



Sleepy Hollow Middle School Hollow Highlights

August 2011

Principal's corner

by Beth Lopez

Welcome to the 2011-2012 school year! I hope you have had an exciting and fun filled summer vacation with family and friends and are enjoying the last few days in August. As always, the beginning of every school year is an exciting time. This year is certainly no exception. The faculty, staff and administration are anxiously awaiting the arrival of our students on September 8th, 2011 and the kick-off of what promises to be a fantastic school year! We are especially excited to welcome our incoming 6th graders to Sleepy Hollow Middle School.

Our staff members have been busy this summer. Some of our teachers have participated in professional development workshops which enable them to further their expertise in their curriculum areas while others have spent valuable time working on curriculum initiatives. It has truly been a productive summer for our professional staff. In addition, we are excited to welcome our new assistant principal, Carol Quinones-Smith to Sleepy Hollow Middle School. Ms. Quinones-Smith joins us from the White Plains School District where she was a middle school teacher as well as an administrative intern.

Middle school is a time filled with promise and anticipation. It is also a time for tremendous growth. Since we recognize that parents are their children's first and most important teachers, we need your involvement to provide them with the best possible education. Please take time to talk with your children about their school experiences. Your interest and concern in their progress will motivate them to do their best. Maintain contact with your child's team and with me. Ask questions and communicate concerns so that we can continue to foster a partnership which will ensure student success.

Please join us for Back to School Night which will be held on September 22nd at 7:00 P.M. and for our first Middle School PTSA meeting which will be held on October 3rd at 7:00 P.M. in room 101S

I look forward to working with you toward a successful and rewarding school year!

**Please join me for a
Principal's Chat
On August 30th at 9:00 a.m.
In Room 101S**



First Day of School

The first day of school is **Thursday, September 8th**. We will follow a special schedule on this day. All **sixth graders** will report to the auditorium at **8:30 AM** for their opening program. All **seventh graders** will report to the auditorium at **9:30 AM** for their opening program. They will be followed by the **eighth graders** who will begin their day at **10:30 AM in the auditorium**. All students must bring a copy of their student schedule. Any student in grade 7 who is eligible for bussing should be at their designated stop at 8:50 AM and any 8th grader eligible for bussing should be at their designated stop at 9:50 AM on September 13th for the special schedule only. The rest of the day will be filled with team orientation and activities, and a free barbeque lunch for all middle school students. **On Friday, September 9th and thereafter all students will follow the regular school schedule (8:30 – 3:00 except for performing arts classes scheduled during period 1) and bus schedule.** *Please note: **First period for performing arts will begin on Monday, September 12th.** **Enrichment classes will not begin until late September.**



Student Handbook/Planners

On opening day each student will receive a planner to be used daily to track assignments and plan efficiently. In the front of this planner is a student handbook detailing school rules and regulations. Every student is responsible for familiarizing him/herself with these rules and abiding by them. A copy of the code of conduct is posted on our website for your reference. If you would like a copy sent to you, please call our main office. On the first day of school, you will be asked to review these rules with your child and to sign a form acknowledging receipt of this book and the responsibility of knowing and following school rules.



Bell Schedule

The Sleepy Hollow Middle School bell schedule is included with this mailing. Please note that first period begins at 7:45 AM and is for performing arts classes, enrichment and other select classes. Therefore, if you are not scheduled for a first period class, your school day does not begin until second period, at 8:30 AM when students are permitted to go to their lockers. All middle school students eat lunch during periods 5 and 6. The school day ends with the conclusion of eighth period at 3:00 PM.



Drop off/Pick Up

Students may be dropped off or picked up using either the Bedford Road or Broadway entrances. A turn around loop has been created in front of the Middle School and Administration buildings by the Broadway entrance. This will allow cars to drop off or pick up students and then return to Broadway. An additional turn around loop has also been created at the north end of the building to facilitate the pick up or drop off of students entering at Bedford Road. Parents, please pull as far forward in the loop as possible prior to picking up or dropping off and obey the directions of all school and police personnel.



Transportation

This year the transportation department has issued bus passes for all middle school students who are eligible for transportation. If eligible, your bus pass is included in this mailing. Only students presenting bus passes will be permitted to take the bus. Two morning bus pick ups are scheduled to accommodate students scheduled for period one classes. Beginning September 8th, late buses will be available at 4:30 PM and 5:45 PM for all students eligible for transportation. If you have any questions, please contact Mr. Cyril Hughes, the transportation supervisor, at 631-3663.



Code of Conduct

All school rules and procedures are established in accordance with the District's Code of Conduct. The Code of Conduct was developed with input from teachers, parents, students, administrators, and the Board of Education, and is based upon the principles of civility, mutual respect, citizenship, character, appreciation of differences, honesty and integrity.

The Code of Conduct was written to help ensure a safe and orderly learning environment for all of our students, in each of our buildings, which encourages responsible behavior without disruption or interference. The Code of Conduct applies to all students, staff, parents, and visitors when on school property or attending school functions.

Each new student will be given a copy of the Code of Conduct by their homeroom teacher on the first day of school. We ask that you pay particular attention to the student dress code on page 4 and the restrictions on use of electronic and communication devices on page 7.

Please take the opportunity to carefully review the Code of Conduct with your child and contact the school Principal if you have any questions or concerns. If you would like an additional copy of the Code of Conduct, please contact the middle school office.



Book Bags and Backpacks

Students are not allowed to carry book bags or backpacks during the school day. The teachers will work with students to teach them how to stay organized and plan ahead. This way, not only will students have less to carry, but also as they continue to grow, their backs will stay strong and healthy.



Dress/Attire

Students have the right to express themselves through clothing choices. However, students must arrive in clothing that is appropriate for school. Shorts and dresses/skirts must be fingertip length and tank tops/halter tops/spaghetti straps and backless tops are not permitted in school. In addition, all pants/shorts must be pulled up to the waist without any undergarments showing.

The following is a brief summary of items that are “NOT” to be worn during the school day:

- Hats, bandannas, or do rags
- Clothing that advertises alcohol, tobacco, or weapons.
- Clothing that promotes illegal activity, drugs, or violence.
- Items with ethnic or racial slurs, vulgar expressions, curse words, or are derogatory to others.



Attendance

If your child will be absent or tardy, **PLEASE** call, Ms. Perez at 332-6276 after 7:30 AM and a written note **MUST** also be provided.

SAVE THE DATE!
Sleepy Hollow Middle School
Back to School Night
Date: Thursday, September 22nd
Time: 7:00 PM
Place: Sleepy Hollow MS



New Faculty

As always, as the new year begins, we are welcoming new staff to Sleepy Hollow Middle School, and we are very excited about each and every one. Please join me in welcoming Carol Quinones-Smith, Assistant Principal, Melissa Sindelar, 8th grade ELA teacher, Georgene Sheehy, 7th Grade ELA teacher and Lourdes Cellante ESL teacher.

We look forward to working with our new staff members, and hope you help welcome them to Sleepy Hollow Middle School.



6th, 7th and 8th Grade Teams

This year, Sleepy Hollow Middle School is continuing with a true interdisciplinary team structure and each grade level is divided into two teams. A “team” consists of the same core academic teachers, sharing the same students, at the same time. This structure is an integral component of successful high performing middle level schools. Teaming is the foundation for building a strong learning community with its sense of family, where students, teachers and parents know one another well, feel safe and supported, and are encouraged to take intellectual risks.

Team 6A

Nichole Conjura, Sci/SS
and Team Leader
Joan Mullin, ELA
Kirk Dietz, ELA/SS
Tom Adams, Math

Team 7A

Brian Kolar, SS,
and Team Leader
Audra Emmerich, ELA
Susan Habicht, Math
Michael Garguilo, Sci

Team 8A

Heidi Larsen, ELA, Team Leader
Melissa Sindelar, ELA
Rachel Shrinisky, SS
Maria Sabbouh, Math
Debbie McCarl, Sci

Team 6B

Mayerlin Strippoli, Sci/ELA
Andrea Osnow, ELA/
Gregory Large, Math & Team
Leader

Team 7B

Georgene Sheehy, ELA
Angel Linteau, ELA
Daryl Atkinson, S.S.
Lisa Albukerk, Math
David Benedict, Sr. Sci,
& Team Leader

Team 8B

Peter Kennedy, ELA
Deidre Sullivan, Sci.
Barbara Wilson, Math
Caroline Doran, SS, Team Leader

Principal's Coffee

Ms. Lopez has scheduled several "Principal's Coffee" discussions during the course of the school year. These informational meetings are open to anyone who is interested in what is going on at SHMS. Each meeting will have stated topics and general questions will also be answered.

Parents of incoming 6th graders are especially invited to our first "Principal's Coffee" in Room 101S on August 30th at 9:00 am. Please RSVP to Carol Ressa at 332-6275 by Friday, August 26th if you are planning to attend.

The other "Principal's Coffee" dates are as follows and will begin at 8:00 AM in the Principal's Conference Room.

Dates:

October 26th
January 25th
March 26th

Website Offers Quick and Useful Information



The Sleepy Hollow Middle School website is a useful site for students, parents, and the larger community to access information about Sleepy Hollow Middle School. School News, **Hollow Highlights**, daily announcements, monthly event calendars, team assignment calendars, and much more can be accessed by going to www.TUFSD.org and clicking upon the Sleepy Hollow Middle School link on the left side of the page.

Contacting the Middle School



Main Office – 332-6275

Ms. Elizabeth Lopez, Middle School Principal – 332-6275

Ms. Carol Quinones-Smith, Assistant Principal – 366-5821

Ms. Carol Ressa, Principal Secretary – 332-6275

Ms. Marta Perez, Attendance Officer – 332-6276

Mrs. Bertie Cohen, Nurse – 332-6217

Guidance and Counseling

Ms. Miriam Ocasio, Middle School Counselor – 332-6279

Ms. Jamie Steiner, Middle School Counselor – 332-6277

Dr. Magali Paschke, Psychologist – 332-6258

Dr. Cheryl Burton, Social Worker – 332-6278

Department Chairpersons:

Ms. Gail Persad, Fine Arts - 332-6223

Ms. Judy Kelly, English/Language Arts- 332-6222

Ms. Katherine St. Vincent, ESL – 332-6227

Mr. David Zeigler, Guidance – 332-609

Ms. Mary Hernstadt, Library Media Center – 332-6220

Ms. Jennifer Walsh, Mathematics – 332-6225

Mrs. Denise Wagner – Special Education – 366-5866

Mr. Jason Choi, Science – 332-6226

Ms. Jessica Hunsberger, Social Studies – 332-6228

Mr. Charles Scarpulla, Athletics – 631-3664

Important Dates

August

30 Principal Coffee – 9:00 am in room 101S

September

6 & 7 Staff Development Days - No School for Students

8 First Day of School - Following Special Schedule
Modified Sports Begin (7th and 8th grade only)

19 SHMS Intramural Sports Begin (6th grade only)

24 Sleepy Hollow Performing Arts Booster Car Wash

27 Photo Day

22 Back to School Night – 7:00 pm

29& 30 Schools Closed for Rash Hashanah

October

3 MS PTSA Meeting – 7:00 PM, Room 101S

7 District wide Emergency Evacuation Drill

10 Columbus Day – School Closed

14 Interim Reports Mailed

21 Early Dismissal for Students at 11:45 AM for Staff Development

26 MS Principal's Chat- 8:00AM, MS Conference Room