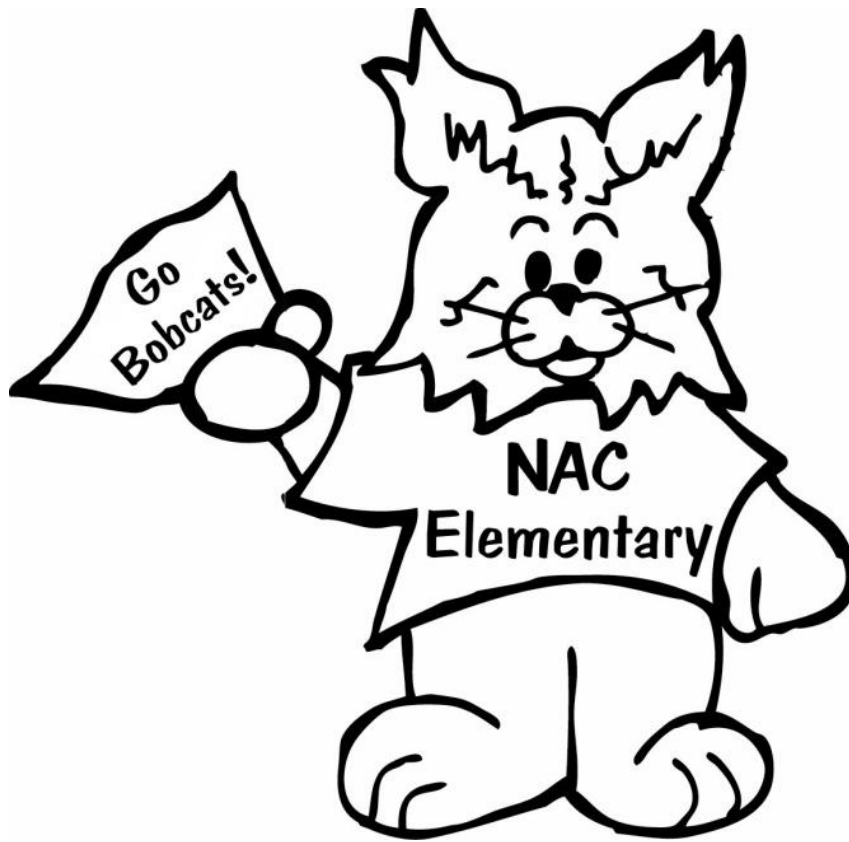


Northern Adirondack Elementary School

PARENT/STUDENT HANDBOOK
&
CODE OF CONDUCT
2026-2027



Mission Statement

Our mission in partnership with family and community is to educate students to become lifelong learners and responsible citizens.

FORWARD

The purpose of this handbook is to acquaint students and parents with the necessary rules, regulations, requirements, extra-curricular activities and other information about Northern Adirondack Elementary. The written rules and regulations herein have been developed by the school faculty and administration. A complete copy of the Code of Conduct is included in this handbook and may also be found on our website at <https://www.nacs1.org/>

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Northern Adirondack Central School

5572 Route 11 ♦ POB 164
Ellenburg Depot, NY 12935

Elementary Campus

Main Office:	594-3986	District Office:	594-7060
Fax Number:	594-7255	Special Education Office:	594-3986
Office Hours:	7:15 a.m. – 3:45 p.m.	School Lunch Manager:	594-3962
Instruction:	7:45 a.m. – 1:50 p.m.	Bus Garage:	594-7142
Teachers:	7:25 a.m. – 2:25 p.m.	*Please start here with bus issues	

Buses Release Students: 7:30 a.m.
Afternoon Dismissal: 2:00 p.m.
Buses Depart: 2:05 p.m.

ADMINISTRATION

Mrs. Diane Fox, Superintendent of Schools
Ms. Kaela Hurteau, Elementary Principal
Mrs. Danielle Brown, Director of Pupil Personnel Services
Mr. Nicholas Duffy, School Business Manager
Mrs. Sandy Dominic, District Treasurer
Mr. Cory McCasland, Transportation Supervisor
Mr. Ethan Goslin, Director of Facilities
Ms. Danielle Trombley, Food Service Manager

BOARD OF EDUCATION MEMBERS

The Board of Education is made up of district residents who are unpaid public officials elected by the voters of this school district. Their responsibility is to take formal legal actions and assume the major responsibilities for the operation of the school. They have taken on the additional task of board membership in order to provide leadership for the welfare of district students.

The members of the Northern Adirondack Central School Board of Education are as follows:

Steven Bartlemus, President
Andrew Durrin
Phalon Miner
Richard Moore
Debra Peters
Darcy Rabideau
Mark Reif

Meetings of the Board of Education:

In order to perform its duties in an open and public manner, and in accordance with state law, the NACS Board of Education holds regular business meetings on the third Wednesday of each month at 6:00 p.m. in the Middle/High School Auditorium. Parents, students and members of the community are encouraged to attend and demonstrate their interest in educating district students.

Board of Education policies are available on our website: <https://www.nacs1.org/browse/160509>

SUPPORT STAFF		
Tricia Brassard	Secretary	Main Office
TBA	Secretary	Accounts Payable
Brittany LaBombard	Secretary	District Office
Shannon Seguin	LPN	Health Office
Jackie Lashway	Clerk	Payroll
Melissa Reif	Secretary	Main Entrance
Patrick Loneragan	Social Worker	PSAP
Brandy Smith	Secretary	Main Office
Christina Trombley	Secretary	CSE Office

GUIDANCE & COUNSELING		
Marie Denis	Counselor	Guidance Department
Ahlsa Woodward	BHSN	Guidance Department
Danielle Brown	Director of Pupil Personnel Services	CSE Office
Jane Ellis	School Psychologist	CSE Office

FACULTY		
Angela Harrigan	Classroom Teacher	Pre-Kindergarten
Krystle King	Classroom Teacher	Kindergarten
Shawn Matthews	Classroom Teacher	Kindergarten
Abigail Monette	Classroom Teacher	Kindergarten
Gina Goodrow	Classroom Teacher	1 st Grade
Pam Pitts	Classroom Teacher	1 st Grade
Jennifer Wright	Classroom Teacher	1 st Grade
Cherish Canning	Classroom Teacher	2 nd Grade
Autumn Edmonston	Classroom Teacher	2 nd Grade
Alexis Kerr	Classroom Teacher	2 nd Grade
Jennifer Lafountain	Classroom Teacher	3 rd Grade
Amanda Peck	Classroom Teacher	3 rd Grade
Tracy Rabideau	Classroom Teacher	3 rd Grade
Mitchell Estes	Classroom Teacher	4 th Grade
Meghann Farrell	Classroom Teacher	4 th Grade
Mary Trudo	Classroom Teacher	4 th Grade
Dennis LaBarge	Classroom Teacher	5 th Grade
Erin LaClair	Classroom Teacher	5 th Grade
Marcy Peryea	Classroom Teacher	5 th Grade
Laura Phillips	Special Education Teacher	Kindergarten
Bethany White	Special Education Teacher	1st Grade
Mara Ryan	Special Education Teacher	2 nd Grade
Brynna Sady	Special Education Teacher	3 rd Grade
Kelley Manor	Special Education Teacher	4 th Grade
Damie Durgan	Special Education Teacher	5 th Grade
Arleigh Lafountain	Special Area Teacher	Speech/Language
Jamie Rabideau	Special Area Teacher	Speech/Language
Jodi Lattrell	Special Area Teacher	Art
Anne Smallman	Special Area Teacher	Library Media Specialist
Brian Baker	Special Area Teacher	Music & Chorus
Nathan Bilow	Special Area Teacher	Physical Education
Warren Paterson	Special Area Teacher	Physical Education
Amy LaPoint	STEM	
Laurie Hogan	Teaching Assistant	
Kimberly Spoor	Teaching Assistant	
Noelle Trombley	Teaching Assistant	
Ashley Manor	Title I Teacher	
Leslie Thayer	Title I Teacher	
Rebecca Trombley	Title I Teacher	
Lisa Vanier	Title I Teacher	

ACCIDENT REPORTS

Accidents happen at school. Everyone is responsible for reporting injuries when they happen so that appropriate forms can be initiated. All accidents or injuries, no matter how small or seemingly unimportant, should be reported by the student involved to the teacher and the nurse. This needs to be done immediately so that a written record of the event can be established.

All accidents that occur during school hours or during school sponsored activities must be reported to the supervising adult or to the nurse immediately. This applies to students, visitors and staff. An accident report must be filed with the school for insurance purposes.

ASSIGNMENTS

Teachers give assignments for the purpose of assisting students in learning. It is expected that all assignments will be completed and turned in on time. If your child is absent, please call the school and request the homework. Parents of students who consistently neglect their assignments will be contacted.

ATTENDANCE

The Northern Adirondack Central School District recognizes and believes that there is a strong correlation between student achievement and student attendance. Our school has a procedure of making phone calls to the homes of all absent students. This procedure was put in place as an added safety measure and to bring the importance of attendance to the forefront. You will still be required to send in a note with your child stating the dates and reason for his/her absence.

This recognition and belief emphasizes the very nature of the classroom educational experience, an experience that cannot be made up once it is missed and one that a homework assignment cannot duplicate. The planned daily questions and concerns of the teachers and the students alike can only take place when students are present and prepared for these experiences.

In addition to improving student attendance, the district needs to know the whereabouts of every student for safety and school management reasons, and also allow the district to identify individual or group attendance patterns in order to focus improvement efforts.

In order to accomplish these objectives, the following strategies will be employed:

- In addition to attendance being communicated to parents on report cards, letters will be sent home to parents after 5, 10, 15 and 20 days absent (excused or unexcused).
- Phone calls home will be made daily.
- In some cases, a doctor's note will be required upon a student's return to school.
- Counseling will be made available on an individual basis. There is a guidance counselor and a PSAP worker in the elementary school.
- Excessive absence will result in parents being required to meet with the school administrator and nurse.

In determining absences, any "school related activity" leading to pupil absence, tardiness or early dismissal will be viewed as "excused".

Absences Defined

Northern Adirondack Elementary School, in compliance with New York State Education Department Law, identifies two types of absences: excused and unexcused.

A. Excused Absence – An absence, tardy or early dismissal which is due to any of the following reasons:

- Student illness or illness of immediate family member
- Death of immediate family member
- Religious observance
- Quarantine – verifiable by physician or County Health Dept.
- Required court appearance

The excused absences still require verification and legitimate written excuses. If a written excuse is not received within three (3) days of an absence, it will be recorded as unexcused.

****If a prolonged absence due to a short term physical, mental or emotional illness is anticipated, the student's parents or guardian should contact the building administrator regarding homebound instruction. According to the State Education Department, an absence of at least two weeks is considered a prolonged absence. The student's physician must verify any such absence due to illness. Homebound instruction counts as school attendance.**

B. Unexcused Absence – An absence, tardy or early dismissal which is not recognized as an excused absence. These absences include, but are not limited to:

- Family vacations/Planned events
- Babysitting
- Oversleeping
- Farm work

BREAKFAST PROCEDURES

Breakfast is available to any student that wants to eat breakfast.

BRINGING ITEMS TO SCHOOL

Cell phones, electronic games, MP3 players, smart watches or any other electronic device are not to be brought to school under any circumstances. The school is not responsible for them; therefore do not allow your child to bring these items to school. Violation of this rule may warrant confiscation of the item and a parent to pick it up.

CAFETERIA MEAL PRICES

GRADES PK-5

Meals provided to students at no cost due to the community eligibility program.

PARENTS: PLEASE ENCOURAGE YOUR CHILDREN TO EAT LUNCH. Good nutrition is important for all children to do their best in school. A monthly menu is provided. If a child does not like the main entree, be sure they come that day with a bag lunch. Lunches brought from home will not be heated. If food should be eaten hot, heat food before your child leaves for school and store in a heat-preserving container or thermos. Most days the cafeteria provides a sandwich option. **Soda, energy drinks and other carbonated beverages are not a permitted drink for lunch or snack.**

CHANGE OF ADDRESS

You are required to inform us immediately of any changes in your telephone number, address, place of employment, or the person we notify in case of an emergency. Please relay this information to us in writing. It is very important to keep our emergency messaging system up to date with these phone numbers in the event of an emergency, school closing, etc.

COMMUNICATOR/HOMEWORK FOLDERS

All elementary students in grades K-5 will be given a green communicator folder for use throughout the school year. This is a two-pocket folder labeled with 'return to school' on one side and 'keep at home' on the other. Graded work will be sent home in this folder as well as daily homework that is assigned. This has been very helpful to assist students as well as parents in organizing the many papers that may come home and those, which need to be returned to school.

CRIMINAL PENALTIES: FALSE REPORTING OF EMERGENCIES

The mere reporting of a false bomb threat is a crime that may result in imprisonment and/or civil penalties being imposed against the individual. When a person reports a false bomb threat, they commit a crime that is punishable by up to one (1) year imprisonment and a fine of up to \$1,000 (Falsely Reporting an Incident in the Second Degree: Section 240.55 sub 1 of the New York State Penal Law: Class "A" Misdemeanor).

Recently, laws dealing with this issue have been expanded to include instances where someone places a device fashioned to resemble or contain a bomb, when in fact it is a crime punishable by up to one year imprisonment and up to a \$1,000 fine (Placing a False Bomb: Section 240.61 of the New York State Penal Law: Class "A" Misdemeanor).

If an emergency worker is seriously injured or killed while responding to or performing duties in connections with a bomb threat, the crime is elevated to a much more serious offense (Falsely Reporting an Incident in the First Degree: Section 240.60 sub 2 of the New York State Penal Law: Class "E" Felony). This crime is punishable by imprisonment up to four (4) years and/or a fine of up to \$5,000.

DISMISSAL PROCEDURES & CUSTODIAL PRECAUTIONS

Our policy allows students to be released to either parent unless a custodial parent supplies the school with a certified copy of a court order or divorce decree to the contrary. No student may be released from school to anyone other than the parent, guardian, emergency contact, or child protective services personnel and law enforcement officers pursuant to law. Certified copies of any court orders* or divorce decrees provided by the custodial parent, which restrict a parent's ability to seek the release of his or her child, shall be maintained in the main office. If anyone seeks the release of a student from school, he/she must report to the main entrance and present satisfactory identification to school personnel.

****It is the parent's responsibility to make the school aware of any legal custody agreements pertaining to their child(ren). A copy of legal custody papers should be submitted to the elementary main office.***

Parents are asked not to sign children out before the 1:50 p.m. dismissal time. At the end of the day, teachers are finishing their classes, giving extra help, finalizing homework assignments, giving last minute instructions, etc. An early dismissal may cause your child to miss important information. If you are picking up your child for an appointment, please send in a note with your child so homework assignments can be prepared before departure.

If children are not riding the bus home, parents must report to the Main Entrance to sign them out. You are required to sign the child out in a logbook. **The office staff will call your child to the Main Entrance while you wait. Please make sure you allow for this in your timetable.**

If it is necessary to call school to have your child signed out early, you must call before 1:00 p.m. We will add your child to the dismissal list and they will be expected to report to the Main Entrance at dismissal time and not board the bus. ***If someone other than the parent or an emergency contact is sent to dismiss a child, a phone call or note giving the school permission to release the child must have been received prior to the pick-up time.*** It is also important to write a note letting us know if there is a change in the normal routine. Children are not allowed to meet parents in the parking lot at dismissal or be released from the buses or classroom. Parents are to wait in the Main Entrance area when picking up their child.

Any student leaving school without following these procedures will be considered truant and can expect disciplinary action.

Students are not allowed to leave the school grounds for any reason without adult supervision.

Students who normally ride the bus to and from school must do so unless permission is obtained from the parent or the elementary office.

DRESS CODE FOR ELEMENTARY STUDENTS

All students are expected to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. The following items are not allowed to be worn in elementary school:

1. High heeled shoes
2. Flip flops or open backed shoes (only sandals with a back strap are allowed)
3. Spaghetti strap tops
4. T-shirts of a violent nature
5. Steel-toed boots during recess or to play soccer
6. No midriff tops; shirts need to be worn that cover the belly even when raising their hand
7. No short shorts

Please refer to the Dress Code Section in our Code of Conduct for further guidelines.

EMERGENCY INFORMATION & SCHOOL CLOSING

Emergency contact information is supplied by the parent/guardian using a student emergency information sheet, which includes the phone number where they can be reached both at home and at work. The names and telephone numbers of 2-3 persons who can assume temporary care of a child, if the parent/guardian cannot be reached in an emergency are also requested. By listing these persons as a contact, we will be authorized to contact them with, release of emergency information, or release of the student in the event of illness, evacuation, early dismissal or other emergency that may occur while the student is in school, without a note. It is extremely important that these persons be willing and able to provide temporary care for a child in an emergency situation. If at all possible, they should be individuals who are generally available during school hours. No students will be released to anyone other than the parent/guardian(s) or emergency contact persons listed on the emergency information sheet unless a note is received from a parent/guardian.

There may be times when school will have to close early or not open because of adverse weather, water problems, low temperature, etc. In this event, the official announcement of the school closing may be heard over WOKO and WIRY radio stations and WPTZ TV Channel 5 News. Please listen to these stations and do not call the school. The school district will also activate the emergency messaging system. It is very important to keep our automated notification system updated with any new phone numbers in the event of an emergency, school closing, etc.

FIELD TRIPS

Field trips are an extension of concepts taught in the classroom. They are encouraged and supported. Only children exhibiting responsible behaviors may go on field trips. Permission slips will be sent home with all the necessary information, e.g., location, cost, school departure & return times, etc. Only students who have returned a signed permission slip from a parent/guardian will be allowed to attend the field trip.

Field trip guidelines:

- Students must ride the school bus if the trip is during the school day.
- Siblings are not permitted to attend field trips.
- Chaperones include adults over 18 who are a child's guardian, parent or grandparent.

Parents are often asked to serve as chaperones and supervisors for various field trips and their assistance is truly appreciated. The purpose of a parent volunteer on a field trip is to actively supervise students assigned to them. As a chaperone, you are responsible for the group of students assigned to you, making sure every student is accounted for at all times. Because of this important responsibility, younger siblings or children are not allowed to attend field trips. Parents who have made the commitment to chaperone are required to remain with the students under their supervision for the entire field trip. Student groups have been carefully assigned by the classroom teacher. Any deviation from this will cause confusion and possibly a problem with the supervision of a student. Sometimes parents who are NOT selected as chaperones wish to participate in the field trip experience with their child and travel to the field trip site independently. We respectfully request that parents NOT selected as chaperones refrain from attending and make separate arrangements to attend with their child at another time. In the event there are more volunteer chaperones than needed, classroom teachers will select parent chaperones through a random drawing. Parents will be notified of their selection.

FOOD AND DRINK

We are a peanut and nut free school. Peanuts, peanut butter or foods containing peanuts, peanut butter or tree nuts are not to be sent in for snack or lunch for a student.

Group snacks from home are not permitted.

Gum is not to be chewed in school at any time. In addition to it being unsightly, it has caused damage to furniture and carpeting.

Soda, energy drinks and other carbonated beverages are NOT considered to be nutritious and are not to be brought as part of a student's lunch or snack. Beverages from home are to be sent to school in plastic or metal containers.

GOLD SLIP PROGRAM

Our Gold Slip program is an easy way to reward students for a job well done. It is our way of letting a child know that he/she has been "caught doing good." Perhaps helping someone out, being extra considerate or being a good citizen are examples of this.

All Gold Slips are to be turned in to the classroom teacher. Each slip has an end to detach which the student may then take home to show his/her parent that they earned a gold slip that day. At the end of the week, the Gold Slips are sent to the office to select one for a 'Caught Doing Good' pencil. Gold Slips are used at monthly PRIDE assemblies and at the end of the year to draw for bigger prizes on Schoolwide Spirit Day.

HALLWAY AND LOCKER RULES

The following rules have been established to allow hallway and stairway traffic to flow smoothly and safely:

1. Walk single file
2. Stay to the right
3. Take stairs one at a time
4. Railings are for hands only
5. No eating
6. Do not open outside doors for anyone
7. Use quiet feet
8. Smile and wave
9. Wait your turn at the drinking fountain
10. Go directly to your destination
11. Fill water bottles carefully
12. Do not splash water on the floor
13. Open/close lockers quietly

HEALTH REQUIREMENTS

The nurse plays an important part in the routine running of the school. Try to explain to your child(ren) the purpose of the nurse's office. The following are some regulations that could at some point pertain to your child's health.

Necessary medications (even over the counter medications) will be given, but the following requirements must be adhered to:

1. The medication must be in the original bottle
2. Obtain an order from the doctor stating dosage and the time to be administered. This order must be kept on file in the nurse's office.
3. The nurse will create a schedule and confirm with the parent/guardian the dose and time of administration.
4. All medications ***must*** be transported to school by an adult. Medications must never be on a school bus. The school nurse will notify the parents when medication is running low in order to obtain refills in a timely manner.

Please notify the nurse if your child had a communicable disease, surgery, severe injury or illness and any immunization during the summer months or during the school year. If the school suspects your child may have a contagious illness, the child must have a doctor's permission slip to be re-admitted to school.

Please ***do not send*** your child to school if they have any of the following signs and symptoms or if they have had them in the previous 24 hours:

- Elevated temperature (100 degrees or greater)
- Acute cold, sore throat or persistent cough
- Vomiting, nausea, or severe abdominal pain
- Repeated diarrhea
- Pus-like discharge/drainage from the nose or eyes
- Red or inflamed eyes/lids
- Suspected and untreated lice, scabies or impetigo

A Health Certificate (physical examination) must be dated no later than 12 months prior to the start of the school year in which they are required (Pre-K, K, Grades 1, 3 and 5 or new entrants). This certificate is to be submitted within two weeks of entrance into school. Ideally, the child's primary health care provider should perform the health examination; however, the school medical director will provide physicals as needed. If a parent has chosen to have a physical for his/her child done by their family physician, the complete physical examination form must be dated with the calendar year that it is required and presented to the health office within two weeks.

It is New York State Law that scoliosis screenings begin in 5th grade. This screening will take place during the school year. Notices for any deficits found resulting from scoliosis, vision or hearing screenings, or health appraisals done by our school physician will be sent to parents. You are encouraged to have the forms completed and returned to the nurse after a definitive treatment plan has been identified by your provider.

If a student has a physical impairment, which limits their participation in certain activities, the parents need to provide the school nurse with written documentation from the child's physician.

If a parent is notified that a student has become ill at school, it is expected that arrangements will be made to take the child home or to the doctors immediately if necessary.

Head lice and scabies are two (2) problems that occur in most schools. To help control these problems, parents are encouraged to check their own children weekly. The nurse can only be aware when directly notified. Please do not forget, both of these problems are treatable.

To protect all children, our school has adopted the following policy:

- Any student found to have live pediculosis (head lice), the parent(s) will be contacted immediately. The student will be removed from school until the hair is treated. There are to be no exceptions.
- Should a child be referred for head lice three (3) times within a two (2) month time period, the family will automatically be referred to the Public Health Department in order to help with the problem.

The parent or guardian must be called to transport children with live head lice home. Following treatment, parents must also transport the student to school. Upon arriving in the morning, parents and child are to report to the Nurse's Office. Once the child is free of live pediculosis (head lice), they may return to school and ride the school bus again.

Students are allowed to carry and use topical sunscreen products approved by the FDA with the written permission of the parent or guardian of the student. A record of this permission must be maintained by the school. A student who is unable to physically apply sunscreen may be assisted by unlicensed personnel when directed to do so by the student, if permitted by a parent or guardian and authorized by the school.

HONOR ROLL AND AWARDS ASSEMBLY

Students in grade 3-5 are eligible for the honor and high honor roll. An honor roll will be posted quarterly for students who do superior work. An awards assembly will be held at the end of the year to recognize students.

Grades 3-5 High Honors - 90 and above receive a plaque
Honors - 85 to 89.9 receive a certificate

Averages to determine award recipients will be calculated on 35 weeks of school. Averages are not rounded to the nearest whole number.

Calculation method:

1st quarter (10 weeks) report card average

2nd quarter (10 weeks) report card average

3rd quarter (10 weeks) report card average

4th quarter- 5 weeks only

IMMUNIZATION REQUIREMENTS

Immunizations are due at the time of entrance into school unless a legal exemption is on file with the health office. Failure to provide adequate immunization records may delay entrance into school. The school nurse will work with your provider to set up an immunization schedule for any missed vaccinations. Inadequate immunization may also mean your child may not be able to attend school if there is a communicable disease present in our community for which your child has not been immunized.

Vaccines	Pre-Kindergarten (Child Caring Center, Day Care, Head Start, Nursery or Pre-K)	Kindergarten and Grades 1, 2, 3, 4 and 5	Grades 6, 7, 8, 9, 10 and 11	Grade 12
Diphtheria and Tetanus toxoid-containing vaccine and Pertussis vaccine (DTaP/DTP/Tdap/Td) ²	4 doses	5 doses or 4 doses if the 4th dose was received at 4 years or older and the series was started at less than 1 year of age or 3 doses if 7 years or older and the series was started at 1 year or older	3 doses	
Tetanus and Diphtheria toxoid-containing vaccine and Pertussis vaccine adolescent booster (Tdap) ³	Not applicable		1 dose given at age 10 years or older	
Polio vaccine (IPV/OPV) ⁴	3 doses	4 doses or 3 doses if the 3rd dose was received at 4 years or older		
Measles, Mumps and Rubella vaccine (MMR) ⁵	1 dose	2 doses		
Hepatitis B vaccine ⁶	3 doses	3 doses or 2 doses of adult hepatitis B vaccine (Recombivax) for children who received the doses at least 4 months apart between the ages of 11 years through 15 years		
Varicella (Chickenpox) vaccine ⁷	1 dose	2 doses		
Meningococcal conjugate vaccine (MenACWY) ⁸	Not applicable		Grades 7, 8, 9, 10 and 11: 1 dose given at age 10 years or older	Grade 12: 2 doses or 1 dose if the dose was received at 16 years or older
Haemophilus influenzae type b conjugate vaccine (Hib) ⁹	1 to 4 doses	Not applicable		
Pneumococcal Conjugate vaccine (PCV) ¹⁰	1 to 4 doses	Not applicable		



Department
of Health

K-KIDS

K-Kids is a service organization for elementary students sponsored by Kiwanis International. It is led by elementary students and an adviser and teaches the value of helping others by taking part in community service projects. Involvement in K-Kids provides the opportunity to develop self-esteem, leadership skills, morals and standards and respect for others. This program involves elementary students, their parents, teachers and Kiwanis members in developing a character education opportunity as well as exposure to the concepts of community service and service learning.

Members learn that their opinions and ideas count, and that they can be productive members of society. They form sound personal values and experience satisfaction in knowing they did something to help improve the world around them. K-Kids members learn to work together as a group and yet be strong individually.

All students in 5th grade are given the opportunity to join K-Kids. K-Kids have monthly meetings after school and also fulfill various school related duties throughout the year.

LIBRARY BOOKS

Students are encouraged to borrow books from the library. They are however, expected to treat them in a responsible manner. We do not charge for overdue books, but we do expect students to return them when they have finished reading them so others may use them. If a book is lost or damaged, we ask for \$ 5.00 or in the case of a new book, we ask for the cost of the book. The \$5.00 does not in any way represent the cost of replacing the book. Instead, it is meant to help teach the students responsibility. When possible, you might want to consider assigning the child a few small jobs to “earn” the money since it is his/her responsibility to care for the book in the first place. ***If the book is found at a later date, the money will be refunded.***

LOST AND FOUND

There is a designated area at the Main Entrance for lost articles that are turned in. Unclaimed articles will be disposed of periodically. If your child loses something, please have him/her check the lost and found on several occasions. It may not be there the first time but it could be turned in at a later time.

LUNCH PROCEDURES

Teachers are required to take a lunch order in the morning to submit to the cafeteria staff. An accurate count is essential for student meal preparation.

MORNING ARRIVAL PROCEDURES

Please note the following guidelines for our morning procedure:

- Due to no supervision, ***students may not enter the building or be dropped off prior to 7:30 a.m.***
- All students being dropped off ***must be accompanied to the Main Entrance by an adult.***
- After entering the Main Entrance, students should then proceed directly to their classroom.
- Students are ***not allowed*** to roam the hallways.
- Parents dropping off forgotten items should leave them at the Main Entrance labeled with the child and teacher's name.
- Students arriving after 7:45 a.m. are considered tardy and should sign in with their parent/guardian at the Main Entrance.
- Parents/Guardians should enter only through the Main Entrance.

Please keep in mind that these procedures are in place to keep your child secure during our morning routine. Adults in the hallways, other than school staff, will visually alert us to unauthorized persons in the building. If you need to be in the school at this time, please report directly to the Main Entrance to sign in. We are frequently confronted with difficult custody and visitation issues as well as Court Orders and Orders of Protection and therefore need the cooperation of all parents and visitors to our building. This cannot be emphasized enough. Your cooperation and understanding will assist us in keeping our school a secure place for your child to attend.

PARENTS REQUESTING A CONFERENCE

NACS encourages visits from parents. Such visits promote a better understanding of the efforts of the school. However, all visitors **must** sign in at the Main Entrance. We do not allow the interruption of instructional time. Parents desiring a conference with their child's teacher will be required to schedule an appointment with the teacher in advance to avoid disruption of instruction. Parent/Teacher conferences should be held before 7:30 a.m. or after 2:00 p.m., not during the school day unless absolutely necessary and no other arrangements can be made.

PARENT TEACHER ORGANIZATION (PTO)

Parents are encouraged to participate in PTO. The purpose of the organization is to support the school community by bringing families and school staff together through learning opportunities and school activities.

PERMISSION SLIPS

Permission slips must be signed and dated by the parent and are required for the following:

1. To take part in a field trip
2. To leave school in any way other than regularly scheduled
3. To have your child picked up by someone other than parents/guardians or authorized contacts listed on their emergency card.

PHYSICAL EDUCATION PROTOCOL

The requirement for gym class is that each student has socks and sneakers. When the swimming program for grades 3-5 begins, students are required to have a swimsuit and towel and are expected to participate. Students are not to wear jewelry (earrings, necklaces, rings, etc.) during gym class or during the swim program. For safety reasons, it is recommended that long hair be pulled back for gym and swimming class. Students medically excused from gym are not allowed to participate in recess.

PLAYGROUND AND RECESS RULES

The following rules have been developed to ensure students' safety in the gym, on the playground and on equipment:

1. Stay in the play area
2. Wear sneakers
3. Dress for the weather
4. No rough play or unwanted chasing
5. Use equipment properly
6. Play with a win-win attitude
7. Include others
8. Take turns
9. Report injuries to an adult
10. Return all equipment
11. Line up quickly
12. Leave nature outside

PROMOTION/RETENTION POLICY

The teacher(s) and administration will make the final decision for retention.

QUESTIONS OR CONCERNS

As expected, parents often have questions or concerns about their child's educational program. If so, we want to hear from you. Together, we can address any problems you may have early, before they grow into larger issues.

To help us resolve your concerns constructively, please review the following process:

1. Gather Information
 - Define the problem for us.
 - Tell us what you think may be contributing to the problem.

- Gather examples that will help us better understand the problem. (Child's work, assignments, etc.)
- List possible solutions to the problem.

2. Contact the School

- Contact the teacher.
- With you, the teacher will follow these steps:
 - a. Review your concerns.
 - b. Discuss possible solutions with you.
 - c. Outline the next steps of action.
- If you are not satisfied with the outcome, or are uncomfortable speaking to the teacher, please contact the principal. The principal will follow the same steps as the teacher in addressing your concerns. Afterwards, the principal will contact the teacher to share information about the discussion.

The usual channeling of questions or concerns, especially those involving instruction, discipline, or learning materials, is from Teacher to Building Principal to Superintendent to Board of Education. As a general rule, questions or concerns are to be submitted in writing.

RECESS

On all days with temperatures 15° F or above (wind chill included), we will have a daily scheduled recess for all grade levels. Your child will be expected to come to school prepared and ready to participate. Cold weather clothing articles include: winter coats, ski pants, winter hats (tuques), snow boots, and gloves or mittens. Students grossly underprepared will not go outside. Students can be excused for up to two (2) days due to sickness with a note from the parent/guardian. A doctor's note is required to be excused for more than two (2) days. Students may miss up to 10 minutes of recess for missing or incomplete work as well as behavior. With administrator approval, a student may miss the entire recess.

REPORT CARDS and FIVE-WEEK REPORTS

Report cards are sent to parents at the end of each ten-week period. You may receive a five-week progress report if the teacher feels it is warranted. Progress reports may be made at any time the teacher feels there is a need to do so. The reports may indicate that a student is doing unsatisfactory work. Parents and/or students are encouraged to discuss, with teachers, methods and actions to help overcome any educational deficiency or problems that may exist.

ROOM PLACEMENT

Students will not be placed in classes by parental or student request, but will be placed in respective classrooms by teacher and administration on a fair basis as per Commissioner's Rulings.

SCHOOL DAY HOURS

The school building opens at 7:30 a.m. and closes at 3:30 p.m. Students who ride with parents are not to arrive before 7:30 a.m. and must be accompanied into the building by an adult and enter through the Main Entrance. Once in the school building, students should proceed directly to their classroom. Students should not be in the halls or classrooms before 7:30 a.m.

All students are expected to be in their classroom by 7:45 a.m. at which time attendance will be taken. Students will be considered tardy or absent if not in the classroom when attendance is taken. Instruction will begin promptly at 7:50 a.m.

The school day ends at 2:00 p.m. All students are expected to leave school at that time. The only exceptions are students staying until 3:25 p.m. for study hall, detention or clubs. Students are not to remain after school unless supervised by a staff member.

SERVICES

Elementary School Counselor – The elementary school counselor is a developmental counselor who serves the needs of all elementary students in a manner that is both proactive and preventive in nature. The elementary program provides foundational experiences throughout which assists students in developing the skills and goals that promote personal, social, emotional and academic growth as well as career awareness. It assists, but is not limited to, students who may present issues with attendance, academic, behavioral and adjustment issues and encourages parent involvement. The program includes education in the avoidance of sexual abuse. Further, students are educated about the importance of education and their future. Through school-wide initiatives, individual and group counseling, classroom guidance units, parent/school staff/teacher consultation and referral assistance, the school counselor assists students to build on strengths and develop personal and life-long goals. The elementary school counselor provides direct services and programing, serves as the coordinator of various services and programs and works collaboratively with administration, teachers, staff,

parents, community and students. The elementary school counselor helps to develop communication and coping skills that will help a child throughout his or her lifetime, assists students to find early solutions to problems, helps make school a successful experience and assists with helping students to develop appropriate behavior patterns and developing relationships with others. Additionally, the elementary school counselor is part of a comprehensive counseling center that addresses student and family needs.

Individual and Group Counseling – For those elementary students who have needs beyond the universal/school-wide supports, counseling will be provided by the elementary school counselor to assist students with understanding themselves and others, problem solving, coping skills, goal setting, life transition, school and home adjustment, family changes, grief/loss, conflict resolution, attendance issues and personal issues. Students will learn and develop skills and strategies to assist them with their personal, emotional, social and academic goals to promote school and home adjustment.

BHSN (Behavioral Health Services North) – Students who show a clinical need may be referred to the on-site mental health clinic. Referral forms and SDQs are completed. The school counselor provides supervision and oversees the management of referrals. Students needing clinic services will have their needs addressed. Parent, teacher and child feedback, assessment tools, attendance and grades are utilized to assess progress.

PSAP (Preventive School Agency Partnership) – A DSS (Dept. of Social Services) Caseworker works collaboratively with the staff to address home and school issues with families in need. The following services are offered to families in our district:

1. Intake Services can be initiated upon receipt of written referrals from parents, school staff, DSS and other service providers or verbally by the family. A short-term caseworker for intervention can be appointed to address specific problems.
 - Family assessment
 - Social history
 - Transportation
 - Casework counseling
 - Information and referrals to appropriate community services
 - Develop family resource network

Intake issues are usually resolved within 30 days. However, should a family require more long term or intensive intervention, preventative services will be offered.

2. Preventive Services are offered to families experiencing serious problems and disruptions that jeopardize family unity. These services also can be initiated upon receipt of written referrals from parents, school staff, DSS and other service providers or verbally by the family. These services are voluntary.
 - Ongoing casework services to address problems placing a child at risk
 - Social history
 - Ongoing assessment of family functioning
 - Casework counseling
 - Transportation
 - Homemaker services
 - Daycare services
 - Parenting class through DSS
 - Case management services develop family resource network.

In home contacts or school meetings are arranged with various family members.

Primary Project – This early success program assists students with mild to moderate school adjustment issues to become more connected to school through child-led play. Students are selected to participate by the Teacher Child Rating Scale Screening, classroom observations, school records and parent or teacher recommendation. Pre and post instruments are given to assess success and growth. The service is provided by a trained Child Associate who is supervised by the elementary school counselor.

SNACK

All students in grades K-5 are responsible for bringing in their own snack. Parents are encouraged to send a healthy snack to school with their child. Water is the only acceptable beverage to be consumed during daily snack time. Students may bring a water bottle daily for consumption throughout the day. No group snacks from home are permitted.

Food Allergies in the Classroom – As you know, food allergies are a growing concern in schools across America. Millions of children must watch every single bite they eat, or risk suffering a severe or even life-threatening reaction. A major health issue such as this one must be taken seriously as the safety and well-being of our students is our top priority. One of the more common allergies we see here are serious peanut allergies. A child with a serious peanut allergy can suffer a reaction merely by touching a peanut-containing food.

We are now a peanut free school district. Do not send any peanuts, peanut butter or foods containing peanuts or peanut butter to be eaten as snacks or lunch in the classroom.

We trust that you understand how deeply important it is to respect and adhere to these guidelines. If throughout the course of the year you have any questions or concerns about food-allergy-related issues, please do not hesitate to contact us.

STUDENT AGENDAS

Students in grades 3-5 will be furnished with a student agenda. The agenda is an assignment pad, a planner, and a resource guide. The purpose of the agenda is to provide an easy way for parents and teachers to communicate. You are encouraged to look through your child's agenda everyday.

LEADER IN ME

The Leader in Me is a program that helps students develop leadership skills and habits. It is based on Stephen Covey's *The 7 Habits of Highly Effective People*. The program is a school-wide approach that integrates social-emotional learning into the school culture. Students learn to be proactive, set goals, manage their priorities, and collaborate with others. The program also provides opportunities for students to take on leadership roles and track their progress. Parents can support this process by using the same language and principles at home.

The Leader In Me recognizes students for their meritorious achievement, effort and citizenship as well as their positive impact upon the school climate.

The Leader In Me creates a unified school wide approach to student behaviors, expectations and student recognition.

A matrix was developed detailing student expectations in different locations within the school environment (You will find the matrix in the back of this handbook). The expectations are not new. These are the same expectations that have been in the student handbook for years, including the current handbook. We are enforcing them as a school community with all faculty and staff and not just administration. Behaviors and expectations are reviewed with the students in the first few days of school. This is done to be sure each student knows what is considered acceptable and unacceptable behavior.

Incentives are being offered through monthly assemblies. At the monthly assembly, a new "Word to be Lead By" will be introduced and presented. This is also the time we recognize our Leaders of the Month. In addition, we are also recognizing students by announcing their names at the assembly for great behavior on the school bus and in the cafeteria. Gold slip drawings are also held for students in grades PK – 5. A gold slip is drawn from each grade level. Students whose gold slips are drawn receive a bobcat school spirit item. The assembly closes with all faculty, staff and students singing the school song. Parents are more than welcome to attend and will need to enter at the Main Entrance before proceeding to the gymnasium.

STUDENT BEHAVIOR

The area of student behavior is a responsibility and a cooperative undertaking of all concerned with the welfare and advancement of the students of the NACS District.

It is the duty of everyone who works for the district to exhibit guidance and leadership for the students within the school district and to assist them in bringing about credit to the student body, staff and the school. Parents share a major responsibility in working with the children and the school in providing guidance and direction.

In the event unacceptable behavior is exhibited, a student will receive a behavior referral form. The behavior referral will be reviewed and appropriate behavior will be discussed with the student. This is an opportunity to clarify what is expected. A copy of the behavior referral will be mailed home. These expectations are in place for the wellness and safety of all students in the building.

STUDENT REGISTRATION/TRANSFER

KINDERGARTEN: Children must be 5 years of age before December 1 to be eligible for kindergarten. Registration will be held in the spring before the September entry date. The specific dates will be published in the news media. An announcement of the registration will be mailed home to each family listed on the school census of eligible children.

At the time of registration, the child may receive a physical from the school physician and vision and hearing screening by other members of the school staff. Birth certificates, immunization data, physical examination and two (2) forms of proof of residency are required.

TRANSFER: Parents who are transferring their children during the school year should contact the school office and provide such information as: 1) date of transfer 2) new address and 3) school system child will be attending.

At the new school the child will be attending, parents will be asked to sign a release form, which will be forwarded to NACS giving us permission to release your child's school and health records to the new school.

STUDENT VISITORS

Student visitors not enrolled at NACS are not allowed to visit classroom teachers or spend the day at school.

TELEPHONE USE

Telephone calls may be made to the school office between the hours of 7:15 a.m. and 3:45 p.m. Students will be called to the Main Office to receive calls only in extreme emergencies. Only messages of an urgent nature will be delivered to the students.

Students are allowed to use the telephone in the office after receiving permission from the principal or secretary. A valid reason must be given to use it.

Cell phones are not to be brought to school under any circumstances. Violation of this rule may warrant confiscation of the item and a parent to pick it up.

TESTING

Testing plays an important part in your child's education. This is one method in which teachers find out what level your child is functioning and exactly what your child is able to do. New York State tests are administered yearly in grades 3-5. Please make your best effort to schedule doctor's appointments, vacations, etc. around these tests. It can become very difficult to provide make-ups in the timeframe provided by New York State.

Hearing Tests

Students in Pre-K, K, Grades 1, 3, 5 and new entrants

Vision Tests

Students in Pre-K, K, Grades 1, 3, 5 and new entrants

Physical Examinations

Students in Pre-K, K, Grades 1, 3, 5 and new entrants

Psychological Testing

Students can be referred to the principal who will then refer them to the school psychologist for an individualized learning profile. Parents will be notified to obtain permission for such testing.

TEXTBOOKS AND EQUIPMENT

District owned textbooks will be disseminated by teachers in September to all students. Students are responsible for the care of books and any equipment used in school during the school year. All textbooks in the student's possession are encouraged to be covered and labeled immediately when received from the teacher. All textbooks must be returned at the end of the school year.

If textbooks or equipment being used by the student are damaged or lost intentionally or unintentionally, the student must pay for the textbook or equipment. If books are found later, a refund will be made to the student. Book payment amounts will be determined by the age of the book.

TRANSPORTATION

The Northern Adirondack Central School District provides safe transportation to all students who are legally eligible to ride to and from school. Proper bus behavior is extremely important for the safety of all students. The following general rules are expected to be followed by the students. Parents should review these rules with their child(ren).

Misconduct will be reported immediately to the principal. Persistent improper conduct or bad language may cause the student to be denied the privilege of riding the bus.

1. Students are to be orderly enough not to disturb the bus driver.
 - a. Refrain from shouting and other boisterous activity.
 - b. Refrain from talking to the driver while the bus is in motion.
 - c. Show due consideration to the driver.

2. Students are to remain seated while the bus is in motion.
 - a. Each student must go directly to his/her seat upon entering the bus.
 - b. Each student must remain seated until the bus has stopped.
3. Students are to neither purposely nor carelessly destroy property.
 - a. Orderly behavior in the bus is essential at all times. Rough housing is not only hard on the seats and interior finish; it also makes it difficult for the driver to drive.
 - b. Students are to keep their feet off the seats.
 - c. Students are to keep sharp objects off the upholstery.
4. Students are not to extend arms or other parts of the body out through windows.
5. Students are not to throw objects about in the bus or out through windows.
 - a. Waste paper and other refuse are not to be scattered along the highway. Provisions are to be made inside for such materials and are to be disposed of at the end of the trip.
 - b. Books and other property are to be properly stowed on laps.
 - c. The aisle is to be clear.
 - d. Shooting "paper wads" or other materials in the bus is NOT PERMISSIBLE.
6. All students who come to school on a bus are to return home on the same bus unless:
 - a. The student is taking part in a school activity that requires him/her to stay after school.
 - b. The student has been asked by a teacher to remain after school (parents must be notified).
 - c. He/She is picked up by parent or someone else who has written permission from the parent to pick up the child. ***The parent or whoever is picking the child up must report to the main office to sign the child out. Your child will be called to the Main Entrance while you wait.*** If you plan to pick up your child at dismissal time, you must call before 1:00 p.m. We will add your child to the dismissal list and they will be expected to report to the Main Entrance at dismissal time and not board the bus. ***In the event a parent is late coming to school, children may not be taken from the bus. The office must be contacted first so arrangements can be made.***
 - i. Parents who are picking children up must not drive around the parked buses while children are boarding. Parents are to wait until all children are boarded before entering or leaving the parking lot.
 - d. Parents of Kindergarten children are to notify his/her teacher of any change in transportation, so the teacher can be sure your child boards the correct bus.
 - e. In the morning, students are to be on time and must not keep the bus waiting.

VISITORS TO THE SCHOOL

The building principal or his/her designee is responsible for all persons in the building and on the grounds for these reasons; the following rules apply to all visitors to the school:

- Anyone who is not a regular staff member of the elementary school or student is considered a visitor.
- All visitors must report to the Main Entrance upon arrival. They will be asked to state the nature of their visit to the secretary. If the visit is approved, the visitor is required to sign the visitor's register and will be issued a badge which needs to be worn at all times while in the school or on school grounds. The visitor must return the badge to the Main Entrance and sign out before leaving the building.
- Visitors attending school functions open to the public, such as PTO meetings or public gatherings after school hours, are not required to sign in.
- Teachers will gladly make appointments to discuss individual matters.
- Any unauthorized person on school property will be reported to the principal or his/her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
- All visitors are expected to abide by the rule for public conduct on school property contained in the district's code of conduct.
- Forgotten items, such as homework, lunch or sneakers need to be dropped off at the Main Entrance.

NAC CODE OF CONDUCT

It is the Board's belief that each student should be treated as a person who can reasonably be expected to be responsible for his/her own behavior. The school administration will assist each student in this program of personal responsibility with a few sensible rules of conduct, focusing on safety and respect for the rights and property of others consistently applied in the classrooms and throughout the school. Students who cannot accept this responsibility and violate school rules will be required to accept the penalties and more regulated supervision.

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that is viewed as fair and impartial by the student. Therefore, before seeking outside assistance, teachers will first use all their resources to create a change of behavior in the classroom. When the teacher has made every effort to bring about positive behavioral change, and has been unsuccessful, the student will be referred to the administration. Once done, the administration assumes the role of deciding what further action will be taken.

Disciplinary action, when necessary, will be firm, fair, and consistent in order to be most effective in changing behavior.

Discipline

A student may be suspended from school or subjected to other disciplinary action when the student:

1. Engages in conduct which is:
 - a. Disorderly, or reckless, such as
 - i. Fighting or engaging in violent or threatening behavior
 - ii. Making unreasonable noise
 - iii. Using abusive, objectionable, sexual, racially offensive, or obscene language or gestures (including public displays of affection)
 - iv. Obstructing vehicular or pedestrian traffic
 - v. Creating a hazardous or physically offensive condition
 - vi. Threatening or intimidating other students
 - b. Insubordinate, i.e., failing to comply with the lawful directions of the teacher, school administrator or other school employee in charge of the student
2. Vandalism/Burglary
Stealing, destroying, or defacing of another person's property, or entering another person's locker, will be viewed as a most serious matter. Examples of vandalism include, but are not limited to, defacing walls, lockers, furniture, books, Chromebooks or other school equipment (including buses and seat covers) and materials; damage to floors, walls, ceilings, doors, windows, bulletin boards and exterior buildings and grounds.

According to New York State Law, a student's parent or guardian is responsible for the first \$5,000.00 of vandalism caused by their child. Vandalism of a major value will be reported to the state or local authorities for their investigation.
- ***NOTE:** Every effort must be made to repay the damages, monetarily or through community and school service, within a time limit arranged by parent and administrator.
3. Endangers the safety, health or welfare of others by any act, including but not limited to:
 - a. Selling, using, possessing or under the influence of alcohol, drugs, or other controlled substances or drug paraphernalia including bath salts and synthetic cannabinoids.
 - b. Selling, using or possessing weapons, fireworks, or other dangerous instruments of contraband
 - c. Selling, using or possessing obscene materials
 - d. Smoking or possession of tobacco / nicotine products or smoking and smokeless paraphernalia (vapes, e-cigarettes).
 - e. Gambling

- f. Hazing
- g. Engaging in lewd behavior/ inappropriate sexual behavior/inappropriate touching/public displays of affection (PDA).
- h. Any behavior that violates penal law
- 4. Engages in any other following forms of academic misconduct:
 - a. Truancy, tardiness, missing or leaving school or class without permission or excuse
 - b. Cheating, including, but not limited to:
 - i. Copying/Plagiarism
 - ii. Using unauthorized help sheets
 - iii. Illegally obtaining tests in advance
 - c. Forgery
- 5. Engages in conduct, which violates Board rules and regulations for the maintenance of public order on school property.
- 6. Any student that engages in bullying, cyberbullying, sexting (any inappropriate electronic communication), sexual harassment or hazing shall be subject to consequences under the NAC Code of Conduct. Threatening, hazing, harassing students or school personnel over the phone, internet or other electronic media, using message boards to convey threats, derogatory comments or post pornographic pictures of students or school personnel

*"Weapon" means a firearm as defined in 18 USC §921 for purposes of the Gun-Free Schools Act. It also means any other gun, BB gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, slingshot, metal knuckle knife, box cutters, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or other device, instrument, material or substance that can cause physical injury or death when used to cause physical injury or death.

"Violent student" means a student under the age of 21 who:

- 1. Commits an act of violence upon a school employee, or attempts to do so.
- 2. Commits, while on school property or at a school function, an act of violence upon another student or any other person lawfully on school property or at the school function, or attempts to do so.
- 3. Possess, while on school property or at a school function, a weapon.
- 4. Displays, while on school property or at a school function, what appears to be a weapon.
- 5. Threatens, while on school property or at a school function, to use a weapon.
- 6. Knowingly and intentionally damages or destroys the personal property of any school employee or any person lawfully on school property or at a school function.
- 7. Knowingly and intentionally damages or destroys school district property.

SEXUAL HARASSMENT

"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature. Refer to the district policy manual (policy # 0110 and 0110R) for the Sexual Harassment Policy. Please [click here for all of the Board of Education policies](#) which are located on the district webpage.

ANTI-BULLYING POLICY

Bullying is understood to be a repeated activity which harms or induces fear through the threat of further aggression and/or creates terror. In order to facilitate implementation of this policy, provide meaningful guidance and prevent behaviors from rising to a violation of law, this policy will use the term bullying (which is usually subsumed under the term "harassment") to describe a range of misbehaviors such as harassment, hazing, intimidation or discrimination. The accompanying regulation provides more guidance regarding the definition and characteristics of bullying.

Please refer to the district policy manual (policy # 0115 and 0115R) for the Anti-Bullying Policy. Please [click here for all of the Board of Education policies](#) which are located on the district webpage

PERMISSIBLE DISCIPLINARY ACTIONS

The ranges of actions which may be imposed for violations of the Student Discipline Code include the following:

- Verbal warning – any member of the district staff.
- Parent contact – transportation supervisor, activity advisor, athletic director, coaches, school counselors, teachers, director of special education, principal, superintendent.
- Written warning – hall and lunch monitors, coaches, school counselors, teachers, athletic director, director of special education, principal, superintendent.
- Written notification to parents – hall and lunch monitors, coaches, school counselors, teachers, athletic director, director of special education, principal, superintendent.
- Special assignment (written or oral) – school counselors, teachers, athletic director, director of special education, principal, superintendent.
- Behavioral contract – school counselors, teachers, athletic director, director of special education, principal, superintendent.
- Teacher/Parent/Student Conference – school counselors, teachers, athletic director, director of special education, principal, superintendent.
- School Counselor Referral for follow-up.
- Detention – teachers, principal, superintendent.
- Suspension from transportation – director of transportation, principal, superintendent.
- Suspension from athletic participation – coaches, athletic director, principal, superintendent.
- Suspension from social or extracurricular activities – activity director, principal, superintendent.
- Suspension of other privileges – principal, superintendent.
- In-school detention – principal, superintendent.
- Removal from classroom – teachers, principal.
- Short-term (five days or less) suspension from school – principal, superintendent.
- Long-term (more than five days) suspension from school – principal, superintendent.
- Involuntary transfer – principal, superintendent.
- Alternative Education Placement/Homebound Instruction; Special Education Temporary Educational Placement; CV-TEC – director of special education, principal, superintendent.
- Outside Agency Referral – school counselor, director of special education, principal, superintendent.
- Law Enforcement Referral – principal, superintendent.
- Permanent suspension from school – superintendent.

PLEASE NOTE: The administration reserves the right to alter any disciplinary action based upon individual circumstances.

The following rules will apply to any student who owes disciplinary consequences at the end of the school year:

1. Returning students will be required to make up their owed consequences at the beginning of the next school year.

SUSPENSIONS

Disciplinary measures used by the school administration may include In-School Detention (ISD) or Out-of-School Suspension (OSS). In-School Detention is served in a separate room supervised by a teacher assistant or certified teacher where movement and privileges are restricted. Assignments are provided for students when in ISD. A STUDENT WHO REFUSES TO BE PLACED IN ISD MAY RECEIVE OSS. Also, a student suspended from school is responsible for all schoolwork missed while on suspension.

DETENTION

There is a bus provided for students in detention. Students will be notified by teacher(s) or administration when they are assigned detention. Failure to report to an assigned detention or failure to follow the rules of detention may result in additional penalties to include a full day in ISD.

Students may be retained for detention by a teacher or administrator for a violation of the Code of Conduct, make-up work, tardies, etc. Whenever possible, students are notified one day in advance of their scheduled detention. Students are to bring enough work or reading material to keep busy during detention. No food or beverage will be allowed in the detention room.

Failure to stay for detention without an acceptable reason will result in one day of In-School Detention in addition to the detention.

RULES FOR STUDENTS ATTENDING SCHOOL FUNCTIONS

1. Students must be in attendance for the full day on the day of the event.
2. Students are not to arrive at school if they have had any alcohol, drugs, etc.
3. Students may not have possession of or consume alcohol, drugs, etc in school.
4. Everyone is expected to be courteous to the chaperones at all times.
5. Refreshments are not to be brought into the gym.
6. Any form of noisemaker (cowbells, air horns, whistles...) that interferes with a school event may be confiscated.

Transportation

All pupils being transported are under the authority of the bus driver, and MUST OBEY his/her requests. Specific regulations are posted on each bus. Pupils who refuse to obey the directions of the bus driver promptly or refuse to obey regulations shall forfeit their right to ride on the buses. Students are required to be prepared to board the bus when it arrives and not create a delay for the bus drivers.

Northern Adirondack Central School provides transportation to and from school and CV- TECH as a privilege to our students. The safety of our students is the primary concern. All guidelines are established to ensure that safety and control by the bus driver is maintained throughout the trip. Students are expected to conduct themselves in a reasonable manner whenever they ride a bus. The following guidelines will be followed:

1. Riders must follow the driver's instructions at all times.
2. Riders must remain seated while the bus is in motion.
3. Riders will keep their hands to themselves.
4. Riders will speak appropriately, both in volume and in language.

Drivers have been instructed to report misbehavior to the transportation supervisor. The transportation supervisor will contact administration and disciplinary action will be taken as follows:

Disciplinary Action:

1st Reported Offense: Sanctions may range from a verbal warning to possible loss of transportation, depending on the severity of the incident. Parents will be notified

2nd Reported Offense: Parents notified – verbal reprimand, Detention (1-3 days), Possible loss of transportation (1 – 3 days)

3rd Reported Offense: Parent conference, Detention, Loss of transportation up to 5 days

Subsequent Offenses: Parents notified, students may lose transportation from one day, up to and including permanent removal from the bus.

During the time a student is suspended from riding the bus, parents will be responsible for providing transportation to and from school. In cases of extreme misconduct, suspension of bus privilege may take place immediately.

PROHIBITED ARTICLES AND SUBSTANCES

Students will be subject to disciplinary action for having any of the following items in school: alcohol, skateboards, fireworks, noisemakers, all tobacco products, all smoking and smokeless electronic smoking devices (vape's) paraphernalia, any form of incense, synthetic cannabinoids, bath salts, potpourri, herbal mixtures, water guns, water balloons, beepers, pornographic material, any controlled drugs/over the counter medications, caffeine pouches or any item that interferes with the learning environment . Also, any racist, anti-semetic, political, confederate symbols or display of the confederate flag, bandanas and sunglasses are prohibited from being worn on campus or at school functions. **School personnel will confiscate any prohibited item.**

To ensure the safety and security of all students and staff, the school administration reserves the right to conduct searches of students and their property when there is reasonable suspicion of a policy violation. These searches may include, but are not limited to, personal backpacks, lockers, and the use of metal-detecting wands. A student's refusal to cooperate with a lawful search will be considered insubordination. Refusal to consent may be interpreted as an admission of guilt regarding the policy violation that prompted the search.

Tobacco, Nicotine and Vaping Violations - Tiered Approach

***STUDENT ATHLETES are subject to this policy (and any other policy) along with any additional consequences in the Athletic Code of Conduct. This policy (along with all policies) apply to our campus and any extension of our campus, including buses.**

1st Offense:

- Mandatory Parent Conference.
- Students are referred for an assessment with Champlain Valley Family Center (CVFC) prevention counselors.
 - It is the expectation that the student follows through with any recommendations resulting from this assessment including, but not limited to tobacco/nicotine education programming, prevention counseling, and referrals to other community agencies at no cost to the parent. If no in- school preventative counselor is available, students will be expected to complete online nicotine education programs.
- Begin **INDEPTH** Program.
- Cessation information provided.
- 1 Session with school counselor to refocus school connection and academics.
- 10 Lunch Detentions.
- 5 After School Detentions.
- 5 Weeks Pass Restriction.
- Random Searches.

2nd Offense:

- Mandatory Parent Conference.
- Students are referred back to CVFC Prevention to confirm successful completion of 1st Offense programming and recommendations.
 - Prevention counselor determines next appropriate interventions, if any
 - It is the expectation that the student follows through with any recommendations resulting from this follow-up conversation.
- 1 Session with school counselor to refocus school connection and academics.
- Continued INDEPTH Programming.
- 3 Days In School Detention (ISD).
- 20 Lunch Detentions
- 10 After School Detentions.
- 10 Weeks Pass Restrictions
- Random Searches.

3rd Offense:

- Mandatory Parent Conference.
- Students are referred back to CVFC Prevention to confirm successful completion of 1st and 2nd Offense programming and recommendations.
 - Prevention counselor determines next appropriate interventions, if any
 - It is the expectation that the student follows through with any recommendations resulting from this follow-up conversation.
- Review to confirm successful completion of INDEPTH program.
- 1 Session with school counselor to refocus school connection and academics.
- 2 Days Out of School Suspension (OSS).
- 3 Days In School Detention (ISD).
- Lunch Detention for the remainder of the school year.
- 20 After School Detentions
- Pass Restriction for the remainder of the school year.

4+ Offenses:

- Mandatory Parent/Guardians Meeting with Administration to determine plan of action (i.e. ISD/OSS/Referrals for Supports and Interventions).
- Possible Superintendent's Hearing.

ELECTRONIC DEVICES & CELL PHONES - START HERE

Cell phones, smart watches, smart glasses, i-pods, handheld radios, mp3 players, palm pilots, video game systems, cameras, video recorders, laptops, wireless headphones, wireless earbuds and all other electronic devices not provided by the school are prohibited during school hours.

Students in possession of a cell phone during school hours will have their phones confiscated, brought to the main office and be given a warning for the first offense. The cell phone will be returned to the student at the end of the day for their first offense.

Subsequent offenses will require that a parent/guardian pick up the phone or electronic device in the main office. **No photography or video-taping is allowed without prior approval from the school principal.** Exception: Electronic devices to be utilized for educational purposes must fall under the guidance of school policy 5695.

RULES FOR CAFETERIA

1. NO line cutting allowed.
2. NO food is to be taken from the cafeteria during lunch.

3. Trays, utensils, papers, and other refuse are to be returned to the receiving area.
4. Students are not allowed to leave the cafeteria without permission.
5. All drinks outside of the cafeteria must be in a **non-spillable container**.
6. The only students allowed in the cafeteria during lunch are those students that are assigned to that lunch period.
7. Excessive noise and throwing of food is not permitted.

RULES FOR IN-SCHOOL Detention (ISD)

1. Students will sit in assigned seats when told.
2. Students will be seated with their feet and all four chair legs on the floor.
3. ABSOLUTELY NO TALKING OR COMMUNICATING among students. If help is needed with assignments, ask the teacher in charge.
4. Students must come prepared to do school work.
5. Students may not leave the room without permission. Students will be escorted to the bathroom in the morning and afternoon.
6. NO EATING is allowed except during regular lunch sets. Lunch is served in the ISD room. Late arrivals receive no credit for that day.
7. Do NOT pass "anything" to other students.
8. Do NOT write on desks, seats, etc.
9. The use of foul language or inappropriate discussion/behavior will not be tolerated and will result in disciplinary action.
10. REMAIN IN YOUR SEAT until the bell rings or students are released.

LOCKERS

Each student in grades 3-5 is assigned a locker. The school is NOT responsible for lost or stolen items.

*All lockers are to be emptied at the end of the school year. Materials left in lockers will be removed and discarded.

*All lockers are the property of the school district and are subject to inspection by the Administration at any time to include law enforcement.

ASSEMBLIES

During assemblies students are expected to: Enter and leave the auditorium quietly; sit as a class with their teacher; follow teacher/monitors' directions; give persons participating in the program courtesy and attention; show appreciation by clapping NOT by yelling, whistling or other noises; sit in seats with feet on the floor; do not leave the auditorium until directed unless it is an emergency. Students who misbehave during an assembly program will be denied the privilege of attending any future performances and will be subject to disciplinary action.

TELEPHONES

Students may use office phones, with permission, FOR EMERGENCIES ONLY.

LOST AND FOUND

Lost and found articles will be kept near the elementary school entrance. Items will be disposed of monthly. The school is not responsible for lost or stolen items.

FIRE ALARM

When the fire alarm rings, students are to leave the building immediately by the designated route posted in each classroom. They are to walk quietly and listen for instructions from teacher supervisors. All students should move 50 feet from the building. Students who pull an alarm will be prosecuted to the full extent of the law.

EMERGENCY EVACUATION

In the event that there is a bomb threat or other emergency, the building will be evacuated immediately. Students will leave the building according to the fire exit plans and proceed to the designated area in an orderly fashion to wait for the buses. Students may be transported to another location where they will wait until the building is cleared for them to return or be transported home.

LIBRARY MEDIA CENTER

The library media center is open to all students attending NACS Elementary School. It is designed to provide students with a wide variety of information to enhance academic and personal development. Resources include books, periodicals, audio-visual materials and Internet-accessible computers. Students are encouraged to take advantage of our extensive collection.

Book Checkout and Return – Books are checked out for a period of three weeks. If a student wishes to renew a book, it may be renewed for an additional three weeks, unless another student has requested that book. Students with overdue books will not be allowed to check out additional books until the overdue book is returned. Periodicals are to be read in the library and may not be checked out.

Students sent to the library to make-up tests must first report to the librarian. No passes will be issued from the library.

No food is allowed in the library – Water bottles only (no other beverages)

TEXTBOOKS AND SCHOOL EQUIPMENT

All textbooks and school equipment are issued on a loan basis. It is the student's responsibility to care for these materials and to return them in good condition at the end of the year. Materials not returned or brought back in a deteriorated condition will lead to parents being billed for their replacement or repair. Writing in or on textbooks is not allowed. Books are not to be abused in any way. Compensation monetarily or in the form of school community service will be expected. Unsatisfied damages will result in students not being able to participate in various school activities, including but not limited to interscholastic sports, clubs, school events and walking in a graduation ceremony.

Continuous Public Notification

The Northern Adirondack Central School District hereby advises students, parents, employees, and the general public that it offers employment and educational opportunities, including vocational educational opportunities without regard to age, gender, race, color, religion, marital status, sexual preference, national origin, or disability. It is the responsibility of Northern Adirondack Central school district to identify and evaluate students with disabilities under section 504 who, within the intent of section 504 of the rehabilitation act of 1973, need special services or programs in order that such students may receive the required free appropriate education. Each qualified student within the district who is eligible to receive regular or special education or related aides and services, regardless of the nature or severity of the condition necessitating such programs or services, shall receive a free appropriate public education in the district. Questions regarding this policy may be referred to:

Robert Witkiewicz
Title IX Coordinator
5572 Rt. 11
PO Box 164
Ellenburg, Depot, NY 12935
518-594-3962

Danielle Brown
Director of People, Pupil Personnel
504 Compliance Officer
5572 Rt. 11
PO Box 164
Ellenburg, Depot, NY 12935
518-594-3986

[Please click here for \(policy 0100\) for the Equal Opportunity and Nondiscrimination Policy.](#)

For information regarding the diapering and toileting of students, please see the board policy on the school website.

NYSED complaint procedures can be found at <http://www.nysed.gov/essa/new-york-state-essa-funded-programs-complaint-procedures>

GREAT LEADERS ARE SAFE, KIND, & RESPONSIBLE LEARNERS!

	Be Safe	Be Kind	Be Responsible
All Settings	<ul style="list-style-type: none"> • Walk • Keep hands, feet, and objects to self 	<ul style="list-style-type: none"> • Use teamwork ~ Together is better! • Have patience and consideration for others • Listen and think before you speak • Use quiet voices • Use manners • Stay in your space 	<ul style="list-style-type: none"> • Be proactive • Follow directions • Take care of your belongings and school property • Keep things neat and clean • Be a problem solver ~ Get help when needed. 
Assemblies	<ul style="list-style-type: none"> • Use the railing on the bleachers • Stay seated 	<ul style="list-style-type: none"> • Listen to the presenter • No calling out • Participate when asked 	<ul style="list-style-type: none"> • Sit quietly • No stomping • Line up quietly
Bathrooms	<ul style="list-style-type: none"> • Keep water in the sink • Keep feet on the floor 	<ul style="list-style-type: none"> • Give people privacy • Stand and wait patiently for your turn • Flush toilet after use • No writing on stalls 	<ul style="list-style-type: none"> • Wash hands with soap and water • Dispose of paper products properly • No loitering (leave when done)
Bus & Sidewalk	<ul style="list-style-type: none"> • Stay on the sidewalk • Stay seated facing forward • Keep aisles clear • Don't distract the driver while the bus is moving • No eating 	<ul style="list-style-type: none"> • Cooperate with others around you 	<ul style="list-style-type: none"> • Be ready when bus arrives • Keep belongings on your lap and take everything when leaving • Go directly to your class
Cafeteria	<ul style="list-style-type: none"> • Go directly to your seat • Stay seated at the table • Do not share food 	<ul style="list-style-type: none"> • Stand and wait patiently in line • Use table manners • Raise your hand to get adult attention 	<ul style="list-style-type: none"> • Know your food choice • Have money ready • Know your lunch number • Get all food and utensils
Classrooms	<ul style="list-style-type: none"> • Use materials and tools properly • Keep chairs on the floor 	<ul style="list-style-type: none"> • Be a good listener • Wait for your turn to speak • Work quietly • Respect others' learning 	<ul style="list-style-type: none"> • Work first, then play • Keep materials organized • Seek leadership roles
Hallway & Locker	<ul style="list-style-type: none"> • Walk single file • Stay to the right • Take stairs one at a time • Railings are for hands only • No eating • Do not open outside doors for anyone 	<ul style="list-style-type: none"> • Use quiet feet • Smile and wave • Wait your turn at the drinking fountain 	<ul style="list-style-type: none"> • Go directly to your destination • Fill water bottles carefully • Do not splash water on the floor • Open/close lockers quietly
Playground/Recess	<ul style="list-style-type: none"> • Stay in play area • Wear sneakers • Dress for the weather • No rough play or unwanted chasing • Use equipment properly 	<ul style="list-style-type: none"> • Play with a win-win attitude • Include others • Take turns 	<ul style="list-style-type: none"> • Report injuries to an adult • Return all equipment • Line up quickly • Leave nature outside

 **Respect yourself, respect others, and respect our school.** 

**THE LEADER IN ME
AT
NORTHERN ADIRONDACK ELEMENTARY**

**THE 7 HABITS OF HAPPY KIDS
BY SEAN COVEY**

A HABIT IS A REGULAR PRACTICE OR TENDENCY, OFTEN PERFORMED AUTOMATICALLY AND WITHOUT CONSCIOUS THOUGHT, THAT HAS BECOME INGRAINED THROUGH REPETITION. IT CAN BE A SPECIFIC BEHAVIOR, LIKE HOW YOU WRITE, FOLD YOUR ARMS OR BRUSH YOUR TEETH.

**Habit #1
BE PROACTIVE**

You're in charge of yourself

- I have a "can do" attitude and always try my best at everything I do.
- I follow directions and do the right things without being asked, even when nobody is looking.
- I choose my actions, attitudes, and moods and don't blame others for my wrongdoing.



**Habit #2
BEGIN WITH THE END IN MIND**

Have a Plan

- I plan ahead and set goals for myself.
- I am prepared at all times.
- I think about how the choices I make now will affect my future.
- I think about the positive or negative consequences of my actions before I act.



**Habit #3
PUT FIRST THINGS FIRST**

Work first, then play

- I do the things that I have to do before I do the things that I want to do.
- I stay focused on what I'm doing. I try to minimize distractions and regroup if I get off task.
- I spend my time on the things that are the most important.



**Habit #4
THINK WIN WIN**

Everybody can win!

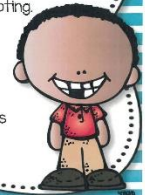
- I can problem solve when an issue comes up with another person.
- I think about what other people want and not just what I want.
- I am kind to others and try to think of ways to help everyone to be happy.



**Habit #5
SEEK FIRST TO UNDERSTAND:
THEN TO BE UNDERSTOOD**

Listen before you speak

- I listen to others without interrupting.
- I raise my hand when I want to speak and I wait to be called on.
- I don't blurt out.
- I try to understand other people's views and feelings, even if they are different from my own.



**Habit #6
SYNERGize**

Working together is better

- I get along well with other people and work well in groups.
- I value the strengths of others and allow myself to learn from them.
- I know that by working together as a team we can get more done and come up with better solutions than we could alone.



**Habit #7
SHARPEN THE SAW**

Balance is best

- I take care of my body by eating right, exercising, and getting enough sleep.
- I balance my time between school, extracurricular activities, family, and friends.
- I am always learning how to become a better person.



**Great things
happen here at
NAC
ELEMENTARY!**

Scan Labels & Save Points!

Big “G” Box Tops

Our school earns money when you help us by scanning these Big “G” Box Tops! All Box Tops will be earned digitally by scanning your receipt. The Box Tops for Education has a user-friendly app. The app allows you to scan your store receipt, find participating products and instantly add Box Tops to our school’s earnings online.



Price Chopper-Tools for Schools

Our school also earns points when you shop at Price Chopper & use your AdvantEdge Card!! To enroll your AdvantEdge Card to start earning points, parents and supporters need to sign up at <https://rewards.pricechopper.com> even if you have participated in the past! If a supporter doesn't already have a Price Chopper AdvantEdge Card, they can sign-up for one at any Price Chopper store or visit Price Chopper online at www.pricechopper.com.



Price Chopper-Tools for Schools
Check to see if you need to enroll your card!!

NAC Elementary School Song

Chorus: Now and forever

Always together
Children will succeed!

Now and forever
Always together
Children will succeed!

When we work together
There's nothing we can't do
Teamwork is the only way
It's up to me and you.

Now and forever
Always together
Children will succeed!

Now and forever
Always together
Children will succeed!

Now is the time
To do the best you can
Stand up tall, reach for the stars
Hold it in your hand.

Now and forever
Always together
Children will succeed!

Now and forever
Always together
Children will succeed!

Sometimes we fall
Don't stop, just get up.
You will get by, give another try.

Now and forever
Always together
Children will succeed!

Now and forever
Always together
Children will succeed!

Now and forever
Always together
Children will succeed!

Now and forever
Always together
Children will succeed!

Northern Adirondack Central School District

2026-2027 School Calendar

July						
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	

- Superintendent Conference Days
- School is not in session
- Students dismissed at 10:55/12:24

August						
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					

September						
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			

October						
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						
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						
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						
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						

February						
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						

March						
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			

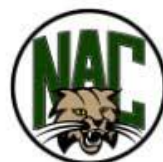
April						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May						
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						
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			

Days in Session

Aug. 0	Feb. 15
Sept. 21	March 22
Oct. 21	April 17
Nov. 17	May 20
Dec. 16	June 18
Jan. 19	Total 186



181 School Days + 5 Emergency Days
Emergency Day Returned as Follows:

- 1 Day left - 5/28
- 2 Days left - 6/1
- 3 Days left - 6/2
- 4 Days left - 4/19
- 5 Days left 4/20

Extra Emergency Days taken will be Remote

Dates	
September	
September 1-2 Superintendent's Days	
September 3- First Day of School for Students	
September 7- Labor Day- NO SCHOOL	
October	
October 12- Indigenous Peoples Day	
October 27- Superintendent's Day	
November	
November 11- Veterans Day	
November 19- Parent Teacher Conferences	
November 25-27 Thanksgiving Recess	
December	
December 23-31 Winter Recess	
January	
January 1- New Year's Day	
January 18- Martin Luther King Jr. Day	
February	
February 15-19- February Recess	
March	
March 19- Superintendent's Days	
March 26- No School	
April	
April 9- Emergency Go Home Drill	
April 12-16- Spring Recess	
May	
May 31- Memorial Day	
June	
June 18- Juneteenth (Observed)	
June 25- Last Day of School	

4/29/2026 BL