

The Children's School Family Handbook 2019-2020

Ms. Rosa Amato, Principal
Ms. Bridget Nash, Assistant Principal
Ms. Rosa Perez Leonetti, Assistant Principal
Mr. Frank Ammirata, Assistant Principal, I.A.



Main
PS372
512 Carroll Street
Brooklyn, NY 11215
718.624.5271

ASD
6:1:1 @ MS113
300 Adelphi Street
Brooklyn, NY 11205
718.858.6291

www.inclusions.org

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WELCOME

Dear Families,

Welcome to the 2019-2020 school year at TCS! We have created this handbook to serve as a wonderful resource to answer questions you may have, In addition, we have a large community of helpful individuals to support your family along the way!

The Children's School has had many conversations about making sure our children and staff are safe at all times. Enhancing our safety procedures within our school community is very important to us all. We are introducing new arrival procedures for the 2019 school year and beyond. Please read the arrival, dismissal, and celebration/visit procedures so that you become familiar with them. As we progress through the school year, we will have a full parent handbook for you, revised with any changes being made to our safety protocols and beyond.

Beginning September 5th, 2019, we are asking all parents/guardians of the children of TCS to escort their children to their arrival doors and follow the procedures that have been outlined (see attached for more information). PreK and K parents will continue to escort their child(ren) to the classroom via the Denton Place doors only. First grade students and parents will enter the doors closest to our school yard on Whitwell Place and escort their child to their classroom for the first five weeks of school. Students in grades 2,3,4, and 5 will transition independently by entering the school yard gates on Whitwell Place no earlier than 8:17am and walk to their classroom without a parent.

During arrival and dismissal procedures, teachers and paraprofessional need their full attention to supervise students. Please request a meeting or send a note with your child if you need to discuss something with your teacher(s).

Thank you for your support. We are looking forward to a wonderful school year!

Ms. Rosa
Principal, 372K

OUR SITES***Main Building***

512 Carroll Street
Brooklyn, NY 11215
718.624.5271
8:20-3:10pm

6:1:1 @ MS113

300 Adelphi Street
Brooklyn, NY 11205
718.858.6291
8:10-3:00pm

OUR PHILOSOPHY

We believe that students learn best and reach their potential when provided with a safe, nurturing, accessible, and supportive environment. This is possible when all stakeholders work collaboratively and are engaged in the shared creation of goals centered around instruction that is rigorous, differentiated, enriched, and inclusion for all.

OUR MISSION

The mission of TCS is to provide the highest level of student achievement in a supportive environment that includes academics, social emotional learning, arts, sciences, and technology through the design and implementation of highly specialized instruction.

School Organization

Administration, Staff, and Parent Leadership

<u>Administration & Staff</u>	<u>PA Executive Board Members</u>	<u>School Leadership Team</u>
<p>Rosa Amato Principal ramato3@schools.nyc.gov</p> <p>Bridget Nash Assistant Principal Upper Grades 3-8 bridget.nash@ps372.net</p> <p>Rosa Perez Leonetti Assistant Principal Lower Grades PreK-2 rosa.perezleonetti@ps372.net</p> <p>Frank Ammirata Assistant Principal, I.A. Curriculum, All grades</p> <p>Yvette Agas-Bautz Parent Coordinator yvette.agasbautz@ps372.net yagasbautz@schools.nyc.gov</p> <p>Maura O'Grady Crisis Intervention Teacher maura.ogrady@ps372.net</p> <p>Christine Corcoran (Pupil Accounting) 718.624.5271 ext.1120</p> <p>Angelina Lekic (Payroll) 718.624.5271 ext.5007 School Secretaries</p> <p>School Based Support Team Ann Dolan School Psychologist ann.dolan@ps372.net David Holness Social Worker david.holness@ps372.net</p> <p>Barbara Clark Special Education & Related Services Coordinator barbara.clark@ps372.net</p> <p>Asantaa Cummings School Nurse 718.624.5271 ext. 5100</p> <p>School Aides Annette Stuto Lenora Bruno Nancy Badali Adele Leonforte Connie Fuente Clerical Worker Iris Ortiz</p>	<p>executiveboard@ps372pta.org</p> <p>Michelle Dobson Liza Gouger Co-Presidents</p> <p>Scottie Hardin Kathleen Connor Co-Vice Presidents</p> <p>Mim Stauber-Levy Katy Crile Co-Secretaries</p> <p>Latoya Jemmoth Tania Ahmedi Co-Treasurers</p> <p>Ali Yildirim Sarah Mudge Lori White Members-at-Large</p> <p>Amy Vagelatos Teacher Representative</p> <p>Maureen Jones New Parent Representative</p>	<p>slt@ps372pta.org</p> <p>Principal Rosa Amato</p> <p>Faculty Debbie Finger Gordon Shari Zisman Sharon Barone Dustin Abbate Frances Morrone</p> <p>Parents Michelle Dobson, PTA Liza Gouger, PTA David Tipson Matthew Miller Sumeet Thadani Cheri Anderson Desiree Detoy</p>

Our Daily Schedule - Main Building

Free Breakfast	8:00 a.m. - 8:15 a.m. Grades Pre-K to 5
Student Walkers	Arrive no earlier than 8:17 a.m. (see sidebar information)
Class Begins	8:20 a.m. Sharp
Late Arrivals	Students will be marked late beginning at 8:26 a.m.
Arrival Gate and Doors Closure	Arrival Gate & Doors close promptly at 8:26 a.m.
Lunch & Recess	PreK eat in their classrooms (schedule to follow) Grades K & 1: 11:20a.m.-12:10 p.m. Grades 2 & 3: 12:10 p.m. -1:00 p.m. Grades 4 & 5 1:00 p.m. - 1:50 p.m.
Pre K Dismissal	Denton Place doors open at 3:00 p.m.
Kindergarten Dismissal	Dismissal begins at 3:10 p.m. Meet students in front of the Denton Place doors closest to the TCS garden.
Dismissal Grades 1st through 5th	Dismissal begins 3:10 p.m. Grades 1: Carroll Street doors Grades 2: Carroll Street doors Grades 3-5: Whitwell Place doors

Student Walkers: (Arrival)

Pre-K enters through the doors on Denton Place closest to Our Lady of Peace church driveway with a parent/guardian escort.

Kindergarten enters through the doors on Denton Place closest to the TCS garden with a parent/guardian escort.

First Grade students enter through the doors closest to our school yard gate on Whitwell Place and go directly to their classroom with a parent escort during a five week transition period.

Beginning October 15th all first graders are expected to enter the building independently no earlier than 8:17 a.m.

Grades 2,3,4, and 5 students enter through the school yard gate located on Whitwell Place and travel to their classrooms independently. Please arrive no earlier than 8:17 a.m.

Late Arrival

After 8:26 students enter the main entrance on Carroll Street and sign in with Ms. Nancy in the front office. Students will be expected to walk to class independently. A late pass will be issued.

Dismissal Changes

If your usual pick-up plans change, notify the teachers the day before by email, or send a note via backpack that morning. Remember that teachers do not check emails during the school day. We ask that changes are limited to emergencies only.

For a safe arrival/dismissal, please:

- Parents of students in grades 2-5 are asked not to enter the school building during morning arrival.
- Sign in with School Safety when entering the building.
- When there is an event in your child's classroom, please go to the main entrance for School Safety sign in.
- Parents supervise children before arrival door/gate opens at 8:17 a.m.
- Keep entrances and exits clear of bikes, scooters, pets, etc.
- Parking is difficult in this community. Please do not leave your car double parked or parked on the sidewalk on 1st street.
- Exit the same doors you entered and please don't wander the building after dropping off or picking up your child. Remember that only PreK, K and 1st grade parents are permitted to walk their child to class during morning arrival.

Late Pick Up Procedures

Dismissal is at 3:10pm. Students who are not picked by 3:10pm will be escorted to the gym for late pick-up. You must sign your child out from late pick-up. Late pick up is for emergencies only. Please do not leave your child in late pick up daily.

Afternoon Dismissal Changes

If there is a change to your child's dismissal plan due to an unforeseen emergency, please **notify the school by 1:00PM**. Please call Iris Ortiz at (178) 624-5271 ext. 5102 so that she can alert the teacher of your child's change in dismissal plan. Any calls made to the school after 1:00pm makes it more difficult to alert the teachers of any student's change in dismissal.

Leaving School Before Dismissal

Children are expected to remain with their class until the official end of the school day. If you must pick your child for an appointment, send a note to the teacher in advance. Main office staff will call for your child and you must sign your child out, in our log book. Parents may not go to the classroom. To avoid unnecessary disruptions at the end of the school day, **WE DISCOURAGE EARLY PICK UP BETWEEN 2:20 and 3:00pm. Please come earlier.**

Storm Day Procedures

In the event of inclement weather, please listen to one of the radio stations for a listing of school closings and/or late openings. WINS, N.Y. 1, and most of the stations have information at or around 6:30 a.m.

Inclement Weather; rain, snow, sleet, or temps too low to remain outside comfortably

PreK and Kindergarten arrival will not change during inclement weather. They will enter the doors at 8:17am and proceed downstairs and wait for teachers to open classroom doors.

1st grade students will enter through the double doors at 8:17am on Whitwell Place and head up to their classrooms.

2nd through 5th grade will enter through the big yard gates at 8:17am and travel up to their classrooms independently.

School Day Information - Main site

Breakfast

Starts at 8:00 a.m. in the cafeteria. All students are eligible for free breakfast. Entrance and sign in for breakfast will take place at the Carroll Street doors closest to the church. Breakfast doors will be open from 8:00 a.m. to 8:15 a.m. Only students eating breakfast will be permitted to be in the cafeteria at this time. Please do not use this unless your child wishes to eat.

Lunch

All NYC public school students are welcome to enjoy free breakfast and lunch at school. Parents/guardians do not need to apply for their kids to receive those meals. However, we are asking parents to complete a School Meals form so that schools can get access to funding for this program and others. Please [complete the online form\(Open external link\)](#). We will also send a copy of the form home or you can get it at your school's main office.

Refunds

If you have already added money to your MySchoolBucks account for your child's lunches this year or if you have a balance remaining from prior years, you will receive a full refund. Please email SFLunchRefunds@schools.nyc.gov with your questions about the refund process.

Lunch/Recess Schedule (ICT)

There are three lunch periods at P.S. 372's ICT site.

- Grades K and 1 eat at 11:20AM
- Grades 2 and 3 eat at 12:10PM
- Grades 4 and 5 eat at 1:00PM

During the fifty minutes, each grade will have a 25-minute recess and a 25-minute lunch. While one grade is eating lunch, the other has recess.

School Meals

Our kitchen serves breakfast and lunch daily in our cafeteria for children in grades K-5 from the first day of school. Lunch includes a main dish, a vegetable and fruit, salad bar, and choice of low-fat milk or chocolate milk. A choice of peanut butter & jelly or cheese sandwich is available daily. Children may bring lunch from home too.

Students are supervised by school aides at meal times.

Lunch is provided from our kitchen for PreK students and is eaten "family style" in the classroom. This experience is part of social learning. Families may opt to send alternate lunch from home.

Food Allergies

Each class will have a nut-free table assigned to them.

Bringing Lunch from Home

Many students bring their own lunch from home. School staff/volunteers are on hand to help the youngest grades open storage containers and thermoses. We discourage the sharing of food among children because of possible food allergies. Glass containers are prohibited at school. Please label your child's lunchbox and water bottles with his/her full name.

Outdoor/Indoor Recess

Students go outdoors for recess everyday unless the principal feels that conditions are too extreme or unsafe. The decision is made based on a number of factors, not simply temperature. Make sure your child is dressed appropriately for the weather. During inclement weather, recess is held indoors in the gym.

Lunch Clubs

Lunch Clubs are electives in the arts that take place during the lunch/recess hour. Interested students select a club, and choices include dance, visual arts, and chorus.

Attendance

Absence/Lateness

Good attendance is an essential component of learning and significant to your child's overall success in school. Good attendance is especially important in the fourth grade. (Please see section Middle School). We cannot stress enough the importance of your child's prompt arrival each day. Responsive Classroom/Morning Meeting is a critical part of the school day - begins at 8:25am in ALL classrooms including PreK and Kindergarten. Any child arriving at school after the late bell is officially late. Chronic lateness affects your child's academic success and also disrupts the teacher and the entire class. To minimize the disruption to classes caused by late arrivals, parents in grades 1st to 5th may not walk their child to their classroom.

- Absent one day? Call the main office the day of the absence or email the teacher. When your child returns to school, send a note explaining the absences.
- Absent two consecutive days? Call the school or email the teachers by the second day. Send an explanation note with your child upon return. A call will be made by the teacher to the home of the child if a child is absent two consecutive days.
- Absent three or more days? A doctor's note should be obtained as documentation for absences longer than three days.
- Children with excessive absence or lateness will be brought to the attention of the Pupil Accounting Secretary, Christine Corcoran. If a child is late more than two days in a row the school will contact the family directly to see if they need support getting to school on time.
- Children must make up all missed homework. Make requests in writing to the teacher to receive work missed during an extended absence.
- Schedule your child's doctor and dental appointments after school hours whenever possible to avoid impacting their school day.
- Extended absence for travel? We understand that emergencies may necessitate travel, but we ask that you schedule family vacations during the ample school breaks. Send a note in advance to the teacher explaining the reason for the upcoming absence. Alert the Pupil Accounting Secretary, Christine Corcoran, in the school office.
- Many students visit middle schools during the day and may therefore arrive late after a visitation. They should receive a letter from the middle school that must be submitted to Ms. Nancy.
- If your child rides the school bus to school and the bus arrives late to school they will NOT be marked late.
- Students who arrive to their classrooms after 8:26 am are considered late with the exception of students who ride the bus. Students who arrive between 8:26 am and 8:46 am are to go directly to their classroom after signing in with Ms. Nancy in the main office. In the event that a student is late due to an MTA transit delay, the parent must inform Ms. Nancy on the day of the lateness by emailing Ms. Nancy at nancy.badali@ps372.net. The lateness will be coded as excused.
- School will contact families with excessive absences and lateness to discuss supports that can be offered to families in need.

Important Documents

Blue Emergency Cards

Blue Emergency Cards are given out at the beginning of each school year and must be filled out and returned to the classroom teachers. Please be sure that all information is accurate and up to date. We use the contact information you provide to reach you in an emergency or if your child gets sick at school. Please notify the school of any changes (i.e. home address, phone number and/or authorized individuals to pick up). Please list all persons to contact in case we can not reach you.

Media Release Form (one per student)

Students often use technology as part of their learning, creating photographs and videos to post on class and school blogs. Teachers may post images of students and their work on the PS 372 website. A media release requesting your permission to use these items is sent home each school year.

Custodial and Other Legal Documents (as needed)

The most recent legal documents pertaining to custodial care of a student, or orders of protection, must be on file in the Main Office in order for us to comply.

Health Accommodation Forms (as needed)

If your child receives medical accommodations or is administered medicine at school, you must submit a new form to the school nurse each year. The form must be completed and signed by your child's physician.

Health and Medical Policies

Illness at School: Sick children should be kept at home. A child with a fever should not return to school until 24 hours have passed without sign of fever.

A nurse is on site daily to help students when medical issues arise. If your child visits the nurse with a complaint or injury, you may receive a phone call that day or a note via the backpack that evening, depending on the severity of the situation. In most cases, students are able to return to class. In the event your child becomes ill, we will contact you immediately using the emergency information you have provided on the blue cards. Please keep that information current. Parents may be called to take a child home from school due to certain contagious conditions, such as head lice or conjunctivitis.

Immunizations

New York City requires that a medical form be on file at the school confirming all required immunizations for all new students. Failure to comply may result in your child's exclusion from school.

Dress Code (Students)

PS 372 is a place of learning and students are expected to dress appropriately, modestly, and in a manner respectful to the entire community. Proper school attire should be comfortable and permit free movement to allow students to sit on the "meeting rug" and to play in the yard safely at recess. Shoes must be worn and should be comfortable and substantial enough to allow safe movement up and down the stairs and in the yard.

- Except for religious or medical reasons, children should not wear hats or head coverings in the buildings. It is the teacher's responsibility to enforce school policy.
- Students must have sneakers or rubber soled shoes for gym. Please discourage students from wearing flip flops or sandals without backs as it is dangerous on the stairs, in the yard, and during recess.

Lost and Found

There is a clothing rack in the cafeteria for items that children have lost. Students and families are responsible for looking through the rack for any lost items of clothing. Please label your child's clothing, lunch boxes and water bottles with their full names. We have found clothing with labels with just a first name. Please put your child's full name so that way we can return items to their rightful owner.

Safety & Security: Visiting the School

We ask that parents who need to visit the main office or conduct PTA business in the cafeteria wait until 8:30 am to sign in at the front desk.

To Ensure School Safety

1. **Always** enter and exit through the main entrance on Carroll Street. (See exception below)
2. **Always** stop at the School Safety Agent's desk with **PHOTO ID** in hand.
3. **Always** wear your visitor's pass and go directly to your destination. Please do not wander through the building.
4. **Always** return your pass to the Safety Agent and exit through the main entrance. (See exception below)

Celebrations in the Gym:

A Safety Agent will be posted at the entrance on 1st Street. Parent may enter with a **PHOTO ID** and exit through those doors after the celebration. Doors will open approximately 15 minutes before an event.

Responsive Classroom Visits: Responsive Classrooms provides safe, challenging, and joyful learning environments that brings social, emotional and academic learning together. Morning Meeting consists of a greeting, sharing, group activity and discussion of news and/or announcements.

Parent/Guardians may join morning meeting from 8:25-8:45. **Parents enter through the main entrance only.**

Monday	Tuesday	Wednesday	Thursday
PreK - K	1st - 2nd	3rd - 4th	5th

Families as Partners: First Friday of each month, parents/guardians may join their child after morning drop off and participate in Reading, Math and/or a Specialist Class (Dance, Art, Music, Gym or Multimedia). Below is a schedule for the 2019-2020 school year. **Parents enter through the main entrance only.**

Dates:	Families as Partners in ...
October 4, 2019	Reading
November 1, 2019	Math
December 6, 2019	Specialist
January 10, 2020	Reading
February 7, 2020	Math
March 6, 2020	Specialist
April 3, 2020	Reading
May 1, 2020	Math
June 12, 2020	Specialist

Class Celebrations/Performances: Classroom teachers will notify parents/guardians of upcoming celebrations via Konstella, backpack notice and/or email.

School/Family Communication

Konstella

Konstella is an online platform that will consolidate school and PTA communications in one place and make life easier for PS372 families. All families will be invited to create an account to receive email messages via Konstella.

Backpack Mail

Please check your child's school folder every night for important information. Teachers will send home permission slips for trips, school event flyers, class newsletters, and other important information. The school folder is also the best way to send handwritten notes to the teachers, such as changes in dismissals for that day.

Remind (6:1:1 Site)

Remind is a communication platform used to reach out to our families via text messaging to let families know what school events are happening and updates.

School Calendars

A digital form of a monthly calendar will be sent through Konstella. The calendar will inform you of all the school events taking place for the month.

Teacher Newsletter

Monthly newsletters will be sent home by classroom teachers, informing you of upcoming units of study. Newsletters will also let you know about planned trips and other events. Our speciality teachers (art, science, dance, music, multimedia and physical education) will also send home monthly newsletters via backpack.

School Website: www.inclusions.org

Get updates on school events, programs, volunteer opportunities and fundraisers. Find information about SLT, After School Enrichment Programs, etc.

Class Parents

(PTA) Class parents make an important contribution to our school community by keeping parents informed of school and classroom events and activities and by assisting the teachers and children in your child's class with various projects.

Department of Education Website www.schools.nyc.gov

This site provides comprehensive information about NYC Department of Education policies, learning standards, programs, and departments such as pupil transportation, mental health and hygiene, lunch and breakfast menus, and more.

Ask our Parent Coordinator

Yvette Agas-Bautz for more information.

Email: yvette.agasbautz@ps372.net

Phone: (718) 624-5271 ext. 1011

Reminders:

Some teachers use email to communicate with parents, and others do not! Always ask your child's teacher what is the best way to communicate with him/her. Teachers are not required to correspond by email, and cannot do so during the school day while they are teaching your children. If you have an urgent message for a teacher, please call the main office.

If you do exchange emails with your child's teacher, please limit the content of your email to school-related questions or concerns.

Phone Calls

Phone calls cannot be transferred to the classroom during the school day. All messages and/or emergencies will be communicated to your child's teacher.

Face-to-Face

Most teachers are available for a very brief face to face conversation at dismissal. For more extensive conversations please email your child's teacher or leave a message with our school secretaries to set up a meeting.

Emergency Notifications

In the event of an emergency, school personnel will work in collaboration with the central Dept. of Education, NYC police Dept., and School Safety. Families will be notified via phone calls, KONSTELLA, and/or a letter sent home. Please provide us with the most updated contact information.

Parent/Guardian Responsibilities

Parents and guardians play a big role in their child's success at school. You have a responsibility to support your child by making sure that:

- Your child attends school regularly, without excessive absence
- Your child arrives to school on time, well-rested and prepared for the day's work
- Your child completes all homework assignments

In addition, parents should make every effort to:

- Read school communications sent home via backpacks and email
- Sign and return notices, permission slips and report cards by the dates requested
- Meet with teachers at Parent Teacher Conferences in November and March
- Attend to your child's health
- Pick your child up from school on time daily

At the beginning of each school year there is a packet of important documents that you must complete and submit. Documents include the Blue card, Health Information, Neighborhood Walks permission slip, Authorized Individuals for Pick Up, and Consent to photograph, film or videotape a student.

Throughout the year, parents will be asked for financial contributions to support discrete activities relating to their child such as supplies, lice checks, field trips, and 5th-grade graduation.

Curriculum

English Language Arts (ELA)

TCS writes their Units of Study using the *Teachers College Reading and Writing Project as a guideline* to help young people become avid and skilled readers, writers, and inquirers. Teachers use performance assessments and learning progressions to accelerate progress, for literacy-rich content-area instruction. The program cultivates students' reading, writing, thinking, speaking, and listening skills. Students practice reading and writing in many different genres, such as narrative and informational texts, fiction and nonfiction, and poetry. All classes hold regular publishing celebrations to mark the end of a unit of study. Parents are invited to these celebrations.

Mathematics

TCS uses the *enVision 2.0* program which provides a wealth of differentiated instructional resources across interactive platforms. *enVision 2.0* is a focused, comprehensive program built for instruction on the Common Core State Standards. It provides rigorous instruction that meets the needs of all learners. With the use of focused and coherent curriculum, tools and technology, data-driven instruction and ongoing assessment, teachers at every grade level provide differentiated instruction to small groups of students. The math curriculum is further complemented by the *Do The Math* Program which helps students develop a solid foundation in arithmetic understanding and skills and the ability to reason mathematically and solve problems.

Social Studies

The *Passport to Social Studies* program is a comprehensive instructional resource that integrates the Common Core Learning Standards (CCLS) and the New York State K-8 Social Studies Framework to support strong social studies teaching and learning. An effective social studies program allows students to make sense of the world in which they live, make connections between major ideas and their own lives, and see themselves as active members of a global community. While knowledge of content is very important, it is equally important to engage our students in historical thinking. This program challenges students to think like historians and encourages them to raise questions, think critically, consider many perspectives, and gather evidence in support of their interpretations through the practice of chronological processing, decision-making, and historical research and analysis. These real-world skills will serve students well as participating citizens of a democracy.

Science

See below

Curriculum Partnerships

Each grade at The Children's School is involved with Arts Partnerships, and NYC DOE grant programs that enhance curriculum. The following is a list of partnerships for each grade:

PreK: Sing, Speak, and Play with Center for the Arts

Kindergarten: Kindergarten Fairy Tale Project with Center for the Arts

Grade 1: First Grade Opera with Center for the Arts

Grade 2: Building Bridges with Center for the Architecture

Grade 3: Ribbon Dance and Calligraphy with Chen Dance Center

Egyptian Music with Samuel Thomas and the Middle Eastern Ensemble

Islamic Arts and Culture with Visual Arts Marquis Studios

Grade 4: Native American Dance and Culture with Thunderbird American Indian Dancers

Brooklyn Public Library: Social Studies integrated project

Jazz and Lincoln Center: Assembly Program

Grade 5: Alvin Ailey American Dance Theater project with New York City Center

Photography Residency with Center for the Arts

Jazz and Lincoln Center: Assembly Program

ASD program: Music Therapy with Brooklyn Conservatory of Music

PreK**Learning Philosophy for Pre-K Inclusion at The Children's School**

Our curriculum seeks to be responsive to the preschool child's knowledge, background and understanding of the world.

We approach curriculum through integrated content learning strands, which include;

- Literacy (speaking, listening, language development, reading and writing)
- Art
- Music
- Science
- Social Studies
- Language Arts
- Mathematics
- Activities of Daily Living (dressing skills, eating skills, resting skills)

Woven into every moment of the day are social emotional skills, such as friendship, coping strategies, among others. We strive to nurture the home school connection through a partnership with parents. Additionally, preschoolers need to learn *school skills*; such as daily routines, rules, responsibility, walking on a line, taking turns, listening to others, raising hands, asking for help, to name a few.

Additional Published Curriculum Resources

Everyday Mathematics- Preschool Curriculum

The Creative Curriculum

Unsmiling Faces: Emotionally Responsive Classroom

Responsive Classroom Curriculum

Starting Small: Teaching Tolerance in Preschool and the Early Grades

NYS Pre-K Common Core Standards

Science Curriculum at The Children's School

This year we are using an updated version of a curriculum we have used and admired for many years. FOSS (Full Option Science System), developed at Lawrence Hall of Science, University of California at Berkeley. The FOSS program now meets the expectations of the Next Generation Science Standards and is grounded the following instructional principles:

Inquiry: FOSS investigations are guided by overarching questions. Students work together to pursue answers, starting with exploration of materials, followed by a discussion of their discoveries.

Hands-on active learning: It is widely accepted that children learn science concepts best by doing science. This means hands-on experiences with objects, organisms and systems. Hands-on investigations are motivating for students and stimulate inquiry and curiosity. In FOSS, students investigate, experiment, gather data, organize results, and draw conclusions based on their own actions.

Multisensory methods: Observing is often equated with seeing but in our program all five senses are used. The FOSS program evolved from pioneering work done in the 1970s with students with disabilities and the legacy of that is that the investigations are centered on multisensory methods—not only to accommodate students with disabilities, but to maximize information gathering for all students.

Student-to-student interactions: *In grades 3-5 students work in groups of four with each member contributing to management, data collection, data analysis, and reporting of results. Hands-on science, where students collaborate in planning, action, and information processing, gives students opportunities to develop a deep understanding and rich, thoughtful interactions with other points of view. In early grades, students are just beginning to work cooperatively toward group goals. They do not always share materials gracefully. So in grades K to 2 we usually make sure each student has their own materials to handle. But working in close proximity to other students is important; it allows for easy exchange of ideas and communication of discoveries. We refer to this in early elementary as “working alone... together.”*

--excerpted from FOSS Program Overview with light editing

Grade	Fall: Physical Science	Winter: Earth Science	Spring: Life Science
K	Materials and Motion	Trees and Weather	Animals Two by Two
1	Sound and Light	Air and Weather	Plants and Animals
2	Solids and Liquids	Pebbles, Sand, and Silt	Insects and Plants
3	Motion and Matter	Water and Climate	Structures of Life
4	Energy	Soils, Rocks, and Landforms	Environments
5	Mixtures and Solutions	Earth and Sun	Living Systems

We also offer lunch clubs and Friday afternoon studios in which smaller groups of students work on science, engineering, gardening and sustainability projects.

The best way to reach us is by email.

Early Grade Science Team (Grades PreK to 2nd)
 Kathy Mullen and Beth Huff
kathy.mullen@ps372.net
beth.huff@ps372.net

Upper Grade Science Team (Grades 3rd to 5th)
 Sarah Collins and Fiona Frederick
fiona.frederick@ps372.net
sarah.collins@ps372.net

Read our monthly newsletters to learn about your child’s science investigations.

Grades 4 and 5 just started using the FOSS online assessment program for science. We will be sending information home later this fall to explain how parents and students can access assessment results.

We are always in need of parent volunteers to help run the garden and our annual Art and Science Day event. Please sign up now if you can.

Progress Reports and Report Cards

Progress reports and report cards are given out twice a year in Grades 1 through 5. Report cards are distributed in November and March prior to the Parent Teacher Conferences. The final report card is given on the last day of school in June.

Yearly Standardized Testing Grade 3rd, 4th and 5th

Elementary school students in New York State take yearly standardized tests in core academic subjects to assess their mastery of New York State Learning Standards. Test are aligned with the Common Core Learning Standards (now adopted in 48 states in the U.S.).

English Language Arts (ELA): Students in 3rd, 4th and 5th grade take this test on **TBD**

Math: Students in 3rd, 4th and 5th grades take this test on **TBD**

Science: Students in 4th grade only. This is a two-part assessment, hands-on component is taken on **TBD**

English New Language Learners (ENL)

New students whose parents indicate on the Home Language Survey that their home language is not English, are tested to determine if they are eligible to be English New Language Learners. They receive language acquisition support services.

Translated notices and letters are sent to families who indicate at registration that their home language is not English. If you are in need of translated information and are not receiving it, please contact Yvette Agas-Bautz, Parent Coordinator. In addition, Yvette can assist in obtaining interpretation for meetings with teachers. Please do not hesitate to call her.

Homework Policy

TCS's homework policy was created in collaboration with members of the 2016-2017 Principal's Advisory. Advisory included teachers, paraprofessionals, and related service staff members.

Homework is a vital component of academic success. It is assigned to reinforce the skills, habits, concepts and knowledge which have been taught during the school day. It is the responsibility of all students to complete their homework assignments to the very best of their ability. Parents/guardians are expected to ensure that children complete homework and bring it to the school when due.

If your child diligently does his/her homework for the allotted time (without breaks or distractions) and does not complete it, please write a note to the teacher indicating this. If this is an ongoing problem, please make arrangements to talk with the teacher.

Kindergarten – 2nd grade

Homework in grades K-2 is always optional and will not be graded.

Reading

We encourage students to engage in reading for 10-15 minutes daily

Math

A review sheet will be sent home after the completion of a lesson. This can be used as practice or review of concepts taught.

3rd Grade

- Reading Log entry 10-20 minutes daily and increases as the year progresses
- Weekly Foundations Packet
- Word Study 2x per week
- Math assignment daily (Monday - Thursday)

Writing/Social Studies/Science

Homework in this content area will vary depending on the unit of study

4th Grade

- Reading Log entry 20-30 minutes daily
- Word Study 2x per week
- Math assignment daily (Monday - Thursday)

Writing/Social Studies/Science

Homework in this content area will vary depending on the unit of study

5th grade**Reading/Writing**

- Reading Log entry 30 - 40 minutes daily including one weekend day
- Word Study 2x per week
- Extending Reading responses
- Math assignment daily (Monday - Thursday)

Writing/Social Studies/Science/Grammar

Homework in this content area will vary depending on the unit of study

Teacher's Responsibilities:

- To provide purposeful homework
- To include clear directions and instructions
- To implement a system for routinely checking homework
- To provide students with support when struggling with homework independently
- To differentiate homework based on needs of students

Family's Responsibilities:

- To support student independence while completing homework assignment
- To provide a quiet, consistent place for homework to be done
- To notify your child's teacher(s) if the homework presents a problem
- To read and respond to notices in a timely manner

Additional Homework Resources:

Dial – A – Teacher (212)-777-3280 Homework help line for elementary and middle school students, run by classroom teachers.

Languages spoken: Bengali, Chinese (Mandarin, Cantonese, Fukanese), English, French, Haitian-Creole, Russian, Slovak, and Spanish

Keeping Track of Your Child’s Progress

Talk to the Teacher: Parents are urged to attend Parent Teacher Conferences in November and March; however, you may contact your child’s teacher at any time during the school year if concerns arise about your child’s progress. Teacher will do their best to schedule a time to meet with you during non-instructional time, or after school.

How to make an appointment with your child’s teacher:

- Send a note via your child’s backpack
- Send an email to the classroom teachers

Remember, morning arrival is the worst time to attempt an impromptu conference, as teachers are busy getting students settled and ready for work. If you need to give the teacher a message, please put a note in the backpack or email the teacher.

NYC Schools Account (NYCSA)

NYC Schools Account (NYCSA) is a web-based application that lets you see your child’s academic and biographic information on any computer, phone, or tablet. The application is translated into nine languages other than English. To keep track of your child’s report card grades, state assessment scores, lateness and absences, please sign-up for a NYC Schools Account. Please contact the parent coordinator for assistance.

[https://www.schools.nyc.gov/school-life/support/nyc-schools-account-\(nycsa\)](https://www.schools.nyc.gov/school-life/support/nyc-schools-account-(nycsa))

The Children's School Admission Process

The school is open to children from across District 15; we are not a zoned school. We also have a Sibling Policy ensuring that siblings of enrolled students have a seat.

Admission priorities for PreK and K:

1. Students residing in the district whose verified siblings will be enrolled in grades K-5 in the school in September 2019.
 2. Students residing outside the district whose verified siblings will be enrolled in grades K-5 in the school in September 2019.
 3. Students residing in the district who are currently enrolled at the school for pre-k.
 4. Students residing outside the district who are currently enrolled at the school for pre-k.
 5. Students who reside in the district, other than those in (1) and (3) above.
 6. Students who reside outside the district, other than those in (2) and (4) above.
- Students who qualify for Free and Reduced Lunch and/or are English Language Learners will have priority for one-third of seats.

Pre K Application Process

New York City offers every four-year old free, full-day, high quality pre-k through the Pre-K for All program. All New York City families with children born in 2016 are eligible to participate in Pre-K for All for the 2020-2021 school year. Between **TBD** apply to pre-k by submitting a pre-k application. You can apply up to 12 programs. In addition to that, The Children's School has a one page Pre K Survey Form, families listing our school down as a choice, must fill out. The Survey Form is for the school's informational purposes only. The form can be picked up at the main office.

How to Apply to Pre-K

Below are a list of ways you can apply for Pre-K. You must choose only one of the following:

- **MySchools** is an online directory of New York City public schools and early childhood programs, as well as a personalized application for your child. You can explore pre-K program options, find choices for your child's application, and apply - all in one place. Submit the pre-K application online by **TBD**
- Visit a Family Welcome Center to get-in person help with Pre K admissions
- Call enrollment (718) 935-2009

Kindergarten Application Process

All New York City children born in 2015 will begin kindergarten in September 2019 and are guaranteed a kindergarten seat at a public school. Once your child starts kindergarten, they can remain at the same school until its final elementary grade.

Applying to Kindergarten

- **MySchools** is both an online directory of NYC public schools and a personalized application of your child.
 - Explore DOE public elementary schools, find choices for your child's application, and apply all in one place.
 - Apply in English, Spanish, Chinese, Bengali, Russian, Arabic, Urdu, Haitian Creole, Korean, or French
 - Apply anytime - this option is available 24 hours a day.
 - Apply by **TBD** at 11:59pm - make changes to your application anytime before this deadline.

- By phone at 718-935-2009
 - Call us Monday through Friday from 8am to 6pm
 - Apply by phone in over 200 languages. If you speak a language other than English, ask for an interpreter.
 - Apply by **TBD** by 6pm
- In person at a Family Welcome Center
 - Visit us Monday through Thursday from 8am to 5pm and Friday from 8am to 3pm - see below for list of Family Welcome Centers in Brooklyn.

Brooklyn Family Welcome Centers

415 89th Street, 5th Floor

Brooklyn, NY 11209

718-759-4942

Director: Josephine Stabile

Districts Served: 20, 21

1665 St. Marks Avenue, Room 116

Brooklyn, NY 11233

718-240-3598

Director: Stacey Babb

Districts Served: 19, 23, 32

29 Fort Greene Place (BS12)

Brooklyn, NY 11217

718-804-6599

Director: Karen Siegelman

Districts Served: 13, 14, 15, 16

1780 Ocean Avenue, 3rd Floor

Brooklyn, NY 11230

718-758-7672

Director: Roxanne Brereton-Jordan

Districts Served: 17, 18, 22

- Apply in person in over 200 languages. If you speak a language other than English, ask for an interpreter.
- Apply by **TBD** at 3pm.

Kindergarten admissions is not first come, first served. All applications submitted by **TBD** deadline are treated the same based on admissions priorities.

Middle School Admissions Process

Middle school offers students opportunities to explore their interests, discover new subjects, and learn more about themselves. Your child will apply to middle school using a personalized online application. They may apply to any programs they're eligible for, and they can apply to up to 12 programs.

Citywide and borough-wide middle school options such as Mark Twain, Institute for Collaborative Education (ICE), and Nest+M are also available and may have additional testing criteria. In addition, there are charter schools which students can apply to such as Brooklyn Prospect Charter or Brooklyn Urban Garden Charter School (BUGS).

Get the latest updates, additional resources, and an events calendar with dates for Middle School Fairs and Open house at www.schools.nyc.gov/Middle

Pupil Transportation

Some students are eligible for a free or reduced price Metrocard, or for yellow school bus service. Eligibility is determined by your child's grade and the distance of the home from school. Please visit the Office of Pupil Transportation (OPT) web page at the DOE website.

Bus riders should wait at bus stops and are required to enter and exit the bus in an orderly fashion. They should be buckled into their seats for safety and should remain seated during the ride and listen to the bus driver's directions. Any riders misbehaving will be subject to the Chancellor's Discipline Code and "Bus Incident Reports" by OPT. Bus suspensions can result from these actions.

General Education Students - School buses are available for general education students from Kindergarten through 5th grade. Busing is not available from afterschool programs. If you choose to use the school bus, students must be at the designated site on time for both pick-up and drop-off and only one bus stop may be designated. Bus drivers will not wait and there are no matrons on the bus.

School buses bring students to the Recreation Building located on 1st Street between Denton Place and Whitwell Place in the morning. A staff member greets students and takes attendance as the students disembark. At the end of the day, buses wait on 1st Street to take students home. A staff member takes attendance and escorts children to the bus in the afternoon.

IEP students receiving "door-to-door" service are escorted to the bus by a staff member during the dismissal process.

Students who do not qualify for the school bus or full-fare Metrocard may apply for a half-fare student Metrocard which can be used on buses only.

Bus service may take up to a week to begin, so make alternate transportation plans for the first week of school.

Special Transportation Paraprofessionals

The paraprofessional will provide supervision to the student(s) to increase their skills in appropriate behavior while riding the school bus or any other vehicle. The Special Transportation Para (STP) will be responsible for implementing a behavior plan, documenting student's progress assisting the student in coping with situations, and communicating with school personnel and parents. Paraprofessionals are responsible for recording and submitting time sheets that record the actual time the paraprofessional is on the bus with the student(s). The maximum length of this assignment is one and one half hours in the AM and one and one half hours in the PM. Paraprofessionals are required to advise school administration if the student(s)' ride is longer so that OPT can be contacted and the bus route adjusted.

Please review the Special Transportation Paraprofessionals (STPs) protocols below:

- Special Transportation Paraprofessionals will meet your child at the designated location and time given by the bus driver. *They are not required to be visible prior to the designated pick up time.*
- Parents/guardians are responsible to walk their child to the matron in the morning and retrieve their child from the matron in the afternoon. Parents are to be given a pick up and drop off time by the bus driver and should be ready to board the bus and take the child when it arrives. Bus drivers must wait at least 3 minutes for a child.
- Special Transportation Paras will remain on the bus with your child in the afternoon until you walk to the bus. STPs are responsible for the student once he/she enters the bus.
- In the event that a STP cannot make it in the morning, they will arrange for a substitute to cover them. If the STP is unable to find someone to cover them, they will notify the bus driver.
- The STP may also send you an email from their 372K email address with the name of the substitute covering them or lack of coverage. You may also email or send a text to their email address if your child will be out. **STPs are prohibited to use or continue to use their personal cell phones to communicate changes.**

The bus dispatcher is responsible to reach out to families if they are running late. You may also call OPT at (718) 392-855 if the bus has not arrived by the designated pick up time, arrived late, or if the bus is a no show. If you miss the bus, the

bus para will travel back to the school independently. Special Transportation paras are prohibited to travel with you and your child to the school. If you have any additional questions please reach out to us at (718) 624-5271

OPT Customer Service 718-392-8855

Bus Routes 2019-2020 (subject to change)

AM Bus Routes	PM Bus Routes
Stop Number/Route Number/Time	Stop Number/Route Number/Time
Route #K1521	Route # K9501
129 4 th Ave./51 st St 7:07	124 5 th Ave./13 th St. 3:18
127 6 th Ave./54 th St. 7:13	504 8 th St./6 th Ave 3:22
126 6 th Ave./46 th St 7:17	209 PPW/13 th St. 3:27
128 9 th Ave./40 th St. 7:23	220 Prospect Ave./10 th Ave. 3:31
117 5 th Ave./41 st St. 7:29	212 Reeve/Prospect Ave. 3:37
505 4 th Ave./29 th St. 7:35	218 Seeley St. /20 th St. 3:39
120 5 th Ave./19 th St. 7:43	204 Ft. Hamilton Pkwy/E. 4 th 3:42
315 8 th Ave./Garfield Pl. 7:58	222 Beverley Rd./E. 9 th St. 3:50
Route #K1558	Route #K9555
222 Beverley Rd./E. 9 th St. 7:11	315 8 th Ave./Garfield Pl. 3:15
204 Ft. Ham Pkwy/E. 4 th St. 7:19	309 Bergen St./Smith St. 3:32
212 Reeve Pl./Prospect Ave 7:24	321 Richards St./Verona St. 3:46
218 Seeley St. /20 th St. 7:27	506 Coffey St./Van Brunt St. 3:1
220 Prospect Ave./10 th Ave. 7:39	
209 PPW/13 th St. 7:44	
206 7 th Ave./15 th St. 7:49	
124 5 th Ave/13 th St. 7:54	Route # K9558
504 8 th St./6 th Ave 8:00	206 7 th Ave./15 th St. 3:16
	120 5 th Ave./19 th St. 3:21
	505 4 th Ave./29 th St. 3:26
Route #K1562	117 5 th Ave./41 st St. 3:31
506 Coffey St./Van Brunt St. 7:28	126 6 th Ave./46 th St 3:35
321 Richards St./Verona St. 7:32	129 4 th Ave./51 st St. 3:41
322 State St. /Bond St. 7:50	127 6 th Ave./54 th St. 3:46
309 Bergen St./Smith St. 7:56	128 40 th St./9 th Ave. 3:51

School Safety

We all play a role in keeping our children safe at school. We are proud to be a school that welcomes parents. You are our most important, and our most frequent visitors. So it is critical that you follow the proper procedures when you enter and leave the building.

School Safety Agents

The first people to greet you when you enter the school are our School Safety Agents. School Safety Agents are part of the NYPD, and work in conjunction with the school administrator to help maintain order and safety.

School Safety Agents have the following responsibilities:

- Respond to immediate security situations
- Help school personnel maintain discipline and order
- Follow visitor control procedures
- Patrol areas within and immediately surrounding the school building
- Prevent intruders from entering the school building
- Report serious incidents to the school administration

Bus Lane: There is no standing, stopping and/or parking in the bus lane on 1st Street between Denton Place and Whitwell Place during the hours of 7:00 am to 4:00 pm. Please do not pull up to the curb for drop-off or pick-up. That prevents the school bus to pull up safely to the curb to let students on and off the bus.

Parking: Please make every attempt to find legal parking when dropping off and/or picking up children. Double parking is illegal at all times and poses a threat to the safety of our children. Please do not double park around the school.

Parking on the sidewalks are illegal and please do not pull up onto the sidewalk on 1st Street outside of the ConEd Lot.

If you are parked outside any NYC Public School, your engine should be shut off. It is illegal for cars to be idling in front of schools.

The New York City Administrative Code, Title 24, Section 24-163 establishes that no person should allow the engine of a motor vehicle to idle for longer than three minutes while parking, standing, or stopping. However, there are two exceptions to this rule. The exceptions apply to the following:

- 1. Legally authorized emergency motor vehicles, and***
- 2. Vehicles whose engine is used to operate a loading, unloading, or processing device.***

In addition, the legal idling time reduced from three minutes to one minute around public and private school facilities as set forth in the Local Law of the City of New York Number 5 for the year 2009.

Emergency Notifications and General Response Protocols

In the event of an emergency, school personnel will work in collaboration with the Central Department of Education, NYC Police Department, as well as State and Federal agencies as necessary to ensure the safety and security of students and school staff.

Parents are advised not to immediately report to the school during an emergency and to follow specific directions that are provided to ensure that all staff and students remain safe and that first responders can safely address the incident. If it is necessary to relocate the students and staff to another DOE school, parents will be notified via Konstella and school buses will be rerouted to the relocation site.

Parents may enroll to receive emergency notifications by e-mail, through the Notify NYC system, which may be accessed at the following website www.nyc.gov/notifynyc or by calling 311.

PS372 will send a Konstella blast to all families alerting families any emergency situation at the school. This notification will be sent once all staff and students are safe and senior field counsel gives the Principal permission to do so.

Implementation of each General Response Protocol Action is performed by all staff, students, and visitors until first responders arrive to provide specific direction to school officials.

1. Evacuate is always initiated by the Fire Alarm or specific directions, and is used to move students and staff from one location to a different location out of the building. This may be used when the hazard is found inside or outside of the building. An evacuation may be conducted by the entire building at the same time, or in a controlled fashion based on the direction of first responders.

2. Shelter-In is always initiated with the announcement: "Attention: This is a Shelter- In. Secure the exit doors." and is the protocol used to safeguard students and staff within the building. It is always followed by a specific instruction and is used when the hazard is found outside of the building. The hazard may be environmental or be related to the actions of first responders in the neighborhood. Shelter-In may also include relocation to different rooms within the building.

3. Lockdown is initiated with the announcement, "Attention. We are now in Soft/Hard Lockdown. Take proper action." and is the protocol used to secure individual rooms and keep students quiet and in place. Lockdown is used when the hazard is found within the building.

The school practice all of the above several times throughout the school year. When practicing the drills, they will be unannounced to better prepare our staff and students to follow procedures with emergency preparedness. We ask that all visitors in the building during any drill practice the GRP action as noted above.

Strollers/Scooters/Bicycles: There is no indoor parking due to fire regulations. Please do not leave these items in the vestibule of the 1st Street gym entrance or in any other indoor areas. There are bike racks behind the gate at the Main Entrance on Carroll Street where scooters and bicycles can be locked up during the school day. Please do not leave any strollers, scooters and/or bicycles overnight at the school. The school assumes no responsibility for bikes, scooters, or strollers left on its premises.

Zero Waste

372K, at the ICT site has been chosen to be a Zero Waste school.

- Zero Waste Schools are part of Mayor Bill De Blasio's vision of sustainability outlined in #OneNYC: The Plan is a "Strong and Just City".
- Under this initiative we will be set up as a model recycling and organics school, and our waste will be monitored to capture data on the amount of material being generated and separated. The goal is to identify best practices that can be expanded Citywide.

Head Lice

Unfortunately, head lice is a fact of life within the PS372 school community. Any case of head lice will be referred to the nurse or the Lice Liaison (Ms. Bridget, AP) for review. Please be advised; however, of the following head lice protocol:

- If the teacher or staff thinks a child may have head lice, they will contact administration so that the child is checked
- In the event there is one case of head lice within a classroom, all children must be checked
- Parents will be notified in writing and must receive a letter from the office regarding the “signs of head lice and what to do”
- Not every case requires a child to be picked up early

From the NYC School Website under School Life - Health and Wellness - Staying Healthy

- ***NYC Schools have a “No Head Lice” policy. Students who have live head lice are not allowed to go to school until they are lice-free. Students with nits are still allowed to attend.***
- ***Students may return to school the day after treatment for head lice as long as there are no live lice upon re-inspection by designated school personnel.***
- ***Students will be re-inspected by a school worker 14 days after the treatment to make sure there are no live head lice.***

For more information click on the link below:

<https://www.schools.nyc.gov/school-life/health-and-wellness/staying-healthy/head-lice>

PS372 PARENT TEACHER ASSOCIATION

A Message From Your Executive Board

Welcome to the PS372 Parent Teacher Association (PTA). Just by having a child at our school, you are automatically a member of our PTA. We are a very active parent body. As you know, PS372 is a “choice school” as opposed to a zoned (neighborhood) school. Students come from all over District 15 and beyond to attend PS372. For this reason, our events are very important because they help give us the close-knit community that we aspire to have. This school would be a very different place without the PTA, and we cannot function without parent volunteers, support, and involvement. We encourage you to attend our monthly meetings, vote on proposals, volunteer for events, and share your ideas.

The Executive Board (EB) is the PTA’s elected governing body, and it is committed to helping organize the PTA, oversee the scheduling of events and committees, manage the PTA’s budget, and achieve the PTA’s annual fundraising goals. Please feel free to contact us anytime with questions at executiveboard@ps372pta.org.

What Is The Purpose of the PS372 PTA?

- We are here to build community among PS372 families
- We raise funds and provide financial resources to each classroom and to the school as a whole
- We volunteer our time and energy to make the school events happen
- We are involved with school-wide communication so that our community stays informed

Fundraising is a big part of what we do. Why? NYC school budgets do not include funds for so many of the vital resources and experiences that we want for our children.

Volunteer Opportunities

The PTA is an entirely volunteer-run organization, and we need your help! Parent volunteers offer invaluable support to the teachers, administration and the school. You can volunteer as a Class Parent for your child’s classroom, you can join a committee, you can help at an event or even run an event, you can lend a hand on Pizza Friday and the list goes on. There are many opportunities to be involved, whether at school, from work or from home. We always need help at our PTA sponsored events throughout the year such as Roots and Community, the Spring Gala/Auction, Valentine’s Day Dance, and Arts & Science Day. These community building and/or fundraising activities are a lot of fun, a great way to meet other parents and raise school spirit, and also a wonderful way to model for your kids how important it is to do public service within your community. Please take a moment and register in your child’s class group on **Konstella** so that you will be ready when we call for volunteers (more information on this below). Keep an eye out for requests for volunteers from the PTA Executive Board, Event Co-Chairs, and from the Class Parents.

Why Do We Fundraise?

Every dollar you give to the Annual Appeal, the Readathon, Pizza Friday, our Spring Gala & Auction, and other fundraisers, contributes to the list below. In addition, every hour of volunteer service you offer the PTA supports our community and all of these wonderful programs and resources for our school.

Thanks to our community, the PTA of PS372 has funded projects such as:

- Mini grants for teaching teams in every classroom at ASD and ICT
- Mini grants for every cluster teacher (Art, Dance, Multimedia, Music/Drama, PE, Science)
- Mini grants for every specialist (AIS, ESL, OT, Psychology, PT, Speech)
- ASD Visual Arts Program - Marquis Studio
- Parent Engagement Visual Arts Program with Marquis Studio
- Grade based enrichment such as PreK, K & 1st Grade - Opera program with Mr. Danny, 2nd Grade – Architecture, 2nd & 3rd Grade – Chess, 3rd Grade - China Studies - Chen Dance Center & Egypt studies, 4th Grade - POP Opera & Thunderbird Indian Dancers, 4th & 5th Grade - Jazz at Lincoln Center, 5th Grade - Ballroom Dancing, Photography
- Lunch Clubs: Book Club, Dance, Chorus, Visual Arts, Makerspace, Science
- Studios: Lego Robotics, Sewing, Comic Books, Yearbook, African Arts/Dance, Ribbon/Hoop Dancing, Zengangl, Movie Animation, Sports/Games, Monologue/Song, Yoga, Creepy Dolls, Wacky Toys
- ASD Site events, trips, & graduation
- Carnival - sponsorship for every student at both sites
- One School, One Book Program at both sites
- Lice Check sponsorships, Pizza Friday sponsorships, Book Fair book sponsorships
- Staff Appreciation Day Luncheon
- Summer School Supplies
- T-Shirts for Field Day for every child at both sites
- Visiting Author Program
- Alert Me Bands - ASD Site
- New Books for Every Classroom Library at both sites
- Border Crossers Trainings For Staff and Parents
- Responsive Classroom Training For Staff
- New Laptops for Every 4th Grader & New Set of iPads for the Library
- New Books for School Libraries at both sites
- Blackout Shades for the ICT Gym
- Water Bottle Filling Stations in the ICT Gym and Cafeteria
- Fountas and Pinnell Leveled Books
- Expanding Expressions Tool Kit and Language Processing Test for Speech Department
- New Materials for the Science Rooms
- Kindergarten Creators Social Group at ICT
- Social Routines for all classes at ASD site
- Feeding program and supplies for the ASD site

PTA Committees- At A Glance

We welcome you to please sign up for any and all committees that are of interest to you. You can do this on Konstella or by emailing info@ps372pta.org. Committees include Communications, Tech Committee, Class Parents, Gear Committee, Social Committee, Arts Committee, Garden Committee, Lice Committee, Fundraising and Grants Committee, Pizza Friday, and Financial Audit.

We also always need (lots of) help planning and running events. Please sign up on Konstella to help with Arts & Science Day, the Auction/Gala, the Book Fair, the Carnival, the Health, Wellness & Happiness Fair, the Readathon, Roots & Community, the Staff Appreciation Luncheon & the Valentine's Day Dance.

PTA Monthly Meetings

The PTA usually schedules monthly meetings on the second Thursday of each month. Most meetings take place at 8:30am in the cafeteria, occasionally there will be meetings or parent workshops scheduled in the evening. All parents and guardians are welcome and encouraged to attend. If you are the parent of (or person in parental relation to) a student at PS372, you are automatically a member of our PTA. There are no membership fees. Please note meeting dates on the calendar.

PTA Executive Board Meetings

All PTA Executive Board meetings are open to anyone who wants to attend. Meetings are at 7:30 AM every first Thursday of the month and meet in the Library Room 301 at the ICT site.

Konstella

To help our parent community stay informed and in touch, PS372 uses Konstella, a website specifically designed for schools. Konstella is a private social platform that allows you, the PTA, your children's teachers, and the school administration to communicate. Everything that is shared on Konstella is only accessible to our parents, teachers and staff.

The PTA, Class Parent Liaisons, and school administrators use Konstella to send communication to you throughout the school year. We maintain a calendar of events, lists of our committees, social groups, and sign-ups for events and other volunteer opportunities on Konstella.

Families can use Konstella to communicate with others in the school community, either through private messages to individuals or via group messages to your child(ren)'s classroom or members of any group or committee that you join. You may also send school-wide announcements using the "discussions" feature.

To sign up, please go to www.konstella.com and click on the "Find Your School" link on the home screen. Enter "PS 372 – The Children's School" and fill out the form to request access. The PTA administrators will approve you in 2-3 days (or sooner if we can!)

How Many Emails Will I Receive via Konstella?

This is up to you. You can visit your account settings and choose to receive an email each time an announcement is made, or you can opt for a daily digest, or you can receive no emails and check the news feed at your convenience. Sometimes Konstella emails go to SPAM, so please check your spam accounts periodically to ensure that you are receiving the emails. ***Please note that some emails are time sensitive, including EMERGENCY MESSAGING. We do NOT have the ability to override the digest choice to send Emergency Messages in real time.***

After School and Enrichment Programs

The After School community provides safe, fun, recreational, and educational experiences for all students. The aim is to open minds, energize bodies, and build confidence and community through interactive, collaborative and playful programming. The PS372 After School programs actively engage and support each child through creativity, critical thinking, and communication. The name of the afterschool program is Stay & Play. You can read more about it at www.stayandplay372.com

If you have any questions regarding After School, please direct them to Janine DiLorenzo (asregistrar@gmail.com).

There are three program components to the PS 372 After School Community:

Enrichment Program

The PTA of PS 372 offers an Enrichment Program, which operates over three cycles: fall, winter, and spring. Enrichment Classes offer your child a chance to socialize with friends, develop skills, and have fun in a safe and familiar setting. These classes encourage and inspire the creativity and curiosity of your children. The Fall cycle will begin at the end of September. Classes are taught by teaching professionals, either independently or in partnership with an established program. Brochures with class details and enrollment procedures will be distributed prior to each session.

Music Partners

The PTA of PS372 partners with the [Brooklyn Music Conservatory](#) to offer [The Music Partners Program](#) for 4th graders and returning 5th grade students. Students choose from the flute, clarinet, saxophone, trumpet, trombone or percussion. Throughout the year, students learn from teaching professionals practicing reading rhythmic skills, posture, breath support, ensemble, and style. Beginning students are separated into individual instrumental groups while they achieve a basic proficiency on their instrument. Later in the year, students from the larger concert band come together in preparation for a year-end performance.

After School Program

See details on Page 31 about the new Stay & Play! program.

Stay & Play!

Mission Statement: We strive to provide the PS 372 families with a fun, inclusive, and affordable after school program which empowers and supports our children's growing bodies and minds by providing thoughtful and engaged leadership that encourages play and friendship.

How Does The Stay & Play! After School Program Work?

The Stay & Play! After School Program is available to all students who attend The Children's School (grades Pre-K – 5). Stay & Play! separates students into groups by grade (Pre-K & K, 1st-2nd, 3rd-5th). Stay & Play! runs every school day (not including half days) from 3:10 PM day until 6:00 PM and is available starting on the first full day of the school, ending the last full day of school. You are able to enroll and attend Stay & Play! for as many days (1-5 days) a week as you would like. Drop-Ins are also welcome.

What is the Stay & Play! Enrichment Program?

The Stay & Play! Enrichment Program has a different fee structure and separate registration from the Stay & Play! After School Program. The Enrichment Program provides a variety of specialized classes starting in October and will run in trimesters: Fall, Winter & Spring for 8-10 weeks depending on the calendar year. Classes run from 3:10 PM – 4:40 PM.

Enrichment Programs

Stay & Play! Enrichment Program

The *Stay & Play!* Enrichment Program has a separate fee structure and separate registration form the *Stay & Play!* After School Program. The Enrichment Program provides an array of specialized classes taught by teaching professionals either independently or in partnership with a reputable children's program. The goal is to provide enrichment classes that are exciting, engaging and affordable to PS 372 families. The Enrichment Program runs trimesters, Fall, Winter and Spring, for 8-10 weeks, dependent on the class and the calendar year. Enrichment classes dismiss at 4:40 PM. Enrichment students can be picked up at 4:40 PM or families can opt for students to enroll in *Stay & Play!* until the 6:00 PM pick-up time. Enrichment students are pro-rated for the remainder of the *Stay & Play!* time period.

Stay & Play! Program Policies & Procedures

- All Students MUST be REGISTERED (Registration opens in August 2019) in order to attend the *Stay & Play!* Program. www.stayandplay372.com
- All accounts must be paid to date in order to attend the *Stay & Play!* Program. If there is a request for Financial Assistance or payment plans please contact Programs Director Janine DiLorenzo at: stayandplay372@gmail.com.
- The *Stay & Play!* phone number is 917-685-8350. Hours for the *Stay & Play!* phones are 3:10 PM – 6:00 PM. *Stay & Play!* staff does not have access to school phones.
- Pick up is in the gym. Please enter through the Recreational Building doors at 219 1st Street to pick up your children.
- Persons picking up are not permitted to go beyond the gym entrance upon

After School Coordinator

Stay & Play! Phone number:
(917) 685-8350

Janine DiLorenzo, Program Director
stayandplay372@gmail.com
www.inclusions.org

arrival. Staff will call your child and your child will be brought to you.

- All students must be signed out of the *Stay & Play!* Program daily by a designated parent or caregiver. If there are individuals who are not allowed to pick up your child, you must notify Programs Director Janine DiLorenzo at stayandplay372@gmail.com.
- The *Stay & Play!* After School Program ends promptly at 6:00 PM. Rec Building doors are locked at 6:00 pm. Late pick-up is at the main school entrance, 512 Carroll Street. **There is a charge of \$15 for late pick-up.**
- If you need to request same day Drop-In service, please email Programs Director Janine DiLorenzo at stayandplay372@gmail.com with the subject line DROP-IN. If you do not receive a response, please text Janine at (917) 685-8350. Families must also register online or in person with Janine before using the Drop-In service (www.stayandplay372.com)
- **If you have any changes to your dismissal plan do NOT forget to write a note to your Teachers via backpack AND please send an email to stayandplay372@gmail.com.** If the change is on the day of, you must also text Janine DiLorenzo at (917) 685-8350. Teachers are not guaranteed to check their email during the school day.
- **The PS 372 school day ends at 3:10 PM. If a student has not been picked up from school by 3:25 pm, they will automatically be enrolled in the *Stay & Play!* After School program at the Drop-In rate of \$30 for the day. Once in the program, families must register their child(ren). Late pick-up for school students will be in the gym. Please enter through the Recreational Building doors at 219 1st Street for late pick-up from the school day.**
- There is an After School Committee Board to support and provide assistance to the After School program. The members of the board are parents from the *Stay & Play!* program, members of our PTA Executive Board and also members of our administration. If you'd like to join that group, which meets several times a year, or have matters you'd like to bring to its attention, please email Janine DiLorenzo at: stayandplay372@gmail.com.
- Please ensure Staff is aware of any special concerns, issues or situations concerning your child. *Stay & Play!* is an inclusive program and we will do everything we can to meet a child's needs.
- If your child needs an EpiPen or Asthma Pump, you must provide one to the *Stay & Play!* Program staff in a name labeled box on the first day. If your child requires these medications, he or she may not attend the program until staff has the medications in hand.
- Parents/Guardians are responsible to update any and all information regarding their child (personal concerns, pick up authorizations, phone numbers, allergies etc.) when they register. You can update this information beginning mid-August or contact Janine DiLorenzo at stayandplay372@gmail.com regarding these changes.
- If any issue arises (behavioral or social/emotional) with a student during *Stay & Play!*, we will contact their Parents or Guardians. If a child's behavior is creating a consistent issue (safety for him/herself or others) during *Stay & Play!*, we will call a meeting with the parent to discuss how to best address. Please note: Janine is available to discuss any concerns and the program will strive to find a solution.
- Healthy snacks from NYC School Food are provided to the children, PreK/K students are also given juice or water. Please send additional snack such as fruit, veggies or a sandwich if you choose. **NO PEANUTS/NUTS, gum or lollipops allowed.**
- In case of weather or emergency closures please be advised *Stay & Play!* will follow DOE announcements.
- It is recommended you label all your child's belongings.
- PreK/K Students: It is recommended you have an extra pair of clothing in your child's backpack in a labeled Ziplock bag.

You can find all program information, registration, rates, etc. on the inclusions website here: <https://inclusions.org/stayandplay/> or go to www.stayandplay372.com

PTA Social Media Guidelines

This lays out guidelines for posting on behalf of PS372 on the Inclusions website, the PTA of 372's Facebook page, The PTA of PS372's Instagram account and the PTA of PS372's Twitter account.

Purpose of PS372 Social Media (Inclusions website, Facebook, Instagram and Twitter)

The purpose of The Children's School's Social Media platforms is to provide an online community for teachers, parents, and caregivers of the students at PS372. The platforms are not specifically for students and we ask that no content be posted by children.

Goal: Our goal is to share information and tips, update the community on events and programs, and showcase the achievements of students, teachers, parents, and other community members.

Community Do's:

- Highlight our community's accomplishments and supporters.
- Share information.
- Keep discussions positive and focused on our school community.
- Post articles about education and our community.
- Post information about opportunities for students.
- Constructively raise issues for discussion, and share ideas for PTA activities or goals.
- Use language appropriate for a caring and respectful community.
- Respect parents' wishes regarding pictures of their children. Don't post without permission. When posting pics from an event, you may post from a distance or from behind people so that they are not identifiable.
- Any parent may request removal by PTA
- Ensure that the group's privacy settings are set to "Closed" or "Secret", so that Facebook users outside the group cannot see posts by group members. Remember that your posts are visible to all members of the group.

Community Don'ts:

- Do not engage in cyberbullying of any kind, including insulting, targeting, or excluding any individuals, including but not limited to school board officials, school administrators, teachers, PTAs members, students, parents, or other individuals affiliated with or connected to the school.
- Do not put down individuals or other organizations.
- Do not discriminate in any way.

- Do not post about concerns, problems, or conflicts with individual teachers, administrators, students, or parents.
- Do not make any inflammatory statements or allegations against individuals or organizations. Threats of physical or verbal abuse will be reported to the authorities, and the offender may be removed or blocked from the group.
- Do not post confidential information, such as student grades, disciplinary proceedings, health conditions, personal family matters, or anything else that would generally be considered personal or private.
- Do not post school location information that could pose a risk to students.
- Do not advertise goods or services, though you may thank partners and contributors.
- Do not publish content as your own that has been created by others.
- Do not post pictures that other parents have taken without their express permission.

The PTA reserves the right to delete comments and remove or block users who do not follow the guidelines stated above. The determination of prohibited use or objectionable content is at the sole discretion of the EB of the PS 372 and the PTA of PS 372 Communications Group Chair.

Who's Who on the PTA 2019-2020...?

...**YOU!** Every parent/guardian of a child at PS 372 is a voting member of the PTA.

Executive Board

executiveboard@ps372pta.org

Co-Presidents:

Michelle Dobson
Liza Gouger

president@ps372pta.org

Co-Vice Presidents:

Kathleen Conner
Scotte Hardin

Recording Secretary:
Corresponding Secretary:

Mimi Stauber-Levy
Katy Crile

secretary@ps372pta.org

Co-Treasurer:

LaToya Jemmoth
Tania Ahmed

treasurer@ps372pta.org

Teacher Representative:

Amy Vagelatos

Co-Members-at-Large:

Ali Yildirim
Sarah Mudge
Lori White

New Parent Representative:

Maureen Jones

PTA of PS 372 – Calendar of Events 2019-2020**September:**

9/5 Th First Day of School
 9/12 Th 1st General PTA Meeting (8:30 AM)
 9/14 Sa New Families Picnic (12:00 - 3:30 PM)
9/30 -10/1 No School - Rosh Hashanah

October:

10/4 F Lice check Day 1 / Follow-up on Tues. 10/7
 10/4 F PS 372 Clothing & Costume Swap (6pm) & Movie Night (6:30 - 8:30 PM)
10/9 W No School – Yom Kippur
 10/10 Th October General PTA Meeting (8:30 AM)
 10/11* F Pizza Friday Session 1 Begins
10/14 M No School - Columbus Day
 10/30 T Picture Day (ICT site)

November:

11/1 F Picture Day (ASD site)
11/5 T No School - Election Day
11/11 M No School – Veterans Day Observed
 11/13 W November General PTA Meeting (8:30 AM)
 11/13-14W&Th Book Fair at ICT
 11/14 Th ½ Day for Parent Teacher Conferences ICT & ASD sites
 11/18 M Book Fair at ASD
 11/23 Sa Roots & Community (5:30 - 8:00 PM)
11/28-29 Th&F No School - Thanksgiving Holiday

December:

12/8 Su Brooklyn NETS Game (3:00 PM)
 12/13 F Picture Retake/Siblings Day (ICT site)
 12/17* T Winter Festival (9:00 AM PreK - 2nd Grade; 11:00 AM 3rd - 5th Grade) (*tentative)
12/24 - 1/1 No School - Winter Recess

January:

1/9 Th January General PTA Meeting (8:30 AM)
 1/10 F Lice check Day 2 / Follow-up Tues. 1/13
 1/10 F PS 372 Movie Night (6:30 - 8:30 PM) & Book Swap (6 PM) in ICT Gym
1/20 M No School - MLK Day

February:

2/1 - 2/29 Read-a-thon Month
 2/7* F Pizza Friday Session 1 Ends
 2/8 Sa Valentine's Day Dance (5-8pm)
 2/13 Th February General PTA Meeting (8:30 AM)
 2/14* F Pizza Friday Session 2 Begins
2/17 - 2/21 No School - Midwinter Recess

March:

3/7* Sa Arts & Science Day (12:00 – 4:00 PM) (*tentative)
 3/11 W March General PTA Meeting (8:30 AM)
 3/12 Th ½ Day for Parent Teacher Conferences
 3/27 F Gala & Silent Auction

April:

4/7 T April General PTA Meeting (8:30 AM)
4/9 - 4/17 No School - Spring Recess
 4/24 F PS 372 Movie Night (6:30 - 8:30 PM) & Clothing Swap 6:30 PM in ICT Gym

May:

5/8 F Lice check Day 3 / Follow-up Monday 5/11
 5/14 Th May General PTA Meeting (8:30 AM)
 5/? Sa TBD - Health, Wellness & Happiness Fair (2:00 - 5:00 PM)
5/25 M No School - Memorial Day

June:

6/4 Th No School - Staff Appreciation Lunch; Chancellor's Day
 6/5-6 F-S School Camping Trip
6/9 T No School - Clerical Day
 6/10 W School Carnival
 6/11 Th Last General PTA Meeting: Budget Voting (8:30 AM)
 6/12* F Pizza Friday Session 2 Ends (No more Pizza Fridays for the year)
 6/? S TBD- Brooklyn Cyclones Game (4:00PM)
 6/26 F Last Day of School - Early dismissal for all students

Ways to keep informed at the Children's School:

Website: <https://www.inclusions.org> * **Konstella:** <https://www.konstella.com>

Facebook: PTA of PS 372 * **Instagram:** ps372pta * **Twitter:** @ps372pta

PTA Executive Board:

Below is a listing of the 2019-2020 Executive Board. Please feel free to contact the Executive Board via the following group e-mail: executiveboard@ps372pta.org

Co-Presidents: Michelle Dobson & Liza Gouger– president@ps372pta.org

Co-Vice Presidents: Scotte Hardin & Kathleen Conner

Co-Treasurers: Tania Ahmed & LaToya Jemmoth – treasurer@ps372pta.org

Recording Secretary: Mimi Stauber-Levy

Corresponding Secretary: Katy Crile – secretary@ps372pta.org

Teacher Representative: Amy Vagelatos

Members-at-Large: Sarah Mudge, Lori White & Ali Yildirim

New Parent Representative (PreK & K): Maureen Jones - newfamilyrep@ps372pta.org

Ex Officios: Desiree Deto, Merideth Finn-Beers & Jessica Miksis

School Leadership Team (SLT)

<p>SLT Members 2019-2020</p> <p>Parent Team Members</p> <p>Michelle Dobson* Liza Gouger* Matthew Miller Laura Mantell David Tipson Sumeet Thadani Cheri Anderson Desiree Detoy</p> <p><i>*PTA Co-Presidents</i></p> <p>School Administrators, Teachers & Other Staff Team Members</p> <p>Rosa Amato, Principal Deborah Finger-Gordon, <i>UFT Chapter Leader</i> Shari Zisman Sharon Barone Dustin Abbate Frances Morrone</p> <p>Dates of SLT Meetings</p> <p>Third Wednesday of the month 7:30-8:20 a.m.</p>	<p>About the SLT</p> <p>The School Leadership Team is a collaborative team of parents, teachers, staff, and the principal that is mandated by state law to play a significant role as an advisory panel in representing the school community. The School Leadership Team is responsible for working with the administration to determine the school's annual goals and to develop the school's Comprehensive Educational Plan for the year.</p> <p>The SLT is made up of seven staff members (elected by the staff) and seven parents (elected by the parents), who are elected for two-year terms.</p> <p>Parents' membership on the School Leadership Team helps ensure that parents' voices are represented in important decisions that affect teaching and learning in our school. The team provides an excellent forum for committed parents to make a valuable contribution to our school. Participation requires time, dedication, creativity, and hard work. In addition to the SLT mandate, over the years our team has also chosen to work on issues such as student diversity, school safety, and fostering parent-teacher communication.</p> <p>SLT Members & Elections</p> <p>An SLT may have between 10 and 17 members, with an equal number of parents and staff members. The PS372 SLT has 14 members and uses consensus-based decision-making to come up with proposals and solutions.</p> <p>Members of the SLT serve a two-year term and are selected by their own member group during separate elections at the end of the school year. Elections for parent representatives are held alongside the PTA elections at the second-to-last or final PTA meeting each school year. The number of openings on the SLT vary from year to year.</p> <p>The school principal, United Federation of Teachers (UFT) chapter leader, and the PTA president(s) serve as ex-officio members of the SLT.</p> <p>Participation</p> <p>All members of the school community are encouraged to join any of these committees, and all committee and SLT meetings are open to everyone.</p> <p>Meetings</p> <p>The School Leadership Team meets one morning a month, with additional committee meetings at other times. SLT meetings currently take place the third Wednesday of every month beginning at 7:30am in the Science Room. (Please see sidebar for dates)</p> <p>SLT Committee</p> <p>The SLT is home to non-PTA committees that are open to parents, teachers, administrators, and staff on a volunteer, non-elected basis. Current committees are:</p> <ul style="list-style-type: none"> ● The Diversity Committee ● Social-Emotional Development/Community Building ● Health and Wellness
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Health and Wellness

The Children's School Wellness Council is a group of PS 372 parent, staff and teacher volunteers that meet to discuss and support holistic well-being in our children through fun activities, thoughtful programs, and community events. For more information, email wellnesscouncil@ps372pta.org

TCS Movie Viewing Policy

The use of video media must take into account the appropriateness of the content, the connection of the content to the curriculum and lesson, the length of the video media, the appropriate use of instructional time, and when parental notification is required. The following are general guidelines which guide this policy:

1. Teachers may submit a request for approval of such media at any time in writing. Movies must be rated G (General Audience) for all grade levels.
2. Whenever possible, appropriate excerpts from films or programs should be used to target the specific instructional objectives of the lesson, rather than having students watch the entire piece.
3. Appropriate instructional activities and techniques must accompany lessons in which video media is utilized. These shall be included in the lesson plans and reviewed by supervisors.
4. If a film or program carries a certain rating per the MPAA as addressed in the policy, parental permission shall be required on a designated form, and parents may opt children out of viewing the content. In this situation, the entire class will not view the film.
5. Teachers must adhere to seeking movies/videos of less than 20 minutes in length from various sources (of the appropriate rating); however, if the content is reasonably questionable in any way, the teacher should seek approval from the principal or designee.
6. Video media of 20 minutes or more (of the appropriate rating) or listed in the curriculum must be approved by the principal or designee at least one week in advance in writing.
7. Instructional time is precious and limited. The showing of a movie for class rewards are to be on a limited basis. We should move toward a variety of rewards. To be clear, the length of the shown movie must adhere to the 20 minute limit.
8. If and when a movie is approved, all staff members must be active participants during the activity. We ask that staff not use this time to check emails as it is important to be engaged with the children at all times.

TCS Technology in the Classroom Policy

Technology is an increasingly important **tool** for teaching and learning. Working alongside families to help children use technology safely and respectfully is a must. Technology is to be used to create a flexible learning environment that breeds innovation. Have fun with it!

Laws that protect children should be reviewed by all staff and parents. Those include:

- The Children's Online Privacy Protection Act (COPPA)
- The Children's Internet Protection Act
- The Dignity for All Students Act
- NYC Chancellor requires schools to know and understand the following:
 - Respect For All Policy

- Chancellor Regulation A-820
- Family Educational Rights and Privacy Act -(FERPA)

At The Children's School, we encourage teachers to use technology to enhance and increase engagement. There are countless resources for enhancing education and making learning more fun and effective. The following will guide you in your use of technology in the classroom:

1. Students should not be left unattended when using technology
2. Students should be limited to the amount of time that they are exposed to technology (more is not better and too much can be counter productive).
3. Smartboards, promethean boards, Ipads, Chromebooks, etc. are to be used for educational purposes.
4. When used as a reinforcer for behavior, this must be documented in the individual Behavior Support Plan for the student(s).
5. Teach students how to act when working online with others
6. Teachers are to go over guidelines with students, making certain that they know how to use the internet safely and responsibly and that they know what to do if cyberbullying is evident.

2019-2020 Student Cell Phone/Electronic Device Policy

1. Students may bring cell phones, computing devices, and portable music and entertainment systems to school, but they may not be turned on or used at school.
2. Cell phones that come into the school building must be turned off and kept in backpacks until the end of the school day.
3. Students may bring computing devices and portable music and entertainment systems to school, but they must be stored in their backpacks and may not be turned on or used at school.
4. If a student violates the above rules their phone or device will be confiscated and stored in the safe in the principal's office. A parent must come to the school to pick up the device. The parent will sign a log sheet stating that they are in receipt of the device and be provided with a copy of the policy to review.
5. Students who use IEP driven devices are exempt from the above policy.

Students who use cell phones, computing devices and/or portable music and entertainment systems in violation of the DOE's Discipline Code, the school's policy, Chancellor's Regulation A-413, and/or the DOE's Internet Acceptable Use and Safety Policy ("IAUSP") will be subject to discipline in accordance with the guidance interventions and disciplinary responses set forth in the Discipline Code.