



Paw Prints

SUMMER 2017

Superintendent's Message

Dear Parents and Families

I hope you are all finding some time to enjoy the summer months. The end of our 2016-17 school year was a flurry of many of our much anticipated events steeped in tradition, among them Field Day, Graduation and one of our newest traditions the Annual Yusef Westerman Talent Show.

- On Thursday June 22nd we conducted our 2017 commencement ceremony, followed by a reception in our courtyard. Congratulations to all of our graduates, we wish them well as they embark on High School.
- This year marked our 2nd Annual Yusef Westerman Talent show. Over 40 students performed to the delight of their classmates, teachers and parents. It was a wonderful tribute to Yusef's memory.

Now at just about the half-way point of summer, much has been happening here at school in preparation for the 2017-18 school year. I share the following updates and information:

New Schedule:

We are very excited that with minimal changes, we will implement a new schedule in the coming school year that will increase instructional time and opportunities. The schedule was collaboratively developed by a team of teachers and administrators with an eye toward maximizing available time to best meet student needs. Please be sure to see the more detailed explanation in the article on page 4.

Infrastructure Upgrades:

We have worked closely with the Northeast Regional Information Center (NERIC) an extension of our Capital Region Board of Cooperative Educational Services (BOCES) to accomplish some much needed technology infrastructure upgrades as well as improvements to our security systems and internal and external communication systems. Though much of this entails things you may not "see", they are integral to the day to day functioning of the district and to optimizing safety and instruction.

Superintendent’s Message *(continued from page 1)*

Staff Development:

Several staff members have been hard at work this summer, participating in a number of professional development opportunities. Among the areas being studied are: Integrating science, technology, engineering and math (STEM) into instruction, the new social studies standards, Responsive Classroom, and the next generation science standards. The willingness of staff to participate in these activities will result in improvements in teaching and learning.

Staffing Updates:

As is typical between school years we have some changes in staffing (for a variety of reasons). We are excited to welcome Kristen Joyce as our grade 6-8 English Language Arts (ELA) teacher. We also welcome Suzanne Morris and Gina Slyer as Teaching Assistants who will be working with students at the primary level. All of these ladies come to us with extensive experience.

The summer certainly does go by quickly. Though our students may be sorry to see it come to an end, I always look forward with great excitement to the start of a new school year. I anticipate the 2017-18 school year will provide continued opportunities to work together with an exceptional staff, committed families and a supportive community on behalf of the students of Menands School.

Enjoy the remainder of your summer. I look forward to seeing you soon.

Dr. Maureen A. Long
Superintendent

Child Find Process

Menands School has a “child find” process that is designed to locate, identify and evaluate children with disabilities residing within the school district preschool (age 3) through grade 12 or through age 21 if they have not received a high school diploma. If you know a child who lives within the Menands School District who may be in need of special education and/or related services, please contact the Menands School Special Education Department for further information regarding the referral and evaluation process.

If the student is a school age student who attends a non-public private school that is not located within the Menands School District, the student may need to be referred to the school district in which the non-public school is located in order to receive services during the regular school year. Please contact that school district for information regarding requests for services.

The Child Find process extends to students with physical or mental impairments that substantially limit a major life activity. Such students may be eligible for services or accommodations pursuant to Section 504 of the Rehabilitation Act. Please contact the Special Education Department for information regarding Section 504 eligibility and services.

Menands School Summer Institute

From July 10th through August 3rd forty-five students from Menands School devoted summer hours to reinforcing skills in reading, writing and math in the Summer Institute Program. Lessons focused on assisting students to prepare for curricular areas and expectations needed for the upcoming school year. The theme this year was “Building a Better World” to align with the New York State Senate Summer Reading Program. Student lessons included STEM education integrating Science, Technology, Engineering and Math providing hands-on engaging learning experiences for students. The classes met weekly as a school community to practice Responsive Classroom approaches fostering academic success and social-emotional skills. The summer session responded to the individual needs of students through the use of innovative lessons and creative teaching. The program was a tremendous success and was enjoyed by all who attended!



Menands School to Follow New Six-Day Schedule - Fall 2017

During the course of the 2016-2017 school year the district in collaboration with instructional staff explored scheduling options that support the following:

- Consistent student schedules
- Increased time for classroom and special area instruction
- Increased time for student support services
- Ongoing teacher collaboration

After extensive research and planning, Menands School will be able to achieve the above criteria by operating on a new rotating, six-day schedule. Under the new schedule, each day of the school year will be designated as A, B, C, D, E or F Day. These days do not change when students are not in school because of emergency closing. Please reference the six-day rotating schedule in print on the school calendar or online.

The start of the school day will remain the same, 8:10 AM. Students are expected to be in class/homeroom by 8:15 AM. Period 1 begins at 8:20 a.m. The breakfast program will continue to be offered to students upon arrival. Dismissal time will change to 3:03 PM. Please refer to your child's bus schedule which will be mailed by Durham Bus Company in late August for the bus pick-up and drop-off times. The after school bus for clubs and sports will depart from school at 4 PM on Monday through Thursday.

Watch for details of your child's specific rotating schedule coming from your child's classroom teachers in September.

Transportation:

If you have not already, you will be receiving a postcard from Durham School Services regarding pick up and drop off times for the coming school year. Questions regarding transportation should go directly to Durham. They can be reached at (518)237-4514.

School Calendar & Opening Week:

The 2017-2018 School & Community Calendar will be going home with students during the first week of school. The first day of classes will be Wednesday, September 6th.

Please Do Not Drop Off Your Child Before 8:10 a.m.

The Board of Education and the administration struggled in recent years with the delicate issue of allowing students to enter the school prior to the start of the regular school day. Our school attorney has informed the Board on several occasions that the school is liable for injuries to students once they are dropped off at the school by their parents. Early arrivers present a problem because the school cannot provide the supervision necessary to take care of these children. The Board of Education has approved an administrative policy stating that unsupervised students in grades K-8 will not be allowed to enter the school prior to 8:10 a.m.

On-Time Arrival for School

Being in school on time makes it possible for each student to start the day in an organized way. School starts at 8:10 each morning. Having students in their homerooms starting at 8:10 makes it possible for teachers to take attendance, do lunch counts, and provide students with important announcements. Students who arrive to school after 8:20 are marked tardy for school.

Information about Tardiness and Absences

1. All parents and guardians are asked to call school by 8:30 a.m. on any day their child will be late or is absent.
2. If a parent brings a student to school late, the parent is asked to report to the front desk with his/her child for a late pass.
3. If a student is absent, and the school does not receive a call from a parent or guardian, the school will then call home or work by 9:30 a.m. to make sure the parent knows that the child is not in school.
4. An excuse written by a parent or guardian must be sent to school with the student on the next day he/she returns to school. It is very important that parents and school staff cooperate in an effort to make sure all students are safe and accounted for each school day.

Reminder about Dismissal for K-4 Students

As we have done in the past, on any day that you want your child to follow a different dismissal procedure (i.e. stay for an after school club, get picked up for an appointment, etc.), you will need to send a blue note to your child's homeroom teacher. Copies of our special permission slip for this purpose, called blue dismissal notes, will be sent home in the first day packet and are also available on the school website: www.menands.org

Reminder about Dismissal for 5-8 Students

Afternoon dismissal is at 3:03 p.m. every day. A late bus leaves school at 4:00 Monday through Thursday for those students involved in clubs or staying after with a teacher. If parents would like their child to be dropped off in the afternoon at a location other than their morning bus stop, then a note stating such must be on file in the main office. Likewise, if students are to walk or ride a bicycle home, a note from a parent/guardian must be on file in the office. Permission forms for this purpose will be mailed home to all students. Parents are reminded that there is no supervision for students walking or biking to or from school. Please take this into consideration when granting permission for your child to walk or ride to or from school.

YMCA Afterschool Program

The Menands School District will again have the YMCA Afterschool Program offered in our building. If you would like to obtain information on this program, please call 518-869-3500 ext. 9960. To obtain information in person, you may go to any YMCA location to register for the program.

2017-2018 Calendar

Once again, the Menands School District has produced the Menands School & Community Calendar. We will be sending a copy of the calendar home with one child from each family on the first day of school. Any community member who would like a copy of the calendar may pick one up at the school, the library or the village office. Families that would like an extra copy should send a note to their child's homeroom teacher. Our school calendar is also posted on our school website: www.menands.org.

Box Tops for Education

The Menands School Drama Club will continue to collect box tops to help support the drama program. When you purchase a participating product, please cut the “box top” and send it in with your child either in a ziploc bag or envelope. Please label it “Box Tops”. We earn 10 cents for every box top collected.



Products include: *Hefty's, Annie's, Ziploc, Progresso, Betty Crocker, Nature Valley, Kleenex, Green Giant Vegetables, Mott's* and many other products. Just look for the box tops logo! A link of the complete list of participating products can be found on our school website, www.menands.org.

Release of Student Information

From time to time, student information is published on the Menands School website, in school publications or released to the media to recognize student achievement or depict activities of the Menands School District. This information is called “directory information.” Directory information includes: student’s name, grade, school, photograph, participation in officially recognized activities or sports, and any honors or awards a student receives.

The Family Educational Rights and Privacy Act (FERPA), a federal law, allows schools to disclose appropriately designated “directory information” without written parental consent, unless the parents have advised the school district to the contrary. Directory information is information about students that is generally not considered harmful or an invasion of privacy if released. The primary purpose of directory information is to allow the school district to include this type of information in school publications, the school website, or for appropriate release to the media regarding school events or accomplishments.

Parents who object to the disclosure of their child’s directory information should notify the Superintendent in writing, on or before September 15, 2017.

Annual Notification of Asbestos Inspection

In accordance with the EPA’s Asbestos Hazard Emergency Response Act (AHERA) of 1987 (40 CFR Part 763), the Menands Union Free School District is required to give annual notification stating that the Asbestos Management Plan for Menands School is available and kept in the main office.

These records are available for review during regular school business hours. In addition, in accordance with this act, a six-month periodic surveillance is conducted. Periodic surveillances are conducted in June and December of each year.

Before the start of any building project, the district will make sure all building occupants are properly notified and all signs will indicate the scope of the project. For more information, please contact our head custodian, Scott Losee.

Pesticide Notification

Although pesticides are rarely used in Menands School or on school grounds, the district is required to keep a list of parents and staff members who wish to receive 48 hour prior written notification of certain pesticide applications. If you would like to receive such notification, please inform the Main Office. Should you have

Pesticide Notification *(continued)*

questions about the use of pesticides by the district custodians or by the company that maintains the school grounds, please call Scott Losee, head custodian.

Fire Inspection Reports

The annual inspection report is on file in the Main Office of Menands School.

District-wide School Safety Plans

The Menands Union Free School District has a School Safety Plan and required by New York State Safe Schools Against Violence in Education (S.A.V.E.) Law. This law requires the district to annually provide written information to all staff about emergency procedures.

The School Safety Team reviews the School Safety Plan on a regular basis, and submits the plan to the local police department.

The district will provide training for staff throughout the year and will conduct at least 8 fire drills, a drill to test sheltering plans and/or early dismissal. For more information concerning the School Safety Plan, please contact the Superintendent of Schools.

Important Information about Emergency Communication

Several times each year, a forecast for dangerous weather conditions forces us to make a change in the daily school schedule. This may mean that school is closed for the day, that school starts on a two hour delay, or that we dismiss students earlier than the regular dismissal time.

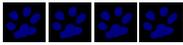
Whenever we need to change the school schedule, we make every effort to post this information on the school website, with the television/radio stations, the Everbridge Emergency Alert Program (*see below for information*), and the newspapers as early as possible.

Everbridge Emergency Alert Program

Get alerted about emergencies and other important community news by signing up for the Village of Menands' Emergency Alert Program. This system enables us to provide you with critical information quickly in a variety of situations, such as severe weather, school closures and delays, etc. You will receive time-sensitive messages wherever you specify, such as your home, mobile or business phones, email address, text messages and more. Sign up using the following link: <https://member.everbridge.net/index/892807736724053#/login>



Please remember to use the box to receive "Menands School" notifications.



Menands PTA

The Menands School PTA would like to welcome all new and returning families to the Menands School Community. We have some exciting events coming up this fall, as well as fundraisers to support educational and extra-curricular activities in the school, so please update your calendar!

We are also looking for more parents, family members and teachers to help with organizing and staffing events.

2017-2018 PTA Board Members:

- Marcia Goddard, President
- Vanessa Mercado, Vice President
- Necole Chambers, Treasurer
- Jennifer Pearsall, Secretary

Email: menandsschoolpta@menands.org

PTA Calendar of Events for 2017-2018

Sept.	Oct.	Nov	Dec.	Jan.	Feb.	March	April	May	June
14 th *Mum Sale Pick-Up 3-6:30	27 th Family Fun Night 6- 7pm	9 th Gr. K-5 Dance 5:30- 7:30pm	1 st Middle School Fun Night 6-7pm	25 th Literacy Night 6-7pm	9 th Family Fun Night 6-7pm	2 nd Multicultural Fair 6pm	19 th Family Dinner 5:30pm	5 th Yard Sale	19 th Staff Appreciation Luncheon
Apparel Sale		Yankee Candle Sale	Save Around Fundraiser	Read-A- Thon Fundraiser		Krause's Candy Fundraiser	Yankee Candle Fundraiser		



***Mum Sale Flyer is included in this newsletter.**



MENANDS UFSD Menands School PTA MUM SALE

The Menands School PTA Annual Fall Mum Fundraiser has begun. We are offering our beautiful, locally grown mums at a cost of-\$9.00. Please fill out the order form below and return it with your child to school in an envelope marked: **PTA Mum Sale**. Or email Christy Johnston at ptamumsale@gmail.com or call 518-813-4467 with your order.

Cash or Check Accepted.

Please make Checks out to: Menands School PTA

Plant pick-up will be on **Thursday, September 14th, 2017, from 3:00 p.m. to 6:30 p.m.** in the Menands School parking lot. Any questions please email ptamumsale@gmail.com

Thank you for your support!

_____ Yellow

_____ Pink

_____ Burgundy

_____ Purple

_____ White

_____ Orange (Rust)

Order Total: # _____ Mums @ \$9.00 each =\$ _____

NAME: _____

Phone Number (where you can be reached on **Thursday, Sept. 14th**): _____

Plants not picked up by Monday, Sept. 18th will be donated to the school!

THANKS FOR YOUR SUPPORT!

This is a PTA Fundraising Event. Profits from this fundraiser will support PTA/School events throughout the school year.

September Events

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	LABOR DAY	5 Superintendent's Conference Day	6 Classes Begin MAT Welcome Back Breakfast	7 First Day of Soccer Practice Gr. 7 & 8 (3-4pm)	8	9
10	11 Gr. 8 to Camp Chingachgook 1 st Tri Clubs Begin BOE Mtg – 6:30pm K-8 NWEA Testing	12 Gr. K-5 Teacher Mtg 3:05 Village Board Mtg.6pm	13 Gr. 8 returns from Camp Chingachgook 2:30pm	14 PTA Mum Sale Pick-Up 3-6:30pm	15	16
17	18 K-8 NWEA Testing	19 Faculty Mtg. 3:05	20	21 NO SCHOOL Rosh Hashanah	22	23
24	25	26 Gr.8 & Spec. Area Teacher Mtg. 3:05	27	28 Parent's Night 6pm	29	30 Yom Kippur

October Events

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 The Class of 2018 Fundraiser will be held during the month of October	2 Village Board Mtg.6pm	3 Gr. K-5 Teacher Mtg 3:05	4	5 Shaker HS Back to School Night	6	7
8	9 NO SCHOOL Columbus Day	10 BOE Mtg. – 6:30pm Gr.8 & Spec. Area Teacher Mtg. 3:05	11	12	13	14
15	16 Village Board Mtg.6pm	17 MAT Mtg. 3:05 PTA Mtg. 6:30	18	19 Picture Day for K-8	20	21
22	23	24 Faculty Mtg. 3:05	25 Red Ribbon Week Begins	26	27 PTA Family Fun Night 7pm	28
29	30 Red Ribbon	31				

2017-2018 SCHOOL SUPPLIES LISTS

2017-2018 school supplies lists are posted on our school website: www.menands.org.

Hard copies may be obtained at the school during summer business hours between 9am-2pm.