

**P.S. 205
2018-2019**

**PARENT HANDBOOK OF
POLICIES, PROCEDURES AND RESOURCES**



**6701 20TH Avenue
Brooklyn, NY 11209
(718) 236-2380 (Phone)
(718) 331-7299 (Fax)
*Website: PS205Clarion.org***

**Feiga Mandel
*Principal, I.A.***

**Leonie Forde
*Assistant Principal***

**Katherine Lynch
*Assistant Principal, I.A.***

**Michael Silverman
*Assistant Principal***

Key Contact Information

Main Office
School Fax

(718) 236-2380
(718) 331-7299

School Website

PS205Clarion.org

Principal: **Feiga Mandel**
Assistant Principal: **Leonie Forde**
Michael Silverman
Katherine Lynch

fmandel3@schools.nyc.org
lforde@schools.nyc.org
msilverman2@schools.nyc.org
klynch20@schools.nyc.org

Parent Coordinator: Cindy Chen

cchen21@schools.nyc.gov

School Secretaries: **Carrie Haase**
Maria Winikor
Maria Sainato
Ornella Comisi

chaase@schools.nyc.gov
mwinikor@schools.nyc.gov
msainat@schools.nyc.gov
ocomisi@schools.nyc.gov

Nurse: **Denise Philbert**

dphilbert@schools.nyc.gov
(718) 236-2380 ext. 318

PTA President: **Cindy Cavallaro**

205clarionpta@gmail.com

School Email:

20k205@schools.nyc.gov

Dear Parents and Guardians,

As the Interim Acting Principal of P.S. 205, I would like to welcome you to the start of a new school year. Our school community of parents, teachers and students is committed to creating a school environment where through collaboration student's social, emotional and academic needs are met.

Our motto at P.S. 205 is "We are a community of learners who work hard to excel." With this theme in mind, our goals include increasing student achievement by creating an integrated curriculum based on the Common Core Learning Standards, infusing a social and emotional curriculum through "Growth Mindset" and creating partnerships between the school, home and community.

The following handbook provides information that you will find important as members of the P.S. 205 school community. While this handbook addresses a wide range of school related issues, I am sure other questions may arise during the course of the school year. Please feel free to contact the school when necessary. Please read this handbook carefully so that you will be aware of all of the guidelines, policies and expectations. Your awareness is critical to promoting a school environment that is both safe and effectively operated.

In addition to reading this handbook, I also invite you to visit our school's website at ps205clarion.org for any new and updated information.

We believe that all of our students can and will learn when provided with optimal opportunities and conditions for learning. Therefore, we ask you to join with us in reaching our common goals.

Sincerely,

Feiga Mandel
Principal I.A.

Vision Statement

P.S. 205 is dedicated to the creation of a synergetic educational environment where students, teachers, administrators, parents and community work together as a family to build strong, confident and independent learners who will be well prepared for their future challenges. Our commitment is based on the belief that all children have the right to learn and can learn. Recognizing the children have different learning styles, ability levels, challenges, life experiences, family backgrounds and cultures we design learning experiences that are standards driven with the expectation that each individual will be empowered for life with the desire to search for knowledge.

Mission Statement

P.S. 205 is a community of learners who work hard to excel. We are a multicultural community-based school serving children in the mainstream and Special Education. We are committed to the development of the whole child by providing high-quality standards-driven instruction through the cooperative efforts of an informed caring administration, a dedicated well-prepared staff, involved concerned parents and a supportive community. Our combined efforts will enable us to develop and nurture programs to meet the academic, social, emotional, and physical needs of our students so that they become skilled, productive citizens who respect themselves and others.

Curriculum

ELA

The use of the workshop model in ELA includes a mini lesson, guided practice and independent work using grade appropriate texts. All classes do close reading using text based evidence that include a balance of informational and literary texts. Students build content knowledge through various texts and articles during the literacy block while reading and writing from sources. Students are grouped by need based on assessment results. All lessons include supports for ELLs and SWDs via the use of language stems, frontloading of vocabulary as well as UDL. Teachers plan for enrichment with challenging tasks posted during independent work.

Math

Math practices are based on the Singapore approach using Math In Focus. Lessons include reteach and enrichment. Students are grouped by need based on assessment results. The math curriculum is vertically aligned from grade to grade. There is a focus on fluency as well as a deep understanding through application with real world problem solving.

Teachers use common language of Growth Mindset daily to set a positive social, emotional and academic tone in the classroom in order for students to approach challenging academic tasks. Classroom displays are used to reinforce this practice.

All of the ENL students are serviced through the Integrated Model. Every grade has an ENL teacher assigned to their grade who services the children while either teaching side by side with the classroom teacher while providing supports for the ENL students or teaching the ENL students the same lesson with additional supports and scaffolds to meet their language needs.

Word Study

Month By Month Phonics and Words Their Way

Science

Science Fusion is used in grades K-5 along with Science Scope and Sequence

Social Studies

- Grade 3: Social Studies New York City, “New York History and Government”
- Grade 4 Social Studies New York City “World Communities Now and Long Ago”
- Grade 5 Social Studies New York City, “The United States, Canada, and Latin America”

Science and Social Studies are integrated with ELA

Arts

The arts are alive at P. S. 205! We support the arts with 2 full-time visual arts teachers and 3 full-time music teachers.

We have a chorus, beginner & intermediate violins and advanced string orchestra. In addition, a band & newly formed jazz band. Many students learn to play the recorder, bells, keyboard, and guitar.

Our fifth grade learns Ballroom Dance with Dancing Classrooms. Marquis Studios’ residents work with the classroom teacher, providing Movement for Kindergarten, Bhangra Dance for grade 1, Science through Sculpture for grade 2, Architecture from Around the World for grade 3 and Animation for grade 4.

Technology

At P. S. 205 we incorporate 21st Century knowledge and skills to help students succeed in the Global community. We use technology strategically and capably. Students employ technology to enhance their learning and acquire information.

All classrooms have interactive whiteboards. Students use iPads and Laptops. All kindergarten classes have a Smart table and dash and dot bots for coding. Our G & T students in grades 3-5 have an NAO robot. All students have access to online coding programs. Students use iPads and Laptops regularly.

SCHOOL HOURS:

Monday	8:10 AM – 2:30 PM
Tuesday	8:10 AM – 2:30 PM
Wednesday	8:10 AM – 2:30 PM
Thursday	8:10 AM – 2:30 PM
Friday	8:10 AM – 2:30 PM

MORNING ARRIVAL PROCEDURES

7:30 -- Breakfast Program

8:00 – Line-Up

8:10 – Pick-up

Kindergarten - outer cafeteria

Grades 1, 2 - main cafeteria

Grades 3, 4 and 5 – auditorium

Pre-Kindergarten – 68th Street Playroom

Teachers must meet their students at lineup and escort them quietly to their classrooms. Students must not enter the room unless the teacher is present.

Breakfast

From the DOE's School Food Parent Information Brochure: Children who eat a healthy breakfast pay more attention in school, improving their capacity to learn throughout the school day. They also have better standardized test scores and lower rates of tardiness and absenteeism. To encourage students to take advantage of these benefits, breakfast in all NYC public schools is FREE!

The cafeteria will open at 7:30 AM to serve breakfast. Children should arrive between 7:30 AM and 8:00 AM.

Although the official school day begins at 8:10 AM, we ask that your child arrive at school by 7:30 AM. This will allow your child sufficient time to get to his/her class line up position before the teacher brings the class to the classroom.

ALL DOORS WILL BE CLOSED AT 8:10 AM SHARP!! YOUR CHILD WILL BE MARKED LATE IF HE/SHE ARRIVES AFTER 8:10 AM. ALL LATE CHILDREN MUST ENTER THROUGH THE MAIN ENTRANCE TO OBTAIN A LATE PASS.

Please keep in mind that a child's lateness will result in missing important instruction time in addition to being recorded on the student's report cards and permanent record cards

LATENESS POLICY

Children arriving after 8:10 AM are considered late. You **must escort your child in through the main entrance** to receive a late pass given by one of the school aides. Lateness will be recorded on ATS and will appear on your child's report card. **A child who arrives late to school should never be dropped off outside the building or left unattended.**

Your child needs time to transition into a busy school day. We suggest you plan to arrive early enough so that your child does not feel rushed when saying goodbye. This will also help your child begin to develop a lifelong habit of being on time that will serve him or her well in life.

ATTENDANCE POLICY

Everyone says so; and it's true: if you're not here you miss instructional time!!! Regular attendance is critical to your child's successful school year. **Please check the school calendar so that you can plan your family vacations for times when school is not in session.**

Family vacations should be planned during the following school's dates-please refer to the school calendar for specific dates:

- Thanksgiving Recess – November
- Winter Recess December – January
- Mid-Winter Recess-February
- Spring Recess-April
- Summer Vacation – July-August.

Taking your child out of school for family trips/vacation is against New York City Chancellor's Regulations, and also disrupts your child's learning. Missed instructional time can jeopardize a student's academic performance.

Absences overall will affect your child academically and, in many cases, pose a safety problem. When your child is not in school he/she is missing out on lessons that are essential to his/her academic development. Absences impact negatively your child's education:

- Students miss out important learning material.
- Students who are absent from school often time are not home during school hours, therefore, creating a safety issue.
- **Excessive unexcused absences** in some cases may be **considered educational neglect** (schools are state mandated to report cases of educational neglect).
- **Excessive absences impact school funding.**

The Department of Education required students to maintain a **minimum attendance rate of 90%**. Parents of students who fail to meet this standard will be contacted by school personnel, the DOE Attendance Officer, and ACS. You should also know that attendance statistics are a component in the DOE's assessment of a school's performance. This is a way in which unnecessary lateness and absence can hurt our school. When possible visits to doctors and other appointments should be made outside of school hours.

ABSENCE POLICY

If your child is ill and needs to miss a day, **you must call the attendance office (718) 236-2380 ext. 271.** If your child is absent, a note from home **must** be sent in the day the child returns to school.

After 3 consecutive days' absence, a doctor's note is required. It cannot be stressed enough how important regular attendance is to your child's education. However, if your child is sick, please keep him or her out of school until well again this is one form of sharing we want to discourage at school!

- It is important that a family member communicates with the school to report student absences. This helps us know who is absent and helps to ensure that our documentation is accurate. If your child is absent for any reason please call the main office (718) 236-2380. Please make sure to include the following information: child's full name, grade, teacher's name, reason for absence.
- If your child is absent for one to two days, he or she must return to school with a note explaining the nature of the absence. If your child is absent more than two days, he or she must return to school with a doctor's note.
- If your child will be travelling out of town please see the school secretary and provide her with copies of his/her itinerary and plane tickets.
- Student attendance is very important for a successful school experience. The DOE closely monitors student absences and requires appropriate action in cases of excessive leave. Excessive unexplained absences may result in an investigation by the Administration for Children's Services (ACS). Children who are absent for more than 10% of the school year will be considered for hold over in their current grade.
- If your child has chicken pox, scarlet fever, fifth disease or any vaccine-preventable disease, you should inform the school nurse at (718) 236-2380 ext. 318.

LUNCHTIME

Lunchtime is as follows: Grades K & 5 10:15 AM-11:05 AM; Grades 2&3 & PreK 11:10 AM-12:00 PM; Grades 1 & 4 12:05 PM-12:5 PM. P.S. 205's policy is that no student may leave the school for lunch. Students eat lunch in the cafeteria with their classmates under the supervision of school personnel.

Children may bring lunch from home or choose from the daily menu of hot lunch options provided in the school cafeteria. When preparing home lunches, keep in mind we have a NO-candy, No-Junk Food policy. Items that are deemed unhealthy will be removed from the child at our discretion. For Kindergarten students please provide your child with a light, healthy snack for the afternoon. Lunchtime is early so your child's teacher will set aside time during the afternoon for the children to enjoy a healthy snack such as fruit, vegetables, pretzels, cheese, crackers, etc. Please be sure to label the snack and label the lunch. Be sure to explain the difference to your children and how Lunch/Snack will be labeled

The Healthy Choice Committee works with the DOE's School Food Program to establish the menu of lunch options. If you are interested in joining this committee, please contact our Parent Coordinator.

DISMISSAL AND PICK-UPS

Dismissal Procedures

Pre-K 212	2:25	Schoolyard- center courtyard
Pre-K 213	2:25	Schoolyard-68 th street side
Pre-K 207	2:25	Schoolyard- center courtyard
Kindergarten	2:20	Schoolyard- center courtyard
Grade 1	2:20	Schoolyard- center courtyard
Grade 2	2:25	Schoolyard- between doors
Grade 3	2:30	Schoolyard- by fence
Grade 4	2:30	67 th Street side door
Grade 5	2:30	68 th Street side door
Students with Special Needs-		67 th Street side

Early Dismissal

To prevent disruption to your child's class and interruption of his or her education process, we strongly recommend that you make every effort to avoid circumstances in which you need to pick up your child before the end of the day.

When this is unavoidable, you must send a note informing your child's teacher in advance. Please include in the note the time and person picking up your child. You must provide proper ID at the Security Desk in the lobby of the building before entering the building. You must sign out your child in the Main Office, Room 210 and then go to the School Aides Room, 211 for them to call your child's teacher.

Only those authorized on the Blue Card will be permitted to sign your child out. If someone other than an authorized party will be picking up your child, you must notify your child's teacher and the Main Office in writing and the authorized party must present an ID at the time of pick up. Please send an email with the child's name, class and the name of the person picking the child up to the schools email, 20K205@schools.nyc.gov

PLAY DATE DISMISSAL

Kids love play dates! If your child is going home with a classmate for a play date, you must send a note by backpack to inform your child's teacher. The note must state the name of the person you are authorizing to pick up your child that day. Students will not be released to anyone not on the Blue Emergency card without written permission.

VISITOR POLICY

For the safety of our school community, **all visitors must have photo identification to enter our building and must stop at the Security Desk to sign in – NO EXCEPTIONS.** Please sign in at the security desk, receive a visitor's pass and report to the Main Office in Room 210. The office staff will assist you with the purpose of your visit.

BLUE EMERGENCY CARDS

Three blue emergency cards are to be filled out for every student attending our school. The information on these cards should be complete and up to date at all times. These cards are the main resource for reaching parents/guardians and emergency contacts in regards to students. **If there is a change to any of the information on the blue card, you must come in person to correct the blue card.**

MEDICAL ISSUES AND MEDICATION POLICY

Students who have medical complaints will be sent to the nurse's office. We have a full-time nurse, Denise Philbert, who is available to administer any medication that is specified in a 504 Form. (Exception: trained staff certified to administer an Epi pen) Students are not permitted to carry medications in school at anytime. Medication cannot be administered by anyone other than the school nurse. All medications must be accompanied with proper documentation and filed with the school nurse. Please contact the school nurse at 718-236-2380 ext. 318 with any medical questions you may have.

COMMUNICATION POLICY

Home: You are encouraged to communicate with your child's teacher. However, it is necessary to arrange an appointment with your child's teacher if in depth conversation is needed. Every Tuesday is Parent Engagement from 2:30-3:10. This is an optimal time to schedule a meeting with your child's teacher. Teachers are not to be approached for a consultation when meeting class lines, during classes, or at dismissal. If you experience any difficulty in arranging an appointment with a classroom teacher or need to meet with a cluster teacher, please contact the Parent Coordinator in the Main Office.

School: Every effort is made to keep parents well-informed of both school events and their child's progress. The school is responsible for distributing the necessary information, but it is the child's responsibility to deliver it to the parent. The following means of communication are used:

1. Homework Folder/ Letters
2. Curriculum Night
3. Parent/ Teacher Conferences
4. Workshops/ Meetings
5. Report Cards
6. School website PS205Clarion.org
7. School Monthly Clarion Newsletter
8. Monthly Teacher Newsletter
9. Monthly Calendar
10. Weekly Announcements & Reminders via Twitter

Tuesday is Parent Communication Day

Every Tuesday 2:30 PM- 3:10 PM is Parent Communication Day. We encourage you to make an appointment with your child's teachers and staff with any updates, issues, or concerns that you may have regarding your child/ren.

District 20 Grading Policy
Grading Guideline

Level 4: 92%-100%

Level 3: 80%-91%

Level 2: 65%-79%

Classroom Exams 45%

Classroom Participation 30% (Not just raising hands. Includes team activities)

Homework /projects 25%

Performance Level	Fall	Spring	Final
1	A-B	A-E	A-H
2	C-D	F-G	I
3	E-F	H	J
4	G+	I+	K+
Performance Level	Fall	Spring	Final
1	A-F	A-I	A-K
2	G-I	J-K	L
3	J-K	L	M
4	L+	M+	N+
Performance Level	Fall	Spring	Final
1	A-J	A-L	A-N
2	K-L	M-N	O
3	M-N	O	P
4	O+	P+	Q+
Performance Level	Fall	Spring	Final
1	A-L	A-O	A-Q
2	M-O	P-Q	R
3	P-Q	R	S
4	R+	S+	T+
Performance Level	Fall	Spring	Final
1	A-O	A-R	A-T
2	P-R	S-T	U
3	S-T	U	V
4	U+	V+	W+

SCHOOLWIDE DISCIPLINE POLICY

Please refer to Chancellor's Regulation A-443 for Student Discipline Procedure:

<http://schools.nyc.gov/NR/ronlyres/CD69C859-524C-43E1-AF25-C49543974BBF/0/DiscCodebookletApril2015FINAL.pdf>

At P.S. 205, we strictly adhere to the City-wide Standards of Discipline and Intervention. We believe a safe and nurturing environment is necessary for academic and socio-emotional growth. In order to create an optimal learning environment, there must be clear and enforceable rules and consequences. School rules are only useful in promoting mutual respect and learning if they are explicitly communicated to all members of the school community. Therefore, we are committed to a proactive stance in this regard.

Parents and caregivers are indispensable partners in creating supportive school environment.

P.S. 205's community of teachers and staff will work collaboratively to offer workshops and presentations that will develop parent awareness of positive discipline.

Working cooperatively with parents, we will be resourceful and creative in implementing the necessary supports and incentives, which will maximize positive behaviors within our school community.

Our teachers will be at the forefront in promoting student engagement and minimizing disruptive behaviors. Classroom teachers are expected to review all the school rules with their students and guide discussions on the effect each rule has on respect and safety.

At P.S. 205 there is a zero tolerance policy towards bullying and the use of discriminatory slurs. It is essential that every student feels the school cares about his/her physical and emotional well being. In order for learning to occur, each student needs to feel safe in the school environment; of equal importance is that each student feel valued, regardless of race, gender, ethnicity or ability level. We will work ardently to build a school culture, which embraces and appreciates differences.

We believe different perspectives and insights enrich our classroom discussions and learning in general.

At P.S. 205, we believe a safe and nurturing environment is necessary for academic and social growth; therefore our discipline policy is implemented in a positive manner. It is our goal to build each child's self-esteem and to create a school wide atmosphere where students are respected and taken care of.

SCHOOL RULES

P.S. 205 School Rules

1. Follow directions the first time they are told.
2. Keep hands, feet, and objects to yourself.
3. Use your indoor voice in school.
4. Take care of all classroom books and materials.
5. Start all your class work on time and be sure to finish.

Cafeteria Rules

1. Students always walk
2. Students sit with both feet under the table
3. Students must raise their hands (wait for an adult to come to them for any question or problem including the use of the bathroom, getting snack or throwing away their garbage)
4. Talk quietly

Recess Rules

1. Follow directions the first time they are told.
2. Keep hands, feet, and objects to yourself.
3. Take turns when playing.
4. Line up quickly and quietly when you hear the signal.

Severe Disruption: Consequences will follow the guidelines outlined in the *Citywide Standards of Discipline and Intervention Measures* (Blue Book) that is sent home at the beginning of every year. Please review the *Citywide Standards of Discipline and Intervention Measures* for information regarding specific infractions and disciplinary responses.

Open Student Communication: As we collaborate with the P.S. 205 staff, parents and students to create a safe and respectful learning environment, we also encourage our students to always seek out adult assistance and attention when needed throughout the school day. It should be reinforced at home that students should feel free to seek adult assistance and attention in school if so needed.

PARENT COORDINATOR

The Parent Coordinator is a liaison between parents, school staff, and administration. The Parent Coordinator is available to answer parent questions and assist with issues concerning our students. Contact our Parent Coordinator, Cindy Chen in room 320, her phone number is (347) 563-4556, her email is CChen21@schools.nyc.gov.

GETTING INVOLVED: Volunteer Opportunities

We are delighted to have your child at P.S. 205, and we want his or her elementary experience here to be as rich and exciting as possible. You are a key part of the support system for your child's class each year. Offering your time and talents as a parent volunteer is a wonderful way to provide enrichment and also keep involved in and be informed of, happenings in and around our school community.

Parents are always welcomed and encouraged to get involved. Here are a few ways to be active and stay involved:

Attend monthly PTA Meetings, become a PTA member, SLT member, Library Volunteer, Recess and Lunch Monitors, making copies at your place of work, making flyers /posters, Video, Photography, Crafts Person, Fundraising, Grant Writing and Volunteer Coordination.

Classroom Volunteers

If you're wondering how to get involved with your child's education at P.S. 205, the classroom is a great place to start. During the school year, our Parent Coordinator and your child's teacher may invite parent volunteers to come into the classroom to read to the children, talk about their jobs or hobbies and share aspects of their culture/country of origin. We also ask you to let us know if there are particular interests you have within the school and areas of expertise you possess that may be useful to our school and students.

Parent Teacher Association

The P.S. 205 Parent-Teacher Association (PTA) is an independent body that is open to all parents of children who attend PS. 205 The PTA is an advocate for children's needs as it assists them in reaching their full potential. Every DOE school is required to have an active PTA. This PTA is governed by specific DOE Chancellor's Regulations that are found on the DOE's website.

Membership: Since you already have a child enrolled in P.S. 205, you are a member of the PTA with voting privileges. We welcome and expect your participation at monthly meetings and events. There are many ways to get involved whether you choose to chair a committee or serve on one, attend meetings and participate in brainstorming discussions, volunteer in a classroom, become a Learning Leader, stuff envelopes for mailing, help organize a fundraiser or serve on our school's School Leadership Team (SLT), your time and effort help make P.S. 205 a better place to learn and grow.

Meetings: The PTA meets monthly, and meetings are generally held in the evening in the school Library. A few times a year a PTA may be held during school hours. Check your child's backpack or the school's website for meeting announcements. If you have a new item for inclusion in the agenda, please speak to the P.T.A. President.

School Leadership Team (SLT)

The SLT is comprised of 50% parent and 50% staff volunteers. It is a DOE mandated advisory body in which parents, teachers and the principal meet to offer input that allows the principal to make consensus-informed on matter including curriculum, school priorities and budget allocation

The SLT decided members will commit to a two-year long term. An election is held in the spring to decide who the participating members will be for the upcoming school year. The team meets once a month to discuss school issues and share ideas. The SLT responsibilities include developing an annual Comprehensive Education Plan (CEP) that is aligned with the school-based budget. Any parent not on the SLT who is interested in attending a meeting may do so as an observer. For more information, please visit the P.S. 205 and NYC DOE website.

Tips for Staying Involved

- Visit and make yourself known to our Parent Coordinator
- Attend all school events and general PTA meetings, both social and academic
- Make sure homework is completed and signed
- Read all memos/notices sent home in backpack
- Attend all Parent Teacher Conferences – September 13, November 15, March 14, and May 15
- Read the monthly Clarion Newsletter and the monthly school calendar
- Read your child's monthly class newsletter
- Check the school website daily for news and updates
- Volunteer as a chaperone for school trips
- Ask your child's teacher if you can contribute to his/her wish list
- Contribute financially to fundraisers, no matter how big or small

HOUSEKEEPING

Toys & Electronic Devices: Students should not bring electronic devices such as music players, cameras, iPods electronic gaming devices and toys to school. **P.S. 205 cannot and will not be responsible for these items.**

Any students found using these items in school will have them confiscated until a parent/guardian comes to the school to retrieve it.

P.S. 205 will not make restitution for lost or stolen items.

Birthday Celebration Policies: Plans for birthday celebrations in school must be discussed in advance with your child's teacher. Please keep the celebration as simple and healthy as possible with cupcakes, juice boxes or water and whatever paper goods are needed. It is not appropriate to include decorations, entertainment or party favors. Siblings who attend P.S. 205 are not allowed to attend birthday parties.

If you planned to have a birthday party outside of the school and only a few classmates will be invited, **birthday invitations are NOT to be distributed in school.** Young children will be hurt when they realize that they have been excluded from a classmate's birthday celebration. Birthday party invitations will only be permitted to be distributed in class, if the whole class is invited.

Lost and Found: The Lost and Found is located in the outer cafeteria lunch boxes, book bags, sweaters, jackets, etc. should be labeled to help in the return of lost articles. The Parent Coordinator will direct you to the lost and found location.

P. S. 205 will not be responsible for lost or stolen items and **P.S. 205 will not make restitution for lost or stolen items.**

Cell Phone Policy

P. S. 205 policy regarding the use of cell phones, computing devices and portable music and entertainment systems on school property:

Students may bring cell phones, computing devices, and portable music and entertainment systems to school, but they may not be turned on or used at school.

Cell phones, computing devices and portable music and entertainment systems may not be turned on or used during fire drills or other emergency preparedness exercises.

Computing devices may not be turned on or used during the administration of any school quiz, test or examination, except as authorized by the school, or pursuant to an Individualized Education Plan or a Section 504 accommodation plan.

All cell phones, computing devices, and portable music and entertainment systems brought to school must be turned off before entering school. They are not to be turned on until students have left school property.

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

Students who choose to bring cell phones, computing devices, and portable music and entertainment systems to school are fully responsible for that device/system. P.S. 205 is not liable for lost, stolen, or damaged cell phones, computing devices and portable music and entertainment systems.

If a school confiscates a cell phone, computing device, or portable music or entertainment system for violation of the DOE's Discipline Code, the school's policy, this regulation, and/or the Internet Acceptable Use and Safety Policy, the principal/designee must contact the student's parent. The first time a school confiscates a cell phone, computing device, or portable music or entertainment system, the student's parent will be contacted and it will be returned to the student at the end of the day. The second time a school confiscates a cell phone, computing device, or portable music or entertainment system, the student's parent will be contacted and required to come to school so that it can be returned to the parent.

2018-19 SCHOOL YEAR

September 10 & 11	Rosh Hashanah (School Closed)
September 13	Curriculum Conferences
September 19	Yom Kippur (School Closed)
October 8	Columbus Day (School Closed)
November 6	Election Day – (Students not in attendance)
November 12	Veterans Day (School Closed)
November 15	Parent Teacher Conferences (Half day for students)
November 22 & 23	Thanksgiving Recess (School Closed)
December 24-January 1	Winter Recess (School Closed)
January 21	Dr. Martin Luther King, Jr. Day (School Closed)
February 5	Lunar New Year (School Closed)
February 18-February 22	Mid-Winter Recess (School Closed)
March 14	Parent Teacher Conferences (Half Day for Students)
April 19-April 26	Spring Recess (School Closed)
May 15	Evening Parent Teacher conferences
May 27	Memorial Day (School Closed)
June 4	Eid al-Fitr (Schools Closed)
June 6	Anniversary Day (Students not in attendance)
June 11	Clerical Day (Students not in attendance)
June 26	Last Day For All Students