

Caledonia-Mumford Elementary School Handbook



Mission Statement

The Caledonia-Mumford Central School District, in collaboration with our community, takes pride in providing safe, comprehensive and rigorous educational experiences, in order for all students, to graduate as ethical, responsible, lifelong learners, who are college and career ready.



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Elementary School Faculty and Staff

Elementary School Principal:

David Bulter

Elementary School Secretary:

Tracy McGinnis

Pre-Kindergarten:

Janet Cappotelli
Carol Coffta
Peggy Stein, Aide
Laurie VanAllen, Aide

Kindergarten:

Erin Hopkins
Janet Yaekel
Alicia Ziegler

Grade One:

Erin Kearney
Kacey Kwiecien
Patricia McMullen

Grade Two:

RoniJo Bellos
Lisa Clark
Patricia Wade

Grade Three:

Ashley Cornwell
Wendy Ebersole
Meg Lemen

Grade Four:

Nicole Flint
Kyle Leonard
Gregg Yaekel

Grade Five:

Marlee Beavers
Courtney Monahan
Alissa Stanton

Director of Curriculum & Instruction

Michele Meyer

ESL Teacher

Colleen Coolidge

Psychologist:

Megan Rogers

Art:

Heather Cassidy-Schaffer

Physical Education:

Stephan Gaffney
Andy Leyden

Speech:

Shannon Beardsley
Melanie Tresco

Remedial Math:

Rita Merlo
Teresa Pukos

Remedial Reading:

Lisa Carney
Jennifer Greene
Tamara Nothnagle
Teresa Pukos

Music:

Jody Parisi, Vocal
Jacqueline Peterson, Instrumental

Library:

Mary Burns

Language Arts Coordinator:

Tamara Nothnagle

Nurse:

Jennifer Nusbickel, R.N.

Attendance:

Marion McCombs

Occupational Therapist:

TBD

Physical Therapist:

Meghan Grant

School Counselor

Sandra Marchese

ALMA MATER

Caledonia, hear us praise thee;
All hail to thy dear name;
Oh may we ne'er disgrace thee
Or cause thee any shame.
We will honor thee and love thee,
Obey thy law and rule,
For none can rank above thee,
Caledonia, our dear school

You have taught us to be steadfast,
To be faithful, good and true;
To be honest in our dealings
And always loyal, too.
These aren't all the priceless lessons
We've learned at thy footstool,
And for all of them we thank thee,
Caledonia, our dear school.

When we have left the classrooms,
When we are far away,
Fond memories will linger
To cheer us every day.
Though we roam in foreign countries,
Our love will ne'er grow cold,
But we will still adore thee,
Caledonia, our dear school.

Margaret McCabe
Class of '27

BUS SAFETY RULES FOR CHILDREN:

1. Children should be ready to board the school bus at the road on time. A minute delay on everyone's part would delay our schedule for more than an hour.
2. Children should remain seated while the bus is in motion. No general "fooling around" on the school bus.
3. Children MUST OBEY the driver's order(s) promptly.
4. Do not carry the following on the school bus: glass jars or materials in glass jars, large toys or articles, live animals or large band instruments.
5. Children should refrain from eating or drinking on the school bus.
6. No knives or other sharp or dangerous articles are permitted.
7. Students are responsible for any damage caused to the bus.
8. Remember!! It is a privilege for children to ride the school bus. Improper conduct on the bus may forfeit this privilege.
9. Students need to wait for driver's signal before crossing in front of the bus.

CAFETERIA PROGRAM:

The elementary cafeteria provides both a breakfast and lunch program. The breakfast program is available for students each morning from 7:35 to 7:55. All students are scheduled for a 30 minute lunch period each day.

The Cal-Mum cafeteria utilizes a system called MySchoolBucks that allows for online prepayment to students' meal accounts and nutrition education on a variety of topics. You can find more information on our district website by clicking on the Food Services link or go directly to MySchoolBucks.com.

Monitors are scheduled to supervise and assist the children on a daily basis. Students sit with their classmates during their lunch period. Students are expected to follow rules and procedures as outlined in our Behavioral Guidelines Booklet. Parents are welcome to join their child(ren) for lunch. All visitors must report to the office when visiting the school.

CLOTHING:

The administration and faculty can expect that all students will be dressed appropriately and in good taste for the regular school sessions and respective school activities. The administration and faculty can insist on clean and decent clothing. Students are not permitted to wear hats in school during school hours.

If, in the judgment of an administrator or teacher, the student is dressed in a manner that is deemed distracting to students or teachers in educational pursuit, the student will be sent home to change into more tasteful clothing. All outerwear (coats, backpacks, book bags, etc.) must be kept in a student's locker during the day.

ELEMENTARY HOMEWORK GUIDELINES:

Purpose

In order for students to be successful, it is extremely important they develop skills of independence, master academic skills and learn to be responsible. Homework plays an important role in the development of these areas. Homework also becomes a tool to assess student progress by teachers and parents and in many cases provides insight for parents as to what their children are learning in school.

The expectations for students to meet more rigorous standards have increased. Students need to practice new skills frequently above and beyond the time allocated in the classroom. Homework assignments focusing on practice are valuable extensions of the classroom and enable students to become independent learners and learn responsible behavior.

Parent Role

The role of the parent is an important one. Two primary responsibilities focus on fostering the development of independence and setting conditions at home for success. In addition, home/school communication is essential when questions or confusion takes place.

Listed below are some suggestions that may assist parents with issues related to homework. In addition, it is extremely important for all of us to recognize that each child is unique and each family's daily routines are different.

- Ask your child to share with you their homework assignments.
- Since assignments are opportunities to practice, limit your assistance in the completion of homework.
- Monitor student progress and check for homework completion.
- In the event your child is having difficulty with assignments, communicate with the teacher at school for assistance.
- Clearly articulate your expectations in terms of homework schedule, organization of materials, etc. A structured homework routine is important.
- Provide a comfortable, well lit, ventilated and distraction free environment for homework completion.
- Consider the attention span of your child and the need for snack and play breaks.
- Provide the appropriate supplies and materials for students to complete their assignments.
- Encourage your child to do their best and reinforce the importance of homework in a positive fashion.
- If your child is taking a lot longer than the "approximate" time completing their homework, please contact their teacher to let him/her know that this is happening.

REPORT CARDS:

- 13 week report cards: Grades PreK – 5 report cards are handed out on Parent Teacher Conference Day.
- 26 week report cards: Grades PreK – 5 report cards are handed out on Parent Teacher Conference Day.
- 40 week report cards: Grade PreK – 5 report cards are sent home with students on the last day of school.

STUDENT ATTENDANCE:

A. ATTENDANCE

1. The attendance of all students eligible to attend school is considered to be an important element in an effective school learning program. All students are expected to attend classes on a regular basis in accordance with the provisions of Education Law.
2. Parents are to notify the school of their child's absence by calling the attendance officer at 538 – 6811 ext. 1020 by 7:15 a.m. of that day. Upon completion of the daily attendance list, the school will attempt to phone parents who did not previously call to report the absence and request an explanation.
3. Upon returning to school, a student must present a note of explanation from the parent/guardian. If a child is absent two or more days, the parent may request homework assignments by calling the Elementary Office at 538-3481 by 10:00 a.m. Notes are required even if the office has been notified by phone.

B. DEFINITION OF ABSENCES

The following are excused absences: illness, serious illness or death in the immediate family, emergency medical or dental attention, religious holidays, and absences approved in advance by the Principal or his/her designee.

The following are unexcused absences: truancy, missing the bus, trips not approved in advance, shopping, working, hunting, fishing or leaving school without permission. Final determination of excused and unexcused absences is subject to state and school regulations. Although students are permitted to participate in family vacations, each day of school lost is considered an unexcused absence. It is the parent's responsibility to contact the classroom teacher to inform them of the dates of absence, as well as to request all assignments that will be missed. Prior to leaving on the trip, the parent must also notify the attendance officer of the dates of absence. A written note is required upon returning to school.

Special Note: Please inform emergency care provider that they are the provider on emergency days.

SPECIAL EDUCATION SERVICES:

Students identified by the Committee on Special Education receive special education services based on their needs. A referral process is used to determine eligibility. More specific information pertaining to special education is included in the school calendar.

STUDENT ACTIVITIES:

Elementary Page Turners

Page Turners is an exciting round of competitions designed to challenge a student's literary knowledge of books. A team is comprised of students in grades 3-5 attending Caledonia-Mumford Elementary. Each child reads from a pre-selected booklist, which is developed by the participating school districts. Students generate questions based on what they think are important facts about the finished novel. These questions are then taken to competition and read in two elimination rounds against teams from other neighboring schools in four divisions. The winning division teams then meet in June for the final competition. Page Turners meets one day every other week for 40 minutes after school. During competition time, the team may hold additional practice meetings every week.

Storytelling

The Genesee Valley BOCES School Library System provides our school a wonderful opportunity for children who love to read and perform. The program is called Storytelling and it is offered to students in grades 3-5. Usually the program begins in the month of February or March. Preparation for storytelling may be during school hours or in meetings held after school. A school-wide competition may be held depending on student participation. If students are chosen as finalists, they then go on to perform their story at the Genesee Valley BOCES Storytelling Festival at Pavilion Central School. The Storytelling Festival is an evening event and bus transportation is provided. This Festival gives students the opportunity to share their story with children from other schools.

Chess Club

Chess club is an after school activity offered to children in grades 3-5. Students must have knowledge of the game of chess before joining. Students meet twice a month in the elementary cafeteria. During the meetings, students play against their peers at the appropriate level.

Home Practice

It is important that the student and parent develop a routine of regular daily practicing at home. In the beginning, practice sessions may be split into a number of short sessions a day until your child develops more stamina, at which time the sessions may become longer. A quiet place and a music stand will help the students with their practicing.

Encouragement

Show an active interest in your child's progress, provide encouragement and monitor the practice sessions. These are important elements for your child's success in learning to play an instrument.

4th and 5th Grade Chorus

The fourth and fifth grade choruses are composed of students in those grade levels who wish to dedicate more time to singing. Participation in chorus is on a volunteer basis, students who participate must commit to the chorus for the entire school year. Because of the popularity of chorus with our students, chorus rehearsals are split between the grade levels and take place during school from 2:10 until 2:50 on two separate days.

The choruses perform for a number of events throughout the school year: our winter concert traditionally takes place in December, while our spring concert is in May. Anyone and everyone in the fourth and fifth grades are welcome to join chorus. If your child would like to become a member, please contact Mrs. Parisi at 538-6811 ext. 2134.

Elementary Yearbook

In the fall of each year, order forms are sent home for those families wishing to order elementary yearbooks. The yearbook contains class pictures, individual pictures and pictures of extra-curricular groups. The yearbook also contains a supplement which highlights major current events taking place around the world.

Elementary Ukulele Club

Fourth and fifth grade students will have the opportunity to learn how to play ukulele and perform in our school concerts.

WHO TO CONTACT REGARDING.....

School Policy	Mr. Bulter	538-6811
Health / Medical Concerns	Mrs. Nusbickel	538-3409
Special Education	Mr. Estabrooks	538-3404
Lost and Found	Mrs. McGinnis	538-6811
Bus Transportation	Mr. Otto	538-3412
Breakfast / Lunch Program	Mr. Flynn	538-6811 ext.1166
Attendance	Mrs. McCombs	538-6811 ext.1020
Technology	Mr. Fili	538-6811 ext. 1111
Psychological Services	Mrs. Rogers	538-6811 ext. 3428
Counseling Services	Mrs. Marchese	538-3444
Physical Education	Mr. Leyden Mr. Gaffney	538-6811 ext.2137 538-6811 ext.2130
Speech	Mr. Estabrooks	538-3404
Curriculum and Instruction	Mrs. Meyer	538-6811 ext. 2028

Caledonia-Mumford Central School District Instructional Calendar 2019-2020

Adopted by BOE: April 9, 2019

Holidays

Labor Day Recess: Monday, September 2
 Columbus Day: Monday, October 14
 Veteran's Day Holiday: Monday, November 11
 Thanksgiving Recess: November 27-29
 Winter Recess: December 23 - January 3
 Martin Luther King, Jr. Day: Monday, January 20
 President's Day Recess: Feb. 17-21
 Spring Recess: April 6 - 13
 Memorial Day: May 25

State Exams

Regents: January 21-24, June 2, 17 - 26
 3-8 ELA: March 25-27, 3-8 Math: April 21-23, 4/8 Sci. June 1

Superintendent's Conference Days

Sept. 3, Oct. 11, Jan. 27, March 20

First Day of student attendance: Wednesday, Sept. 4

Last Day of School For all Students: Friday, June 26

Commencement: Friday, June 26 at 7:15 PM

SCHEDULE OF MAKE-UP DAYS

If more than four (4) days are used for emergency closings before March 31, then, as necessary, students and staff will attend school as follows:

April 13, then April 6, then April 7 and April 8

Days of Instruction

September	19+1	January	4 + 1
October	21+1	February	15
November	17	March	21 + 1
December	15	April	16
January	14	May	20
June	20	June	20
1st Sem.	86 + 2 = 88	2nd Sem.	96 + 2 = 98

September '19

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December '19

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March '20

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June '20

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

August '19

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November '19

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

February '20

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

May '20

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

July '19

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October '19

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January '20

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April '20

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		