

DOOLITTLE ELEMENTARY SCHOOL Handbook



“LEARNING TOGETHER WITH PRIDE”

Doolittle Elementary School
Phone: 203-272-3549
Fax: 203-272-0546

www.cheshire.k12.ct.us/doolittle

PRINCIPAL'S MESSAGE

Hello Doolittle Family!

Welcome to the 2019-2020 School Year. At Doolittle School we show Respect for Self, Respect for Others and Respect for Property. We will focus on this motto throughout the school year in all that we do. As the new Principal of Doolittle School I join the current staff with their commitment to prepare our children to become independent learners and productive members of society by giving them a strong base of fundamental knowledge as well as developing their curiosity and giving them the tools to work cooperatively with others to accomplish a task.

Open communication between parents and their child's school continues to be a vital ingredient in a child's success at Doolittle. Please never hesitate to call or email your child's teacher with questions, concerns or ideas. A parent's questions, concerns or thoughts about his or her child are never insignificant or unimportant. I will make myself available to meet with you at any time your schedule allows, so please call or email me and I will set up a time for us to meet. Working together and sharing information is the best way to ensure that your child thrives in school. I am looking forward to building relationships with your family during your time at Doolittle School and welcome face to face meetings to talk with you about your child and their experiences at school. It is going to be a good year!

Sincerely,
Amy O'Brien



DOOLITTLE SCHOOL MISSION STATEMENT

The Doolittle School Community is committed to providing a caring and safe environment for learning in which each child can strive toward his or her full potential. We prepare our children to become lifelong learners and contributing members of a global society by fostering self-confidence, encouraging curiosity, developing individuality, and building a foundation of knowledge.

CHESHIRE PUBLIC SCHOOLS MISSION STATEMENT

The Cheshire Public Schools, in partnership with families and the community, will prepare all students to meet the challenges of an ever changing global society by providing high quality educational opportunities that inspire lifelong learning and service to others.

SCHOOL PROCEDURES

School hours

Doolittle School's hours are from 8:05 am – 2:35 pm.

Arrival

Students are permitted to enter the building at 8:00. All students should enter through the front doors. Students should not arrive earlier than five minutes prior to the start of school, when supervision begins.

Parents who choose to drive their children to school, must drop them off at the **Oak Avenue** entrance drop-off area **only**. Please pull all the way up before letting your child exit your vehicle. In the AM please do NOT park in the circle.



SAFETY FIRST!

Dismissal

Parents may decide whether their child is dismissed as **Bus Rider, Parent Pick-up or Walker**.

★ **Be sure to confirm this information in PowerSchool in the After School Transportation Notes field. If it is incorrect, contact the office for correction.**

- **Walkers**

Students assigned by their parents as walkers are allowed to leave the building on their own at dismissal time. There is NO supervision for them outside of the school building.

- **Parent Pick-up**

Students assigned by their parents as Parent Pick-up, walk to the gym at dismissal time and wait there for parents to get them. Parents picking up children are asked to please park in the Oak Avenue parking lot or at the end of the Cornwall Avenue driveway and then walk to the gym to sign out their children with the teacher on duty. ID is required.

- **Bus Riders**

Students assigned by their parents as Bus Riders wait in their classrooms at dismissal time until their bus is called. Bus numbers are called as each bus arrives. Safety Patrol members, carrying signs with bus numbers, escort students out of the building and to their assigned bus in an orderly manner

- Students attending YMCA aftercare go straight to the Doolittle Cafeteria at the dismissal bell.

If your child's dismissal plans change for the day, you must change it in School Dismissal Manager prior to 1:45 p.m. (11:45 a.m. on an early dismissal day.) If you do not know your log in info, please contact the office. [School Dismissal Manager instructions](#)

Attendance

Connecticut State law requires parents to cause their children to attend school regularly. Principals supervise the maintenance of attendance records to monitor absences and tardies. Parents will be notified in writing if the number of absences or tardies accrued by a student is believed to detract from the student's progress in school.

Please inform the office before 8:30 if your child will be absent from school. All absences should be reported to 203-272-3549 or email lbrainard@cheshire.k12.ct.us and svalenti@cheshire.k12.ct.us. A message may be left on our voicemail outside of school hours.

Upon return from an absence, a note must be sent to the school explaining the absence. **All absences are considered unexcused until a note is received.**

Request to Leave School Early

Students are expected to be in school all day. Requests for students to leave early should be only for emergency or unusual situations. Requests for early dismissal must be in writing and signed by a parent/guardian. Such requests shall be subject to the approval of the building principal. In an emergency, telephone requests for early dismissal will be approved.

Parents/guardians are required to stop in the office to sign out their child/ren. The student will be called to the office when the parent arrives. Please do not go directly to your child's classroom or make the request while your child is waiting in the bus line. Under no circumstances can a child be pulled out of a bus line without first signing him/her out in the office.

Although we do realize that emergencies occur, we ask that whenever possible, you schedule doctor and/or dentist appointments and other commitments for your children after school and not during school hours. Each early dismissal request we receive results in a classroom disruption for all students. Leaving early may cause students to miss assignments, special announcements, etc. that are made at the end of the day.

Please avoid requesting changes to your student's dismissals within the last ten to fifteen minutes of the day, unless there is a true emergency. These requests are disruptive to students, classroom teachers, and office staff who are completing the end-of-the-day activities.

Tardy

If your child arrives after the start of school you must accompany him or her to the main office as there is no adult supervision after 8:05. Any student arriving after 8:05 AM must report to the office with his/her parent for a tardy pass before going to his/her classroom.

It is the responsibility of every child and family to get to school on time every day. Tardiness may cause students to "feel like they are late and they have to hurry to catch up." They may miss assignments, directions, and special announcements, etc. that are made at the beginning of the day.

Visitors

Visitors are welcome at Doolittle School but must follow our procedures for their arrival, presence, and departure so that the learning, welfare, and safety of all students is maintained.

All visitors to Doolittle need to have photo ID (State license or ID).

All visitors, including parents, are required to report to the school's Main Office and use the LobbyGuard management system to sign in and out.

Visitors will use their ID to create a visitor sticker to wear while in the building.

Teacher meetings and classroom visits are always available by appointment. ALL classroom visits and meetings must be previously arranged with the teacher. Please call the main office or email the teacher to schedule a specific time and date if you want to visit your child's class or meet with the teacher.

The following is part of the Cheshire School Board's policy regarding visitors at school:

"All visitors to the Cheshire Schools are required to check in at the main office of the school which they are visiting and must receive authorization before visiting the school proper. Only those persons having legitimate business in the school shall receive such authorization."

It is important for Visitors to respect students' rights to privacy:

Confidentiality is a very important part of our school. Please respect the privacy of all students and staff. Please do not discuss individual student's behavior, academic work or abilities. It is vital that we respect the dignity of each child and that we protect their right to privacy.

School Cancellation, Delays, and Emergency Early Dismissal

If it becomes necessary to cancel school, delay opening, or dismiss early, DUE TO WEATHER CONDITIONS, announcements will be made on local television and radio stations. Unscheduled early dismissals will be noted on the Cheshire Public Schools website, www.cheshire.k12.ct.us.

We encourage all Doolittle families to take advantage of the early notification services offered by news organizations such as NBC30. Log onto www.NBC30.com to register for this free service. NBC30 will email you or text message your cell phone to alert you to early closings in Cheshire. You may also call for a recorded announcement at 203-250-2410 after 6:30 am. Please do not call the Superintendent, school, or the Police for information about school closings.

In the event of a **NON-WEATHER RELATED** unscheduled early closing, the Code Red phone number you have on file will be called. A NON-WEATHER RELATED unscheduled closing could include broken water pipes, power failure, etc. Early closing for snow will not activate the Code Red system.

Each child at Doolittle needs to have an emergency plan so that s/he knows what to do in the event s/he arrives home to an empty house. Even under the best weather conditions, a parent may be delayed due to traffic or other issues, and it is in the child's best interest to have a plan in place.

The bus company drops off first graders even if a parent is not home.

Please notify the office via email if the dismissal information for your student is incorrect so that we may correct it in PowerSchool. We are no longer using paper forms. It is important that we know how your child is to be dismissed. If there is a change for just a day or two that is NOT permanent, please use School Dismissal Manager prior to 1:45 p.m. (11:45 a.m. on early dismissal days.) Your log in info will be sent once the program is up and running.

Lost and Found

The Lost and Found bin is located across the hall in the cafeteria. Please ask your child to check the bin for any items that he or she may be missing. Labeling your child's belongings with his or her name will assist in their return. Unclaimed items will be donated to charity.

Change of Address or Phone

If there is a change in your residence, phone, email, or other information necessary to reach you in case of emergency, please notify the office ASAP so we may enter it into PowerSchool. If there is a change of address, please be prepared to bring in proof of the new address (a mortgage or lease agreement) as you did when your child was first registered.

Lunch and Breakfast

Students may purchase a School Lunch or milk in our cafeteria. Children may also bring their own lunch. Deposits may be made to your child's lunch account anytime at www.MySchoolBucks.com. Checks should be made payable to ***Doolittle School Lunch Program***.

Breakfast is also available to students who choose to participate. Students should stop in the cafeteria to pick up breakfast when they arrive and then eat in their classrooms. Students pay for breakfast the same way they pay for lunch. If your student receives free or reduced lunch, breakfast would be the same.

Please see the Cheshire Public Schools website for a link to Food and Nutrition for further information and a Free or Reduced Lunch form. www.cheshire.k12.ct.us

Snacks, Classroom Parties, and Birthdays

Parents are encouraged to send healthy foods for snacks. Fruits, vegetables, and healthy snacks are preferred at all times, as reflected in the CPS BOE policies.

****NO FOOD is allowed in classrooms unless it is prepackaged with an ingredient list**

All food to be shared in classrooms must be checked by Mrs. Zimmitti, our school nurse.

Thank you for your help keeping our school safe for those with serious allergies.

Please adhere to any additional notifications you received regarding allergies in the classroom.

Everyone enjoys celebrating birthdays. If you choose to send a snack, remember that *some students may be allergic to certain foods or have dietary restrictions due to diabetes, etc.* So, before you decide how to celebrate your child's birthday please check with your child's teacher and the school nurse.

Party Invitations

When planning birthday parties that take place outside of school please send invitations electronically or through postal mail. Invitations may not be distributed at school. The office cannot disclose the names or

addresses of classmates at any time.

Photographing Students

Photographs/videos of classrooms 'in action' are often taken. The photos may demonstrate certain curriculum or the implementation of a program or teaching strategy. These photographs/videos are sometimes used in a presentation to the Board of Education, teachers, parent groups and community groups. Occasionally, photographs of students are published online or in newspapers.

Appropriate Dress Required

Students are asked to dress appropriately for the school environment. Footwear should be safe and adequate for recess and physical education, which are often outdoors. **Flip-flops and sandals are not considered safe footwear.** Parents are encouraged to note the weather and provide appropriate jackets, hats, etc. based on predictions.

School Office Hours

The office is open from 8:00 a.m. to 3:00 p.m. The school building is closed for all business at 3:30 p.m. We ask that parents and students do not return to the building after school as classrooms are locked and inaccessible. Suggest that your child choose a buddy from his/her classroom to call for forgotten homework and information.

Non-Discrimination Statement

Doolittle Elementary School does not discriminate on the basis of race, color, national origin, gender, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Mr. Jeff Solan, Superintendent of Schools
29 Main Street, Cheshire, CT 06410, 203-250-2400

Integrated Pest Management Program

(Student Safety: Public Act 99-165) In 1999, the State Legislature enacted PUBLIC ACT 99-165 (an act concerning notice of pesticide applications at schools and daycare centers) regarding the use of pesticides on school property. The act requires that the school system develop a registry of parents who would like notification prior to application of a pesticide on school property. Parents wishing to be placed on the school district notification registry should contact the school via email or send a note requesting to be added to the list. The primary method of registry notification is by email. If you do not have an email address, you will be contacted by telephone. Contact will be at least 24 hours prior to any pesticide application. [Click here for the CPS Handbook for Policies, Procedures and Regulations](#)



Cheshire Public Schools

Bus Rules and Regulations

Students at Doolittle School Show Respect for Self, Respect for Others and Respect of Property.

The primary objective of the bus transportation system is to provide safe bus transportation for the students of the Cheshire Schools. Courtesy and manners are essential in achieving this objective.

To meet this objective, full cooperation in adhering to the following rules and regulations is necessary.

1. The driver of the bus is in full charge of the bus and all students riding thereon.
2. Students must take a seat when they enter the bus and remain seated until their designated stop. They should get on and off the bus only when it is fully stopped.
3. Reasonable conversation is permitted. No indecent or profane language shall be permitted on the bus, nor any rowdiness or loud talking.
4. Conversation with the driver is prohibited while the vehicle is moving.
5. The use of tobacco, alcohol, or drugs on the bus is prohibited.
6. Students must not throw anything on the bus.
7. Bus windows shall not be opened without permission from the driver.
8. Students shall assist in keeping the bus clean and orderly and shall refrain from damaging or abusing the bus, its cushions, padding or other equipment.
9. The emergency door is to be kept free and available at all times.
10. Upon entering or leaving the bus, students shall avoid crowding or in any way disturbing others.
11. After alighting from the bus, students living on the opposite side of the highway shall cross to the other side in front of the bus.
12. Students who damage, injure, or deface any bus or any equipment on any bus shall be held liable for such damage.

Consequences for Violations

Any student who violates any of these regulations may be prohibited by the school principal either temporarily or permanently, from riding the bus, may be suspended from school, or subjected to such other disciplinary action as may be deemed proper by the administration.

Important Note to Parents

When buses are parked and loading or unloading students, it is illegal for an automobile to pass them.

Cheshire Performance Standards

Cheshire Public Schools have developed and defined seven performance standards considered as life-long skills. These are reinforced throughout all curricula from Kindergarten to Grade 12.

Collaborative/Cooperative Worker
Community Contributor
Complex Thinker
Effective Communicator/Producer
Knowledgeable Person
Self-Directed Learner
Skilled Information Processor

Social, Emotional and Behavioral Learning

Doolittle School embraces the principles of Responsive Classroom. *Responsive Classroom* was created by educational theorists as well as the experiences of exemplary classroom teachers. Children should behave appropriately because they can identify their behaviors, see the consequences of these behaviors and choose the behavior that is most likely to be successful for them and others. Children should NOT behave because adults or others want them to behave, have coerced them into behaving or because they want to make someone happy.

Responsive Classroom Guiding Principles:

1. The social curriculum is as important as the academic curriculum.
2. HOW children learn is as important as WHAT they learn: process and content go hand in hand.
3. The greatest cognitive growth occurs through social interaction.
4. There is a set of social skills children need in order to be successful academically and socially: cooperation, assertion, responsibility, empathy, and self-control.
5. Knowing the children we teach is as important as knowing the content we teach.
6. Knowing the families of the children we teach and working with them as partners is essential to children's education.
7. How the adults at school work together is as important as individual competence

Doolittle School emphasizes the following Responsive Classroom Strategies:

- Teacher Language
 - Reminding Language - (Proactive Reminding)
 - Ex. "We will be leaving for gym in 5 minutes, what do you need to do to get ready?"
 - Redirecting / Reinforcing Language - Providing observable feedback
- Rules and Logical Consequences:
 - Classroom Expectations and Rules are created with Students and are often linked to students' goals for the year.
 - Consequences are linked to the misbehavior
 - Consequences include: Take-a-Break, Loss of Privilege, Apology of Action.
- Morning Meeting:
 - A daily routine where students practice and model behavioral expectations
 - Students engage in activities to build community, create a positive climate for learning, and reinforces academic and social skills.
 - Greeting; Sharing, Activity, Announcements

Doolittle School also embraces the principles of RULER

RULER was developed at the Yale Center for Emotional Intelligence.

Students are taught the importance of emotions. Emotions often influence our actions.

Emotions also impact:

- ATTENTION, MEMORY, AND LEARNING
- DECISION MAKING
- RELATIONSHIP QUALITY
- PHYSICAL AND MENTAL HEALTH
- EVERYDAY EFFECTIVENESS

The first step and appropriately regulating emotions is to identify the emotions one is experiencing Student plot themselves on the Mood Meter and work to develop a vocabulary to describe their emotions.

Bullying

An emphasis is placed on the unacceptable nature of making threats and engaging in bullying behaviors. Teachers review these expectations regularly. If they occur, such behaviors are

documented by the administration with appropriate consequences given. Parents of all students are involved, per our Safe School Climate policy, which is published on the CPS website for your information.

Brief of Public Act No. 11-232: An Act Concerning The Strengthening of School Bullying Laws

Public Act 11-232, effective July 1, 2011, adds specific prohibitions against cyber-bullying, redefines "bullying", and requires school districts to adopt a "safe school climate plan". The safe school climate plan must include the appointment of a district "safe school climate coordinator" to oversee a "safe school climate specialist" at each school, who shall be the school principal or the principal's designee. Beginning July 1, 2012, each school principal must set up a safe school climate committee which shall include at least one parent or guardian of a student enrolled in the school. The committee is responsible for reviewing completed bullying investigation reports and identifying and addressing patterns of bullying in school, reviewing and amending school policies relating to bullying, making recommendations on school climate issues, and collaborating with the school climate coordinator regarding the collection of bullying data. The parent representative should participate in all of this, except the first two items "or any other activity that may compromise the confidentiality of a student". The revised definition of bullying states "(A) the repeated use by one or more students of a written, oral or electronic communication, such as "cyber-bullying", directed at or referring to another student attending school in the same school district, or (B) a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, that (i) causes physical or emotional harm to such student or damage to such student's property, (ii) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property, (iii) creates a hostile environment at school for such student, (iv) infringes on the rights of such student at school, or (v) substantially disrupts the education process or the orderly operation of a school." Bullying includes, but is not limited to "a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics."

School employees who witness acts of bullying or receive reports of bullying, under the new "safe school climate plan" must orally notify the safe school climate specialist not later than one school day after the incident or report, and must file a written report no more than 2 school days afterwards. After the investigation into the alleged act of bullying is complete, if the act of bullying is verified, notification must be provided to the parents of the alleged victim and the alleged bully within 48 hours of the completion of the investigation, and an invitation to a meeting to discuss the incident must be issued to each set of parents.

Cheshire Public Schools Policy with Regard to Bullying

Preventative practices are in place to emphasize the type of positive interactions among students that are expected and to prevent bullying and other antisocial behaviors. All schools have a Safe School Climate Committee and Safe School Climate Plan. Each teacher communicates expected behaviors in the classroom and sets a positive tone in the classroom that supports healthy interaction. In addition, there are a number of school-wide programs of a preventative nature.

School administrators or Safe School Climate Specialists will investigate all reported acts of alleged bullying submitted by parents, school staff, or students. They will also review all anonymous

reports submitted by students. All verified acts of bullying will generate a notice to the parents or guardians of students who commit the acts and to the parents or guardians of students against whom such acts were directed, and will be documented. Logs will be maintained for state reporting purposes and for district records.

In the event of a bullying incident as defined in PA 11-232 the following steps will be applied:

1. The administrator will investigate any alleged bullying incident that is reported by a teacher, student, parent, or by an anonymous report. Anonymous reports may be made directly to the school. The results of the investigation will determine appropriate consequence and/or interventions.
2. The administrator will notify parents of both parties and may set up a meeting at school with the teacher to discuss the behavior and the importance of the school and home working together to ensure it does not recur. The needs of the child and parents of both parties will be addressed.
3. The Safe School Climate Committee will review investigation reports, identify patterns of bullying, review, amend, and make recommendations to school policy.
4. If necessary, a formal behavior plan may be developed to address the bullying behavior. The plan will be developed by the administrator, parents, teacher, and school guidance personnel. The plan will be monitored for its effectiveness.
5. Transportation: If the bullying behavior occurs on the school bus, transportation privileges may be suspended and parents will be required to transport their children to and from school.

General Intervention Strategies

In addition to the prompt investigation of complaints of bullying and direct intervention when acts of bullying are verified, other actions may ameliorate potential problems with bullying in school or at school-sponsored activities. While no specific action is required and school needs for such interventions may vary from time to time, the following list of potential intervention strategies shall serve as a resource for administrators, teachers, and other professional staff members in each school. Strategies may include:

1. Use of peers to help improve the situation.
2. Modeling by teachers of positive, respectful, and supportive behavior toward students.
3. School-wide meetings to encourage positive relationships.
4. Employing classroom strategies that instruct students how to work together in a collaborative and supportive atmosphere.
5. Creating a school atmosphere of team spirit and collaboration that promotes appropriate social behavior by students in support of others.
6. Teachers and other professionals may find opportunities to educate students about bullying behavior through class discussions, counseling, and reinforcement of socially appropriate behavior.

Electronics and Personal Items

Board policy forbids roller blades, skateboards, and scooters on school grounds at all times. Shoes with wheels are not allowed. Expensive electronic games and valued collections (sports cards, stuffed animals, etc.) should be left at home. The school cannot be responsible if these items are broken or lost. Students are not permitted to use cell phones, beepers, pagers, walkie-talkies, electronic toys and

games, or other electronic devices while at school or on the buses. Electronic devices will be taken away and parents or guardians will be notified.

Lockers

Students in grades 4 and 5 have the unique opportunity to use Lockers at Doolittle School. Using Lockers is a privilege. Inappropriate use of lockers can result in students losing this privilege. Lockers need to be kept organized, therefore students should refrain from excessive decorations. The outside of lockers are not to be decorated. Only magnets should be used as decorations on the interior to keep tape, sticky residue and dirt from building up on locker walls. Each student may only use the locker to which he/she is assigned. The school cannot be responsible for missing items. If a locker is broken at any time during the school year, the student should report the problem to his/her teacher immediately. The right to inspect lockers assigned to students may be exercised by administration with reasonable suspicion to safeguard students, their property and school. (Board Policy 5145.12(a)/5145.12(b))

Instructional Textbooks

Any instructional textbook that is used in any class and/or course currently being used as an e-text is also available in hard copy for use at home. Students are asked to speak to his/her teacher directly to obtain a hard copy of an instructional textbook if needed for use at home.

Parent –Teacher Communications

Report Cards

Report cards are issued in December, late March, and June for children in all grades. We are no longer sending home paper copies; to access your student’s Report Card, please log into your PowerSchool account. Individual conferences will be scheduled in October and March for parents of children in all grades.

Additional meetings are available by appointment.

If you require a paper Report Card for sports, daycare, or other programs, please be sure to print it out prior to PowerSchool closing for the summer so you will have it when you need it.

Parent-Teacher Association

The PTA actively promotes open communication between the school and home and organizes projects to enrich the school environment. Volunteers assist in various capacities. The PTA is responsible for obtaining volunteers for activities, room parents, and a newsletter. Contact them at doolittlepta@gmail.com

Useful Telephone Numbers

Cheshire Public Schools	203-250-2400
Doolittle School	203-272-3549
Doolittle Fax number	203-272-0546
Transportation	203-272-2472
Weather line/cancellation	203-250-2410

Doolittle School website address: www.cheshire.k12.ct.us/doolittle

Doolittle Parent Bulletin link: [Doolittle Parent Bulletin](#)

All Staff at Doolittle School have email addresses and check their email regularly.

Health Procedures

The Doolittle School Nurse is Renee Zimmitti, R.N.

- If medications need to be given by the nurse during school hours, a special form is required. This form must be filled out and signed by a physician and the parent or guardian. An adult must bring the medication to school in its original container. This includes any over the counter medication, i.e. Tylenol, Ibuprofen, etc.
- If your child appears ill and/or has a temperature near 100.5 degrees or above, keep him/her home.
- Notify the school by telephone if your child will be absent.
- Notify the school if your child will be home for a prolonged period of time.
- Any prolonged illness (i.e. strep throat, scarlet fever, or pneumonia) should be reported to the school nurse so that she may follow up on such an illness.
- If your child contracts chicken pox, keep him/her home seven (7) days from the appearance of the first lesion, or longer if the initial crusts are still present.
- Head lice have presented a problem at times. If you discover head lice or eggs (nits), call your child's doctor for appropriate treatment and immediately notify the school nurse. Upon return, please see the nurse before returning your child to the classroom.
- "Pink Eye" or conjunctivitis is contagious. Please keep your child home and consult your doctor for treatment.
- On the emergency form in PowerSchool, include names of people you know will be available in order of sequence you would like them to be called.
- Allergies of any kind are considered serious. Notify the health office of any allergies your child may have.

Illness or Injury at School

The school nurse sees children in case of an accident or illness. She is available during school hours.

Examinations and Immunizations

The speech clinician administers hearing screenings to all children in Grades 3 and 5. The nurse administers vision screenings in Grades 1 – 6. A physical examination by the child's physician is required upon entrance to Kindergarten, and also for all 7th and 10th graders. Immunizations against diphtheria, pertussis (whooping cough), tetanus, poliomyelitis, measles, mumps, and rubella are required upon entry to school. Grade 5 and Grade 6 students are checked for scoliosis

Insurance

Voluntary insurance is offered yearly, designed to protect pupils in case of accident on school property, while participating in school activities, and while traveling to and from school. It is recommended that parents consider purchasing the school insurance.

Cheshire Board of Education

All Board of Education meetings are open to the public. A list of meeting time and locations is available on the Cheshire Public Schools website: <http://www.cheshire.k12.ct.us/board-of-education>
The Cheshire Board of Education members are listed on the Cheshire Public Schools website. Their contact information is listed as well.

The Chairman of the Cheshire Board of Education is Ms. Cathy Hellreich

Grade 1 Teachers	Rm.	Specials Teachers	
Katelyn Hyde	18	Peter Daly/Mr. Grego	PE
Kellie LaRonde	16	Barbara Gahwiller	Library
Kristina Onofreo	17	Byron Pierce/Ms. Abelson	Art
Beth Orwick	15	Mara Weed/ Ms. Fitzgerald	Music
Jennifer Parmelee	14	Nicole Kliegl	Orchestra
		Richard Szulczewski	Band
Grade 2 Teachers	Rm.	Carolina Borchert	Spanish
Meghan Chase	20		
Jennifer Dube	19	Resource Teachers	Rm.
Kristin Gallagher	22	Nicole Caputo	117
Sarah Lefebvre	21	Karen DelGiudice	46
Christine Robidoux	23	Stephanie Lodovico	118
		Christine McNally	49
Grade 3 Teachers	Rm.	Rebecca Volpe	43
Sarah Kristiansen	116		
Kelly Notaro	114	Support Services	
Nicole Rinaldi	110	Teri Averack	School Psychologist
Beth Sweigard	112	Kaitlyn Demas	School Counselor
		Heather Pach	School Psychologist-Bridges
Grade 4 Teachers	Rm.	Deborah Woodson	Occupational Therapist
Tracy Ajello	45	Liza Zanca	Speech Pathologist
Lisa Pattin Malina	33		
Kaitlyn Plant	35	Learning Support	
Kathryn Vitale	37	Pat Castle	Learning Initiative Teacher
		MaryEllen Bruzik	Reading and Math Support
Grade 5 Teachers	Rm.	Starr O'Connor	Learning Support Coach
Christine DiOrio	44	Joan Bausch	Learning Support Coach
Jennifer Guerin	39	Pamela Tyrell	Learning Support Coach
Beth Schult	42		
Emily Werth	47	Tech Support	
		Christine Barbuto	Technology Assistant
Grade 6 Teachers	Rm.		
Sara Charbonneau	121	Media Support	
Rachel DeFilio	122	Joan Ruotolo	Media Technician
Andrew DeLucia	124		

Mike Juliano	126	Maintenance	
		Mike Bouton	Maintenance
Interns/Bldg. Subs		Will Padua	Building Maintainer
Vani Singh			
Allison Sobolewski		Cafeteria Staff	
		Deborah Clarke	Manager
Instructional Assistants		Alice Hertell	
Rebecca Goncalo		Linda Smith	
Matthew Hall			
Timothy Hart		Teacher Assistants	
Wendy Howard			
Kate Iovene		Jill Chernik	
Linda Izzi		Terri Dunn	
Inas Kandil		Mary Lee Novia	
Maria Kaplan		Charlotte Oakes	
Erin Karlsen		Keisha Pangaro	
Joanna Shadeck		Meghan Stratton	
Carey Smedberg			
Mary Stratton		Administration	
Kristina Veilleux		Amy O'Brien	Principal
Michelle Wynne		Kristin Lopa	Assistant Principal
		Leslie Brainard	Principal's Secretary
		Sandra Valenti	Special Education Secretary
		Renee Zimmitti	Nurse