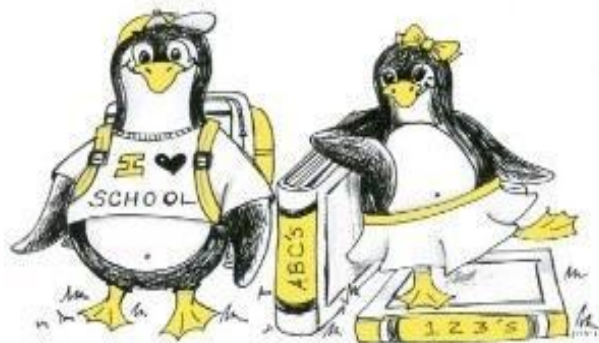


# PARKVILLE SCHOOL

## ORIENTATION GUIDE



*Ms. Michelle Bell*  
*Principal*

## **PARKVILLE SCHOOL STAFF**

**Ms. Michelle Bell, Principal**

Main Office <i>Joy Gilardi</i> <i>Donna Tiseo</i>	441-4350
<b>Attendance Line (leave a voice message)</b>	<b>441-4365</b>
Cafeteria/Food Services	441-4390
Nurse <i>Elizabeth Gebert</i>	441-4360
Psychologist <i>Dr. Alyson Miller</i>	441-4386
Social Worker <i>Maria Tsonis</i>	441-4387
Transportation	441-4060



## Introduction to Parkville

**“The beginning is the most important part of the work” ...Plato**

Welcome to Parkville, a place where children grow, learn, and share a world of excitement and exploration, a place where we view early childhood as a journey, rather than a race.

At Parkville, our goal is to provide a nurturing, stimulating learning environment where young children can thrive. Our commitment is to help children achieve their full potential by meeting individual needs and building on strengths. We recognize that educational practices are most effective when they are developmentally appropriate and aligned with the way young children develop and learn. Our professional staff opens the doors of possibility for children by showing faith in their abilities and intentions. At Parkville, we have found the perfect balance between work, play, and social/emotional development.

Achieving high standards of literacy through an integrated curriculum is the shared responsibility of both school and family. We invite you to participate in your child’s early educational experience to help establish a strong foundation between school and home.










Children are encouraged to:

- Develop independent daily skills
- Listen, attend and follow directions
- Communicate clearly and spontaneously
- Expand their vocabulary
- Think and problem-solve
- Use their imaginations
- Play with other children
- Share and take turns

We look forward to sharing a wonderful year with you and your child(ren) at Parkville!





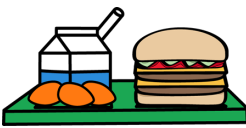


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<p>Allergies</p> 	<p>Allergies to food or other substances must be documented by a parent and physician. Please refer to the Nurse's page on the Parkville Website for the Food Allergy Action Plan, if applicable. Forms that are signed by the physician are required to be stamped; otherwise they will not be acceptable. Medication must be submitted in person to the Nurse's office.</p>
<p>Attendance</p> 	<p>At Parkville, we are building a foundation for future learning. Therefore, your child's progress is greatly influenced by daily attendance. If your child is ill or absent for any reason, please call our school's automated attendance line at 441-4365. A written note explaining the absence is required each time your child is out.</p>
<p>Backpacks</p> 	<p>Please send in an appropriate sized backpack large enough to carry a folder, books, and a lunch/snack bag to and from school. Please <b>do not</b> send backpacks with wheels as they are dangerous. Please check your child's backpack and folder each day.</p>
<p>Birthday Parties</p> 	<p>If you would like to celebrate your child's birthday in school, please discuss a convenient date and time with your child's teacher a few days prior to the actual date. Summer birthdays can be celebrated in June. Many parents celebrate by reading a book to the class. You may also celebrate by purchasing a book in your child's name for our library as part of our Birthday Wish Club organized by the PTO. Please handle all party and other invitations from home. Our teachers <b>MAY NOT</b> distribute invitations.</p>
<p>Calendar</p> 	<p>Each family will receive a school calendar at the beginning of the school year. The calendar is also posted on the district and school website at <a href="http://www.greatneck.k12.ny.us">www.greatneck.k12.ny.us</a>. Please check the calendar regularly for important dates and/or special events.</p>
<p>Clothing</p> 	<p>Clothing should be comfortable and washable for typical school activities. Please send in a complete change of clothing, three times a year - seasonally, and a smock or old shirt. ALL clothing must be clearly marked with your child's name and placed in a Ziploc bag. Rubber soled shoes or sneakers are preferred. Children <b>must</b> wear sneakers to participate in physical education classes.</p>
<p>Delayed Opening</p> 	<p>In the case of inclement weather, we may have a delayed opening. You will be contacted by Parent Link, our automated district telephone system. Information will also be posted on the school website and Channel 12 news. When there is a delayed opening, AM PreK and Fun for Fours (AM &amp; PM) are canceled.</p>
<p>Dismissal</p> 	<p>12:30 PM: Pre-Kindergarten AM          3:15 PM: Walker Dismissal - Kindergarten &amp; Pre-Kindergarten PM          3:20 PM: PM Bus Dismissal          3:35-3:45 PM: Fun for Fours</p> <p>If someone other than a parent/guardian is going to pick up your child, you must notify the school in advance of the change, in writing, and provide the name of the person. The person picking up your child must have proper photo identification. If you or a designated person need to pick up your child for an appointment prior to dismissal, please send a note to school with the date and time of dismissal and, if necessary, the name of the person picking up your child. The person picking up your child must have proper photo identification. <b>If you must take your child home early, pick up must be before 3:00 PM</b></p>
<p>Email Blast</p> 	<p>Every Thursday, you will receive an email blast from the school reminding you of important events that will be taking place the following week. The email blast will also be used to advise parents of situations such as transportation delays, delayed school openings or closings. Please make sure that your email address is current.</p>







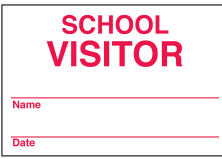
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<p>Emergency Contacts</p> 	<p>At the beginning of the school year, you will receive a form that confirms information you supplied when you registered your child for school. This form includes parent/guardian work and cell phone numbers. In addition, you will be asked to indicate the names of three contacts who can be called in an emergency situation if parents/guardians cannot be reached. Please make sure these numbers are updated during the year should phone numbers change.</p>
<p>Field Trips</p> 	<p><b><u>KINDERGARTEN</u></b>          Children will enjoy educational and fun field trips during the school year. Permission slips will be sent home for all trips requiring transportation. Class trips are scheduled to leave from and return to Parkville. If your child takes the bus for a school trip, he/she will need to return to school by bus. Students who will be attending Lakeville School for first grade will visit Lakeville for Moving Up Day in June.</p>
<p>Fun For Fours</p> 	<p><b><u>PREKINDERGARTEN</u></b>          Fun for Fours is a tuition-based science enrichment program available to pre-kindergarten students to extend their day. Morning FFF begins at 9:15 AM. Children can be dropped off in the auditorium at 9:00 AM. If you are late, please bring your child to the Main Entrance. Afternoon FFF ends at 3:45 PM. Pick up your child from the FFF gate between 3:35 PM - 3:45 PM. Please be prompt. For more information, please go to our website or call the Main Office at 441-4350.</p>
<p>Guided Reading</p> 	<p><b><u>KINDERGARTEN</u></b>          Guided reading enables children to practice strategies with the teacher's support and leads to independent silent reading. Guided reading groups are flexible and constantly changing depending on the students' reading abilities.</p>
<p>Handwriting</p> 	<p><b><u>PREKINDERGARTEN</u></b>  <i>Handwriting Without Tears</i> is a research based handwriting program that uses music, movement, and multi-sensory manipulatives to teach writing skills. Hands-on letter play with wooden pieces, dough, magnetic stamps, and wet-dry-try-slates help children develop the skills needed for letter and number formation.</p> <p><b><u>KINDERGARTEN</u></b>          Foundations is a multi-sensory and systematic handwriting program. Handwriting is taught in a carefully integrated and scaffolded sequence. Students use a letter formation guide to practice, and a writing grid to practice handwriting.</p>
<p>Health</p> 	<p>Concern for your child's health and safety is paramount. All health and immunization forms can be found on the district website at <a href="http://www.greatneck.k12.ny.us">www.greatneck.k12.ny.us</a> If your child becomes ill at school, the nurse will call you to pick him/her up. If you are not available, your emergency contact will be called. It is very important that you have a designated person to pick your child up if you are unavailable.</p>
<p>Home/School Connection</p> 	<p>To facilitate a positive home/school connection, please check the Parkville website frequently for important information, flyers and notices. Click on the Parkville School and scroll down to access flyers and notices. Under the Parent tab, you can find additional information that will be helpful. Throughout the year, teachers will disseminate information to parents via email. Kindly provide us with a current email account for at least one parent. Teachers can be contacted through notes, telephone calls or email. Please let your child's teacher know the best way to contact you. If you need to contact a staff member, he/she can be reached by phone or email. The direct line to the Main Office is 441-4350. Each staff member has his/her own email address.</p>
<p>Homework</p>	<p>An extension of the home-school connection, homework:</p> <ul style="list-style-type: none"> <li>• Allows students to share their school experience with their family</li> <li>• Allows families to celebrate the learning that takes place each day</li> <li>• Gives caregivers opportunities to reinforce and/or extend skills and material taught in class</li> <li>• Gives caregivers opportunities to prepare their child for upcoming lessons and units</li> <li>• Helps students develop independence, responsibility, and effective study habits</li> </ul>

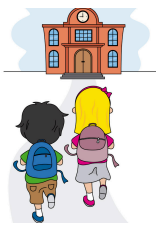




<p>Instagram</p> 	<p>Follow us on Instagram @parkvilleschoolgnps: <a href="https://www.instagram.com/parkvilleschoolgnps/">https://www.instagram.com/parkvilleschoolgnps/</a></p>
<p>Join Our PTO</p> 	<p>Please join our PTO and help support our school. The PTO sponsors several fundraising events throughout the year to provide wonderful cultural arts and other programs for our students. Check the website or the calendar for our September meeting where you can hear about all the fantastic PTO/school events. Volunteers for events and fundraising are needed and greatly appreciated.</p>
<p>Kindness</p> 	<p>Kindness is an important component of our social skills curriculum. Children learn about kindness, empathy, patience and respect through "Responsive Classroom" and the "Second Step Program." Children "caught" being kind throughout the day receive a kindness coin which they can deposit in our school kindness coin jar. Once the jar is filled we have a special assembly to celebrate kindness.</p>
<p>Literacy</p> 	<p>Our literacy curriculum fosters a love of reading among our children. Through high interest activities, children are actively engaged in learning. Children learn to develop fundamental skills such as oral language, vocabulary, phonological awareness, comprehension, and letter recognition. Big books are used for shared reading and interactive read-alouds. Children also develop their listening and retelling skills. They are engaged in acting out stories and conversations about books.</p>
<p>Lunch</p>  <p><b>MY SCHOOL BUCKS</b></p> 	<p>Each day your child will have the option to bring in or purchase lunch in school. A Kosher food choice is available for an additional charge. Children eat lunch in the cafeteria. The district lunch menu may be accessed by visiting the district's website. Great Neck Public Schools is excited to offer MySchoolBucks®! This online payment service provides a quick and easy way to add money to your student's meal account using a credit/debit card. Enrollment is easy!</p> <ol style="list-style-type: none"> <li>1. Go to <a href="http://www.MySchoolBucks.com">www.MySchoolBucks.com</a> or download the mobile app and register for a free account.</li> <li>2. Add your child using their school name and student ID.</li> <li>3. Make a payment to your student's accounts with your credit/debit card. A non-refundable transaction fee will apply.</li> </ol> <p>If you have questions regarding the lunch program, you may call Food and Nutrition at 441-4090. Please note that we are unable to provide refrigeration or heat up food brought in by your child. In addition, to ensure the safety of all children, we ask that you refrain from sending nut butter/nut products. We are allergy aware at Parkville. If you send in a thermos, it must be plastic lined, or you may send in a small plastic container, or cardboard container with a beverage. <b>DO NOT</b> send in any soda or glass containers.</p>
<p>Math</p>  	<p><b>PREKINDERGARTEN</b></p> <p>"My Math" is the prekindergarten math program that our teachers use to help children develop mathematical understanding and skills through hands-on learning experiences, problem solving, practice and critical thinking activities. Children will have opportunities to explore, investigate, discover and problem solve through the use of colorful math manipulatives.</p> <p><b>KINDERGARTEN</b></p> <p>The kindergarten math program, "Math In Focus" is a K-5 district math curriculum that is aligned with the Common Core State Standards. Students will learn to think mathematically about problems and their solutions. They will be given opportunities to investigate, discover, explore, problem solve and apply their own solutions to mathematical problems.</p>

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<p>Meet and Greet</p> 	<p>Each year we offer all students and their parents/guardians an opportunity to meet their teachers before the first day of school.</p>
<p>Nurse</p> 	<p>We have a full-time nurse at Parkville who can be reached by phone at 441-4360. Please advise her of any health concerns or special circumstances that may affect your child's health.</p>
<p>Open House</p> 	<p>Every year we have an Open House for parents/guardians. The purpose of this meeting is for you to meet with your child's teacher who will provide an overview of the program including curriculum, expectations, procedures and regulations. This important meeting is for parents/guardians only.</p>
<p>Parent/Teacher Conferences &amp; Report Cards</p> 	<p>Parent/Teacher conferences are scheduled two times a year, fall and spring, during the day and evening. Your child's growth, development and progress will be discussed at this time. Progress reports will be posted on the parent portal, 3 times a year for you to view. Please do not hesitate to contact your child's teacher regarding any concerns during the course of the year. Please do not hesitate to contact your child's teacher regarding any concerns during the course of the year.</p>
<p>Parent Portal Infinite Campus</p> 	<p>As a parent of a child enrolled in the Great Neck Public Schools, you will need to use the <b>Campus Parent Portal</b>. Through this secure website, you have confidential access to attendance information, progress reports, and immunization records of your child(ren). You can also update information like phone numbers and emails, which will be used to contact you if there is an emergency, school closing, delayed opening, early dismissal or other important announcement. When you receive your activation code in September, please follow the instructions provided and log onto the Parent Portal Account via Infinite Campus. It is crucial that your home, cell phone number, and email addresses are up to date.</p>
<p>Personal Belongings</p> 	<p>Students should not bring valuable personal items to school. The Great Neck School District <b>DOES NOT</b> assume responsibility or liability for the loss of personal property brought to school by students. Please do not send toys from home unless your child's teacher requests that you do so. Personal toys may get lost or broken, causing your child unnecessary anguish. <b>PLEASE PUT YOUR CHILD'S NAME ON ALL CLOTHING AND BELONGINGS.</b></p>
<p>Phonics</p> 	<p><b>PREKINDERGARTEN</b>          In prekindergarten students learn letter and sound identification. Students recognize upper and lower case letters and identify appropriate sounds for each letter symbol.</p> <p><b>KINDERGARTEN</b>  <b>FUNDATIONS:</b> Foundations is an integrated systematic word study program that includes phonemic awareness, phonics, fluency, word study, decoding, spelling, vocabulary, and handwriting.  <b>TEACHERS COLLEGE (TC):</b> Through units of study in phonics, students are introduced to high leverage phonics concepts and strategies in a way that keeps pace with students' reading and writing instruction.</p>
<p>Recess</p> 	<p>Every day, weather permitting, children play outdoors for 30 minutes. Please keep this in mind when helping your child select his/her clothes and shoes, open backed shoes, clogs and sandals can be dangerous.</p>
<p>Snack</p> 	<p>Every day, students will have snack time. Please send in a healthy snack and drink. Throughout the year, your children will be learning about proper nutrition. Our daily snack period provides an excellent opportunity to discuss and enjoy healthy snacks. We are allergy aware at Parkville. We ask that you refrain from sending Nut butter/Nut products. The nurse will send home a healthy snack list for you to use as a reference/guide.</p>

<p>Specials</p> 	<p>Kindergarten children will attend science, music, physical education, technology and library classes. Prekindergarten children will attend music, physical education, technology and library classes. You can find more information about each of these special areas on our website.</p>
<p>Teachers' College Reading &amp; Writing Program</p> 	<p><b>KINDERGARTEN</b></p> <p>The Teachers College Reading and Writing Workshop Model is implemented in all kindergarten classes. Each day children are engaged in mini lessons where the teacher provides direct instruction on a specific reading or writing skill. The mini lesson includes a connection to previous learning, specific teaching points, and teacher modeling. Following the mini lesson is the active engagement portion where children can practice what they learned. The lesson culminates with a brief review or share and a link to ongoing work.</p>
<p>Transportation</p>   	<p>Students are transported to and from school by buses that are equipped with seat belts, car seats as needed, and two-way radios. If your child rides a bus, you must complete a <b>Dismissal Form</b>. Please make sure that you provide us with three individuals who in the event that <b>SOMEONE OTHER THAN YOU, THE PARENT/GUARDIAN</b> is taking your child off the bus in the afternoon. To ensure your child's safety, the following procedures are in place:</p> <ol style="list-style-type: none"> <li>1. Your child <b>WILL ONLY BE RELEASED</b> to you or one of the individuals whose name is on file. <b>YOU MUST CONTACT US IF THERE ARE ANY CHANGES: OTHERWISE, YOUR CHILD WILL BE RETURNED TO THE SCHOOL.</b> You will be contacted and your child will need to be picked up at school.</li> <li>2. Please understand that bus schedules are "guesstimates" and therefore it is necessary to allow at least a 5-minute window for bus arrivals/departures. If there is no one waiting at the stop when your child arrives home from school, your child will be returned to the school and he/she will need to be picked up at school.</li> <li>3. <b>CHILDREN MAY ONLY RIDE HOME ON THE BUS TO WHICH THEY ARE ASSIGNED.</b> If your child has a playdate with another youngster who rides the same bus, we are able to accommodate bus stop changes. <b>IF YOUR CHILD IS GOING TO GET OFF THE BUS WITH ANOTHER CHILD, BOTH CHILDREN MUST HAVE WRITTEN NOTES.</b> Please make sure that your note includes the date, first and last name of your child, and the name of the child's teacher.</li> </ol> <p>If you have questions regarding transportation, you may call transportation at <b>441-4060</b>.</p>
<p>Transportation Tips</p> 	<p>If your child is coming to school on the bus, you can help him/her adjust to traveling on the bus by talking about:</p> <ul style="list-style-type: none"> <li>• How to wait, board, and leave the bus in an orderly fashion</li> <li>• The importance of sitting in the seat and using a seat belt</li> <li>• The importance of listening to the bus driver</li> <li>• How to be considerate and kind to all children on the bus</li> <li>• Telling the bus driver if someone is doing something unsafe</li> </ul>
<p>Visitor Passes</p> 	<p>To help ensure the safety and well-being of our students, each person entering our school must go through a security check. We use a computerized system that completes a quick background check for clearance to receive a visitor pass. Therefore, please have photo identification, such as your driver's license, that can be scanned through our system when you enter the school. Once cleared, you will receive a visitor pass. Also, please remember that if you must pick up your child early, please arrive by 2:45 PM.</p>



<p>Walkers</p> 	<p><b><u>PRE-KINDERGARTEN AM</u></b>  Morning pre-kindergarten students who are walkers need to be picked up at the main entrance door of the school by 12:30 PM.</p> <p><b><u>KINDERGARTEN &amp; PRE-KINDERGARTEN PM</u></b>  Afternoon walkers will be released at the main entrance door. If someone other than a parent/guardian is going to pick up the child, the parent must notify the school in advance of the change and the person who is picking up your child must show photo identification before the child is released. Walker dismissal starts at 3:15 PM.</p>
<p>Website</p> 	<p>Check out our school website for information on staff, curriculum, PTO and school events, backpack news and other important information. You can also follow us on Instagram: @parkvilleschoolgnps. District news and announcements will also be posted on the district website, as well as links to important sites such as the Campus Parent Portal.</p>
<p>X-tra</p> 	<p>Extra attention and care is always given to all our students. Kindergarten children in need of additional support in literacy or math will be provided with services. Speech improvement services are also available, when scheduling permits, for children in need of extra language support. Socialization groups are available for children to strengthen their social skills. In addition, for those students who qualify, we have ENL services for our English Language Learners.</p>
<p>Year End Picnic</p> 	<p>In June, we have our annual Parkville Picnic. Families are invited to bring a picnic dinner back to school at night. Our PTO provides many exciting activities for all. This is a wonderful way to end our school year.</p>
<p>Zzzzzs</p> 	<p>Please make sure your child gets to bed early each night so he/she is wide awake and ready for the school day. Setting and keeping a consistent bedtime is one of the best gifts you can give to your child. It will help him/her be alert and ready to learn each day. Don't forget to read to your child every day!</p>

***We look forward to a wonderful year at***

