

Lincoln Avenue Elementary School



Parent's Guidebook

2023-2024

www.sayvilleschools.org

Lincoln Avenue's Mission Statement

The mission of Lincoln Avenue is to empower and inspire in all students the love of learning, allowing them to discover and to embrace their individual talents. In providing them with the confidence, knowledge and caring to employ their passions in meaningful ways, all students realize their potential.

Core Values

- All students have great worth and the capacity to grow and learn.
- The most powerful learning derives from meaningful learning activities.
- Respecting and valuing diversity is essential to our growth.
- Faith in our own potential fosters confidence, motivation and ultimately leads to accomplishment.

* * * * *

District Website

Please visit the School District's website often! www.sayvilleschools.org. The website posts emergency information and alerts. It contains a wealth of valuable current information regarding curriculum, technology, calendar, events, newsletters, budget, specific school information and more! Bookmark it!

* * * * *

K-5 School Hours: 9:00-3:30

Pre-K: 9:30-2:50

Important Phone Numbers:

Main Office: 631-244-6725

Attendance: 631-244-6727

Nurse: 631-244-6735

Social Worker: 631-244-6732

Psychologist: 631-244-6729

School Arrival & Dismissal

PLEASE DRIVE SLOWLY WHILE ON SCHOOL GROUNDS!

Pre-K

Pre-K students must be walked to and from their assigned door. Please park in the lot on Lincoln Avenue or in the loop. The drop off period is from **9:15-9:30** and the pick up period is from **2:35-2:50**. Families are encouraged to use the 15 minute window to help alleviate traffic congestion.

Please be courteous to others dropping off and kindly leave the parking lot quickly after drop off/pick up.

K-5

ARRIVAL:

Supervision begins at 9:00 AM. Children should **NOT** arrive before then as supervision is unavailable. Breakfast is served at 8:45 AM and only those children will be permitted into the building at 8:45 AM.

The front of the building is reserved for bus arrivals. Buses will drop off students in the front of the building. They will be entering and exiting through the High Street entrance. The High Street entrance will be closed to cars from 8:55-9:05 AM. If you will be dropping off your children, please enter from Lincoln Avenue. When you enter from Lincoln Avenue, please make a left turn into the **Stop, Kiss and Go**.

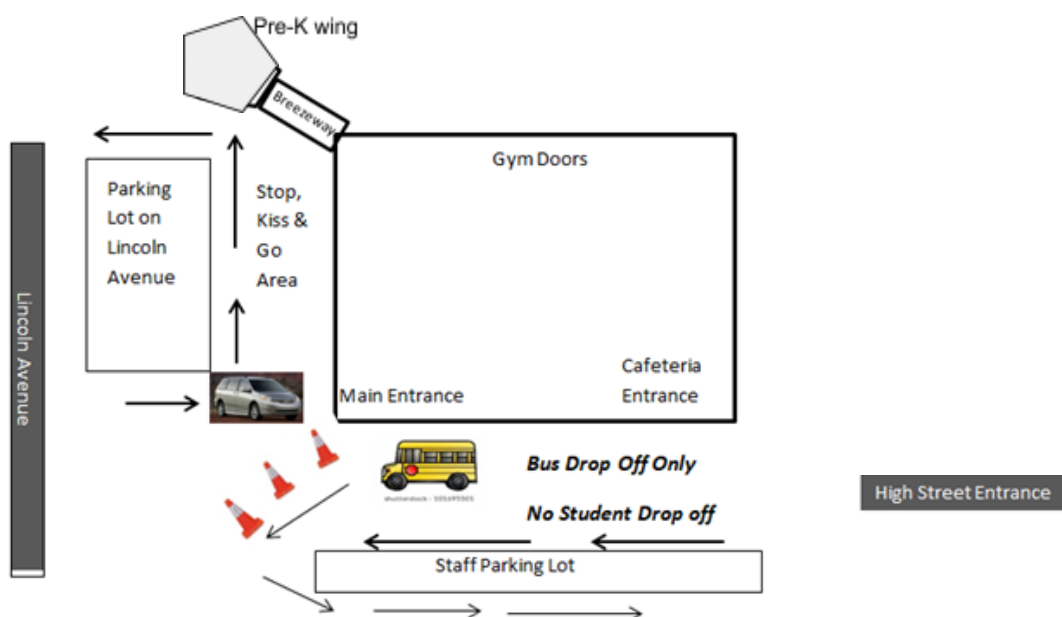
For those students who are dropped off, there are two options. Please enter from the Lincoln Avenue entrance. You may park your car in the parking lot and walk your child to the entrance or you may use the **Stop, Kiss and Go** area. If your child cannot exit the car independently or needs assistance (ex. carrying items into school), please park in the parking lot and walk your child into the building. Students should ***never*** walk through the parking lot unsupervised.



If you use the Stop, Kiss and Go area please follow these guidelines:

- Stop, Kiss and Go is open from 9:00 a.m.-9:15 a.m. After 9:15 a.m. all students must be brought to the Main Entrance.
- Pull up as far as possible in the loop.
- Parents should not get out of the car.
- Keep goodbyes brief, others will be waiting to drop their children also.
- Students should exit from the passenger side onto the sidewalk.
- Students can enter the building through the breezeway.

Please remember that it is against the law to pass a school bus with flashing red lights and the stop sign out.



DISMISSAL:

- **Any change to the dismissal of your child requires a note.**
- At dismissal, bus students are escorted to their buses.
- Dismissal of all other students will take place out the back doors of their classroom wing. Kindergarten is dismissed in the back from their classroom doors.
 - Identify a spot to meet your child at dismissal (ex. at the basketball net).
- Dismissal is at 3:30 PM. The building closes at 4:00 PM. No one is available to supervise your child past that time.
- Students leaving early must be signed out by 3:15 p.m. **No student can be signed out after 3:15 PM. If you plan to pick your child up early, please send a note to the classroom teacher.**
- The High Street gate is open from 7:00-9:00 AM, with the exception of 8:50-9:05 when it is only open to buses, and again at 3:45-4:00 PM. The gate is also open for evening events.

LINCOLN AVENUE ELEMENTARY SCHOOL

Practice and Procedure

We hope this outline is helpful. Please do not hesitate to call with questions or concerns!

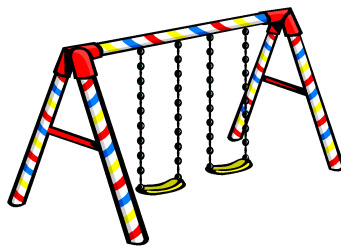
ABSENCES / TARDINESS/EARLY PICK UP:

- The school day begins at 9:00 AM and ends at 3:30 PM.
- State law requires notes for absences and tardiness. If notes are not received, these are considered unexcused absences and recorded as illegal.
- If a child will be absent or late, **please call 244-6727** between 4:00 PM and 8:45 AM to reach our voicemail.
- Homework policies and procedures will be discussed at Parent Information Night as they vary from teacher to teacher. *In the event your child is ill, you may request homework.* When you call your child in absent please include this request in your message. All homework requests must be received by 10:00 AM. All attempts will be made to have the work available for you to pick up in the Lobby after 3:30 PM. **(Homework will not be provided on ½ days of school, or during unexcused/illegal absences.)** Dependent upon the instruction missed, assigned homework may be light.
- When it is absolutely necessary to pick up a child early, the child must be met and signed out in the office by a responsible adult indicated as an emergency contact. Under no circumstances will a child be permitted to meet a parent in the parking lot. Students will be called to the security desk only upon the parent/guardian's arrival.
- Students who are late must report to the office, accompanied by an adult for a late pass before proceeding to the classroom.

EARLY SCHOOL CLOSING:

Parents are required to have alternative supervisory plans established for their child in the event that school closes early due to an emergency situation, or a child becomes ill. Work and emergency phone numbers, as well as two designated homes your child may report to must be on file and updated as necessary.

Please do not forget to update the information as necessary, particularly cell phone numbers.



LUNCH AND RECESS:

- The recess/lunch period is 50 minutes long.
- Please send your child to school with appropriate footwear for playground fun. Students without closed, rubber soled shoes will not be permitted to use the play structure. Sneakers are best!
- In the winter months, students will have recess indoors when the temperature, or temperatures with **wind chill is 15° F or below**. Students may also be indoors due to rain, mud, ice or snow covering.
- Toys/personal belongings of great value or sentimental value should be left at home.
- Our peer leaders consist of a group of responsible fifth graders. They practice leadership skills during the fourth grade recess period, organizing and leading various games.



TRANSPORTATION AND BUS SAFETY:

- Students are provided with school bus safety programs as required by New York State, and are expected to follow safety procedures and rules.
 - Please remind your child of the following rules:
 - Sit on your bottom.
 - Keep your hands and feet to yourself.
 - Use an inside voice.
- Children who are not eligible for transportation **ARE NOT PERMITTED TO RIDE THE BUSES TO AND FROM SCHOOL AT ANY TIME!**
- **Children without notes will be dismissed in their usual manner.** (Any child not taking a bus is considered a walker and will be dismissed as such.)
- Children eligible for transportation are only permitted to ride on the bus they are assigned.
- Please be aware that Grove Street is **not** a vehicle drop off zone. Children walk to school from that area and the abundance of cars is dangerous to those walkers.

HEALTH & SAFETY:

- There is a buzzer system at the front door. Please ring the buzzer for admittance into the building. Visitors entering the building **MUST** sign in at the visitor's window and present photo identification to receive a pass. **NO ADULT WILL BE PERMITTED TO GO TO THE CLASSROOMS WITHOUT AUTHORIZATION FROM THE BUILDING PRINCIPAL.** Entrance is through the front door only.
- During winter months we encourage outside activity at noontime, weather permitting. Please have your child dressed properly.
- If you wish our school nurse to administer medication to your child, please make sure a written order from the doctor is with the medication. This includes over-the-counter medication as well. All medication **MUST** be in its original container and must be delivered to the nurse by an adult.
- Emergency drills are practiced throughout the school year.
- All children attending an evening event at Lincoln Avenue must be accompanied by an adult and must remain with that adult during the event.
- Animals are not permitted in the building without authorization from the office.
- Please do not bring your family pet on school grounds, particularly at arrival and dismissal.

Dogs are not permitted on school property.



DRESS CODE:

When dressing your child each morning, please keep in mind that students engage in physical activity every day. Students not wearing appropriate footwear (closed shoes/sneakers) may not be permitted to engage in running games or utilize the playground equipment. Our District's Dress code requires that "clothing is safe, appropriate and not disrupt or interfere with the educational process." Hats may not be worn inside the school building except for medical or religious purposes.



HOMEWORK:

- Homework serves as an important reinforcement of skills and concepts presented in school. Please support your child in becoming responsible for completing daily assignments by setting aside homework time as well as a quiet workplace.
- Homework completion tips include:
 - ✓ Make homework a routine.
 - ✓ Offer praise for completed work, even as the child is working.
 - ✓ Help your child relate the assignment to your personal daily living.
 - ✓ Write a note to the teacher when your child is still having difficulty with a skill or concept.
 - ✓ Assist your child in returning work to school in an organized, systematic fashion.

HOME EMERGENCIES:

Emergency contact cards will be sent home with your child. Please fill this card out and promptly return it to your child's teacher. **Three emergency contacts must be listed and be available.** These contacts should be local and know they are your contacts.

- If you should experience a true emergency, please call the office and we will assist you the best that we can in caring for your child.
- If you plan on being away and your children are staying with a relative or friend, please notify the teacher and school nurse in writing whom we should contact in case of an emergency. If your child is going home with another parent, you must notify the teacher in writing.
- Parents must make arrangements for your child as to emergency procedures in case we have to dismiss early for any reason. **Your child should be aware of emergency arrangements.**
- If your phone number changes (home/business/emergency contact) during the year, please notify school immediately.
- Please be aware, if we are unable to reach you or your emergency contacts (after numerous attempts), after 4:00 PM, the proper authorities will need to be notified. The Main Office closes at 4:00 PM and we cannot guarantee any one will be in the office after 4:00 PM.

LOST AND FOUND:

It is recommended that all personal belongings be labeled with your child's name. The Lost and Found is located near the custodial area, and items are placed out on display throughout the school year.

VISITORS:

All visitors should ring the buzzer at the front door. Once you have been "buzzed in", please report to the security window, where you will be required to **show NYS photo identification** and sign in. You will receive a visitor's badge which needs to be returned to the security desk following your visit.

HELPFUL HINTS:

- To help to maximize productive communication between parent and teacher/principal psychologist/social worker, etc., it is recommended that an appointment be made. Discussing students "at the door" often leads to misunderstandings.
- To eliminate disruption of instructional time, any change in normal procedures must be discussed with your child before he or she comes to school. Messages will not be given to the classroom during the school day.
- If youngsters forget their lunch, they should report to the office early in the morning and every attempt will be made to contact parents. In the event a parent cannot be reached, the child will be provided with the school lunch. The cost of school lunch is to be determined.
- Please refer to the Sayville Schools webpage often as it is a wealth of information. The school calendar is located on the main page: www.sayvilleschools.org.
- No child can be called to meet a parent at any function during class time, such as the Book Fair, a sibling's assembly, etc.
- **REMEMBER** - School is your child's work. Please do not interrupt his/her workday if at all possible.
- Be positive about your child's work!

Special Areas

PHYSICAL EDUCATION:

Coach Bolger, Mr. Slinkosky



The mission of Physical Education is to empower all students to sustain regular, lifelong, physical activity as a foundation for a productive, healthy and fulfilling life. Physical education is a sequential program based on physical activities undertaken in an active, caring, supportive, non-threatening atmosphere in which every student is challenged and successful.

- Please make a note as to which days your child is scheduled for physical education classes. Sneakers are recommended for each and every day, but are **required** to play in gym.
- Jewelry may not be worn for gym, excluding post earrings.
- If a child's doctor's note indicates that a child may not participate in gym, then he/she may not participate in recess as well.

National Standards for Physical Education

- ✓ Demonstrate competency in many movement forms and proficiency in a few movement forms
- ✓ Apply movement concepts and principles to the learning and development of motor skills
- ✓ Exhibit a physically healthy lifestyle
- ✓ Achieve and maintain a health-enhancing level of physical fitness
- ✓ Demonstrate responsible personal and social behavior in physical activity settings
- ✓ Demonstrate understanding and respect for differences among people in physical activity settings
- ✓ Understand that physical activity provides opportunities for enjoyment, challenge, self-expression and social interaction

INSTRUMENTAL MUSIC:



Mr. Spera & Mrs. DiBrico



- Instrumental music is offered to students in fourth and fifth grade. String instruction begins in fourth grade, and band begins in fifth grade. Students must carefully consider whether they would like to study a string instrument, or a band instrument. Students who choose a string instrument in fourth grade are encouraged to continue with their chosen instrument in fifth grade.
- Band lessons take place on Wednesdays and Thursdays, and Orchestra lessons take place on Mondays and Tuesdays.
- Band and Orchestra ensemble rehearsals take place during the lunch/recess period. Band rehearsals are held on Wednesdays and begin in October. Orchestra rehearsal takes place on Tuesdays.

FOURTH AND FIFTH GRADE CHORUS:

Mrs. Cirillo



All fourth graders participate in the fourth grade chorus. Rehearsals are built into the school day and meet once a week. Fifth grade chorus is optional. The rehearsals are held before school, and since the rehearsals do not conflict with any other activities, all fifth graders are encouraged to join.

In chorus, students learn:

- ✓ Proper breathing techniques
- ✓ Correct posture
- ✓ How to use their proper singing voice
- ✓ How to vocally perform traditional music notation
- ✓ How to vocally perform as an ensemble
- ✓ How to articulate
- ✓ Cultural, historical, and educational backgrounds to all literature performed

LINCOLN SINGERS: Mrs. Cirillo

The “Lincoln Singers” is a select choral group. Rehearsals are held once a week during a scheduled recess time. Tryouts are required and are open to all chorus members. Criteria for this ensemble include singing in tune, adequate volume and diction, a twelve note range, as well as a dedicated and positive attitude.

ART: **Mr. Michaels**



Mr. Michaels provides opportunities for students to work in a variety of mediums, creating artwork which often relates to classroom curriculum. As always, students will explore new media, while discovering classic and contemporary art works. Art work will be displayed throughout the hallways of Lincoln Avenue.

Learning Standards for the Arts

- Standard 1: Creating, performing, and participating in the arts**
- Standard 2: Knowing and using arts materials and resources**
- Standard 3: Responding to and analyzing works of art**
- Standard 4: Understanding the cultural dimensions and contributions of the arts**

Reminder! All students in grades K-5 need a smock for art (an old t-shirt works best). Please write your child's name on the front and back of the smock. We hope to have a fun-filled year in art!

LIBRARY: **Mrs. Volpe**

The goal of our school library program is to help students develop the ability to access, understand and use library resources and to appreciate literature of all genres. Weekly library lessons are designed to support New York State curriculum in English Language Arts, Social Studies, Math, Science and Technology.

Students visit the library each week with their class. Kindergarten students borrow one book per week. Students in grades 2, 3, 4 and 5 are encouraged to borrow two or more titles each week. Please make a note of your child's library day, for prompt book return, and encourage them to take care of our library materials.

ENRICHMENT: ACE and ACE STRETCH

The Academic Challenge and Enrichment Program - ACE

The enrichment program takes place in grades 4 and 5. The program focuses on interdisciplinary exploratory units that are designed to broaden students' interests and experiences. **ALL students** receive this enrichment during one trimester of the year.

The Academic Challenge and Enrichment Program - ACE Stretch

Participating grade 4 and grade 5 students meet one day per week in a multi-age grouping within the building. Ace Stretch is a full day pull-out program for students who meet criteria for eligibility.

LACES – Language and Culture at the Elementary Students Grades 3-5 – Ms. Chirichella

Lincoln Avenue's LACES program is provided to students in grades 3, 4, & 5 during one trimester of the year. Third graders are exposed to Spanish and Spanish cultures, while 4th graders are exposed to French and French cultures.

Coding - Mr. Caskey

Students in grades 2 and 3 work with Mr. Rick Caskey on learning basic coding skills through a series of 4 one hour push-in classes.