

CONNETQUOT CENTRAL SCHOOL DISTRICT OF ISLIP

CENTRAL OFFICES: 780 Ocean Avenue, Bohemia, New York 11716-3629 (631) 244-2215 • Fax (631) 589-0683 District Website: www.ccsdli.org

Board of Education

Milynn Augulis, *President* Lee Kennedy, *Vice President* Eileen Panico, Trustee Mark Warshaw, Trustee

Mary Jane Budde, District Clerk

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

Dear Connetquot Parents/Guardians,

E-mail may be a useful form of communication with school staff members, but it is not necessarily the best way to receive an immediate reply or convey an urgent message. Teachers are frequently unable to read their e-mail during their teaching day, during vacations and on weekends; therefore this should not be the primary method of communication with staff. It is the district's expectation that all e-mails will be responded to within two (2) work days. For these reasons, please remember if you choose to send an e-mail message to a member of our professional staff, you may not receive an immediate reply. In fact, you may not receive an e-mail response since each staff member will determine how best to respond to you: by e-mail, phone or to schedule a personal conference. Many teachers prefer person to person telephone communication. We, therefore, request that you include a telephone number in your e-mail so that teachers have the option of getting back to you by phone. If a message requires a prompt response or is of a critical nature, please call the main office of your child's school and leave a message with someone in that office.

Please keep in mind:

- Please send only non-vital messages by this medium. For example, do not use e-mail to inform a teacher that your child is leaving early, or any change in your child's transportation plans. Instead, use the telephone to be sure your message is received and clearly understood. E-mail correspondence with schools is not an effective mode of communication for emergency purposes.
- Your child's academic progress, learning expectations, or behavioral issues are best addressed through a telephone conversation or by scheduling a personal conference with your child's teacher. Extensive comments from teachers should not be expected in an e-mail communication as these are more properly obtained through the regular channels of telephone calls, parent conferences and report cards.
- Please remember that e-mail is not confidential. Confidential information should be conveyed by phone or personal contact. Please do not communicate to a teacher about children other than your own.
- Please identify yourself in the subject line of your e-mail message and, if appropriate, the name of your child.
- **For all medical or health concerns,** please contact your child's school nurse by phone.
- Please keep all contacts professional. Jokes, special stories, chain letters or commercial solicitations are inappropriate, may be viewed as offensive, and reduce valuable teaching time.

On the reverse side are important phone numbers and email addresses for your child's school. As always, please feel free to contact me if I can help you in any way.

Sincerely,

Lynda G. Adams

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

Bosti Elementary School – 244-2291

Principal – Mrs. Laura Kimball - lkimball@ccsdli.org School Nurses – Mrs. Patricia Koster (pkoster@ccsdli.org) Mrs. Donna Werner (dwerner@ccsdli.org)

Bosti Elementary School Teacher E-Mail Addresses

Julie Ahern	jahern@ccsdli.org	Jennifer Argenziano	jargenziano@ccsdli.org
Diane Boyle	DBoyle@ccsdli.org	Christine Brasch	cbrasch@ccsdli.org
Lisa Canzano	LCanzano@ccsdli.org	Kelly Carroll	KCarroll@ccsdli.org
Laura Chiarelli	LChiarelli@ccsdli.org	Amy Doerrie	ADoerrie@ccsdli.org
Michelle Eskin	MEskin@ccsdli.org	Leah Farrell	lfarrell1@ccsdli.org
Adina Fernandez	AFernandez@ccsdli.org	Katie Goldacker	mgoldacker@ccsdli.org
Stephanie Gozaloff	sgozaloff@ccsdli.org	Breanna Guillem	bguillem@ccsdli.org
Elissa Handler	ehandler@ccsdli.org	Nichole Johnson	njohnson@ccsdli.org
Kevin Keane	kkeane@ccsdli.org	Dana Keyes	dkeyes@ccsdli.org
Jessica King	JKing@ccsdli.org	Erin Lagnese	Elagnese@ccsdli.org
Melissa Lewis	MLewis@ccsdli.org	Lorraine Liguori	LLiguori@ccsdli.org
Colleen Malone	cmalone@ccsdli.org	Lisa Manzo	lmanzo@ccsdli.org
Breanna Masi	bmasi@ccsdli.org	Ryan McGuckin	rmcguckin@ccsdli.org
Meaghan Metzger	mmetzger@ccsdli.org	Laura Nektaredes	LNektaredes@ccsdli.org
Patricia Nixon	PNixon@ccsdli.org	Monica Ojeda	mojeda@ccsdli.org
Michael Oldis	MOldis@ccsdli.org	Kim Patterson	KPatterson@ccsdli.org
Lucy Puglin	LPuglin@ccsdli.org	Maria Ritter	mritter@ccsdli.org
Raven Savage	rsavage@ccsdli.org	Emily Sciame	esciame@ccsdli.org
Michelle Semder	msemder@ccsdli.org	Maureen Striffler	mstriffler@ccsdli.org
Jennifer Swaringen	JSwaringen@ccsdli.org	Annamarie Tongue	annamariet@ccsdli.org
Bonnie Verron	BVerron@ccsdli.org	Jordon Volper	JVolper@ccsdli.org
Allison Weber	aweber@ccsdli.org	Tara West	twest@ccsdli.org
Elizabeth Whitson	EWhitson@ccsdli.org	Joanna Zalewski	Jzalewski@ccsdli.org