

Half Hollow Hills
CENTRAL SCHOOL DISTRICT

Privileged To Build Futures ~
One Child At a Time

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Kelly Fallon, Asst. Superintendent for District-wide Administration

Mary A. Rettaliata, Asst. Superintendent for Elementary Education

Michael DeStio, Asst. Superintendent for Secondary Education

Victor Manuel, Asst. Superintendent for Finance and Facilities

Dr. Patrick Harrigan, Asst. Superintendent for Research, Assessment and Special Services

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