

Islip School District

Wing

ELEMENTARY SCHOOL

Parent Handbook



"We learn, we laugh, we sing, here in the halls of Wing"

2018 – 2019

Table of Contents

Contact Information.....	4
Islip Mission Statement	5
Board of Education	5
A Message from Dr. Michael Giacchetto, Principal	6
Hours and Attendance.....	7
School Hours.....	7
Getting to School in the Morning.....	7
Absences	8
Dismissal	8
Picking Up Students	8
Bus Dismissal.....	9
Custody Cases and Pickup/Dismissal	9
School Closings/Early Dismissal/Delayed Openings	9
Security	11
Entrance into the Building.....	11
Rules for Visitors	11
Sibling Rules Regarding Classroom/School Events.....	12
Drills	12
Bus Information	13
Code of Conduct and Bus Behavior	15
Code of Conduct	15
Bus Behavior.....	15
Character Education.....	16
Kind-a-saurus Wall.....	17
Home Sick	18
Illness and Toilet Accidents During the School Day.....	18
Physical Examinations	18
Immunizations	19
Medication	19
Head Lice - Pediculosis	19
Hygiene.....	20
Attire	20

Backpacks	21
Fragrances and Essential Oils	21
Allergy Information	21
Cafeteria and Recess Information	22
Breakfast	22
Snack	22
Lunch	22
Free or Reduced Breakfast and/or Lunch	22
Cafeteria Rules	23
Recess	23
Playground Rules	23
Teaching and Learning	24
Curriculum	24
Music	24
Art	24
Library	25
Physical Education	25
Technology	26
Parent/Teacher Conferences	26
Support Services	27
Report Cards	27
Kindergarten Report Card	28
First Grade Report Card	29
General Policies	30
Contacting Teachers	30
Birthday Parties	30
Goody Bags	30
Invitations	31
Lost and Found	31
Field Trips	31
Electronic Devices	33
Homework	33
PTA Information	34

Contact Information

Main Office	(631) 650-8450
Wing Attendance	(631) 650-8450
Michael Giacchetto, Ed.D. <i>Principal</i>	(631) 650-8455
Vivian Veryzer <i>School Nurse</i>	(631) 650-8475
Main Office Fax	(631) 650-8458

Islip Public Schools Website

(www.islipufsd.org)

Wing PTA Email Address

wingelementarypta@gmail.com

Wing Elementary School is also on Facebook. Please visit the [official Wing Elementary School page](#) and "like" us.



Islip Mission Statement

“The Islip Schools, in partnership with the community, will empower all students to achieve excellence.”

Board of Education

Information regarding the Islip Board of Education is real time information and can change often. To find out the most up to date information, it is recommended that you use the [Islip School District's Website](#).

See the Islip School District Website for information regarding:

- ❖ Board Members
- ❖ School Budget Information
- ❖ Board Meeting Schedule
- ❖ Monthly Action
- ❖ Board Policy Manual
- ❖ Community Forum
- ❖ Meeting Agendas and Minutes
- ❖ Mission Statement and BOE Goals

A Message from Dr. Michael Giacchetto, **Principal**

Wing Elementary School is the only primary school in the Islip School District. Islip education begins at Wing and over 340 students are welcomed in both kindergarten and first grade classes. The staff at Wing works tirelessly to ensure that the first educational experience of our youngest learners exists in a healthy, safe and supportive learning environment. Wing is dedicated to the District's Mission Statement: "The Islip Schools, in partnership with the community, will empower all students to achieve excellence." Our goal is to foster a learning environment where students feel appreciated, validated, respected and acknowledged.

Wing welcomes all types of learners and the staff creates an environment conducive to each students' learning style. Students are given personal learning pathways that will allow them to acquire and retain the knowledge and skills to help them grow. Differentiating instruction creates these unique pathways that allow teachers to meet individual needs of students. This is done with the goal of engaging our students and helping them to develop a love of learning.

Healthy connections between the school and families gives students a greater opportunity to be successful. When schools and families work together, children do better in school; stay in school longer; and like school more. Wing is committed to working with families to create learning experiences that are lasting and meaningful.



Hours and Attendance

School Hours

9:45 a.m. to 3:45 p.m.

Getting to School in the Morning

There are three ways to have your child get to school:

Option 1: Take the bus (highly recommended)

Option 2: Parents/Guardians can bring their child to the front entrance door and wait until school starts. Parents may not leave their child unattended in the vestibule area before the official start of school. For this option, parents cannot park in the traffic circle. They must find a place to park and bring their child into the main entrance.

Option 3: Parents/Guardians can drop off their child at the designated drop zone in the front circle. (Please see picture below.) Students walk from their car at the Drop Off Zone and go through a secure supervised location towards a side entrance of the building. Staff members will be on hand to supervise this area. The Drop Off Zone operates from 9:35 – 9:50 a.m. After 9:50 a.m., parents **MUST** walk their children into the school through the front doors.

The **Drop Off Zone** starts here. Cars can stop and children can get out here. Students will then be directed to walk in through the side of the building. Cars can start lining up and students can exit cars starting at 9:35 a.m.

There is **NO Parking** in the entire front traffic circle.

Please do not let your child out at this area unless a staff member is present and tells you to do so.



Absences

Please call the Main Office at (631) 650-8450 to report student absences. A written note upon return to school is required. If the absence was a result of illness, we ask that you please notify the school nurse of any contagious disease or virus so the proper precautionary measures may be taken.

Students absent for 20 consecutive days could be dropped from enrollment. Please contact the Main Office if this may be an issue.

Dismissal

At the end of the day, the pick-up process starts at 3:35. At this time, an announcement is made throughout the building and the students being picked up are sent down to the Main Lobby. These students are then released, one by one, to the person picking them up. This process can take a little bit of time at the start of the year, but moves quicker as the year goes on. The students are supervised in a secure area while they wait for the adult picking them up to be properly identified (see below).

The formal pick-up time starts at 3:35. Picking up students before this time can have an effect on the integrity of the school day. We do not encourage picking students up before this time unless it is absolutely necessary. Many times, classes are working right up until 3:35.

Our school records all instances when a student is not picked up by 3:50. If for any reason you are running late, please call the school to let us know.

Picking Up Students

- 1) Must have a government issued picture ID (NO Exceptions).
- 2) Parents/Guardians need to send a note to school on the day that their child will be picked up. If a note is not sent in, or your plans change and you suddenly need to pick your child up, please call the Main Office at (631) 650-8450 as soon as possible so that we can notify the teacher, as this will help the teacher prepare for the dismissal process.
- 3) If the parent or legal guardian is not picking up the student, the person picking up must be 18 years or older. In addition, the person must be on the parent/guardian approved list that is on file in the office. If in the event that a person picking up a student is not on the parent/guardian approved list, a signed note from the parent or legal guardian is necessary.

Bus Dismissal

All buses depart Wing at 3:50 each day to bring the students home. Students are expected to behave appropriately (please refer to the Code of Conduct and Bus Behavior section). Students will need to be picked up at their bus stop by an authorized person in order for a driver to release the student. The parent or legal guardian must send a signed note to school if the person picking up their child is not an authorized person.

If someone is not at the bus stop to get the student, the student will be brought back to Wing. These instances are taken very seriously and, as a district, we document this carefully. A repeated failure to be at the bus stop to get your child off the bus will result in a loss of bus privileges.

Custody Cases and Pickup/Dismissal

In custody cases, we are required to follow all court documents. In situations when the court documents are not clear, the release of a student can take some time. Please ensure that you have reviewed court documents with the school ahead of time to alleviate any potential inquiries that can result at pick-up time. We recognize that custody issues can be very sensitive and often parents disagree as to the interpretation of court paperwork.

School Closings/Early Dismissal/Delayed Openings

In the case of severe storms or snow, please check the following local TV and radio stations or online for the official closing of school before normal dismissal and/or for cancellations and delays before school begins.

Television

NEWS CHANNEL 12
FiOS 1 News
Channel 7 ABC
Channel 4 NBC
Channel 2 CBS
Fox 5
MY9
Channel 11

Radio

WALK 1370 AM
WALK 97.5 FM
WBAB 102.3 FM
WBLI 106.1 FM
KJOY Island 94.2
WHLI B103 FM

Online

[Islip Public Schools Website](#)
[Islip Public Schools Facebook Page](#)
[Islip Public Schools Twitter Feed](#)

In addition, our district has an automated telephone system, ConnectEd, which will call the outreach telephone number listed on Infinite Campus to alert you of any closings, early dismissals or delays. If you have signed up for e-mail alerts with the district, you will also receive an e-mail notification.

If a storm or other emergency should occur during school hours, children will not be released until it is safe to do so. Since weather conditions are unpredictable, school closings may happen suddenly.

At this time, it is important that you establish appropriate emergency procedures and plans. For example, appoint someone to be in charge of your child in case of delays or early dismissals. Be sure to review these plans with your child in the event they need to be implemented in the future.

Please be aware that the need for early dismissal may arise due to inclement weather or, although rare, a building emergency. It is critical that your contact information be current so that you may receive a ConnectEd phone blast. The phone blast will provide the early dismissal time so that you, or a designated adult, may meet your child at the bus stop. All kindergarten and first grade students must have an authorized adult at their stop to be let off the bus.

A delayed opening may be announced when conditions are hazardous early in the morning, but the forecast is optimistic about conditions improving later in the day. The District utilizes a two hour (120 minute) delay in these situations. Upon announcement, all students should report to school accordingly. School begins at 11:45 a.m. Those students who receive transportation should report to their bus stop two hours later than the usual pick-up time.

On occasion, conditions may worsen in the morning after a delay is announced. If the district determines that traveling conditions still remain too hazardous with a delayed opening, a follow-up announcement to close school for the day will be made on the media outlets listed above. In addition, a ConnectEd phone blast will be sent.

Security

The Islip School District and Community has invested in a commitment to ensure the safety of all students and staff members within our schools. While our security measures are effective and appropriate, at times they may feel time consuming. We know this small extra amount of time spent to implement security measures is important, and we thank everyone in advance for their patience. Even though we may know who you are, we are still committed to ensure our safety measures are always consistent with regards to entering the building beyond the vestibule area.

All non-district employees who enter the building beyond the lobby vestibule area must present a driver's license or government issued photo ID. Each driver's license will go through a security check in the National Sex Offender database. Our security check of the driver's license DOES NOT review any driving or arrest records. It ONLY checks to see if a visitor is on the National Sex Offender list.

Entrance into the Building

Our new Fast-Pass Visitor Management System was put into place in April 2015. Upon entering Wing, you will be requested to show your driver's license (or government issued photo ID). Your driver's license will then be scanned into our Fast-Pass system after which your picture will be taken. Our receptionist will note who/where you are visiting and an ID sticker will print out for you to wear. You MUST wear this sticker where it can be easily viewed. When you exit the building, this sticker MUST be returned to the Reception Desk so that you can be logged out of the building.

Please note: You will only need to have your picture taken the initial time that you are entered into the Fast-Pass system. However, you will need to have your driver's license (or government issued photo ID) readily available to be swiped every time you enter the building.

Rules for Visitors

All visitors/volunteers entering Wing Elementary School are required to:

- Show a valid driver's license or government issued photo ID
- Sign-in/out at the Main Office
- Wear a Visitor's ID at all times when in the school building
- Go to the room designated on their Visitor ID only

THERE ARE NO EXCEPTIONS!

Sibling Rules Regarding Classroom/School Events

We are unable to allow siblings or non-Wing children into classrooms or on field trips. There are many reasons for this practice, which has been in place for many, many years. When parents/guardians are invited into a classroom for an activity or celebration, it is with the intention of allowing parents/guardians to focus on the child in the class. Though many siblings are well-behaved, the enhanced safety and security measures of the building cannot accommodate siblings or non-Wing children. In addition, classrooms are tight spaces that can become crowded very quickly during a class event or activity.

Occasionally, siblings are welcome to attend concerts, along with friends and relatives. All adults need to provide proper ID to get into any of these daytime events. Our intent is to provide a meaningful experience for all of our students. We thank you in advance for helping us maintain a safe learning environment for our students and staff.

Drills

Safety is one of the key elements of our school. We always want the children to feel safe. As part of our ongoing efforts to ensure the safety of our students, we practice different types of drills throughout the year. All of the drills listed are organized and crafted to meet specific safety standards. All drills are supervised by the school principal. Each drill is carefully explained to all students. Our teachers go to great lengths to ensure our students understand our drills.

- **Fire Drill/Exit Drill:** All students exit the building with the supervision of a teacher or staff member.
- **Lock-Down Drill:** All rooms are locked with the students and teachers inside the rooms. Students remain quiet with the lights off. No one is allowed to enter or exit the building.
- **Lock-Out Drill:** All activities continue in the building under normal conditions. No one is allowed into or out of the building.
- **Relocation Drill:** All staff and students board buses and move to another location in the district. (This drill is practiced on occasion.)

Bus Information

All students will receive a mailing at the end of August that will include a letter from their new teacher and a bus pass. The bus pass will include the student's bus stop and bus letter. For the first two weeks of school, please be out at the bus stop at 9:15 a.m. This may be a bit early, but please be patient while the bus driver learns their new route.

Dismissal for Wing is at 3:45 p.m. Buses will roll at 3:50 p.m. Again, for the first two weeks of school, please be at your child's bus stop early to avoid missing the bus. After a few days' time, you will be able to better judge when exactly the bus will arrive at the bus stop.

An authorized adult must meet all children at the bus stop or they will be brought back to Wing. You will then receive a phone call to come and pick up your child. (For more important information, please see the "Dismissal" section of this handbook.)

Transportation schedules are posted on the school's website. All students in kindergarten and first grade are entitled to bus transportation to and from school. Bus passes should be worn for three weeks.



This letter is sent home if a student does not have an adult waiting for them at the bus stop.

**Wing Elementary School
Islip School District**



SCHOOL BUS STOP NOTIFICATION

Dear _____,

Our records indicate that _____ on Bus _____ has been brought back to school as a result of no one being at the bus stop to pick him/her up. For safety and security reasons, we want to remind you about the importance of being at the bus stop on time. Each time there is no one at the bus stop, the driver brings your child back to school and into the Main Office. The safety of your child is our biggest concern and when students are brought back to school by the bus driver, we go to great lengths to insure you are contacted while your child waits in the office.

Please note that if your child is returned to the school 3 or more times, you will be required to meet with the principal. The reason for this is that, as a school, we are concerned with the safety and welfare of your child and need to be assured that someone is available to pick him/her up at the bus stop each and every day.

Beginning November 1, 2017, these School Bus Stop notifications will be sent out to students who are returned to school.

Thank you for understanding our concerns.

Code of Conduct and Bus Behavior

Code of Conduct

The Islip Code of Conduct can be found on the district's website. The Code of Conduct is what we follow in order to implement appropriate responses to certain student actions. The age of our students is taken into consideration in all situations. We recognize that most situations for students at Wing are learning experiences. Unfortunately, there are occasions when stricter consequences need to be implemented according to the Code of Conduct and this can include detention and possible suspension.

Bus Behavior



- Students will remain seated at all times while the bus is in motion.
- Students will listen to the instructions of the bus driver.
- Students will act respectfully toward each other and toward the driver.
- Students will treat the property of others with respect and avoid causing any damage to the bus seats and/or seat belts.
- Students will not throw anything while on the bus or throw anything from the bus through open windows.
- Students will keep hands, arms, and head inside the bus at all times.
- Students will not eat or drink while on the bus.
- Students will not yell or create unnecessary disturbances while on the bus.
- Students will not take pictures or videos while on the bus.
- Students will not use foul or abusive language at any time.
- Students will not fight, push, or hit while on the bus or while getting off the bus.

If your child is having any issues regarding the bus, please contact the Main Office at 631-650-8450 immediately.

Character Education

In addition to academics, as part of New York State Legislation, schools must discuss Character Education with students. For as long as the Wing School has been in existence, teachers throughout the building have spoken to their students about this. In addition to what is taught in the classroom, students at Wing participate in Town Meetings every other month. Through books, movies, and songs, all the students participate in the character traits being discussed that month. There are corresponding activities done in the classroom and brought to the meetings, as well. This has proven to be an exciting and interactive program, as we all speak the same simple and appropriate language to help our children understand these ideas.

By working together in a home/school partnership, we can help each child to be successful. The centerpiece of our program is to enable our youngsters to make good choices and take responsibility for their actions. We will be exploring these good character traits throughout the school year.

- ◆ **Responsibility and Citizenship**
 - Always do your best
 - Think before you act
 - Be a good neighbor and friend

- ◆ **Thankfulness and Giving**
 - Be happy for what you have
 - Share what you can

- ◆ **Respect and Honesty**
 - Treat people the way you want to be treated
 - Always tell the truth

- ◆ **Fairness and Caring**
 - Take turns and share
 - Be kind and help others

Kind-a-saurus Wall

Our Kind-a-saurus Wall acknowledges students who have been recognized by a Wing staff member as a "kind-a-saurus." In order to be a kind-a-saurus, the student must have been involved in a situation where they showed empathy and kindness towards someone else. This happens when a student does something for someone else because he/she recognizes that his/her actions can help make someone else feel better. A kind-a-saurus has a consistent record of always treating others with respect.





Health Information

Home Sick

Students should be kept home when ill. A child's temperature should be normal without medication for 24 hours before returning to school.

Illness and Toilet Accidents During the School Day

You will be notified immediately in the event of an illness or toilet accident so someone can come for your child. It is essential to have a current emergency number and contact information listed with the school office in the event you cannot be reached. A change of clothes may be kept in your child's classroom in the event that he or she has a toilet accident and clean clothes are needed.

Physical Examinations

According to New York State Law, a physical examination is required for all new entrants, Kindergarten, Third, and Fifth Grade students. This exam must also include the child's BMI and percentage. A physical examination form must be filled out by the doctor and sent in to the school nurse. You can obtain this form either at the nurse's office or by printing it off our school's website.

Flyers describing the Child Health Plus health plan for kids are available in the nurse's office. The plan covers basic preventive medical services and emergency room care. For more information, call 1-800-698-4KIDS.

Immunizations

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

- Measles - 2 doses of measles vaccine
- Mumps - 1 dose after 1st birthday
- Rubella - 1 dose after 1st birthday
- DPT - 3 or more full doses, 1 after 4th birthday
- Polio - 3 or more TOPV, 4 or more IPV, 1 after 4th birthday
- Varicella - (chicken pox) 2 doses after 1st birthday

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

- Measles/Mumps: A Physician's Written Statement
- Rubella: Serological evidence. The lab report must be submitted.
- Varicella: A Physician's Written Statement

Records must show dates of all immunizations with an authorized signature.

Medication

In order for any medication (including OVER THE COUNTER) to be administered at school, the school nurse must be provided with the following:

1. A written notification from the family doctor stating diagnosis, the contents of the prescription and dosage.
2. A written request from the parent asking that the medication be given.
3. A well-labeled prescription bottle with the child's name, date and the doctor's name on it.

Head Lice - Pediculosis

It is advisable to check your child at home for head lice.

District Policy: If lice are discovered at school, the school will contact the parent or guardian. The child will be excluded from school until effective shampooing and nit removal is completed. The school nurse will check all children before they are readmitted. The school nurse will check the entire class of the affected student and a notification letter will be backpacked home.

Hygiene

Creating good hygiene practice is important, as keeping clean helps to prevent illness and infection and helps to make one feel good about themselves. It is helpful to encourage your child to:

- Bathe and wash their hair regularly.
- Change into clean clothes daily.
- Brush their teeth after breakfast and before bed.
- Wash their hands, especially before and after eating, after using the restroom, after playing with animals and after playing outside.
- Take time for restroom breaks, as this will help to develop good habits and prevent toileting accidents.

Attire

Footwear

- Certain types of clogs, flip-flops, platforms, heels, or slides have proven not to be safe and therefore should not be worn to school. Wing students run a lot at recess and these types of shoes can create problems.
- Shoes need to fit properly so that students can easily keep them on their feet. Shoes must have a back or strap to secure feet.
- During Physical Education class, students need to wear sneakers to use the gymnasium.

Garments

- Children should be dressed in appropriate attire.
- All pants and skirts should be fitted to the waist.
- Shirts and blouses should also fit to the waist.
- Spaghetti straps are not appropriate.
- Clothing should be comfortable and appropriate for safe play and discovery.
- Attire must be free of logos that refer to drugs, tobacco, alcohol, and violence.
- Children need to be able to operate closures on their clothing independently (for example: zippers, snaps, overall clasps, etc.).

Backpacks

- Backpacks must be free from hanging objects/straps, which can cause harm or injury.
- Rolling backpacks are too heavy and cumbersome for our age youngsters. They are difficult for children to maneuver on stairs and buses.

Fragrances and Essential Oils

- Please be mindful that fragrances and essential oils can have an impact on others, as some people are sensitive and/or allergic to fragrances.

Allergy Information

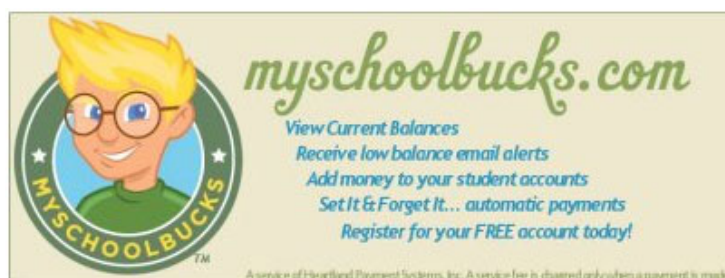
Food allergies are taken very seriously at Wing. If your child has a food allergy it must be documented with the school nurse. If your child needs an epi-pen, the school nurse will review the epi-pen procedures at school.

In kindergarten and first grade, there can be many events at school that involve food, such as birthdays and classroom celebrations. The types of food allergies vary significantly in our school. A food allergy that requires an epi-pen is the most severe. In these instances, we ask that parents send in a bag of safe snacks to be housed with their child's classroom teacher. This will ensure your child will have a safe snack when another snack is being distributed, i.e. for another student's birthday.

We go to great lengths to ensure the safety of all students and promote allergy awareness through class discussions and videos. We also have nut free tables in the cafeteria for those with nut allergies. Should you have any questions or concerns regarding the nutritional information of the food available in the cafeteria, please contact Andrew Bromm, the Food Service Director, at (631) 650-8270.



Cafeteria and Recess Information



Please visit the [Islip Department of Food & Nutrition page](#) on the District website for monthly lunch menus, detailed information about pricing and how to prepay for lunch with an account.

Breakfast

Breakfast is available for purchase daily.

Snack

Snacks brought in from home should make a positive contribution to your child's diet and health.

Lunch

Lunch is available for purchase daily. Lunch/Recess times are as follows:

11:50 a.m. - 12:30 p.m.

12:35 p.m. - 1:15 p.m.

1:20 p.m. - 2:00 p.m.

Free or Reduced Breakfast and/or Lunch

Free or reduced breakfast and/or lunch is available to families that qualify financially. Contact the Main Office or visit the school's website for more information. If you plan on filling out an application, please do it as soon as possible. Your child will be charged normal prices until the application has been approved.

Cafeteria Rules

To provide all students with a positive atmosphere, we ask that students:

- Walk at all times in the cafeteria.
- Remain seated while eating their lunch.
- Speak quietly at all times in the cafeteria.
- Clean up after themselves.
- Show respect to everyone in the cafeteria.
- Show respect and take pride in school property.

Recess

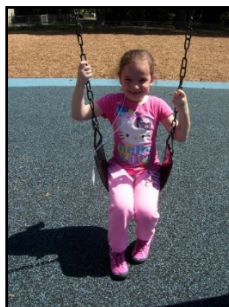
Weather permitting, children will go outside for recess. Please make sure they are dressed accordingly. In the event of inclement weather, children will return to their classroom for recess. Lunch monitors always accompany the children during lunch/recess periods.

Here at Wing, we alternate classes having recess before lunch and after lunch. This provides opportunities for students to be with different classes throughout the year.

Playground Rules

To provide all students with a positive recess time atmosphere, we ask that students:

- Always go down the slide, one at a time, sitting with feet first.
- Never jump off equipment and always climb down to the ground.
- Be cautious of any puddles, mud or wet grass.
- Check with the lunch monitors before going to the bathroom or to the nurse and always take a buddy when going back into the building.
- Share all equipment and put it back neatly.
- Leave rocks, pebbles, etc. on the ground.
- Report dangerous materials to their lunch monitor (i.e., glass).



Teaching and Learning

Curriculum

Our curriculum is aligned with the New York State Common Core Learning Standards and the current Next Generation Learning Standards. The students receive instruction in English Language Arts, Math, Science, and Social Studies. For more detailed curriculum information, pamphlets are available in the Main Office. The New York State Learning Standards can be found on the State Education Department's [engageNY](http://engageNY.org) website (engageNY.org).

Each classroom has one special period per day. Each week, students will have one period of music, one period of art, one period of library, and two periods of physical education.

Music

Students at Wing experience music as active music makers. Fundamental musical skills, such as keeping a steady beat and singing in tune enable our students to progress through each grade expanding and refining these basic skills. These skills will hopefully lead our students to make music throughout their lives.

Art

The art program at Wing aims to inspire creativity, thought, and improve fine motor skills.

Please provide your child with a smock they can wear when they come to art. An old adult sized t-shirt is best. On the day your child comes to art, please do not dress them in their best outfit. Many times, paint and marker ink find their way around the edges of smocks.

Library

The Wing Library aspires to:

- Create a safe and enthusiastic atmosphere where students feel comfortable to take risks while developing the skills they need to become independent, lifelong learners.
- Help students become effective users of ideas and information.
- Provide students with 21st century skills.
- Nurture the love of reading and appreciation of literature.
- Support teachers in reaching curriculum goals.

Children visit the school library one period per week and have the opportunity to check out one book each visit. If your child loses or damages a book (a damaged book is one that can no longer be circulated), it must be replaced to ensure that we do not lose any titles in our library collection. We request that you replace a lost or damaged book with either the exact title or the cost of the book. This policy has been established with our mission in mind, to support curriculum and, most importantly, to meet student needs and interests.

Physical Education

Physical education activities provide children with opportunities that stimulate both physical and social skills.

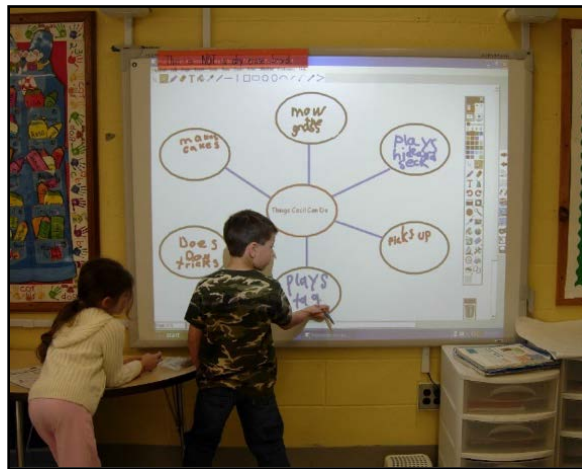
- Please ensure that your child wears suitable gym clothing, such as sneakers and comfortable clothing that allows freedom of movement. Students wearing inappropriate shoes will not be permitted to participate.
- Students should not wear jewelry during physical education class for their own safety, as well as the safety of others.
- A physician's note is required for a student to be excused from physical education for more than one day per illness and for extended exclusion from physical education.
- No student excused from physical education by a physician may return to physical education without the physician's written permission.

Technology

All kindergarten and first grade classrooms are equipped with an interactive promethean board. This promethean board is a large touch screen device, roughly the size of a chalkboard, which allows students and teachers to engage in learning a completely new way.

Computers are available in the computer lab and in each classroom, along with laptops and tablets. Classes visit the computer lab weekly. Internet access is available, with parent permission, under direct teacher supervision.

In addition, there are a number of websites that Islip School District enables you to gain access to for home use with your children. Each site is engaging and educational and can enhance the understanding of the curriculum.



Parent/Teacher Conferences

Parents and teachers have one official parent/teacher conference each year. This conference will take place after the 1st marking period. The district has created two daytime dates to choose from for parents of first grade students and three daytime dates for parents of kindergarten students. Teachers work with the parents to help make a schedule for these meetings. Please refer to the district calendar for these dates.

Support Services

Here at Wing, we have a variety of support services that are offered when students qualify. Our school currently has the following services: speech, Academic Intervention Services (AIS), English as a New Language (ENL), Resource Room, physical therapy, and occupational therapy. We also have a school psychologist and a social worker on staff. Some of these services are recommended for students after parents have met with the Committee of Special Education (CSE). The CSE is a multi-disciplinary team, appointed by the Board of Education, which coordinates evaluations and makes recommendations for services and/or programs for students identified as having a disability.

Report Cards

Elementary school report cards are generated 3 times a year. In the fall, they are distributed at parent/teacher conferences. In the spring and at the end of the school year, they are sent home via the backpack. They are also available online through our Infinite Campus Parent Portal page. Parents will need to have access to the Parent Portal with an I.D. and password.

Kindergarten students spend a great deal of time getting to know routines while being engaged in a variety of first time learning experiences. During the first marking period, Behaviors that Promote Learning & Respect, in addition to grades for Art, Music, and Physical Education, are being officially recorded. *For this first marking period in Kindergarten only, ALL grades for Reading, Writing and Math will have the term NGK, which means "Not Graded Term 1-Kindergarten".* Our students have done a great deal of learning in these areas by the end of the first marking period but grades are not officially recorded until the second marking period. If you look under the areas of Reading, Writing and Math, you will see the skills the students are expected to attain by the end of the year.

Kindergarten Report Card

ISLIP UFSD GRADE K REPORT CARD 2018-2019

Page 1 of 1

Student: _____
 Homeroom: _____
 School: Wing E.S.

Attendance Summary:

1		2		3		Total	
Absent	Tardy	Absent	Tardy	Absent	Tardy	Absent	Tardy
1	0	0	0	0	0	1	0

Academic Performance Level for Kindergarten	
Name	Score
Above Grade Level	AL
On Grade Level	OL
Below Grade Level	BL
Not Graded Term 1-Kindergarten	NGK
Not Applicable	NA

Academic Performance Level for Behavior Indicator	
Name	Score
Exceeds Expectations	E
Meets Expectations	M
Needs Improvement	N

READING			
	Term		
	1	2	3
Recognizes all letters of the alphabet			
Identifies letter/sound relationships			
Recognizes and creates rhyming words			
Blends sounds			
Reads sight words			
Can retell a story in sequential order			
Can recall details of a story			

WRITING			
	Term		
	1	2	3
Forms letters and numbers correctly			
Can express an idea in writing			
Uses correct capitalization and punctuation			

MATH			
	Term		
	1	2	3
Identifies number names and the count sequence 0-10			
Counts to tell the number of objects 0-10			
Identifies number names and the count sequence 0-20			
Counts to tell the number of objects 0-20			
Understands concepts of greater than, less than or equal to			
Understands addition as putting together and adding to			
Understands subtraction as taking apart and taking from			
Identifies, describes and compares 2 and 3 dimensional shapes			

BEHAVIORS THAT PROMOTE LEARNING & RESPECT			
	Term		
	1	2	3
Understands and follows oral directions in class			
Listens attentively			
Participates in discussions and activities			
Manages times efficiently			
Works neatly and carefully			
Works independently			
Adjusts easily to new situations			
Completes homework			
Respects authority			
Works respectfully and cooperatively with peers			

BEHAVIORS THAT PROMOTE LEARNING & RESPECT			
	Term		
	1	2	3
Exhibits self-control			
Follows rules and procedures			

COMMENTS			
	Term		
	1	2	3
Comments for term			

Parent/Guardian of _____

First Grade Report Card

Student: _____
 Homeroom: _____
 School: Wing E.S.

Attendance Summary:

1		2		3		Total	
Absent	Tardy	Absent	Tardy	Absent	Tardy	Absent	Tardy
0	0	0	0	0	0	0	0

**This Report Card only lists absences. Lack of attendance means there were no absences.

Academic Performance Level for AIS Report Cards	
Name	Score
Proficiency Level	P
Developing Proficiency	D/P
Continued Need	CN
Not Applicable	N/A

Academic Performance Level for Grades 1 and 2	
Name	Score
Above Grade Level	AL
On Grade Level	OL
Nearing Grade Level	NL
Below Grade Level	BL

Academic Performance Level for Effort/Behavior Grades 1 and 2	
Name	Score
Meets Expectations	M
Needs Improvements	N

Academic Performance Level for Indicators Grades 1 and 2	
Name	Score
Independent	I
Working Towards Independence	W
Continual Support Required	N

READING			
	Term		
	1	2	3
Reading Grade			
PERFORMANCE INDICATORS			
Comprehends text			
Decodes text accurately			

READING			
	Term		
	1	2	3
Reads fluently and with expression			
Uses reading strategies			
EFFORT			
Reading effort			

WRITING			
	Term		
	1	2	3
Writing Grade			
PERFORMANCE INDICATORS			
Writes on-topic, includes details/examples			
Organizes written work (includes beginning, middle and end)			
Spells words correctly in written work			
Applies knowledge of sentence structure; capitalization and punctuation			
Forms letters and numbers legibly			
EFFORT			
Writing effort			

MATH			
	Term		
	1	2	3
Math Grade			
PERFORMANCE INDICATORS			
Understands major math concepts			
Able to problem solve			
Computes accurately			
Number fact fluency			
EFFORT			
Math effort			

SOCIAL STUDIES			
	Term		
	1	2	3
Social Studies Grade - understands basic concepts and ideas			
EFFORT			
Social Studies Effort			

SCIENCE			
	Term		
	1	2	3
Science Grade - understands basic concepts and ideas			
EFFORT			
Science Effort			

BEHAVIORS THAT PROMOTE LEARNING & RESPECT			
	Term		
	1	2	3
Actively participates in class discussions			
Listens attentively			
Is organized			
Completes homework on-time			
Manages time efficiently			
Persists on a given task			
Accepts responsibility for own actions			
Exhibits self-control			
Works cooperatively and appropriately with peers			
Follows Directions			

Parent/Guardian of _____

COMMENTS			
	Term		
	1	2	3
Comments for term			

General Policies

Contacting Teachers

If there is a need to contact your child's teacher for any reason, please call the Main Office. Teachers will be notified of telephone messages and will return calls as soon as possible. Phone calls are the recommended form of communication with a teacher. In some instances, a teacher can establish email correspondence with a parent, but since teaching is a very hands-on profession, it is common that teachers may not have a moment to check their email during the school day. Calling the office will ensure the message gets to your child's teacher in a timely fashion.

Birthday Parties

Check with your child's teacher regarding the classroom procedure for celebrating your child's birthday in school.

Wing Birthday Party Rules

- ❖ No balloons are allowed in classrooms at any time.
- ❖ Provide only one snack item.
- ❖ Due to the number of allergies in the building, please avoid food items with any type of nut or those made in a facility with nuts.

Goody Bags (No food or snacks)

It is typical for students to want to share the joy of various holidays by handing out fun items to their classmates. While we welcome sharing, this is of course optional. However, we ask that you do not send in treats or snacks for classmates during holidays. Such treats or snacks end up going home on the school bus and many of our students are still too young to understand the safety concerns we all have regarding severe food allergies and/or choking on the school bus. If your child would like to handout items to classmates during holidays, we recommend things, such as stickers, erasers, pencils, etc. ***Goody Bags cannot contain any food products.*** Holidays are celebrated in class with special treats and snacks and food items for these events are coordinated through the class parents.

For birthday celebrations, students may bring in snacks to share with the class as long as they are nut free products, they are eaten in the classroom, and not taken home on the school bus.

Invitations

We ask that parents not send in invitations to be distributed at school, as it disrupts the educational process. Invitations should be conveyed through phone calls, email, or other means. A child may only give out invitations at school if they are inviting their entire class.

Lost and Found

There is a Lost and Found located in the cafeteria of our school. We encourage parents to write their child's name on everything so that it can be returned in the event it is lost or misplaced. The Lost and Found usually consists of clothing, such as hats, gloves, jackets, etc. Parents may come to school and search the Lost and Found if they feel it is necessary. Items left in the Lost and Found at the end of the school year will be donated to a local charity in June.

Field Trips

Field trips are an integral part of the instructional program. These trips are an extension or supplement of the program being offered in the school. Each classroom teacher is responsible for planning field trips and for obtaining chaperones. To alleviate placing teachers, students, and parents in an awkward position, only parents who have been assigned as trip chaperones can attend field trips. If your child has an epi-pen, they should be accompanied by a parent or parent-designee on all field trips. Siblings are not allowed on field trips.

Parents are not permitted to take a student home from a field trip. Should a parent wish to take their child home after a field trip, the student must return to school on the bus and may then be signed out of school.

Written parental approval is mandatory for all trips. Medical forms must be completed prior to the first field trip each year. If children do not go on a scheduled field trip, they are entitled to spend the time in another class.

Wing Elementary School Field Trip Permission Slip

FIELD TRIP DESTINATION: _____

Date of Trip: _____

Destination Address:

Additional Trip Information (if necessary):

Departure time from school: _____ Departure time from trip: _____ Estimated time of return: _____

Please make a Check or Money Order payable to: "Islip Elementary Student Activity Fund" (No Cash Please)

Cost of Trip per child: \$ _____ Cost of Trip per chaperone: \$ _____

Return form by: _____

IMPORTANT NOTE: Parents can only attend a field trip if they have been invited and approved to chaperone. Siblings are not permitted on any trip. If a parent or guardian goes on a field trip, they cannot sign their child out from the location of the field trip. All students must go to the trip by bus and return to school by bus.

I understand that the Board of Education, upon considering the state of national and/or international affairs, reserves the right to rescind its authorization for this trip at any time. I further understand that in the event such trip is cancelled, I expressly waive any claims I may have against the Islip Union Free School District for expenses incurred and/or monies expended relating to the cancellation of this trip by the Board of Education.

Child Name: _____ Classroom Teacher: _____

Home Phone #: _____ Cell Phone#: _____ Work Phone #: _____

1st Emergency Contact Person: _____ Emergency Contact Phone #: _____

2nd Emergency Contact Person: _____ Emergency Contact Phone #: _____

I give my child permission to go on this trip: _____

Parent/Guardian Signature

Date

Epi-Pen related Food Allergies and Medication Information

My child requires an epi-pen for the following food allergy: _____. Parents of students with Epi-Pen related food allergies are encouraged to send a parent or parent designee on a trip. Please contact the school nurse for more information at 631-650-8475.

If your child requires medication during the trip, you must contact the school nurse (631-650-8475)

Mark your calendars before returning this slip.

Electronic Devices

Electronic devices of any kind are not permitted during the school day. Electronic devices, such as video games, tablets, cameras, and phones are a distraction to the educational process.

Homework

Homework has always played an important role in the culture of schooling. Some homework is based on daily lessons learned while other homework may be based on long-range projects that the students are engaged in.

The purpose of homework is:

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

Homework practices and procedures will vary by teacher and will be communicated to parents at the beginning of the school year.

When a child is out sick for one or two days, the daily homework assignments for those days will be based on work that is unfamiliar to the sick student. For this reason, it would be best for the student to return to school and learn the new material before being assigned the homework. Students who are home sick may always read if they desire.



PTA Information



New York State PTA Mission Statement

The overall purpose of the PTA is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children.

For more information, visit [the New York State PTA website](http://www.nyspta.org)
(www.nyspta.org)

Wing PTA

The Wing Parent Teacher Association is an organization that welcomes into its membership parents, teachers and all other citizens interested in the welfare of children. The PTA plans special activities and programs for the children and affords one an additional opportunity of becoming familiar with the educational system. Becoming a member of the PTA is both beneficial to your child and to the school. Membership and involvement in the PTA will keep you informed of school activities and provide you with various resources and opportunities to meet other parents, teachers and community members.

Check the school calendar for meeting days and times

[Facebook: Wing Elementary PTA](#)

Email address:
wingelementarypta@gmail.com

SEPTA - Special Education Parent Teacher Association

SEPTA is a district-wide PTA whose primary function is to act as a support group for parents and educators of children with disabilities and those at risk. Members consist of parents, teachers, administrators, students, and friends. Membership is open to all.

SEPTA email address:
lsipsepta@yahoo.com

Check the school calendar for meeting days and times