WELCOME MESSAGE

Welcome to the Jack Abrams STEM Magnet School! We had an amazing first year and are eagerly looking forward to this year. Our school has expanded from six classes to ten, and we now are a grade 3-6 school. We study the traditional three R’s (reading, writing and arithmetic), as well as science and engineering, and we will also focus on the three R’s that are so important in STEM: rigor, relevancy and relationships. This handbook has important information about our school. Please read it carefully, and refer to it when needed. You are now a member of a special group of people who want to challenge themselves, and help each other to be the best that each can be. Have a great year!

Cordially,

Rae Montesano
Principal

MISSION STATEMENT

Although we will abide by the district’s mission statement, we are also creating our own statement of what we hope to accomplish together.

TELEPHONE DIRECTORY

Main Office.........................673-2060
Attendance Office..............673-2060
District Transportation.........673-2032
Nurse...............................673-2061

STAFF

Principal                   Ms. Rae Montesano
Secretary                  Ms. Jane DeMarco
Nurse                      Ms. Debbie Rosen
Building Aide              Ms. Donna Moro
Security                   Mr. Glenn DeVeau

3rd Grade                  Ms. Lisa Baldanza
                           Ms. Tracey McManus
4th Grade                  Ms. Michelle Audia
                           Ms. Jessica McVetty & Ms. Debra Lawrence
5th Grade                  Ms. Susan Curtin & Ms. Christyn Roseto
                           Ms. Susan Danzig
                           Ms. Dina Telesco
6th Grade                  Mr. Paul Esposito
                           Ms. Jenny Finnegan
Physical Education  Mr. John Walsh
Health    Ms. Carol Daub
General Music  Ms. Jessica Castaneda
Instrumental Music  Dr. Claude Masear, Mr. Mitch Malle
Art  Ms. Karen Morea
Math  Ms. Katie Kalkau
Reading  Ms. Nancy Giorgos
Library  Ms. Donna Mazur

Other staff to be announced

2014-2015 SCHOOL CALENDAR

Please check the District Calendar, as well as the Jack Abrams STEM Magnet School eBoard, accessible from the drop down menu on the District's web site.

SCHOOL HOURS

The school day begins at 8:45 a.m. and ends at 3:05 p.m. To ensure each student's safety, we request that no students be on school grounds prior to 8:35 a.m. unless requested to attend an activity or extra help.

ATTENDANCE

Regular attendance at school is crucial to academic success. If a student is going to be absent from school, please call the main office @ 673-2060. Give your child's name, grade, teacher, and reason for being absent. When your child returns to school after an absence, a written note explaining the absence must be brought to the teacher for attendance records. All students must be in class by 8:45 a.m. and stay until dismissal. Arriving late and leaving early will be reflected on attendance for that particular period. When bringing a child in late or picking the child up early, please come into the building to the main office to sign him/her in or out with our secretary, Ms. DeMarco.

NURSE'S OFFICE

The health of our students is very important to us. Our school nurse can be reached in the health office at 673-2061. The nurse is responsible for assisting students and staff who might be ill or hurt, and for dispensing medication to students. The nurse may also be consulted on matters related to possible hygiene problems, nutrition, drug and substance abuse, depression, child abuse, neglect or other health related concerns. A phone call will be made home if follow up care is needed. Any time a child is injured or ill, the parent or guardian will be contacted. It is important that parents provide us with up to date emergency contact numbers. Emergency cards are kept on file in the nurse’s office. These cards can also be downloaded from the printable forms menu.
CAFETERIA

The Huntington School District participates in the National School Lunch and Breakfast Program. Breakfast and lunch is available to students. A menu is published and sent home each month. Prepaid meal tickets can be purchased from the cafeteria.

OUTDOOR RECESS

The recess period follows or precedes lunch for approximately 20 minutes each day. Recess will be outdoors whenever weather permits. Students should have weather appropriate clothing and proper footwear. Students will be kept in if not dressed appropriately for cold weather.

LOST AND FOUND

Lost articles of clothing are stored in the main office. Students should periodically check the lost and found for missing items. After a reasonable time, unclaimed items will be donated to charity.

COMMUNICATING WITH TEACHERS

Please feel free to contact your child’s teacher at any time if there is a problem or question. Parents/guardians may e-mail the teacher or call the office and leave a message.

PARENT TEACHER CONFERENCES

Each November there is time set aside for teachers to discuss the progress of their students with their students’ parents or guardians (see district calendar). The first report card will be given during the conference. Each child’s progress, standardized test scores and special needs are discussed and explained. It is very important for parents/guardians to attend these conferences to discuss how we can work together to help each student succeed.

REPORT CARDS

There are four report cards given each year. The first report card is given at the November Parent-Teacher Conference. The other three report cards are sent home in January, April and June.

HOMEWORK

Students should write their homework in their agenda books, and parents should check this each evening.

TRANSPORTATION

Students taking buses to school are reminded that good bus behavior is expected at all times. Students should remain seated, wear a seat belt, and follow the bus driver’s instructions. If
transportation problems arise after school hours, please call the district transportation office at 673-2032.

If you wish your child to take a different bus home to join a formal activity or visit a classmate, please write a note to the school stating the bus number, the other student’s name, and the bus stop. The office will issue a bus pass to your child that will enable him/her to board a different bus for that day and inform the driver of the change. Passes are issued only if space is available on that day.

PARENT TEACHER ASSOCIATION

Parent participation is extremely important and all parents and teachers are encouraged to join the Parent Teacher Association.

Co-Presidents: Ms. Norma Gorecki, Ms. Tracy Tucker
Vice-Presidents: Ms. Shaki Coulter, Ms. Terri Zboray
Treasurer: Ms. Kim Hawkins
Corresponding Secretary: Ms. Donna Kye
Recording Secretary: Ms. Leslie Panos
Council Delegates: Ms. Liz Cordeiro, Ms. Jennifer Levinson

STUDENTS’ BILL OF RIGHTS

Every child has the right to learn in a safe environment.

1. I have the right to feel safe and secure in my school.
2. I have the right to be treated with respect which means no one should hurt my feelings on purpose.
3. I have the right to hear and be heard in school.
4. I have the right to expect my property will be safe in school.
5. I have a right to be myself in this school. This means that no one should treat me unfairly because I am black or white, fat or thin, boy or girl, tall or short, adult or child, handicapped or because of my religious beliefs.
6. I have the right to travel to and from school in a safe environment.
7. I have the right to feel safe on the playground at all times.
8. I have the right to eat my lunch in a pleasant, orderly and clean atmosphere.
9. I have the right to attend school without being abused by my classmates. This means that no one should be permitted to hit me, pinch me, kick me, threaten me, push me, or hurt me.
10. I have the responsibility to respect the rights of others. This means I will not hit, kick, threaten, push or hurt anyone.
11. I have the responsibility to treat others with respect which means I will not tease or try to hurt the feelings of others.
12. I have the responsibility to help keep the school calm and quiet. This means I will not yell, make loud noises or disturb others.
13. I have the responsibility not to take or destroy the property of others.

14. I have the responsibility to respect others as individuals and not to treat others unfairly because they are black or white, fat or thin, boy or girl, tall or short, adult or child, handicapped or because of their religious beliefs.

15. I have the responsibility to sit and stay in my seat and listen to the bus driver.

16. I have the responsibility to use the playground area and equipment in the correct way and obey all safety rules.

17. I have the responsibility to eat my lunch and clean up in an orderly manner.

18. I have the responsibility to make the school safe by not hitting anyone, pinching anyone, kicking anyone, threatening anyone, pushing anyone, or hurting anyone.

**STUDENT DRESS CODE**

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have a primary responsibility for acceptable dress and appearance.

1. No undergarment (underwear, bra straps) should be seen.
2. No extremely brief garments
3. No items that are vulgar, obscene, and libelous or denigrate others
4. Footwear
5. must be worn at all times. No footwear that would be dangerous on playground and play equipment is permitted. Sneakers are recommended.
6. No items that promote and/or endorse the use of alcohol, tobacco or illegal drugs and/or encourage other illegal or violent activities.
7. No combination of clothing and/or items that law enforcement agencies currently consider gang related.

**STUDENT USE OF ELECTRONIC COMMUNICATIONS DEVICES**

The following is from the Huntington Union Free School District Code of Conduct.

Students are prohibited from using or having on or in an operational mode any paging device, mobile telephone, cellular telephone, laser pointer or pen or any other type of telecommunications or imaging device during instructional time, except as expressly permitted in connection with authorized use in classrooms. While students are permitted to possess such devices during the school day, they are prohibited from using them in any manner which invades the privacy of students, employees, volunteers, or visitors. Students are not permitted to use any form of information technology, including their own personal electronic devices, to intimidate, bully, harass, or threaten others. This type of harassment is generally referred to as cyberbullying. If a student violates this prohibition, he/she is subject to discipline under this provision and/or any other provision in this code of conduct that may be applicable to the circumstances involved. Students are prohibited from taking photographs or otherwise electronically recording the image of any other person at any time while on a school bus and/or
STUDENT CONDUCT

The following is from the Huntington Union Free School District Code of Conduct.

The Board of Education expects all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel, other members of the school community and other individuals on school grounds, and with proper regard for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences for their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students’ ability to grow in self-discipline.

The board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the penalties for their conduct.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

A.) Engage in conduct that is disorderly. Examples of disorderly conduct include but are not limited to:

1. Running in hallways.
3. Using language or gestures that are profane, lewd, vulgar, and abusive, or gang related or that incites others.
4. Obstructing vehicular or pedestrian traffic.
5. Recklessly using a motor vehicle on school property.
6. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building. Students serving a penalty of out of school suspension are not permitted on school property during the period of suspension without the express and prior approval of the student’s building principal.
7. Misusing computer/electronic communications equipment, including any unauthorized use of computers, software, or internet/intranet accounts; accessing inappropriate websites; or any other violation of the District’s Acceptable Use Policy No. 7314.
8. Any act that interferes with or disrupts the normal operation of the school community and/or the school environment.
B.) Engage in conduct that is insubordinate. Examples of insubordinate conduct, which includes, but is not limited to:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees or otherwise demonstrating disrespect.
2. Being late for, missing or leaving school and/or class without permission.
3. Skipping detention.
4. Leaving school grounds without prior permission or authorization.
5. Lying to school personnel and/or making false statements to school personnel during the course of an investigation.

C.) Engage in conduct that is disruptive. Examples of disruptive conduct include, but are not limited to:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school personnel or otherwise showing disrespect.
2. Selling or distributing any item on school grounds without prior approval of the building principal or his or her designee.
3. Using any electronic device on school property during the school day such as, but not limited to, electronic games, beepers, cell phones, picture phones, video games, camera (digital or otherwise), CD players, iPods, MP3 Players and other similar devices except as expressly permitted in connection with authorized use in classrooms. Unauthorized use of such items includes, but is not limited to, sending or receiving messages (voice and text), making or receiving telephone calls, taking photos, voice recording, videotaping and/or electronically recording the image of any person.
4. Inciting or urging one or more persons to engage in imminent violent conduct on school grounds.
5. Inappropriate sexual public contact or activity.
6. Engaging in any act or conduct that disrupts or interferes with the normal operation of the school community and/or school environment.

D.) Engage in conduct that is violent. Examples of violent conduct include but are not limited to:

1. Committing, threatening, or attempting an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator or other school employee.
2. Committing, threatening, or attempting an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property.
3. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
4. Possessing, distributing, attempting to distribute, using, or selling fireworks, stink bombs, smoke bombs, explosives, mace or any other device with the potential for creating a public disturbance or harm.
5. Displaying what appears to be a weapon.
6. Threatening to use any weapon.
7. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other district employee or any person lawfully on school property or at a school function, including but not limited to graffiti or arson.

8. Intentionally damaging or destroying school district property including but not limited to graffiti or arson.

9. Communication by any means, including oral, written or electronic (such as through the Internet, email or texting) off school property, where the content of such communication (a) can reasonably be interpreted as a threat to commit an act of violence on school property; or, (b) results in substantial disruption to the school community and/or school environment.

E.) Engage in any conduct that endangers the safety, morals, health or welfare of others. Examples of such conduct include, but are not limited to:

1. Lying to school personnel and/or making false statements to school personnel during the course of an investigation.

2. Stealing district property or the property of other students, school personnel or any other person lawfully on school property or at a school function.

3. Defaming, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them. This can include posting or publishing video, audio recordings or pictures (written material, cell phones, Internet, YouTube, etc.).

4. Discriminating, which includes the use of a person's actual or perceived race, age, national origin, ethnic group, religion, religious practice, sex, sexual orientation, gender or gender identity, or disability as a basis to deny rights, equitable treatment, or access available to others.

5. Harassing, which includes a sufficiently severe action or a persistent, pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be or which a reasonable person would perceive as ridiculing, demeaning or threatening. For the purposes of the Dignity for All Students Act, harassment is also defined as the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonable and substantially interfering with a student's education performance, opportunities or benefits, or mental, emotional or physical wellbeing; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; such conduct, verbal threats, intimidation or abuse includes but is not limited to conduct, verbal threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

6. Intimidating, bullying, threatening, abusing or extorting any person, including any intimidation, bullying, threatening, abuse or extortion based on a person's actual or perceived race, color, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

7. Hazing, which includes any intentional or reckless act directed against another for the purpose of initiating into, affiliating with or maintaining membership in any school sponsored activity, organization, club or team.
8. Recruiting and/or initiating students into gang membership or gang related activities; displaying signs of gang affiliation or engaging in gang-related behaviors that are observed to increase the level of conflict or violent behavior.

9. Selling, using, distributing, displaying or possessing obscene material.

10. Using vulgar or abusive language, cursing or swearing.

11. Smoking, using, distributing, selling a cigarette, cigar, pipe or using chewing or smokeless tobacco.

12. Possessing, consuming, smoking, snorting, sharing, selling, using, distributing and/or exchanging alcoholic beverages, illegal substances, or possessing, sharing, using, distributing or selling paraphernalia for the use of such illegal substances, or being under the influence of alcoholic beverages or illegal substances. "Illegal substances" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, ecstasy, amphetamines, heroin, steroids, look-alike drugs, synthetic cannabinoids, and any substances commonly referred to as "designer drugs,

and controlled substances, except for those legally possessed or used under the supervision of a licensed health care professional or that is legally possessed or used under any therapy under the federal Controlled Substances Act or any other federal law.

13. Inappropriately using, consuming, possessing, distributing, exchanging, selling, or sharing controlled substances, prescription and/or over-the-counter drugs.


15. Indecently exposing the private parts of the body in a lewd or indecent manner.

16. Initiating a report or warning of fire or other catastrophe without valid cause, misuse of 911, discharging a fire extinguisher, making a bomb threat or leaving a threatening message(s) on phone answering machines, recording devices or on the Internet.

17. Internet Bullying also referred to as "Cyberbullying" - "Cyberbullying" is the use of electronic information and communication devices such as e-mail, instant messaging, text messaging, mobile phones, pagers and defamatory websites to bully or otherwise harass an individual or group through personal attacks or other means.” This may also include electronically sending, receiving or forwarding sexually suggestive, nude or nearly nude photos through text message or e-mail where there is a sufficient nexus to the school environment.

18. Discrimination, Harassment and/or bullying as set forth in the District Dignity for All Students Act Policy No. 7550.

F.) Engage in misconduct while on a school bus. It is crucial for students to behave appropriately while riding on district buses to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves in a manner that is consistent with all aspects of this code of conduct and all other district policies, regulations and rules. Excessive noise, pushing, shoving, fighting, throwing objects or other dangerous behavior will not be tolerated.

G.) Engage in any form of academic misconduct. Examples of academic misconduct include, but are not limited to:

1. Plagiarizing.
2. Cheating.
3. Copying.
4. Altering records.
5. Accessing other users' e-mail accounts or network storage accounts and/or attempting to read, delete, copy, modify, and interfere with the transferring and receiving of electronic communications.
7. Assisting another student in any of the above violations.

**DISCIPLINARY PENALTIES**

The following is from the Huntington Union free School District Code of Conduct.

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair, impartial and uniform. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students’ ability to grow in and develop self-discipline.

Disciplinary action, when necessary, will be firm, fair and consistent, so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

- The student’s age.
- The nature of the offense and the circumstances which led to the offense.
- The student’s prior disciplinary record.
- The effectiveness of other forms of discipline.
- Information from parents, teachers, and/or others as appropriate.
- Other extenuating circumstances.

As a general rule, discipline will be progressive. This means that generally a student’s first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education and discipline, if warranted, shall be administered consistent with statutes and regulations relating to discipline of students with a disability or presumed to have a disability. A student identified as having a disability shall not be disciplined for behavior related to his/her disability except as permitted by law and regulations.

**PENALTIES**

Students who are found to have violated the district’s code of conduct may be subject to the following penalties, either alone or in combination. The school personnel identified after each penalty stated below is authorized to impose the penalty, consistent with the student’s right to due process.
- Verbal Warning - bus drivers or any member of the district staff.
- Written warning - bus drivers or any member of the district staff.
- Written notification to parent - bus driver, coaches, advisors, guidance counselors, teachers, principal, superintendent.
- Detention - teachers, principal or his/her designee, superintendent.
- Suspension from transportation - principal or his/her designee, superintendent.
- Suspension and/or removal from athletic participation - designated supervisors, coaches, athletic director, principal, superintendent.
- Suspension and/or removal from social or extracurricular activities - activity director, principal, superintendent.
- Suspension of other privileges - principal, superintendent.
- In-school suspension - principal, superintendent.
- Removal from classroom by teacher - teachers, principal.
- Short-term (five days or less) suspension from school - principal, superintendent, board of education.
- Long-term (five days or more) suspension from school - superintendent, board of education.
- Permanent suspension from school - superintendent, board of education.
ACKNOWLEDGEMENT

Our signatures below indicate that we have read and will abide by the Huntington UFSD’s Code of Conduct

_______________________________________________________________
Student Name (please print)

_______________________________________________________________
Student Signature

_______________________________________________________________
Parent/Guardian Signature

_______________________________________________________________
Student’s Grade                               Date