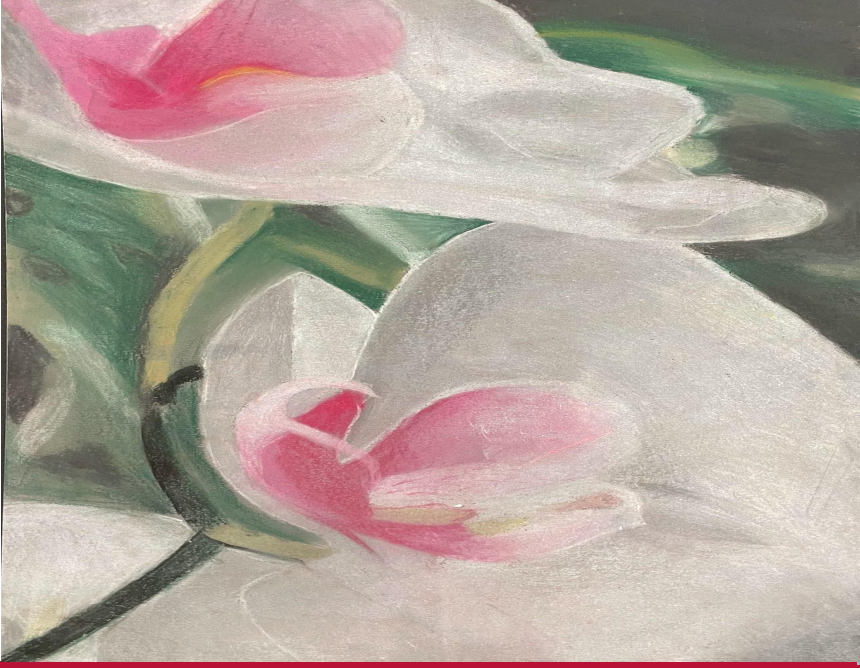


Jasmine Yam-9th Grade



Kayla Esposito- 11th Grade



PLAINEDGE PUBLIC SCHOOLS

2023-2024 Calendar & School Guide



Audrey Lozada- Grade 9



Olivia Broglio- 5th Grade



GENERAL INFORMATION

THE BOARD OF EDUCATION

2023-2024 Board of Education Members

Dr. Lynnnda Nadien, President
Raymond Paris, Vice President
Joseph Beyrouty, Jennifer Maggio, Dr. Joseph Netto,
Sonny Spagnuolo, Sisi Townson

Board of Education Meetings

The Board of Education consists of seven residents who are elected by the people and serve without salary for three-year terms of office. Board Meetings are generally held on the second or third Thursday of each month at 7:30 p.m. (from September to June, located in the Innovation Learning Center in the west wing of Plainedge High School). The agenda and minutes of Public Work Sessions and Business Meetings are posted on the district's website.

During our Meetings, we look to highlight student and staff achievements, as well as provide in-depth presentations on the district's educational programs and services. These meetings strive to provide a clear picture of what is going on in the district. Our meetings also give community residents an opportunity to comment or ask questions related to our schools and programs. There is always an opportunity for public comment during our meetings.

Please call the District Clerk's Office (516-992-7457) should you need more information about school board meetings. For the most up-to-date meeting information, visit www.plainedgeschools.org.

Contacting the Board of Education

You may contact the Board of Education in writing at 241 Wyngate Drive, North Massapequa, N.Y. 11758. You may also communicate with the Board through the following email addresses:

Dr. Lynnnda Nadien, President	lynnnda.nadien@plainedgeschools.org
Raymond Paris, Vice President	raymond.paris@plainedgeschools.org
Joseph Beyrouty, Trustee	joseph.beyrouty@plainedgeschools.org
Jennifer Maggio, Trustee	jennifer.maggio@plainedgeschools.org
Joseph Netto, Trustee	joseph.netto@plainedgeschools.org
Sonny Spagnuolo, Trustee	sonny.spagnuolo@plainedgeschools.org
Sisi Townson, Trustee	sisi.townson@plainedgeschools.org

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CONTACT INFORMATION

PLAINEDGE PUBLIC SCHOOLS

PLAINEDGE HIGH SCHOOL

Grades 9-12

Hours: 7:25 a.m.-2:02 p.m.

241 Wyngate Drive
North Massapequa, N.Y. 11758

High School Office 992-7550
Attendance 992-7585
Nurse 992-7580
Guidance Counselors 992-7570

Principal Lauren Iocco
Assistant Principal Kevin Burgoyne
Assistant Principal Jennifer Vitale
Guidance Counselors Joseph Como
Michael Cipriano
Elyssa Ditzio
Lauren Henriques
Holly Stonelli-Young

PLAINEDGE MIDDLE SCHOOL

Grades 6-8

Hours: 8:00 a.m.-2:30 p.m.

200 Stewart Ave.
Bethpage, N.Y. 11714

Middle School Office 992-7650
Attendance 992-7682
Nurse 992-7680
Guidance Counselors 992-7670

Principal Anthony DeRiso
Assistant Principal Jennifer Wiesman
Assistant Principal Vito Mannino
Guidance Counselors Andrew Meyer
Melissa Perez
Danielle Ruccia

EASTPLAIN ELEMENTARY SCHOOL

Grades K-5

Hours: 8:52 a.m.-3:00 p.m.

301 No. Delaware Ave.
North Massapequa, N.Y. 11758

Eastplain Office 992-7600
Nurse 992-7610
Principal Mark Coccarelli
Assistant Principal Sara Azizollahoff

JOHN H. WEST ELEMENTARY SCHOOL

Grades K-5

Hours: 8:52 a.m.-3:00 p.m.

499 Boundary Ave.
Bethpage, N.Y. 11714

John H. West School Office 992-7500
Nurse 992-7510

Principal Joseph A. Maisano
Assistant Principal Sara Azizollahoff

CHARLES E. SCHWARTING ELEMENTARY SCHOOL

Grades K-5

Hours: 8:52 a.m.-3:00 p.m.

Jerusalem Avenue & Flower Road
North Massapequa, N.Y. 11758

Charles E. Schwarting Office 992-7400
Nurse 992-7410

Principal Jennifer Thearle
Assistant Principal Sara Azizollahoff

ADMINISTRATIVE OFFICES

241 Wyngate Drive
P.O. Box 1669
North Massapequa, N.Y. 11758
Phone: 992-7450 Fax: 992-7445
www.plainedgeschools.org

SUPERINTENDENT OF SCHOOLS

Dr. Edward A. Salina, Jr. 992-7455 salina@plainedgeschools.org

DEPUTY SUPERINTENDENT

Dr. Guy J. Le Vaillant 992-7434 glevaillant@plainedgeschools.org

ASSISTANT SUPERINTENDENT FOR BUSINESS

Peter Porrazzo 992-7417 peter.porrazzo@plainedgeschools.org

ASSISTANT SUPERINTENDENT FOR CURRICULUM AND INSTRUCTION

Dr. Lisa DePaola 992-7461 lisa.depaola@plainedgeschools.org

ASSISTANT SUPERINTENDENT FOR CURRICULUM AND INSTRUCTION

Catherine Honeyman 992-7460 catherine.honeyman@plainedgeschools.org

DIRECTOR OF FACILITIES III

Brett Prochazka 992-7470 brett.prochazka@plainedgeschools.org

DIRECTOR OF HEALTH, PHYSICAL EDUCATION AND ATHLETICS

T.J. Burke 992-7475 tjburke@plainedgeschools.org

DIRECTOR OF SPECIAL EDUCATION

Bridget Murphy 992-7480 bridget.murphy@plainedgeschools.org

ASSISTANT DIRECTOR OF SPECIAL EDUCATION

Nicole Duffy 992-7480 nicole.duffy@plainedgeschools.org

DIRECTOR OF GUIDANCE & STUDENT SERVICES

Verdel Jones 992-7485 verdel.jones@plainedgeschools.org

Curriculum Associates

Ananina Kletzkin 992-7577 ananina.kletzkin@plainedgeschools.org
Samantha Cartusciello 992-7571 samantha.cartusciello@plainedgeschools.org

SECURITY

District Security 992-7492

TRANSPORTATION

Transportation Dept 992-7490 ** For all emergencies call 911

GENERAL INFORMATION

GUIDANCE SERVICES

Plainedge Public Schools offer comprehensive guidance services for all students in Grades K-12. The guidance program provides each student with assistance in personal and academic development, career and college planning, and adjustment to school. During a series of conferences and group sessions spanning all four high school years, counselors help students plan their educational future.

PSYCHOLOGICAL SERVICES

The main focus of the school psychologist is to support student success. They advise and consult with parents, teachers, and administrators. Psychologists work with students in a confidential setting and employ a variety of methods to evaluate and assist students in the areas of academic achievement and personality development.

The psychologist screens students for the Committee on Special Education and makes appropriate recommendations. Additionally, psychologists serve as a resource and contact between the school and numerous social agencies and mental health providers available to assist parents and children.

PSYCHOLOGISTS

District

Rebecca Lefkowitz 992-7527

Plainedge High School

Allison Cottone.....992-7581

Kathleen Harders.....992-7471

Peter Mancuso.....992-7611

Melissa Minervini.....992-7609

Plainedge Middle School

Peter Mancuso.....992-7611

Melissa Minervini.....992-7609

Lynn Mudryk.....992-7679

Charles E. Schwarting

Peter Mancuso.....992-7400

Melissa Minervini.....992-7400

Naydne Castoro.....992-7409

John H. West

Peter Mancuso.....992-7509

Melissa Minervini.....992-7509

Kim Katz.....992-7509

Eastplain

Lauren Marciano.....992-7679

EMERGENCY CLOSING OF SCHOOL

When the safety of children requires that schools be closed because of weather, road conditions or other situations, the following sources will carry the news of the closing between 5:30 a.m. and 8 a.m. Please obtain your news from these sources rather than calling the schools. In addition to these sources, we will also notify parents through the automated telephone system. This system allows the administration to contact parents and caregivers by phone. Please make sure we have your most recent and preferred telephone number for this purpose.

TV: News 12 Long Island

Website: www.plainedgeschools.org

Social Media: Facebook, Instagram and Twitter

USE OF INCLEMENT WEATHER DAYS

There is one inclement weather days planned in the 2023-2024 school calendar. If an inclement weather day is used, schools will be open on all scheduled days. The following will take place if there are school closures due to inclement weather:

1 Closure - Schools will be **OPEN** on all scheduled days in the calendar

No Closures - Schools will be **CLOSED** on May 24, 2024

DELAYED SCHOOL OPENING

Depending on road conditions, the opening of school may be delayed by ninety minutes. If there is a delayed opening, all students who are bused to school should be at their regular bus stops exactly ninety minutes later than usual. Dismissal times remain the same.

EARLY DISMISSAL

If it becomes necessary to dismiss students early because of emergency conditions in the district, announcements will be made on television stations listed above. We will also notify parents through the automated telephone system. This automated system allows the administration to contact parents and caregivers by phone. Please make sure we have your most recent and preferred telephone number for this purpose. We will also post early dismissal information on the district website.

GENERAL INFORMATION

Conduct and Responsibilities

Code of Conduct

The Board of Education is committed to providing a safe and orderly school environment where students may receive and district personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers and other district personnel, parents and other visitors is essential to achieving this goal.

The district has adopted a Code of Conduct that defines the expectations for conduct on school property and at school functions of students, staff, and visitors to school buildings, and the disciplinary actions resulting from violations of the Code, in accordance with the Dignity for All Students Act (DASA), as well as Safe Schools Against Violence in Education Program, School Safety and Emergency Response Plan. It is based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity. A complete copy of the Code is available at <http://bit.ly/pufsdcodeofconduct>.

Student Responsibilities

In order to promote a positive learning environment, all district students have the responsibility to:

- Contribute to maintaining a safe and orderly school that is conducive to learning by showing respect to other persons and property.
- Be familiar with and abide by all policies, rules and regulations dealing with student conduct.
- Attend school every day unless legally excused; be in class, on time, and prepared to learn.
- Work to the best of their ability in all academic and extracurricular pursuits and strive toward the highest level of achievement.
- React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
- Develop mechanisms to control anger.
- Ask questions when they do not understand.
- Seek help in solving problems that might lead to discipline.
- Dress appropriately for school and school functions.
- Accept responsibility for their actions.
- Conduct themselves as representatives of the district when participating in or attending school-sponsored extracurricular events, and exercise the highest standards of conduct, demeanor and sportsmanship.

DISTRICT DASA COORDINATORS

CHARLES E. SCHWARTING ELEMENTARY SCHOOL: 992-7400

Jennifer Thearle
Sara Azizollahoff
Nadyne Castoro

EASTPLAIN ELEMENTARY SCHOOL: 992-7600

Mark Coccarelli
Sara Azizollahoff

JOHN H. WEST ELEMENTARY SCHOOL: 992-7500

Joseph A. Maisano
Sara Azizollahoff

PLAINEDGE MIDDLE SCHOOL: 992-7650

Anthony DeRiso
Jennifer Wiesman
Vito Mannino
Casey Kornahrens
Patricia Furusa

PLAINEDGE HIGH SCHOOL: 992-7550

Lauren Iocco
Jennifer Vitale
Kevin Burgoyne
Elizabeth Lewis
Alvina Allison
Don White
Anthony Giovannelli

**To view the Plainedge Public School DASA Policy
visit <https://bit.ly/DASAPOLICY>**



GENERAL INFORMATION

Student Dress Code

The Plainedge Middle School and High School have adopted the following Student Dress Code as part of their Code of Conduct. All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. A student's dress, grooming and appearance, including hairstyle/color, jewelry, makeup and nails, shall be safe, appropriate and not disrupt or interfere with the educational process.

1. Extremely brief garments and see-through garments are not appropriate.
2. Footwear must be worn at all times.
3. Items that are vulgar, obscene, or libelous, that denigrate others, or that promote and/or endorse the use of alcohol, tobacco, illegal drugs or violent activities are prohibited.

Students who violate the dress code shall be required to modify their appearance by covering or removing the offending item and, if necessary, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day.

SPECIAL EDUCATION

The district provides a full continuum of special education support and services to meet the needs of all students. Special education needs that cannot be met within the district are arranged in cooperation with neighboring districts, BOCES, outside agencies and private schools.

Early identification of a disability is vital in helping a child receive an appropriate education. Students are identified through the district's kindergarten screening program, parental referrals or referrals from principals, teachers, counselors, or medical professionals. Children with a potential disability are referred to the Committee on Special Education.

The Committee on Special Education (CSE) is comprised of a chairperson, a parent of a child with special needs, both a general and special education teacher, and a school psychologist. The presence of a physician is optional. The duties of the CSE are to review all data and to recommend to the Board of Education appropriate placement and programs for each child being classified.

ATTENDANCE

Attendance is required every school day. Excused attendance is defined as absence, tardiness, and early departure from class or school due to personal illness, illness or death in the family, religious observance, quarantine, required court appearances, attendance at health clinics, approved college visits, approved internship programs or other such reasons as designated by the parent and accepted by the building principal.

Please telephone the main office when your child is absent. A note explaining the absence is required on the day your child returns to school. Children should arrive at school on time. A written note is required if a child is late.

HOMEWORK

Homework is an important adjunct to schoolwork. In general, homework is assigned to reinforce the work done in school or the completion of assignments, or research work that cannot be completed in school. The amount of work necessary depends on the subject, type of class and the individual child. You can assist with homework by providing a satisfactory place for work free from distractions, by establishing a time schedule for homework and by showing an interest in your child's work. The district has adopted "Homework Guidelines" that can be found on the district website.

PERSONAL PROPERTY IN SCHOOL

The Plainedge School District assumes no responsibility for personal property brought to school or to any school-related activity; that responsibility rests with the student. The Board of Education will not reimburse students or parents for loss or damage to personal property.

Students are also held responsible for any school property, such as books, locks, musical instruments, etc., that is assigned to them for their personal use.

REPORT CARD

The report card is one of the ways we communicate with you about your child's progress in school. While the report card is informative, it does not contain as much information as teachers would like to share with you. Therefore, please make every effort to attend parent-teacher conferences that are scheduled during the year. Parents are able to access their children's grades through the Internet by accessing Power School.

STUDENT ACCIDENT INSURANCE

The Plainedge Schools provide student accident insurance without charge. The insurance is known as NON-DUPLICATING COVERAGE. This means that parents may be reimbursed for medical bills for an accident occurring at school, AFTER their own private insurance has been utilized. The school district itself is not responsible for the payment of medical bills that result from an accident.

GENERAL INFORMATION



REGISTRATION

Registration for all new students to the district is completed online by visiting www.plainedgeschools.org. For Parents tab, New Student Registration. In-person appointments may be scheduled by calling 516-992-7420. At the time of registration, parents will be required to complete our registration packet, which includes a student registration form, proof of residency forms and a proof of immunization form. Additional information regarding these forms and our registration process can be found on our district website, or by contacting our district registrar at 516-992-7420. It should be noted that if it is determined that a student is not living in the Plainedge School District or that residence is solely for the purpose of attending Plainedge Public Schools, the full cost of yearly tuition will be charged to the person signing the residency affidavit. This tuition may range from \$20,000 to \$65,000, depending on the level of services provided.

PLAINEDGE WEBSITE

To obtain the latest information about upcoming events, school board meetings, minutes of Board meetings, new academic initiatives, test results and more, visit our website at: www.plainedgeschools.org.

TAX CODE – 501

In order to ensure the accurate allotment of state aid for our school district, please remember to insert Plainedge Public Schools Code 501 on your New York State Income Tax Return.

TRANSPORTATION

Transportation to and from the district schools is provided as follows:

Grades K-5: students living 3/4 mile or more from the school of assigned attendance.

Grades 6-8: students living .25 miles or more from the school of assigned attendance.

Grades 9-12: students living 1-1/2 miles or more from the school of assigned attendance.

Bus passes are issued free of charge at the beginning of the school year to eligible students. Passes are non-transferrable and are to be shown to the driver upon request. A \$1 fee will be charged to replace a bus pass. On the bus, students must remain seated throughout the trip. Smoking, fighting or the use of foul or abusive language is not allowed. As a safety measure, backpacks are recommended for elementary school students.

All bus riders should be at their pick-up point at least five minutes before the scheduled pick-up time. If the bus is delayed, please wait 10 to 15 minutes before reporting a bus overdue.

To report an emergency situation, or a bus more than 15 minutes late, please call 992-7490. Please give the name of the school, the bus number and the bus stop.

NON-PUBLIC SCHOOL TRANSPORTATION

Parents of children attending non-public schools must file a request for transportation prior to April 1 preceding the school year involved.

Please write to Plainedge Public Schools, Office of Transportation, 241 Wyngate Drive, P.O. Box 1669, North Massapequa, N.Y. 11758.

GENERAL INFORMATION

HEARING IMPAIRED PERSONS

Parents with a hearing impairment are entitled to an interpreter for school meetings such as parent/teacher conferences, child study team meetings, guidance planning meetings and student activities such as plays, concerts and graduations, according to Board of Education policy. Services are provided free of charge.

Parents in need of an interpreter should make their request in writing at least 10 school days prior to the scheduled meeting or activity, and submit requests to the Office of Special Education.

DRUG, ALCOHOL, AND FAMILY COUNSELING

District social workers provide services in the areas of drug, alcohol, and family counseling to parents and students. At the middle school level, the primary goal of the program is prevention, while at the high school level, the program is geared to both prevention and intervention.

Social workers may be reached during the school year by calling:

Plainedge High School

Don White 992-7582

Plainedge Middle School

Patricia Furusa 992-7681

Parents of elementary school students should contact the school principal with any concerns.

HEALTH SERVICES

School nurses are available for first aid, emergencies, and other health-related issues. Additionally, school nurses conduct annual vision and hearing tests and coordinate compliance with immunization requirements. A school doctor is available to perform necessary physical examinations. Health examinations are required by law for children entering Grades Pre-K or K, 1, 3, 5, 7, 9, and 11.

ALCOHOL AND DRUG POLICY

It is the policy of the district to promote healthy lifestyles for its students and staff and to inhibit the use/abuse of alcohol, tobacco and other substances. Board of Education policy prohibits the use, possession, sale, or distribution of alcohol or drugs while on school premises or at school-related functions.

The district has developed substance use/abuse prevention and intervention programs, including a sequenced K-12 prevention curriculum, and substance abuse assessment and counseling services for students.

PRIVACY ACT

The Plainedge Public Schools have established procedures relating to student records for parents and students. Each student has the right of protection against an unwarranted invasion of privacy.

The superintendent of schools has developed procedures which recognize that parents and eligible students have the following rights:

- To inspect and review their school records.
- To challenge the contents of records on grounds of being inaccurate, misleading, or otherwise in violation of their rights.
- To deny access to their records without their consent except where disclosure without consent is authorized by law.
- To file complaints of alleged violations of the FERPA with the FERPA Office of the U.S. Department of Education, Washington, DC 20201.
- To obtain a copy of district policy on student records.

Those who are interested in access to student records or the policy on student records may call 992-7485.

NOTICE OF NON-DISCRIMINATION

The Plainedge School District does not discriminate on the basis of race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, military status, disability, predisposing genetic characteristic, domestic violence victim status, or any other basis prohibited by New York State and/or Federal non-discrimination laws in its educational programs and activities, or employment practices, including vocational educational opportunities and provides equal access to designated youth groups. Inquiries regarding the District's non-discrimination policies should be directed to:

• Title IX Compliance Officer

(Education Amendments of 1972)

Dr. Guy J. Le Vaillant, Deputy Superintendent, Plainedge Public Schools Central Administration, 241 Wyngate Drive, North Massapequa, New York, 11758, (516) 992-7434
glevaillant@plainedgeschools.org;

• ADA Compliance Officers/Coordinators

Dr. Guy J. Le Vaillant, Deputy Superintendent, Plainedge Public Schools Central Administration, 241 Wyngate Drive, North Massapequa, New York, 11758, (516) 992-7434
glevaillant@plainedgeschools.org;
Verdel Jones, Director of Guidance, (516) 992-7485,
verdel.jones@plainedgeschools.org

• Section 504 Compliance Officers/Coordinators

Dr. Guy J. Le Vaillant, Deputy Superintendent, (516) 992-7434,
glevaillant@plainedgeschools.org;
Plainedge Public Schools Central Administration, 241 Wyngate Drive, Massapequa, NY, 11759
Verdel Jones, Director of Guidance, (516) 992-7485,
verdel.jones@plainedgeschools.org;
Bridget Murphy, Director of Special Education, (516) 992-7480,
bridget.murphy@plainedgeschools.org.

The Title IX, ADA, and Section 504 coordinators will provide information, including complaint procedures, to any student or employee who feels that his or her rights may have been violated by the district or its officials. Questions about Title IX may be referred to the employee designated to coordinate Title IX compliance or to the assistant secretary for civil rights. Inquiries regarding discrimination on the bases listed above may also be referred to the federal Office of Civil Rights (OCR) within the Department of Education. Visit the Office for Civil Rights website or call 1-800-421-3481

GENERAL INFORMATION

SCHOOL LUNCH PROGRAM

Lunch is served at all schools at a cost of \$2.75 at the elementary schools and \$3.00 at the secondary schools. Money, in any amount, can be sent in either cash or check made out to Plainedge School District. This money will go into your child's account and can be used to purchase lunches or snacks at lunchtime throughout the school year. You may also use "myschoolbucks.com" to put money on your child's account using a debit or credit card. All school menus, and free and reduced lunch applications are available online at www.plainedgeschools.org. The free and reduced application must be printed, filled out with an original signature, and returned to the lunch office at 241 Wyngate Drive, North Massapequa, N.Y. 11758, Att: School Lunch Program. The free and reduced-price meal information is published separately in the Massapequa Post. For additional information about the school lunch program, please call our school lunch manager Edward Ross at 992-7594 or email edward.ross@plainedgeschools.org.

PLAINEDGE ATHLETIC DEPARTMENT

The Plainedge School District typically offers a variety of sports for students in Grades 7-12. The sports are listed in the middle school and high school program guides.

All participants must have physical exams and present permission forms to the school nurse before participating in the interscholastic program.

For further information, please call the athletic office at 992-7475.

EMERGENCY DRILL EXERCISE

As part of the Safe Schools Against Violence in Education Program (SAVE) and our emergency response

plan, the district's safety team has developed a plan for an annual test of our school building emergency response plans. The drill shall test the following components of the plan: alert warning, communications, staff procedures, transportation, public information and emergency procedures. Parents shall be notified in advance of the date of the drill.

VANDALISM

Educational programs teach children positive attitudes toward public and private property. In an effort to control vandalism, the district employs security guards and has installed a vandal alarm system. Anyone who is apprehended while involved in vandalizing our buildings will be prosecuted. Parents are reminded that current New York State law makes parents responsible for \$1,500 in damages incurred by the actions of their children. It is the policy of the Board of Education to seek reimbursement from parents whenever possible. If you see any of the district schools being vandalized, please call this number immediately: 992-7492.

TAX EXEMPTIONS

The Plainedge Board of Education passed resolutions to adopt the Senior Citizen Property Tax, the Persons with Disabilities and Limited Income Property Tax, the Veterans Tax and the Volunteer Firefighters and Ambulance Workers Tax Exemptions. The amount of the exemption is determined by the Nassau County Department of Assessment based on a sliding scale related to income level.

Applications for these exemptions must be made annually by Dec. 31 to the Nassau County Department of Assessment, 240 Old Country Road, Mineola, N.Y. 11501. For additional information, please call 571-1500.



Report-it.com

In an effort to promote a safe and secure school environment, the district has enrolled in Report-it.com, an anonymous Internet hotline where students and parents can seek help or report potential danger in or around the school – 24 hours, seven days a week.

The hotline is a tool for anyone to report acts of bullying, hazing, vandalism, violence or drug use. The hotline also provides references for those looking for help with child abuse, drug and alcohol addiction, suicide prevention and family problems.

To Use Report-it.com

1. Log on at Report-it.com.
2. Click on the "Members" section.
3. Enter username and password. (Username: [plainedgeschools](http://plainedgeschools.org) Password: Plainedge).
4. Complete the school data and type the report.
5. Click "Submit."

The report is then sent to Report-it.com.

ANNUAL NOTICES

ASBESTOS MANAGEMENT PLAN

In accordance with AHERA regulation, 40 CFR Part 763.93, the Plainedge School District continues to maintain for public inspection, in the main office of each facility and central administration, a copy of the Asbestos Management Plan in addition to other asbestos-related documentation. For further information about the plan, please call 992-7470.

PESTICIDE NOTIFICATION

A New York State law went into effect July 1, 2001 requiring schools to inform all staff, parents and guardians that pesticides may be used periodically through the school year. We are required to maintain a list of staff or parents who wish to receive 48-hour prior written notification of pesticide applications. If you would like to be notified, or have any questions regarding the legislation, please call 992-7470.

Additional information can be obtained by calling the National Pesticide Information Center, 800-858-7378, or the New York State Health Department Center for Environmental Health, 800-458-1158.

SEXUAL HARASSMENT POLICY

The Plainedge Board of Education is committed to maintaining a safe and positive learning environment free of sexual harassment of students. The Board condemns all unwelcome behavior of a sexual nature toward students and will take strong disciplinary action if it determines there has been retaliatory behavior against complainants or witnesses. Confidentiality for all persons involved will be respected to the fullest extent possible.

Sexual harassment is defined as unwelcome physical or verbal contacts of a sexual nature, which are designed to extort sexual favors or which have the purpose or effect of creating a demeaning, intimidating, hostile or offensive environment.

Students who believe they have been subjected to sexual harassment, or parents acting on their behalf, are to report the alleged misconduct to their principal, teacher or counselor. Before proceeding to any investigation, a formal complaint form must be submitted by the accuser. Upon receipt of the form, a prompt, thorough and impartial investigation will be conducted. Complaint forms and copies of the policy are available from the principals and the counselors at all schools.

Directory Information

Unless objection to any of the items of information following is submitted in writing by parents or legal guardians or by students who are over the age of 18 years, the Plainedge School District hereby gives notice of intention to provide, release or publish in the newsletters, on the district's website(s), school or student newspapers, magazines, yearbooks, other publications, lists, daily or weekly newspapers, athletic programs, musical or theatrical programs, social media and news releases (including photos), all of the following information pertaining to students as may be appropriate under the circumstances: name of student, name of parents, address, phone number, age, height, weight, grade, major field of study, participation in recognized school activities, academic honors, achievements, awards, scholarships and similar information.

Under Title 34, Part 99, Privacy Rights of Parents and Students, parents or eligible students who do not desire release of the above information must make a specific request in writing to the superintendent of schools. Failure to make such request shall be deemed consent to release, provide or publish the directory information during the 2023-2024 school year. **Please submit your written request by Oct. 1, 2023.**



PARENT ORGANIZATIONS

PTA COUNCIL

ELECTED OFFICERS

Co-President: Vanessa Laverdiere...PTAVanessa@gmail.com

Co-President: Kathleen McEnroe....kmcenroeppta@gmail.com

1st Vice President: Erica Weeks.....eriweeks@aol.com

2nd Vice President: Marianne Cynar..mcynar@optonline.net

Treasurer: Jackie Galluccio.....jmgllucc27@gmail.com

Corresponding Sec'y: Tara Schneider..tara.schneider4281@gmail.com

Recording Secy': Ariel Ronneburger..aronneburger@gmail.com

UNIT PRESIDENTS

Eastplain Erica Weeks
Shannon Himberger

John H. West.....Tara Schneider
Heather Winters

Charles E. Schwarting.....Kathleen McEnroe
Sara Reyes

Plainedge Middle School Laura Ferguson

Plainedge High School.....Kristy McCarthy
Kathleen McEnroe

DISTRICT WIDE PTA EVENTS

TBD

MUSIC PARENTS CLUB

The Music Parents Club meets monthly at the High School at 7:30 p.m. For more information, please contact:

Eileen Neofitos eileen111204@aol.com

Amy Brennan emnmeg@gmail.com

Schedule of Events

TBD



PLAINEDGE HIGH SCHOOL PTSA

ELECTED OFFICERS*

Co- Presidents: Kristy McCarthy

Kathleen McEnroe

Vice President: Kevin Gilbert Snyder

2nd Vice President:.....TBD

Treasurer: Joseph Ricci

Corresponding Secretary: Jillian Cyan

Recording Secretary 1: Claudia Gonzalez

Recording Secretary 2: Laura Ferguson

PLAINEDGE MIDDLE SCHOOL PTA

ELECTED OFFICERS*

President: Nicole Camastro.....camastroplainedgepta@gmail.com

1st Vice President: Heather Winters.....heatherwinters32@gmail.com

2nd Vice President: TBD

Treasurer: Christine Coffey.....cryanccoffey2@gmail.com

Recording Secretary: Jacqueline Wood.jacquelinewood18@gmail.com

Corresponding Secretary: TBD

Schedule of Events

9/8 - Welcome Back Breakfast

9/18-10/6- Logowear

10/17-10/12 - Book Fair

5/13-5/17 - Teacher Appreciation

PARENT-TEACHER ASSOCIATION

CHARLES E. SCHWARTING ELEMENTARY SCHOOL

ELECTED OFFICERS*

Co-President: Kathleen McEnroe.....kmcenroepa@gmail.com
Co-President: Sara Reyes.....sreyes8781@gmail.com
Vice President: KC Currie.....kcurriepta@gmail.com
Vice President: Kristy McCarthy.....redrose729@hotmail.com
Treasurer: Jesse Siegel.....schwartingtreasurer@gmail.com
Secretary: Michelle Power.....mpowerpta@gmail.com
Corresponding Sec'y: Michele Plett.....mpletppta@gmail.com

Schedule of Events

9/8 - Welcome Back Picnic
 9/19 - Committee Chairs Meeting
 9/27 - Class Parent Meeting
 10/6 - Picture Day
 10/23 - Red Ribbon Week
 10/27 - Halloween Party
 PreK-1 - 5-6PM/Gr. 2-3 - 6:30-7:30PM
 Gr. 4-5 - 8-9
 11/13-17 - Fall Book Fair
 11/17 - Picture Retake Day
 TBD - Holiday Boutique
 TBD - Marine Biology/Ocean
 Virtual Assembly
 TBD - Chipotle Fundraiser
 1/22-1/26 - Great Kindness Week
 TBD - USA Skating Fundraiser
 TBD - Wingo
 TBD - PARP
 TBD - Panera Fundraiser
 TBD - Sports Night
 3/4-3/8 - Spring Book Fair
 TBD - O-Circus/Gr. 5 Show
 TBD - Earth Day
 TBD - BMX Assembly
 TBD - Spring Boutique
 5/3 - Sweetheart Dance
 PreK-1 - 5-6PM/Gr. 2-3 - 6:30-7:30 PM
 Gr. 4-5 - 8-9PM
 5/9 - Teacher Appreciation Lunch
 TBD - Color Run
 6/7 - Gr. 5 Fun Day
 6/12 - Yearbook Signing
 6/14 5th Grade Dance
 6/14 - Field Day

Meetings

9/18 @ 7PM
 10/16 @ 7PM
 12/4 @ 7PM
 2/12 @ 7PM
 4/15 @ 7PM
 5/6 @ 7PM
 6/3 @ 7PM

EASTPLAIN ELEMENTARY SCHOOL

ELECTED OFFICERS*

Co-President: Brian Maguire.....brian.p.maguire33@gmail.com
1st Vice President: Jason Kearney.....kearneyj365@gmail.com
2nd Vice President: Michael Interdonati.....minterdonati49@gmail.com
Treasurer: Judith Maguire.....heyjude0675@aol.com
Secretary: Julie Jollon.....jmf4897@aol.com
Corresponding Sec'y: Christine Rao.....christinerao415@gmail.com

Schedule of Events

TBD

Meetings

TBD

JOHN H. WEST ELEMENTARY SCHOOL

ELECTED OFFICERS*

President: Holly Finneganhollyfinn712@gmail.com
1st Vice President: Heather Winters.....heatherwinters32@gmail.com
2nd Vice President: Tara Schneider...tara.schneider4281@gmail.com
Treasurer: Edward Howard.....edward12@gmail.com
Recording Sec'y: Allison Marziliano...allison.marziliano@gmail.com
Corresponding Sec'y: Jeanette Nicosia...jeanette.nicosia@outlook.com

Schedule of Events

9/8 - Welcome Back Get Together
 9/12 - Back to School Night
 9/18-10/2 - Fall Fundraiser
 9/26-10/9 - Logowear Sale
 10/2 - Custodian Appreciation Day
 10/12 - Picture Day
 10/16 - Fall Book Fair
 10/17 - Night Book Fair
 10/23 - Red Ribbon Week
 10/27 - Halloween Party
 Gr. K-2 - 6:30 PM/Gr. 3-5 - 7:30 PM
 10/31 - Halloween Parade
 11/7 - Election Day Bake Sale
 11/21 - Picture Retake Day/Groups
 11/27-12/1 - Coat Drive
 12/4 - Holiday Boutique
 11/29 - Holiday Photos
 1/12 - Wingo Night
 1/22-1/26 - Great Kindness Week
 1/29-2/2 - Change Wars
 2/9 - Special Person's Dance
 Gr. K-2 - 5PM/Gr. 3-5 - 6:30 PM
 2/14 - Dapper Day
 3/4-3/22 - PARP
 3/4-3/8 - Spring Book Fair
 3/6 Night Book Fair
 3/18-3/22 - Career Awareness Week
 4/5 - Spring Dance
 5/6-5/10 - Staff Appreciation Week
 5/7-5/10 - Parents' Day Boutique
 5/17 - 5th Grade Spring Tea
 6/14 - Field Day
 6/14 - 5th Grade Dance
 6/26 - 5th Grade Clap Out

Meetings

9/13 @ 6:30 PM
 11/13 @ 7PM
 1/27 @ 7 PM
 3/13 @ 7 PM
 5/14 @ 7PM
 6/18 @ 7PM

JULY 2023						
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AUGUST 2023

SEPTEMBER 2023						
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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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13	14	15	16	17	18 Release of Student Schedule	19
20	21	22	23 EP/Schw/JHW Sail into Kindergarten	24 Pre K- Orientation Schw @ 9:30 AM EP @11AM & 12PM MS 6th Grade Orientation @ 9:00 AM HS 9th Grade Orientation @ 9:30 AM BOE Meeting @ 7:30 PM (HS ILC)	25	26
27	28 Middle School Bound Camp New Teacher Institute	29	30 Superintendent's Conference Days	31		

AUGUST 2023

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SEPTEMBER 2023

OCTOBER 2023

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 Labor Day School Closed	5 FIRST DAY OF SCHOOL FOR ALL STUDENTS	6	7	8 HS Senior Breakfast @ 7AM	9
10	11 HS Mini Fair @ 12:40PM HS Senior College Planning Night @ 7PM	12 EP/Schw/JHW Back to School Night @ 6PM	13 HS Student Portraits	14 MS Back to School Night @ 6PM	15	16
17	18 HS Mini Fair @ 10:30AM HS Senior Parking Night @ 7PM Schw PTA Mtg. @ 7PM	19 BOE Meeting @ 7:30PM (HS ILC) Middle School Picture Day	20 JHW PTA Mtg. @ 6:30 PM HS PTSA Mtg. @ 6PM	21 Middle School Activities Fair	22	23
24	25 Yom Kippur Schools Closed	26 MS PTA Mtg. @ 6PM HS Senior Portrait Retakes	27	28	29 EP/Schw/JHW Harlem Wizards Assembly	30

SEPTEMBER 2023

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OCTOBER 2023

NOVEMBER 2023

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4 EP Picture Day	5	6 Schw Picture Day	7 HS SAT @ 7:30AM
8	9 Columbus Day Schools Closed	10 HS Financial Aid Night @ 7PM	11 HS Academic Honor Society Induction @ 7PM	12 JHW Picture Day	13	14
15 Making Strides Against Breast Cancer Walk @ 8AM (Jones Beach)	16 Schw PTA Mtg. @ 7PM	17 District Audit Committee Meeting @ 6PM (HS ILC) BOE Meeting @ 8PM (HS ILC)	18 HS PSAT @ 7:30AM MS Grades 6-8 Guidance Meeting @ 6:30PM	19	20 HS Pep Rally HS Homecoming @ 6:30PM	21
22	23	24	25	26 HS Parent/ Teacher Conferences @ 6PM	27	28 HS ACT @ 7:30AM
29	30	31	District Red Ribbon Week			
						

OCTOBER 2023

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NOVEMBER 2023

DECEMBER 2023

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 HS Picture Retake Day	2 HS Parent/ Teacher Conferences @ 6PM	3 EP/Schw/JHW Half-Day Noon Dismissal Afternoon Parent/Teacher Conferences	4
5	6 EP/Schw/JHW Half-Day Noon Dismissal Afternoon/Evening Parent/ Teacher Conferences	7 Superintendent's Conference Day	8 Harlem Wizards Game @ 6:30 PM (HS Gym)	9 HS/MS Quarter 1 Ends	10 Veterans Day Observed - Schools Closed	11 Veterans Day
12	13 JHW PTA Mtg. @ 7PM	14 MS Dismissal @ 11:15AM MS Parent Teacher Conferences @ 12:30pm	15 MS Parent/Teacher Conferences @ 6PM BOE Meeting @ 7:30 PM (HS ILC)	16 MS Retake & Club Picture Day District Art Show @ 7PM (BMAC)	17 HS/MS Report Card Release Schw Picture Retake Day	18
19	20 MS PTA Meeting @ 6PM	21 HS PTSA Meeting @ 6PM EP Picture Retake Day JHW Picture Retake Day	22 RAPID DISMISSAL	23 Thanksgiving Recess - Schools Closed	24	25
26	27	28	29	30 NYSSMA All State Festival (Rochester)		

Sienna Milazzo- PHS



Madison Belz- 6th Grade






NOVEMBER 2023

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DECEMBER 2023

JANUARY 2024

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28	29	30	31			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					NYSSMA All State Festival (Rochester) 1 End of Elementary Schools 1st Trimester	2 NYSSMA All State Festival (Rochester)
3 NYSSMA All State Festival (Rochester)	4 HS Winter Concert I @ 7PM Schw PTA Mtg. @ 7PM	5 BOE Meeting @ 7:30 PM (HS ILC)	6 HS Winter Concert II @ 7PM	7	8	9
10	11 MS 8th Grade Concert @ 7pm	12 EP/Schw/JHW Report Cards Available for Viewing HS Grade 9 Guidance Mtg. @ 6:30 PM HS Curriculum Night @ 7PM	13 MS 7th Grade Concert @ 7PM	14 Annual Tree & Menorah Lighting @ 6PM at Plainedge Park	15 HS Fall Play @ 7PM	16 HS Fall Play @ 7PM
17	18 MS 6th Grade Concert @ 7PM	19	20	21	22	23
24	25 Christmas	26	27	28	29	30
	<div>Holiday Recess - Schools Closed</div>					
31 						



Lilyanna Mayer - Grade 5

DECEMBER 2023

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JANUARY 2024

FEBRUARY 2024

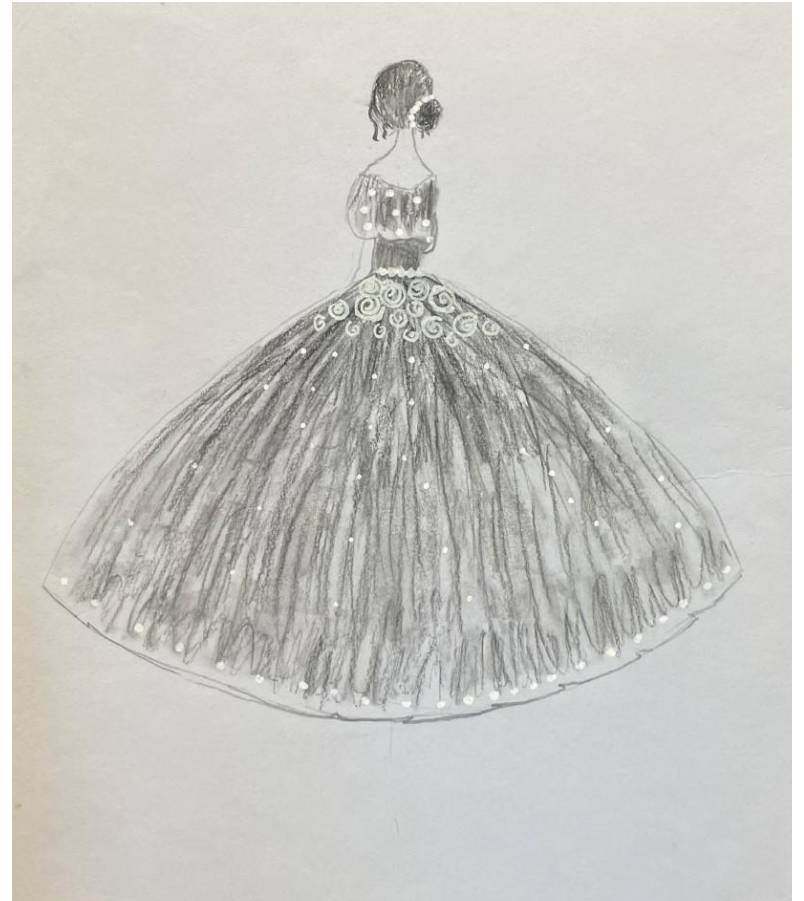
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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Holiday Recess Schools Closed	2	3	4	5	6
7	8 EP Senior Concert @ 7PM (HS Auditorium)	9	10 Schw Senior Concert @ 7PM (HS Auditorium)	11 BOE Meeting @ 7:30 PM (HS ILC)	12	13
		PRE-K REGISTRATION				
14	15 Martin Luther King, Jr. Day - Schools Closed	16 HS Grade 8 Orientation @ 7PM (HS Auditorium)	17 JHW PTA Mtg. @ 7PM	18 JHW Senior Concert @ 7PM (HS Auditorium)	19	20
		PRE-K REGISTRATION				
21	22 Schw Junior Concert @ 7PM (HS Auditorium)	23 JHW Junior Concert @ 7PM (HS Auditorium) UPK Lottery @ 4PM (HS Auditorium)	24 PTA President/Principal's Dinner	25	26 HS/MS Quarter 2 Ends	27
		District Regents/Mid-Term Testing				
		Great Kindness Week at Elementary Schools				
28	29 EP Junior Concert @ 7PM (HS Auditorium)	30	31 MS PTA Meeting @ 6PM HS Senior Parking Night @ 7PM HS PTSA Mtg. @ 6PM			

Anthony Mouzakitis- Grade 8



Leah Coalter- Grade 5









JANUARY 2024

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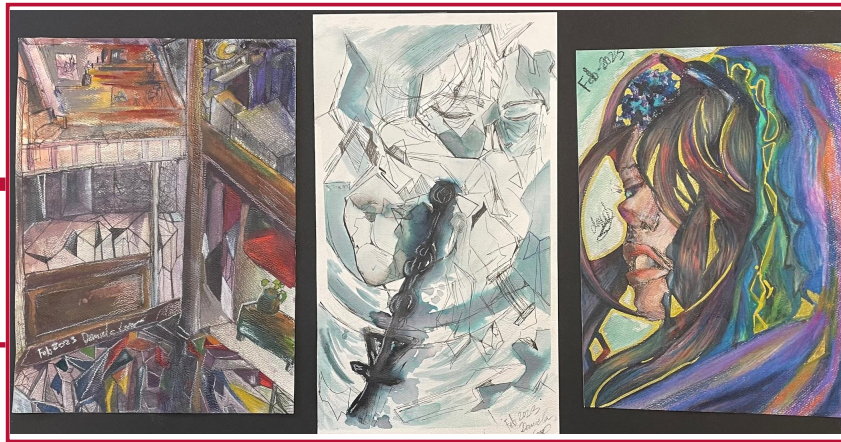
FEBRUARY 2024

MARCH 2024

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31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 HS Grade 11 College Planning Night @ 7PM	2 HS/MS Report Card Release	3
4	5 Kindergarten Registration Opens	6 BOE Meeting @ 7:30 PM (HS ILC)	7 HS Summa Cum Laude Breakfast @ 7AM	8 District Art Show @ 7PM (BMAC)	9 P.S. I Love You Day	10
11	12 Schw PTA Mtg. @ 7PM	13	14	15 HS Best Buddies Fashion Show @ 6PM (HS Auditorium)	16	17
18	19 Presidents' Day	20	21	22	23	24
		Winter Recess - Schools Closed				
25	26 Transition to Middle School for Special Education Students & Parents @ 6PM (MS Library)	27	28	29		

Daniela Como
Grade 12



Elaina Leonard
Grade 5



Miranda Garvey
Grade 12



FEBRUARY 2024

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APRIL 2024

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MARCH 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						
3	4 HS Plainedge String Festival @ 7PM	5 BOE Meeting @ 7:30 PM (HS ILC)	6 HS Plainedge Band Festival @ 7PM	7 BOE Meeting @ 7:30 PM (HS ILC)	1 HS Sports Day @ 2PM	2
10	11 HS Plainedge Choral Festival @ 7PM	12	13 HS SAT @ 7:30AM (BMAC) MS International Night @ 5PM JHW PTA Mtg. @ 7PM	14	8 End of Elementary School 2nd Trimester MS Sports Day @ 3PM	9
			HS International Week			
17	18	19 EP/Schw/JHW School Report Cards BOE Meeting @ 7:30 PM (HS ILC)	20 HS PTSA Mtg. @ 6PM	21 EP/Schw/JHW Half Day Noon Dismissal Afternoon/Evening Parent/Teacher Conferences	22 MS Drama Production @ 7PM	23 MS Drama Production @ 2PM MS Drama Production @ 7PM
24	25 MS PTA Meeting @ 6PM HS College Fair @ 7PM	26 HS Forensics Competition (BMAC)	27 Elementary Schools Half Day Noon Dismissal	28	29	30
				Spring Recess I - Schools Closed		
31						

MARCH 2024

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APRIL 2024

MAY 2024

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Spring Recess I - Schools Closed	2 Autism Awareness Day	3	4	5 HS/MS Quarter 3 Ends NYSSMA Solo Festival (Massapequa)	6
7	8 HS National Honor Society Induction @ 7PM Schw PTA Mtg. @ 7PM	9	10	11 BOE Meeting @ 7:30 PM (HS ILC) Gr. 3-8 NYS ELA Assessments	12 HS/MS Report Card Release JHW Drama Production @ 7PM (MS Auditorium)	13 Student Robot Connection (BMAC)
14 Heart of Plainedge 5K/Fun Run	15 MS Grade 5 Orientation @ 6PM	16 BOE Special Meeting - BOCES Budget Adoption (TBD)	17	18 HS Spring Musical @ 7PM	19 HS Spring Musical @ 7PM	20 1PM HS Spring Musical 7PM HS Spring Musical
21	22 Last Day for Submitting Nomination Petitions for the Board of Education by 5PM (District Clerk's Office)	23	24 Spring Recess II - Schools Closed	25	26	27
28	29 Spring Recess II - Schools Closed	30				

APRIL 2024

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MAY 2024

JUNE 2024

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 We Make a Difference Awards	2 HS Academic Awards @ 7PM	3 Gr. 5 & 8 NYS Science Exam	4 Special Olympics Spring Games North
5	6 MS 8th Grade Concert @ 7PM Schw PTA Mtg. @ 7PM	7 BOE Meeting @ 7:30 PM (HS ILC) MS PTA Meeting @ 6PM	8 MS 7th Grade Concert @ 7PM	9 District Art Show @ 7PM (BMAC)	10 EP Drama Production @ 7PM (HS Auditorium) HS Junior Prom	11
			Gr. 3-8 NYS Math Assessments HS AP EXAMS			
12	13 MS 6th Grade Concert @ 7PM	14 JHW PTA Mtg. @ 7PM	15 JHW Senior Concert @ 7PM (HS Auditorium)	16 MS National Junior Honor Society Induction @ 7PM	17 Schw Drama Production @ 7PM (HS Auditorium)	18
			HS AP EXAMS			
19	20 EP Senior Concert @ 7PM (HS Auditorium)	21 Annual Budget Vote & Trustee Election @ 6AM-9PM (HS Gym) STEAM Night	22 HS Spring Concert I @ 7PM	23 HS Spring Concert II @ 7PM	24	25
26	27 Memorial Day Schools Closed	28	29 Law Enforcement & First Responder Appreciation Day Schw Senior Concert @ 7PM (HS Auditorium)	30	31	

MAY 2024						
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JUNE 2024

JULY 2024						
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20	21	22	23	24	25	26
27	28	29	30	31		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						
2	3 Schw PTA Mtg. @ 7PM	4 Schw Junior Concert @ 7PM (HS Auditorium) MS PTA Meeting @6PM	5 JHW Junior Concert @ 7PM (HS Auditorium)	6 HS Scholastic Awards @ 6PM (BMAC)	7 MS 8th Grade Dance @ 7PM	8 HS ACT @ 7:30AM
9	10 Plainedge Night @ Adventureland	11 BOE Meeting @ 7:30 PM (HS ILC)	12 EP Junior Concert @ 7PM (HS Auditorium)	13 HS/MS Quarter 4 Ends MS Awards Night 7PM	14 Elementary Half Day Noon Dismissal EP/Schw/JHW Field Day	15
16	17 EP/Schw/JHW Field Day Rain Date	18 JHW PTA Mtg. @ 7PM	19 Juneteenth Schools Closed	20	21 Pre-K Moving Up @ 9AM (HS Auditorium) Pre-K Moving Up @ 11AM (HS Auditorium) Pre-K Moving Up @ 1PM (HS Auditorium)	22
23 MS Session I Moving Up @ 11AM (HS Auditorium) MS Session II Moving Up @ 1PM (HS Auditorium)	24	25 EP Grade 5 Moving Up @ 9AM (HS Auditorium) JHW Grade 5 Moving Up @ 11AM (HS Auditorium) Schw Grade 5 Moving Up @ 1PM (HS Auditorium) HS Senior Prom	26 EP/Schw/JHW End of 3rd Trimester LAST DAY OF SCHOOL FOR ALL STUDENTS	27 HS Graduation @ 7PM (Hofstra University)	28 HS/MS Report Card Release	29
30 July 1 EP/Schw/JHW Report Cards Available for Viewing						

Chain of Communication

General Information: (516) 992-7450
District Security: (516) 992-7492

WHO DO I CALL WITH A QUESTION OR SUGGESTION?

The Plainedge School District's communication protocols help to promote direct, open and respectful interactions so that problems and concerns can be worked out quickly and efficiently. The communication protocol starts with the staff member closest to the situation, as that person will usually have the most information. At times, additional personnel are required to resolve specific situations. Appropriate communication channels for a variety of topics are listed below. The district encourages any and all questions from parents and residents regarding school matters.

ATHLETICS

Step 1: Coach; if not resolved...
Step 2: Mr. T.J. Burke, Director of Athletics; if not resolved...
Step 3: Dr. Edward A. Salina, Jr., Superintendent of Schools

ATHLETICS - SCHEDULING THE USE OF FIELDS & GYMS

Step 1: Mr. T.J. Burke, Director of Athletics; if not resolved...
Step 2: Mr. Brett Prochazka, Director of Facilities; if not resolved...
Step 3: Dr. Edward A. Salina, Jr., Superintendent of Schools

BUDGET

Step 1: Mr. Peter Porrazzo, Assistant Superintendent for Business; if not resolved...
Step 2: Dr. Edward A. Salina, Jr., Superintendent of Schools

BUILDINGS - SCHEDULING THE USE OF FACILITIES BY GROUPS

Step 1: Building Administrator; if not resolved...
Step 2: Mr. Brett Prochazka, Director of Facilities; if not resolved...
Step 3: Mr. Peter Porrazzo, Assistant Superintendent for Business; if not resolved...
Step 4: Dr. Edward A. Salina, Jr., Superintendent of Schools

CLASSROOM ISSUES INVOLVING AN INDIVIDUAL CHILD OR CURRICULUM AND INSTRUCTION

For matters involving classroom procedures, behavior, grades, schedule, etc. OR subject matter being taught, teaching strategies, textbooks and materials used, etc:

Step 1: Classroom Teacher; if not resolved...
Step 2: Building Administrator; if not resolved...
Step 3: Dr. Lisa DePaola, Assistant Superintendent for Curriculum and Instruction; if not resolved...
Step 4: Dr. Edward A. Salina, Jr., Superintendent of Schools

EMPLOYMENT AND CERTIFICATION

Step 1: Dr. Guy J. Le Vaillant, Deputy Superintendent; if not resolved...
Step 2: Dr. Edward A. Salina, Jr., Superintendent of Schools

GUIDANCE

For Grades K-5:
Step 1: Teacher; if not resolved...
Step 2: School Psychologist; if not resolved...
Step 3: Building Administrator; if not resolved...
Step 4: Mrs. Catherine Honeyman, Assistant Superintendent for Curriculum and Instruction; if not resolved...
Step 5: Dr. Edward A. Salina, Jr., Superintendent of Schools

For Grades 6-12:
Step 1: Teacher; if not resolved...
Step 2: Guidance Counselor; if not resolved...
Step 3: Building Administrator; if not resolved...
Step 4: Mrs. Verdel Jones, Director of Guidance; if not resolved...
Step 5: Dr. Lisa DePaola, Assistant Superintendent for Curriculum and Instruction; if not resolved...
Step 6: Dr. Edward A. Salina, Jr., Superintendent of Schools

MEDICAL CONCERNS, K-12

Step 1: School Nurse; if not resolved...
Step 2: Building Administrator; if not resolved...
Step 3: Mrs. Verdel Jones, Director of Guidance; if not resolved...
Step 4: Dr. Edward A. Salina, Jr., Superintendent of Schools

OTHER SCHOOL ACTIVITIES

Step 1: Activity Advisor; if not resolved...
Step 2: Building Administrator; if not resolved...
Step 3: Mrs. Catherine Honeyman, Assistant Superintendent for Curriculum and Instruction; if not resolved...
Step 4: Dr. Edward A. Salina, Jr., Superintendent of Schools

REGISTRATION AND RESIDENCY

Step 1: Registrar; if not resolved...
Step 2: Dr. Lisa DePaola, Assistant Superintendent for Curriculum and Instruction; if not resolved...
Step 3: Dr. Edward A. Salina, Jr., Superintendent of Schools

SCHOOL PERSONNEL

Step 1: Building Administrator; if not resolved...
Step 2: Dr. Guy J. Le Vaillant, Deputy Superintendent; if not resolved...
Step 3: Dr. Edward A. Salina, Jr., Superintendent of Schools

SPECIAL EDUCATION

For Grades K-12:
Step 1: Teacher; if not resolved...
Step 2: Building Administrator; if not resolved...
Step 3: Ms. Bridget Murphy, Director of Special Education; if not resolved...
Step 4: Mrs. Catherine Honeyman, Assistant Superintendent for Curriculum and Instruction; if not resolved...
Step 5: Dr. Edward A. Salina, Jr., Superintendent of Schools

TRANSPORTATION

Pickup, route concerns:
Step 1: Supervisor of Transportation; if not resolved...
Step 2: Mr. Peter Porrazzo, Assistant Superintendent for Business; if not resolved...
Step 3: Dr. Edward A. Salina, Jr., Superintendent of Schools

Behavior on school buses, etc.
For Grades K-12:
Step 1: Bus Driver; if not resolved...
Step 2: Building Administrator; if not resolved...
Step 3: Mrs. Catherine Honeyman, Assistant Superintendent for Curriculum and Instruction; if not resolved...
Step 4: Dr. Edward A. Salina, Jr., Superintendent of Schools

If your issue has not been resolved after following ALL of the appropriate steps in the communication protocol, then please write to the Board of Education.

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