

# CONNETQUOT CENTRAL SCHOOL DISTRICT OF ISLIP

## CENTRAL OFFICES

780 Ocean Avenue, Bohemia, New York 11716-3629

**Lynda G. Adams, Ed.**  
Superintendent of Schools

**Stuart Pollak, Principal**  
**Brian Wrinkle, Assistant Principal**  
Sycamore Avenue School  
745 Sycamore Avenue  
Bohemia, New York 11716  
(631) 244-2261

September 2018

Dear Parents/Guardians:

This letter is to inform you of two very important procedures that will be enforced in the interest of our children's safety and security. Please read them carefully, and if you have any questions, do not hesitate to contact me.

### **EARLY MORNING ARRIVALS**

We do not have the proper supervision available to us to safely monitor children prior to 8:55a.m. Children cannot be permitted to walk to their classrooms until 9:05a.m. when we start unloading the buses. At that time, we have a staff member assigned to greet the children in the cafeteria, if necessary. In the past, many children have been dropped off as early as 8:30a.m. and we are simply unable to supervise them safely. Therefore, I am unable to permit children to enter the building before then, unless they are in an early morning program such as band, orchestra, or chorus. ***Early morning music programs begin at 8:20am.*** Please do not leave your child at the school before then.

If you are in need of early morning childcare, you can contact SCOPE at 360-0800. Thank you for your understanding regarding this issue.

### **"WALKER" SIGN-OUT DURING DISMISSAL**

We have developed stringent procedures that need to be followed for the safety of all children. It is imperative that everyone follows these procedures so there is no confusion during this very important time of the day.

1. All "walkers" who are assigned a bus, but are being signed-out, must submit a note to a teacher. If a child is being picked-up by a person other than the child's parent, it must be indicated on the note exactly who will be responsible for signing out the student.
2. A teacher will accompany the "walkers" from each grade level to the cafeteria. Teachers will be stationed behind cafeteria tables ready to greet you with the sign-out sheet. The students will be standing behind them and will not be released until they are signed out by you or a previously arranged designee. ***Please be prepared to show photo identification. The teachers are directed by administration to escort any parent without ID to the main office before we may release any children. Your cooperation with this is essential to ensure the safest possible procedure.***

Children are only allowed to play on the playground after dismissal if their own parent supervises them.

Daily, during dismissal, the cafeteria gets very crowded with the number of children who get picked-up. In an effort to reduce this number, I ask you to consider the necessity of driving your child from school. All of us in the school certainly understand that there is often a need, and by all means, you are welcome to pick-up your child on any day. If your child is having difficulty while riding the bus, please contact us so we may help create a more positive experience for your child on the bus.

Once again, I appreciate your understanding as we understand that some of these procedures could be inconvenient; however, we will never compromise your child's safety. If you have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in cursive script that reads "Stuart Pollak".

Stuart Pollak  
Principal

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August 2018

Dear Parents/Guardians:

**The procedures outlined in this letter are extremely important to maintain the safest possible environment for dropping your children off in the morning. Please adhere to them.**

If you drive your children to school, the designated drop-off area is along the north side of the building near the rear entrance to the cafeteria. It is necessary to join the line of cars alongside the curb adjacent to the building. ***If you choose to use this line, please do not leave your car to walk your child into the building.*** This will delay the line, which causes gridlock with our buses, and it creates a backlog of cars onto Sycamore Avenue. Before letting your children out of the car, drive forward towards the back gate until you are one of the front two cars on the line. A staff member will be there to greet your children at the curb. There will be additional staff members in the cafeteria to greet and supervise your children as well.

Please do not pass any cars along this line as this will create an unsafe situation for the pedestrians coming from the parking lot. Finally, autos moving along the roadway circling the parking lot should only move in a single counterclockwise direction. Therefore, please refrain from turning around to exit just past the bus driveway.

Of course, you are more than welcome to walk your child into the building. If you choose to do so, then it is necessary for you to park your car in the parking lot and walk your child in the front entrance.

Thank you for your assistance with this matter. Though these precautions may be a bit inconvenient, please remember that it is in the best interest of everyone's safety. If you have any questions or concerns, do not hesitate to contact me.

Sincerely,



Stuart Pollak  
Principal

# IMPORTANT STUDENT PICK-UP INFORMATION

I want to take this opportunity to thank everyone in the Sycamore community for respecting the procedures that are in place. Though signing-in, wearing badges, waiting for your children, etc. can be somewhat inconvenient, procedures such as these are necessary so that we may provide the safest, most efficient environment possible for your children.

- As in the past all walkers will be escorted to the cafeteria by a teacher and must be signed out by their parent/guardian, or designee who is approved with written notification to the main office.
- Students will not be released, or signed out by **any** individual other than their parent/guardian without written notification. If you are in a situation when a written note was unable to be sent to us, please call the main office. The office staff will communicate with the appropriate staff member.
- Students will be released **ONLY** after a **photo identification** is presented to the releasing staff member. During the school day, this would be one of the main office secretaries. If your child is a “walker” being released in the cafeteria at the end of the day, this would be the covering teacher. Please keep in mind, though we know many of you well, as we begin this process we will be asking EVERYONE to show photo identification. Naturally, as faces become familiar we may only require ID for those people we do not know. However, please be prepared to show ID at all times in the event a staff member other than the usual person is responsible for signing-out your child.
- I remind you that the covering teacher is responsible for several children at once and needs to ensure that they are all signed-out correctly. Therefore, I thank you in advance for your patience if there are days when you need to wait for the teacher’s attention.

Please keep in mind that all school personnel is following administrative directives when abiding by these procedures. I understand the inconvenience some of this may cause, but we try our best to balance current societal demands with our desire to be a welcoming, nurturing school. Any questions, concerns, or input is welcome, so please do not hesitate to call my office if you have the need.

Very truly yours,



Stuart Pollak  
Principal

# BACK TO SCHOOL

**Sycamore Avenue Elementary School**

**Stuart Pollak, Principal**

You are cordially invited to join us on

Monday, September 17, 2018

**BACK TO SCHOOL NIGHT**

	Monday September 17 <sup>th</sup>
7:00 p.m.- 7:25 p.m.	Kindergarten 1 <sup>st</sup> Grade
7:30 p.m.- 7:55 p.m.	2 <sup>nd</sup> Grade 3 <sup>rd</sup> Grade
8:00 p.m.- 8:25 p.m.	4 <sup>th</sup> Grade
8:30 p.m.- 8:55 p.m.	5 <sup>th</sup> Grade

## **SPECIAL AREA TEACHERS WILL BE IN THEIR CLASSROOMS BETWEEN 6:30 and 7:00 PM.**

Please remember that this is an evening designed for teachers to present their classroom programs and to address questions and concerns regarding these programs. If you have specific concerns about your child, please make an appointment with your child's teacher. This evening is intended for parents and teachers.

**Please do not bring children.**

*Refreshments will be available throughout the evening  
courtesy of the PTA.*

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(631) 244-2261

August 2018

Dear Parents/Guardians:

I ask for your understanding and cooperation with our school rule in the area of electronic devices. Please be aware that all electronic devices (including but not limited to cellphones, MP-3 players, CDs, Walkman's, I-Pods, PSP's, iPads) must be turned off and out of view at all times during the school day. This includes the cafeteria during lunch as well as the bus boarding areas outside the building before and after school. **Preferably, these items should remain at home.** Moreover, it should be noted that in the past we have spent a disproportionate amount of time dealing with "lost", "misplaced", and "stolen" electronic devices. Therefore, we are now informing you that we do not investigate these matters and we strongly urge you to ensure that your children leave these devices at home.

I would like to emphasize that cellphones in particular can be quite disruptive. Their audio, video, and photo capabilities along with their access to the Internet risk the privacy of other students. That being said, I certainly understand parents' desire to be connected to their children via cellphone especially if they may not be going directly home after school. If you want your child to have a cellphone, the phone must be completely turned off and in their backpack during the entire school day. If they have a need to contact you, they will be allowed to do so in the main office. All contact from parents must be made through the main office.

The classroom teacher is being instructed to give a child who takes out a cellphone a verbal warning to put it away. If the child takes it out again, the phone will be confiscated. If the child is seen using the audio, video, or photo functions the phone will be confiscated immediately and brought to me. Please understand that this is to ensure that the instructional integrity of the day is not disrupted as well as preserve the privacy of other students. We understand kids' excitement when owning a cellphone and how much they enjoy using it, so we will do our best to use any incident as an opportunity to teach about proper cellphone use to balance the fun and functionality with its appropriate use.

Thank you for your understanding regarding these issues. If you have any questions, please contact me.

Very truly yours,  
Stuart Pollak  
Principal

September 2018

Dear Parents:

The Physical Education Department of the Sycamore Avenue School would like to request the following for all students this 2016/2017 school year:

- 1.) **SNEAKERS** -- with either laces or velcro straps  
Not Acceptable: Roller skating sneakers, slip on sneakers or shoes that look like sneakers.  
(These shoes have heels and not sneaker bottoms).  
**NO WEDGE OR PLATFORM SNEAKERS.**
  
- 2) Comfortable clothing on P.E. days, so parents, please refer to your child's P.E. schedule.

All students in grades K-5 **MUST REMOVE ALL THEIR JEWELRY BEFORE PARTICIPATING IN P.E. CLASSES.** This includes earrings, watches, rings, necklaces. Please provide your child with a container in which to place their belongings. The P.E. teacher, nor the school, will be responsible for these items. **Jewelry wearing during class is a safety concern and will not be permitted at any time. Toys are not permitted in the gym. This includes all fad toys such as bean bag animals, etc.**

Thank you for your cooperation and we look forward to fun and safe physical education school days.

Sincerely,

Victoria Nocco  
William Procaccini  
Paul Rondinella  
Physical Education Teachers  
SYCAMORE AVENUE SCHOOL

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August 2018

Dear Parents:

Connetquot Central School District is excited to offer MySchoolBucks®! This online payment service provides a quick and easy way to add money to your student's meal account using a credit/debit card or electronic check. You can also view recent purchases, check balances, and set-up low balance alerts for FREE!

MySchoolBucks provides:

- Convenience - Available 24/7 on the web or with the Mobile App for your iPhone, Android or Windows phone!
- Efficiency- Make payments for all your students, even if they attend different schools within the district. Eliminate the need for your students to take money to school.
- Control- Set low balance alerts, view account activity, recurring/automatic payments & more!
- Flexibility- Make payments using credit/debit cards and electronic checks.
- Security- MySchoolBucks adheres to the highest security standards, including PCI and CISP.

Enrollment is easy!

1. Go to [www.MySchoolBucks.com](http://www.MySchoolBucks.com) and register for a free account.
2. You will receive a confirmation email with a link to activate your account.
3. Add your students using their school name and student ID.
4. Make a payment to your student's accounts with your credit/debit card or electronic check.  
*A program fee may apply. You will have the opportunity to review any fees and cancel if you choose, before you are charged.*

If you have any questions, contact MySchoolBucks directly:

- [parentsupport@myschoolbucks.com](mailto:parentsupport@myschoolbucks.com)
- 1-855-832-5226
- Visit [myschoolbucks.com](http://myschoolbucks.com) and click on Help/FAQ's

Thank you,

SYCAMORE AVENUE SCHOOL



September 2018

Dear Parent/Guardian,

On Tuesday, September 11<sup>th</sup>, our school will pause for reflection on the anniversary of the 9/11 tragedy.

As a school staff we hope to provide the most respectful, educational, and age-appropriate observance of this day. We believe it is of great importance to acknowledge the victims of the tragedy and those who heroically sought to assist them. Therefore, on the morning of September 11, after the ***Pledge of Allegiance***, I will ask our school community to participate in a “Moment of Silence” to honor the memory of those who gave their life or risked their own safety to help others. Additionally, in each fifth grade class there will be a brief, guided group discussion on the meaning of 9/11 for Americans. The discussion will be co-led by the classroom teacher, Ms. Michelsen (our Youth & Family Services Coordinator) and me. We hope to help our fifth graders focus on the courage, compassion and unity of purpose so loudly demonstrated by Americans on that day and the days thereafter.

Please use your own parental judgment in addressing 9/11 with your child. If we can be of any assistance, or if you have any questions please don't hesitate to call.

Sincerely,

A handwritten signature in cursive script that reads "Stuart Pollak".

Stuart Pollak  
Principal

**PLEASE MARK YOUR CALENDARS AT HOME WITH  
THESE IMPORTANT DATES FOR THE 2018-2019  
SCHOOL YEAR:**

First Day of School: Thursday, September 6, 2018

School Hours: 9:05 a.m. arrival – 3:35 p.m. dismissal  
Children arriving at 9:15 or later must sign-in  
at the Main Office and will be considered late.

Open House: Monday, September 17th

Half-Day Conferences:  
**(12:05 pm dismissal)** Friday, December 7th  
Wednesday, December 12th  
Friday, April 5th  
Thursday, June 13th

Evening Conferences: Wednesday, November 28th (6:00-8:00 p.m.)

School Closings: Monday, September 10<sup>th</sup>,  
Tuesday, September 11<sup>th</sup>  
Wednesday, September 19<sup>th</sup>  
Monday, October 8<sup>th</sup>  
Tuesday, November 6<sup>th</sup>  
Monday, November 12<sup>th</sup>  
Wednesday-Friday, November 21<sup>st</sup>-23<sup>rd</sup>  
December 24<sup>th</sup>-January 2, 2019  
Remainder of year closings to follow.

**SYCAMORE AVENUE ELEMENTARY SCHOOL**  
**745 Sycamore Avenue**  
**Bohemia, NY 11716-3500**

## **NOTICE TO PARENTS**

**TO:** ALL PARENTS/LEGAL GUARDIANS OF STUDENTS ATTENDING  
TITLE I SCHOOLS

**FROM:** Stuart Pollak, Principal

**DATE:** SEPTEMBER 2018

As a parent of a student at the Sycamore Avenue School, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers, and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

- Whether the New York State Education Department has licensed the teacher for the grades and subjects he or she teaches
- Whether the New York State Education Department has decided that the teacher can teach in a classroom without being licensed under state regulations because of special circumstances
- The teacher's college major; whether the teacher has any advanced degrees and , if so, the subject of the degrees
- Whether any teachers' aides, instructional assistants, or paraprofessionals provide services to your child, and if they do, their qualifications.

Connetquot is pleased to inform you that all of our classroom teachers are duly certified by the New York State Education Department and are teaching within their certification area(s). Additionally, every instructional assistant hired within the Connetquot Title I Program has, as a minimum, a BA degree in Elementary Education, Special Education, or Reading from an accredited four-year college; additionally, many hold Masters' degrees as well.

If you have such questions about any of your child's teachers, I welcome you to call me at 244-2261.