

September 2017

Dear Parents:

I am delighted to welcome you to the 2017-2018 school year. I hope that the students, parents and staff of Udall Road Middle School can continue to work together to create a community of learners – where acquiring knowledge involves commitment, understanding, motivation, responsibility, and inclusiveness. I encourage you and your child to participate fully in our curricular and extracurricular activities in order to make your child's social and academic experiences as rich and meaningful as possible.

Since learning is a discovery process, I hope that we can successfully let your child discover: who he/she is; what it takes to become a lifelong learner; and how he/she can contribute to the school and the community.



This *Parent Handbook* is designed to help you be as informed as possible about our school, and to help you obtain a general understanding of its policies. Read it carefully and refer to it frequently throughout the school year when questions arise.

I invite you to share in the many exciting and rewarding opportunities awaiting your child at Udall Road Middle School. Best wishes for a happy and most productive year!

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel Marquardt".

Daniel Marquardt
Principal

SCHOOL CALENDAR 2017-2018

August 30-31	Superintendent's Conference Days - Faculty/Staff Only—No Students
September 1-4	Labor Day Recess
September 5	First Day for Students
September 21-22	Rosh Hashanah
October 9	Columbus Day
November 7	Superintendent's Conference Day - Faculty/Staff Only—No Students
November 10	Veterans' Day
November 23-24	Thanksgiving Recess
December 8	Superintendent's Conference Day - Faculty/Staff Only—No Students
December 25 - January 1	Holiday Recess
January 15	Martin Luther King, Jr. Day
February 19-23	Mid-Winter Recess
March 30—April 6	Spring Recess
May 25-29	Memorial Day
June 22	Last Day of School

- If there is no emergency closing, schools will be closed on May 25, 2018 and May 29, 2018.
- If there is one emergency closing, schools will be closed on May 25, 2018 and open on May 29, 2018.
- If there are two emergency closings, schools will be open on May 25, 2018 and May 29, 2018.
- The BOE reserves the right to revise this calendar if emergency school closings during the school year require additional days.

GENERAL INFORMATION

School Building Hours

School is in session from 8:05 a.m. to 2:38 p.m. each day. Since supervision is limited outside of the times school is in session, students should not be dropped off early unless they have an organized activity to attend, nor may they return to school or lockers for items that have been left behind at the end of the day. Students may not leave the building for any reason, including illness, without permission, which must be obtained from the Main Office.

Visitors

All visitors to the school must sign in at the desk in the lobby before proceeding to any other area of the building. Upon signing in, you will receive a visitor's pass. You may be asked to produce photo identification. Please sign out and return the visitor's pass before you leave the building.

School/Student Contact Information

Contact Udall Road Middle School any time you have questions or concerns regarding your child or the school program. Follow us on Twitter @UdallWIPS. Use the following numbers to ensure you reach the appropriate personnel:

Main Office 631-930-1650

Counseling Office 631-930-1660

Health Office 631-930-1670

If you need Fax 631-893-3301 to contact your child's teacher, call the

Main Office and leave a message, or e-mail the teacher directly. Teacher directories are located on the district website; voice mail phone numbers are included in the back of this handbook. If you choose to contact a teacher via e-mail, be sure to put the student name in the "Subject" line of the message, or the e-mail will not be opened and read.

In addition, teachers are available to meet with parents individually or as a team, at a mutually convenient time. Parents are requested to call the Counseling Office in advance to schedule an appointment. If an *emergency* situation requires that you leave a message for your child during the school day, please call the Main Office. Since we try not to interrupt classes, please limit messages to those that are vital.

Report cards and progress reports are no longer mailed home to parents. You will be able to access them through the West Islip Public School website at www.wi.k12.ny.us under Parent Portal according to the dates on the district report card calendar page. You will be able to save them and/or print them as they will be available only during the current school year.

Attendance

There is a proven correlation between attendance and success in school. Therefore, every student should strive for attendance every day. In the event of an absence, the parent should call the Main Office at **930-1650 between 7:45 and 8:30 a.m.** on the morning of the absence. The student must

present a written excuse to the main office on the day of return to school following each absence. The note should include the date written, date of absence, reason for absence, and signature of parent/guardian. Failure to produce this note within three days of the absence will result in an unexcused absence where the student will not have their work, quizzes or tests applied for credit.

Any contagious disease requires a note from a doctor for readmittance to school. This note should be taken directly to the nurse before going to homeroom upon the student's return. Also, if your child has had a fever of 100° or higher, he/she should not return to school until fever-free for at least 24 hours.

If a child is injured, a doctor's note is required. This note should state the injury, any restrictions, and if the child can or cannot participate in physical education. If your child cannot participate in physical education, the note must state when the child can return to class as an active participant.

If tardy, the student must bring a note of explanation signed by a parent or guardian to the homeroom teacher. Excessive tardiness will result in detention. Please note that there is no homeroom period scheduled. Students will report directly to first period at the beginning of the school day.

A student must be in attendance at least five *full* periods to participate in extra-curricular activities. This includes, but is not limited to sports, clubs, play rehearsals, concerts, and dances.

Note: NY State law states that absences due to vacation are to be recorded as unexcused. Students missing school due to an unexcused absence will not be permitted to make up classroom work, quizzes or tests for credit.

Making Up Work During Absences

Teachers are understanding about one-day excused absences, and will give students the opportunity to make up the work. In this situation, the student should call a friend to obtain assignments. Because seventh and eighth grade teachers each have over 100 students, we request your understanding in this matter.

If the excused absence is longer than one day, please request the work by calling the Main Office (631-930-1650). If you do request homework, please pick it up at the time the secretary indicates it will be available. A note is required upon the student's return within three days.



Early Release for Individual Students

On the rare occasion that you need to pick up your child early, send your child to school with a note providing date, reason, and parent's or guardian's signature. This note must be presented to the school receptionist located in the lobby. Upon return from a medical appointment, a note must be submitted.

Students may not leave the building for any reason without obtaining permission from the Main Office. Parents taking students out of school during

the day must first report to the receptionist and sign the student out of school. This practice should be limited to activities that cannot be scheduled outside of the school day.

Note: Any variation in your child's dismissal routine must be stated in writing and signed by a parent or legal guardian, including occasions on which your child is going home on the bus with another child, or is being picked up by someone other than yourself.

Health Office

Our Health Office professionals are available to address many of the concerns and conditions common to young adolescents. If your child has a specific medical condition of which the staff should be aware, call the nurse and talk to her directly. She will relay the information to teachers and administrators.

Medication

If medication must be administered during school hours, a doctor's note must be provided, stating the diagnosis, medication, dosage, and time. This includes aspirin, Tylenol, and cough medicine. All medication must be carried to and from school by an **adult**. A separate, labeled container for prescription medication should be requested from the pharmacy. (This is New York State law.)

Screenings & Physicals

Seventh graders are scheduled for hearing and vision tests. Teachers and parents may request either one for a child at any time if there seems to be a problem.

All grades in the middle school are screened for *scoliosis*, a lateral curvature of the spine. A student may bring a note from home requesting not to be screened. Those students must then have a screening done by their family physician.

All entering seventh grade students and new entrants must have a physical either by a family physician or the school doctor. Any student going out for a sport must have a sports physical by a family physician.

Emergency Closing of School

When school must be closed or delayed two hours due to inclement weather or emergency, announcements will be made to this effect over the district website (www.wi.k12.ny.us) and the following radio stations:

Do not call the school, as this ties up the outgoing lines.

Lost and Found

Please label all belongings. However, if personal property is misplaced, the

WMJC 94.3 FM	WBAB 102.3 FM	WBLI 106.1
WALK 97.5 FM	WBZO 103.1 FM	WALK 1370 AM
WKJY 98.3 FM	WRCN 103.9	

& TV channel *NEWS12 Long Island*

Lost and Found box is located in the Cafeteria. If clothing or books remain

unclaimed at the end of the school year, they will be donated to local charities. Check with the Main Office for other personal items that may have been lost.

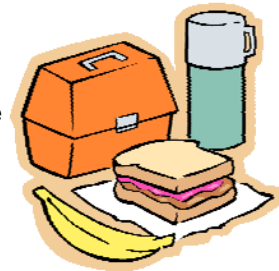
Cafeteria

School lunch is available all year. Menus are distributed monthly, and monthly lunch tickets are available in the cafeteria. Checks are to be made payable to the “West Islip School Lunch Fund” and brought to the cafeteria staff. Free and reduced lunch applications are available from the school nurse.

The cafeteria provides an entire hot meal as well as a sandwich selection. A la carte items are also available, i.e., milk, juice, snacks and fruit. The price of a full lunch is \$2.75. We respectfully request that peanut butter and other peanut products are not sent to school with your child. In addition, Fast food (pizza, McDonald’s, etc.) may not be delivered to the building during the school day, nor dropped off by a parent for consumption during the lunch period.

In order to provide a comfortable, safe, and stress-free lunch period for all, the following procedures are followed:

- The cafeteria should be entered on time and in an orderly manner.
- While waiting on the serving line, cutting is not permitted.
- Proper table etiquette is expected.
- Each student is responsible to clean up his/her area.
- Students may talk quietly with friends.



Permission is granted at the discretion of the supervisors for:

- Change of table
- Use of bathrooms
- Visit to the nurse or teachers

Transportation Safety

Transportation safety is a matter of teamwork and requires the support and attention of pupils, parents, and school personnel.

I. Bus Safety

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. All students who are entitled to bus transportation will receive information from the District Office of Transportation at the beginning of the school year. In order to minimize problems, students must observe the following rules:

- Obey the bus driver at all times, and treat him/her with respect.
- While waiting for a bus, remain at least 6-8 feet from the curb, and wait until the bus stops completely before trying to board.
- Remain in seat and facing front when the bus is in motion.
- Talk softly with a neighbor.
- Keep heads and arms inside of the bus at all times.
- Keep aisle and seats of bus clear of books, backpacks, feet, etc.
- Physical exchanges of any type are not permitted.
- Treat other students and the bus equipment with respect.

Improper conduct may result in the suspension of bus privileges.

If your child is going home on the bus with another student, you must bring a note signed by your parent or guardian to the Main Office for approval upon arrival in the morning.

II. Bicycle Safety

All bicycles ridden to school must be walked on school grounds and locked in the bicycle rack in the front of the building. In accordance with New York State law, each bicycle rider 14 years old and under must wear a helmet. The parents or guardians of children who break the helmet laws can pay a fine of up to \$50.

III. Walker Safety

Walkers should arrive and leave school property in a safe and orderly manner. Students should arrive no earlier than 7:45 a.m. unless they are attending intramurals or extra help. Students must leave school property promptly at the end of the school day, unless they have an organized activity to attend.

IV. Car Safety

Students should arrive no earlier than 15 minutes prior to the start of the school day (7:45 a.m.) If a student is picked up and/or dropped off by car, remember that it is illegal to pass a stopped school bus when the large red lights located on top of the bus are flashing. You must stop whether you are approaching the school bus from the front or overtaking it from the rear, even on divided and multi-lane highways *and on school grounds*. (The first-time fine for illegally passing a school bus is \$250, five (5) points on your license, and/or 30 days in jail.) Note that the driveway into the school off Udall Road is one-way during school hours.

V. Skateboards and rollerblades may not be brought to school.

Note: The driveway from Udall Road to Cadman Road is one-way during the hours of 7:00 a.m. to 5:00 p.m. on school days and during school events.

Late Bus Transportation

Late buses are provided for regular bus students involved in extracurricular activities such as extra help, clubs, athletics, or detention. Several buses with modified routes are available at approximately 4:00 and 5:00 p.m. The bus stops are different from your child's regular bus run; these runs can be obtained from the Main Office.

Agenda Handbook/Homework

Homework helps to develop students' initiative, independence and responsibility. It establishes study habits, and reinforces work done in school. Students are expected to complete all homework assignments. Homework may be included in the grade averages for the subject areas.

Each student is given a school agenda in September, which provides important information and a place to record daily homework assignments. In addition, teachers may wish to communicate important information to you about your child's progress. Parents are encouraged to review the agenda daily, and use

it as a source of communication. *It will cost \$5.00 to replace a lost agenda.*

Lockers

The locker is a safe place where students can put books, notebooks, a coat, lunch and other belongings, as they are not permitted to carry backpacks from class to class. Only school-issued combination locks may be used on school lockers. Students may not bring locks from home; personal locks will be clipped and confiscated. Students will be charged a \$5.00 replacement fee for a lost lock. Lock combinations should never be shared with another student, even a friend.

Seventh and eighth grade students can go to their lockers at assigned times throughout the day. Sixth grade students may use their lockers as necessary, with the approval of their classroom teacher.

All lockers are the property of the school, and regular inspections will be made to insure that locker regulations are being followed. Lockers are provided by the school for student use and the administration has the right to search lockers at any time. You may have exclusive use of a locker as far as other students are concerned, but you do not have such exclusivity over the locker as against the school authorities.

Backpacks may be used to carry books to and from school. Students are required to place their backpacks in their lockers before first period and may not remove them from their lockers until the end of the day. Students are not permitted to carry backpacks during the school day. Sidebags and large handbags are included in this regulation.

Textbooks

Textbooks represent a considerable investment of school funds. All students are held accountable for the proper use and care of books, supplies, and equipment that may be issued or used by them. Students are expected to:

- provide a protective covering for each book;
- avoid defacing or damaging books;
- pay fines assessed for any book that is lost or damaged.

MIDDLE SCHOOL TRANSITION

Interdisciplinary Teaching Teams (All Grades)

Interdisciplinary teams are composed of colleagues who teach different subjects but share the same students. Teachers can collaborate on curriculum and instruction, discuss student needs, arrange extra time for learning, etc. Teachers on interdisciplinary teams may also meet with a student's parents to review the student's progress and to plan interventions.



Sixth Grade

Sixth grade prepares students to be more independent. Teaming begins on this grade level and consists of a three teacher team for the core instruction of Math, Science, Language Arts, and Social Studies. Students may also have courses in art, music, physical education, and a variety of other areas.

Seventh and Eighth Grades

At the seventh and eighth grade level, teaming is a very important part of the educational program. The teams are composed of four teachers for the core instruction of English, Math, Science and Social Studies. Students may also be scheduled for Art, Music, Foreign Language, Computer, Technology, Home & Career Planning, Health or Physical Education.

Assessment

There are four report periods per year: November, January, April, and June. Parents can access their child's grades using the Parent Portal found on the West Islip Schools website. Progress reports are also available via the Parent Portal four weeks prior to the report cards. If your child is struggling in any area, contact the subject-area teacher.

Students who fail English, Mathematics, Social Studies, or Science for the year are strongly recommended to attend summer school. Students who fail two or three of these subjects *must* attend summer school. Students who fail all four core subjects will be retained; eighth graders will not be permitted to participate in the Moving Up Ceremony.

Services

Counseling Office

Counseling services are available for each student in the school, and a counselor can be approached for assistance with educational planning, interpretation of test scores, occupational and career information, study and home help, school and social concerns.

Library-Media Center

In addition to classroom use of the LMC, students are permitted to use the media center during Study Hall (with the permission of the Study Hall or classroom teacher) and before and after school, as scheduled.

Extra Help

All teachers are available at scheduled times before or after school for extra help. Your child should seek extra help from his/her teachers if he/she does not understand an assignment, if the work is difficult, or if he/she has been absent and has missed assignments.

Academic Intervention Services

This program is provided for students who need some additional support to enhance success in the core courses (English, math, science, social studies), or who are at-risk of not meeting the designated performance levels on State assessments. The AIS plan addresses impediments to learning, and includes services in areas such as counseling, attendance, and study skills.

Special Education

This program provides a more intensive level of remedial services and support, and includes resource room, speech and language services, integrated classes, and other assistance as needed.

Honors Level Classes

Criteria for entrance to Honors level classes one of the following:

- Final subject area unweighted grade of 93 or better, or
- Performance Level 4 on New York State program tests for two of the previous three years for which scores are available and a final subject area unweighted grade of 88 or better plus teacher's recommendation per district format.

Criteria for Continuation at Honors Level:

- Final unweighted grade of 90 or better
- Final unweighted grade of 85 or better plus teacher's recommendation per district format

Procedures for Placement:

- Students will be tentatively scheduled for Honors classes based upon midyear subject area unweighted grades as delineated above.
- Final grades will be reviewed in June to confirm eligibility. The district reserves the right to reschedule students based upon end-of-year grades.
- Should a student fail to meet the eligibility criteria, any interested stakeholder (parent, teacher, counselor) may request that a hearing be held by a review panel, consisting of the appropriate department head and two impartial teachers appointed by the principal. The panel may deny or approve a youngster's placement in an honors class; however, in all cases the panel's decision will be final.

Recognition

Students are recognized for their efforts and achievement in a variety of ways throughout the school year. Progress reports, 90% average awards, the Honor Roll, the Principal's List, academic and achievement awards, Academic Fitness Awards, the National Junior Honor Society, and PTA Achievement Awards are just some of the measures used to recognize and reward students.

National Junior Honor Society

The National Junior Honor Society is under the sponsorship and supervision of the National Association of Secondary School Principals. Each chapter follows the National Constitution and adopts by-laws to clarify its individual selection and operating procedure.

The National Junior Honor Society provides service to the school and community. Students are selected to membership by a Faculty Council of five teachers who are appointed by the Principal. Only students who have a minimum required cumulative average of 90.0% for seventh grade and the first quarter of eighth grade are eligible for consideration. Selection is then based on outstanding character, leadership, service and citizenship, as verified by teacher recommendations and involvement in school and community activities. Membership is an honor and a responsibility. Members must attend meetings and participate in all activities undertaken by the chapter.

Principal's List

- Grade 6 students who have maintained an average of 90 or higher for the marking period in Language Arts, Reading, Social Studies, Science, and Math are eligible for inclusion on this list.
- Seventh and eighth grade students who have maintained an average of 90 or higher for the marking period in English, Social Studies, Math, Science, Foreign Language, Computer, Technology, Home & Careers, Health, Art, and Music are eligible for inclusion on this list.

Honor Roll

- Sixth grade students who have maintained an average of 85 - 89.99 for the marking period in Language Arts, Reading, Social Studies, Mathematics and Science are eligible.
- Grades 7 & 8 students who have maintained an average of 85 - 89.99 for the marking period in English, Social Studies, Math, Science, Foreign Language, Computer, Technology, Home & Careers, Health, Art, and Music are eligible.

100% Attendance

There is a proven correlation between attendance and success in school. Students who have achieved perfect attendance for each marking period are recognized for their diligence.

Extracurricular Activities

In order for a student to participate in a school-sponsored activity or function, it is necessary that the student be in attendance at least five full periods on that day. This includes, but is not limited to sports, clubs, play rehearsals, concerts, and dances.

Students who are suspended from school on the day of an athletic practice session or game, school dance, concert, or any other school-sponsored activity, are not eligible for attendance or participation at such event(s).

Activities/Clubs

All students have an opportunity to realize their talents through a variety of clubs and activities, in addition to the curriculum offerings. In the past, these have included Mathletes, Homework Club, Art Club, Geography Club, Current Events Club and School Store. In addition, Udall is known for its annual musical production, which has included classics such as *The Wizard of Oz*, *Cinderella*, *Peter Pan* and *Annie*.

Student Council

The mission of Student Council is to encourage students to develop a “sense of self” through shared decision making, and a “sense of community” through service. Student Council coordinates Udall’s major social events and special projects. They sponsor the “Say No to Drugs” campaign, the Thanksgiving food drive, the holiday toy distribution, the Easter basket contribution to children at the United Cerebral Palsy Center, and the annual Ronald McDonald House fundraiser, and many more.

Athletics

Seventh and eighth students have the opportunity to realize their potential through the extensive athletic program, which fields teams in football,

wrestling, baseball, softball, cheerleading, as well as boys and girls soccer, swimming, cross country, track & field, tennis, basketball, volleyball, and lacrosse.

Late Bus Transportation

Late buses are provided for regular bus students involved in extra curricular activities such as extra help, clubs, athletics, or detention. Several buses with modified routes are available at approximately 4:00 and 5:00 p.m. The bus stops are different from your child's regular bus run; these runs can be obtained from the Main Office.

Code of Conduct

The West Islip Public School District is committed to an orderly and stimulating learning environment for all students. The right to learn and teach in an educational setting that is safe, free from disruption, and conducive to learning is essential. The circumstances of such a learning atmosphere are dependent upon a sustained and cooperative effort on the part of the students, parents, teachers, administrators and support staff. To this end, a District Code of Conduct has been established in accordance with Part 100 and Part 200 Regulations of the Commissioner of Education. While students have the responsibility to abide by the policies and regulations of the District, they shall also be afforded the opportunity to present complaints and grievances free from interference, coercion, restraint, discrimination or reprisal. Refer to *District Policy 3232* and *3232R* for further information.

It is recognized that students must exhibit responsible behavior and that they must be held accountable for their actions. It is also recognized that the Code will be administered in a firm, fair, and consistent manner. All students are expected to know and adhere to the District Code of Conduct, which will be reviewed at an assembly program held within the first two weeks of the school year.

Middle School Code of Conduct

All students and parents are expected to become familiar and comply with the middle school rules of conduct.

- Students have primary responsibility for their actions.
- Students must observe the rules of the school for their own safety and that of others.
- Students are reminded that any teacher or staff member in the school has the right to correct unruly individuals at any place, at any time.
- Students shall show respect for the person and property of others.
- Students are expected to show respect for school property and take good care of books, desks and other furniture and equipment.
- Students shall follow the classroom rules established by the teacher(s).
- Students are expected to dress in a manner that complies with district policy and does not distract from or interfere with the educational process. The dress code is further explained in the student agenda book.
- Students are not permitted to use any personal communication device, including pagers and cellular telephones, during the school day. Such devices pose significant interruptions to the educational process.
- Electronic equipment including, but not limited to, i-pods, other personal

music devices, laser pointers, and gaming devices are not permitted in school.

- Students are expected to assume responsibility for assignments, books, and necessary supplies. They are not permitted to telephone home during the school day for forgotten homework and instruments, and may not return to school for items that have been left behind at the end of the day.

If a student's conduct disrupts the educational process, the student will be sent to the Conflict Room. A follow-up phone call from the teacher to the parent will be made. The administrator will decide if additional disciplinary actions are warranted. These measures may include warning or reprimand, after school detention, in-school suspension, removal from class, or suspension from school.

Detention

Detention may be assigned as a disciplinary action. Detention is held after school from 2:45-3:45 p.m. and is supervised by a teacher. Double detention is held one day per week from 2:45-4:30 p.m. for more serious offenses.

Students who are assigned detention are required to report to the detention room promptly. Athletic events and after school activities do not excuse an offender. Students are expected to study or do their homework during this detention period. If the student does not comply, detention may be recommended again for the following day.

Teachers may assign their own detention, as appropriate.

Suspension (In-school and Out-of-school)

Suspension is assigned as a disciplinary action for primarily one of four purposes:

- to make the student aware that he or she has committed a serious breach of school regulations;
- to convey to the student body that a serious breach of school regulations will not be tolerated;
- to convey to parents the seriousness of a situation and to encourage them to work with the school to avoid the situation from occurring again;
- to deter those who might be tempted to commit a serious breach of conduct.

This consequence indicates that the student has clearly failed to behave as expected. A parental contact is required before a student may be reinstated. The most common causes for suspension are:

- dangerous behavior, including fighting, carrying a weapon, throwing objects, or any other act deemed serious by the administrator;
- anti-social behavior, including profanity, obscene gestures, vandalism, theft, verbal or written harassment, sexual harassment;
- smoking, drinking alcohol, or possessing or using illegal drugs;

- leaving school without prior authorization;
- extreme discourtesy or insubordination;
- truancy, excessive illegal absence, and lateness;
- excessive disruption.

Students who are suspended may not participate in any school activities for the duration of the suspension.

Note that students who participate in illegal activities or destroy school property are subject to arrest. Also, reporting a false incident is a serious offense and warrants a severe consequence. Anyone found guilty of such an offense may be subject to a Superintendent's Hearing, potentially resulting in suspension and/or expulsion from school.

District Policies

The Board of Education is committed to safeguarding the rights of all students within the school district to learn in an environment that is free from all forms of harassment. Such behavior includes, but is not limited to, bullying, sexual harassment, and hazing.

Bullying

Bullying is a form of harassment, and is defined as:

“the act of threatening, stalking, coercing or intimidating, verbally, physically, in writing, by gesture or through electronic communication, the well-being, health, safety, freedom, or reputation of any person, that takes place on school property, at any school-sponsored function or on a school bus, or that takes place off of school grounds but that is designed to or has the effect of interfering with a student's ability to attend school and/or to be educated in a safe, non-hostile environment.”

If it is determined that bullying or other inappropriate behavior has occurred, immediate and appropriate corrective action will be taken in accordance with law and district policy. Consequences for any student found to have engaged in retaliatory behavior towards any person who reports an act of bullying range from behavioral interventions up to and including suspension or expulsion, as permitted under District policies and procedures.

Sexual Harassment

Conduct is deemed to be sexual harassment when the recipient perceives such behavior as unwelcome. It is irrelevant that the harasser had no intention to sexually harass the victim. Sexual harassment can originate from a person of either gender against a person of the opposite or same sex, and from peers, employees, Board members, or any individual who foreseeably might come in contact with students on school grounds or at school-sponsored activities. Any student who believes that he/she has been subjected to sexual harassment shall report the incident. A prompt and thorough investigation, and appropriate disciplinary measures, will be immediately taken.

Hazing

Hazing includes abusive and illegal behaviors that harm victims and negatively impact the school environment by creating an atmosphere of distrust, mean-

spiritedness, and fear. Any student who engages in a hazing activity will face immediate disciplinary action, up to and including suspension, expulsion, and/or referral to law enforcement authorities.

Plagiarism

Academic dishonesty is a serious offense, and includes, but is not limited to: cheating, obtaining or giving aid on an examination; having unauthorized prior knowledge of an examination; doing work for another student or presenting another student's work as one's own; and plagiarism (copying or paraphrasing all or part of another's work without citing the source).

Any student who engages in acts of academic dishonesty will face sanctions ranging from a zero grade for the assignment, to a failing grade in the course.

Alcohol/Breathalyzer

The West Islip School District is committed to discouraging and eliminating the use of alcohol by students attending instruction or any school-related function. Therefore, any student for whom there is a reasonable suspicion of the use of alcohol before or during the school day, prior to, or during any extracurricular, interscholastic, or other school-related function, conducted on or away from school property, may be required to submit to a breathalyzer test.

Internet Rules

As users of the West Islip School District computer network, students must agree to abide by the rules, including the following:

- Users agree to abide by the rules that are listed in the *Internet Use Policy*.
- Users will be polite, and will not use inappropriate language in messages.
- Users will be respectful and uphold copyright laws and patent laws.
- Users will not deliberately access or transfer educationally inappropriate materials or show others how to do the same.
- Users will not deliberately or willfully cause damage to computer equipment or software or assist others to do the same. Users realize that the use of the Internet is a privilege, not a right.
- Users accept that inappropriate behavior may lead to penalties including revoking of account, disciplinary action and/or legal action.

UDALL ROAD MIDDLE SCHOOL DIRECTORY

Main Office	631-930-1650
Fax	631-893-3301
Website	www.wi.k12.ny.us

Building Administration

Principal	Daniel Marquardt
Principal Secretary	Lois van Meurs
Assistant Principal	Michael Giacchetto
AP Secretary	Donna Cama

District Administration

Superintendent of Schools	Bernadette Burns
Assistant Superintendent for Curriculum & Instruction	Anne Rullan Ed.D.
Assistant Superintendent for Business	Wendy Duffy

Directors

Director of Athletics, Physical Education, Health Education & Recreation	Timothy Horan
Director of Instructional Technology & Student Information	Joanne Huscilowitc
Director of English, Language Arts, Reading and Library Media Centers	Karen Appollo
Director of Art, Dance and Music Education	Eric Albinder
Director of Science and Technology	Brian Taylor
Director of Mathematics and Business	Kathleen Sapanski
Director of Social Studies and IB	James Gilmartin
Director of Special Education & Pupil Personnel	Jeanne Dowling

TEACHERS - VOICE MAILBOX NUMBERS

<u>Grade 6 Teachers</u>		<u>Library-Media Specialist</u>	
Staci Ansbach	2702	Anne Bean	2668
Tanya Carbone	2706		
Pamela Diorio	2716	<u>Mathematics</u>	
Catherine Dolan-Stefanak	2717	Thomas Longobardi	2268
Brenda Mayo	2736	Kelly Olsen-Leon	2296
Jeanette Merola	2738	Larry Sciarrino	2746
		Alyssa Urbach	2730
<u>Art</u>		Melanie Vecchione	2715
Gregory Ziems	2752		
		<u>Music</u>	
<u>Counseling</u>	930-1660	Pamela Cirasole	2506
Salvatore LoSardo	1663	Lynnette Fawess	2134
Melissa Morales	1662	LuAnn Peskanov	2429
<u>English</u>		<u>Physical Education</u>	
Kimberly Crouch	2713	Brian Cameron	2705
Lynette Gottesman	2724	Joanne Orehosky	2740
Jaclyn Jacobs	2256		
Jayne Traver	2751		
		<u>Psychologist</u>	
<u>Foreign Language/ESL</u>		Teresa Stecker	1664
Deborah Farnworth	2719		
Elena Iacobellis	2730	<u>Reading</u>	
Monica Krawczyk	2261	Michele Holt	2729
Kristina Rocco	2309	Robin Napolitano	2739
Jen Colonna	2710		
		<u>Science</u>	
<u>Health Education</u>		Cardo, Julia	TBA
Tricia Mileti	2279	Kristine Hagens	2727
		John Ruggiero	2141
<u>Home & Careers</u>		Kim Sviba-DeDora	2749
Kathy Nicodemo	2292		

<u>Social Studies</u>		<u>Special Education</u>	
Thomas Cross	2712	Kelly Cassese	2708
Deborah Pulitano	2741	Patricia Haff	2726
Linda Ruggiero	2743	Thomas Loudon	2422
		Kathleen Ryan	2744
		Jessica Schwartz	2745
<u>Social Worker</u>	1667		
Francine Ahearn		<u>Speech</u>	
		Cindy-Ann Innamorato	2191
<u>Technology</u>			
Michael Gural	2754	<u>Behavior Specialist</u>	
Michael Taranto	2750	Michelle Bugliari	5647

NON-TEACHING PERSONNEL

<u>Building Receptionist</u>		<u>Lunch Aides</u>	
Patricia Ford		Danielle Brites	
		Catherine LaMotte	
		TBA	
<u>Custodians</u>		<u>Secretaries</u>	
Andrew Moschetto (<i>Head Custodian</i>)		Donna Cama	
Frank Mariani		Maureen Miraval	
Thomas McTigue		Lois van Meurs	
Daniel Trupia			
Jeannine Valentine		<u>Teaching Aides</u>	
Mike Zito		Mary Catherine Piccinini	
<u>Food Service</u>		<u>Teaching Assistants</u>	
Helen Coppola		Claudia Kavitt	
Joan DiStefano		Linda Falsetta	
Denise Kesler			
Courtney Kuzmiak			
Juanita LeBarr			
Claudia Moschetta			
<u>Health Office</u>			
Suzanne O'Connor			

Udall Road Middle School PTA Executive Board

President	Helen Liriano
Vice President	Samantha Coppola
Treasurer	Linda Romano
Corresponding Secretary	Angela Pritchard
Recording Secretary	Eileen Scourtos
Council Delegate	Laurie Mallimo

BELL SCHEDULE

<u>Regular</u>		<u>Advisory</u>
7:15 - 8:00	Period 0	7:15 - 8:00
8:05 - 8:53	Period 1	8:05 - 9:06
8:56 - 9:36	Period 2	9:09 - 9:48
9:39 - 10:19	Period 3	9:51 - 10:30
10:23 - 11:03	Period 4 <i>(lunch period)</i>	10:33 - 11:11
11:06 - 11:46	Period 5 <i>(lunch period)</i>	11:14 - 11:52
11:49 - 12:29	Period 6 <i>(lunch period)</i>	11:55 - 12:33
12:32 - 1:12	Period 7 <i>(lunch period)</i>	12:36 - 1:14
1:15 - 1:55	Period 8	1:17 - 1:56
1:58 - 2:38	Period 9	1:59 - 2:38

