



M.S. 935 PARENT HANDBOOK

2024 - 25



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Dear Parents/Guardians,

On behalf of the faculty at M.S. 935, I am happy to welcome you to the 2023-24 school year! I am super excited about this school year as it will be our first year at full capacity and we will graduate our first cohort from 8th grade. I am also super excited to welcome our first Assistant Principal, Dr. Jennifer McRae, who will be returning to support the team this year.

It is always important to work in partnership to support the social- emotional and instructional needs of all students. The staff here at M.S. 935 will work attentively to cultivate a genuine union with you that will instill effective collaborations towards our common goal of providing a safe and educational environment for our children. As educators, we are committed to making your child's experience here at M.S. 935 memorable and productive while ensuring that they are provided with many opportunities for academic success. In these early years of education, we are responsible for developing a foundation and beginning to prepare them for their roles as productive citizens. It is imperative that we work together to foster our community of educators, supporting agencies, and parents to prepare them for this thing we call "life".

Consistent and clear communication is the key to your child's success and to a great parent/school relationship. The Parent Handbook that you receive provides important information about our school's philosophy, procedures, policies, curriculum, schedules, and academic expectations. It is a guide to how we operate as a school. If you have any questions regarding these rules or expectations, please feel free to contact the school's administrative team, the parent coordinator, Yasslin Aponte as well as your child's teacher. It is very important that you and your child are fully informed regarding standards related to appropriate behavior for a safe and productive school year.

The staff here at M.S. 935 will work very hard, every day, to create a positive, safe, and welcoming school climate for your child. We want to make strong connections with students, offer them an engaging and rigorous curriculum, and help them develop and grow into responsible and respectful adults who are college and career ready.

I would like to thank you for your continued support and look forward to a safe and successful 2023-2024 school year. I hope to see all of you in-person or virtually at our town hall meetings, parent workshops, and parent teacher conferences.

Sincerely,

Jermaine Lewis



Our Mission

Our mission at M.S. 935 is to provide students with a well-rounded, rigorous, inquiry-based education that is rooted in STEM. Staff, parents and students will work collaboratively to ensure that students have the tools and skills necessary to engage in a curriculum that allows students to continue to be innovative and inquisitive, while maintaining their path to college and career readiness regardless of the medium in which they are learning. We will continue to provide a safe, inclusive and engaging learning environment for all students via traditional and remote learning platforms so that our students will become the problem solvers of tomorrow.

Our Vision

The students of M.S. 935 will take their classroom, remote learning and regular life experiences and apply them to solving real-world issues. Students will engage in inquiry based (STEM) activities, that will require them to think critically while still being creative. Students will be immersed in a flexible learning environment, that provides structure and positive mental stimulation to warrant growth for future excellence.

Our Instructional Focus

Teachers will use qualitative & quantitative data to design coherent instruction that will ensure that ALL students are being provided with the necessary supports & extensions during Tier 1 (core) instruction that will ensure that all students are cognitively challenged, yet able to produce work products that demonstrate their mastery of grade level standards and concepts.

SCHOOL CULTURE

STUDENT RESPONSIBILITIES

1. Attend school daily and report to school for the instructional day at 8:00am each morning.
2. Wear the school uniform daily.
3. Read/watch/listen to directions and work carefully.
4. Submit all completed assignments by the established deadline. If you are having a hard time completing or turning in your work, please tell your teacher.
5. Share your ideas with your teachers or classmates during whole class, group or partner activities.
6. Resolve differences with others in positive ways!
7. Every student is responsible for helping maintain a safe, orderly, and educationally focused learning environment.

PARENT and FAMILY RESPONSIBILITIES

1. Establish routines and expectations with your child (children).
2. Make learning a priority.
3. Communicate with teachers and school support staff.
4. Support your child with homework and studying at home but still allow them to do their learning.
5. Establish time for quiet reflection.
6. Make sure they get enough rest to be ready for the next school day.
7. Encourage physical activity and exercise.
8. Make sure your student(s) attend(s) school, on time, every day.
9. Attend parent-teacher student-led conferences to discuss your student's progress and how you can support their success.

OFFICIAL SCHOOL HOURS

8:00 AM – 2:51 PM

Breakfast – 7:45 AM

School Begins – 8:00 AM

Monday, Tuesday, Thursday & Friday

Dismissal – 2:51 PM

Lunch - Grades 6 & 7 - PERIOD 6 (12:17pm – 1:03pm)

Grade 8 - PERIOD 5 (11:29am – 12:15pm)

Wednesday

Dismissal – 12:30

Lunch - 12:30 PM – 1:00 PM

Dear Families,

Thank you for your continued partnership as we work to provide the greatest educational experience for your students. Strong partnerships between home and school are a critical part of your child's learning. Being well informed allows you to better support your child's continued growth and achievement. Please also expect a monthly progression report that will allow you to see your child's performance and inform communication with your child's teacher on a consistent basis.

Please review the NYCDOE communication to families regarding grading and promotion policy at www.schools.nyc.gov. M.S. 935's grading policy is in alignment with the DOE grading and promotion policy, please carefully review our School's Grading and Promotional Expectations which provides you with the criteria for each grade level below:

M.S. 935 GRADING POLICY – GRADES 6 - 8

- Homework- 10%
- Major Assignments/Projects- 25%
- Tests/Quizzes- 25%
- Classroom Participation- 40%

Please ensure your child is doing the following:

- Attending school daily.
- Submitting assignments on time.
- Completing all online and in-person assignments and assessments in either Google Classroom, NWEA/MAP, etc.
- Participating in classroom dialogue including online forums, chat logs, or discussion threads in person and with a teacher in Google Classroom.
- Parent/Student-initiated phone conferences, email, and/or other digital communication (Grades, Attendance, Messaging) or responses to teacher emails.

CURRICULUM

- Wit and Wisdom (ELA: Reading and Writing)
- Eureka Math²
- Amplify (Science)
- Passport to Social Studies
- Rewards Programs
- iReady

ATTENDANCE

School attendance is a critical component to ensure that all children are successful in school. When students attend school daily, they will have more opportunities to achieve higher academic levels and feel confident about their work at school. Our goal is for every student to have satisfactory attendance, meaning that they attend 95% of all school days and have 5 or fewer total absences during the school year.

Students are considered chronically absent for the year once they have missed 10% or more of the entire school year with 10 days on register and one day present. At Risk of Being Chronically Absent: Students are considered at risk of being chronically absent when they have missed more than 10% of the school year to date, but not yet 10% of the entire school year with 10 days on register and one day present.

DID YOU KNOW:

- Schools must take attendance to show whether a student is in school or not; it's the law.
- Missing 10 percent (or 17 days) of the school year significantly increases the chance that your student will not read or master math at the same level as their peers.
- Students can still fall behind if they consistently arrive late, leave early miss just a day or two days every few weeks.
- Late arrivals and early dismissals contribute to loss of instructional time.
- If your child receives in school services, lack of attendance will significantly impact their growth and mastery.
- By being present at school, your child learns valuable social skills and has the opportunity to develop meaningful relationships with other students and school staff.

WHAT WE NEED FROM YOU:

We miss your students when they are gone, and we value their contributions to our school. We would like you to help ensure that your student attends regularly and is successful in school. If your student is going to be absent, please contact their teacher or the main office at (929) 480-2126 as soon as you know.

Please submit all documentation (i.e., doctor's notes, appointments, mandated meetings) for us to properly report attendance and provide the opportunity for make-up work.

There are 178 school days in the 2023-2024 academic calendar year. It is expected that your child attends school on time, every day. Student attendance is essential to their academic success. This year we want to continue working diligently to ensure that all students achieve 100% attendance.

Please consider the following:

1. Families will receive a call any and every time a student is absent from school.
 2. Chronic Absenteeism: Students who miss 17 days in a school year or just two days a week are considered Chronically Absent.
 3. Three Absences: We will discuss barriers to attendance with parents/guardians and come up with an action plan.
 4. Five or more Absences: Families will receive an attendance contract. If outreach efforts are unsuccessful, our attendance teacher will continue making outgoing calls and make home visits.
 5. Ten or more Absences: Families are called in for a meeting with Guidance Counselor and Admin.
- Please note that ten or more unexcused absences can lead to the potential escalation of ACS, referral for Education Neglect as outlined in the Chancellor's Regulations A-210.

OUR PROMISE TO OUR M.S. 935 FAMILIES:

We know that there are a wide variety of reasons that students are absent from school, from health concerns to transportation challenges.

We promise to track attendance daily, to notice when your student is missing from class, communicate with you to understand why they were absent, and to identify barriers and supports available to overcome challenges you may face in helping your student attend school.

There are many people in our building prepared to help you if you or your student face challenges in getting to school regularly, and available to help and advocate for you and your child.

	Contact Position	Email
Ms. Yasslin Aponte	Parent Coordinator	YAponte6@schools.nyc.gov
Ms. Amanda Adorno	School Secretary	AAdorno@schools.nyc.gov
Mr. Kyle Heyward	School Social Worker	kheyward@schools.nyc.gov

WHAT ABSENCES ARE COUNTED AS EXCUSED ABSENCES:

While schools can mark an absence as “excused” for religious reasons, illness, or some other reasons, the excused absence is still an absence and must be part of the student’s record. Common reasons for absences are:

- Student’s personal illness, with medical documentation
- Doctor or dental appointments
- Death in the family
- Deployment of a parent or guardian serving in the military
- Recognized religious holidays regularly observed by persons of the child’s faith
- Court appearance or legally mandated meetings

WHAT ARE THE NEXT STEPS FOR LATE ARRIVALS AND EARLY DISMISSALS:

All instructional time is important. Starting school on time and attending all day allows students to receive all available instruction, engage in social and emotional experiences, hear important announcements, and develop positive lifelong habits.

Late Arrival or Early Dismissal Next Steps:

Five or more late arrivals per month without medical documentation or rationale may result in a parent phone call, and/or potential attendance plan and contract with teacher and administration.

Five or more early dismissals per month without medical documentation or rationale may result in a parent phone call, parent conference, and/or potential attendance plan and contract with teacher and administration.

HOW DO WE CELEBRATE POSITIVE ATTENDANCE:

This year, we are making a special effort to ensure that we continue to support all students in their educational journey by attending school regularly and on time. We celebrate school attendance in a variety of ways: whole school, grade level, classroom and individual. The following reward program will be implemented this year to encourage regular daily attendance. Students who meet these individual attendance goals will be recognized each month.

Individual Recognitions – Monthly – Perfect Attendance Awards During Power Hour

Class Recognitions – Weekly – Shout-Outs for Classes with Perfect Attendance for the Week During Morning Meeting

Grade Level – Monthly – Fun Fridays for the Grade with the Highest Attendance

WHAT YOU CAN DO TO MAINTAIN YOUR CHILD'S ATTENDANCE:

- Talk to your student about the importance of school attendance.
- Set a regular bedtime and morning routine.
- Prepare for school the night before, finishing homework, limiting technology use, and getting a good night's sleep.
- Avoid appointments and extended trips when school is in session.
- Develop back-up plans for attending school if something comes up. Contact family members, friends, or other parents for help.
- Alert the school if there are any emergencies that come up.

Thank you for your continued support!

UNIFORM POLICY

All students are expected to have on uniform every day. If a student decides to participate in Spirit Days, they must wear the theme of the day.

Each Grade has been assigned a color:

6th Grade- Baby Blue Tops & Navy Blue/Black Bottoms

7th Grade- Navy Blue Tops & Navy Blue/Black Bottoms

8th Grade- Gray Tops & Navy Blue/Black Bottoms

Hoodies worn must be in color of uniform

No hoods/hats should be worn on head

No Crocs, Slides, Foam Runners

If a student is caught with a hood/hat on head, it will be confiscated and returned at the end of the day.

CELL PHONE POLICY

Cell phones are not permitted to be used throughout the school day. Each student will receive a Yondr Pouch in which they will lock and turn in each morning. The Yondr Pouch is used to keep cell phone safe.

PARENT-SCHOOL COMMUNICATION

We are here to support you and build strong relationships and partnerships as we collaboratively work to educate all students in the most effective learning environment. Your voice is very important to us and we welcome all communication to help to inform our work and continue to support you and your child on the academic, social and emotional journey.

Please contact the following support staff to have your concerns addressed and to gain support:

Yasslin Aponte – Parent Coordinator (929) 480 – 2126 (yaponte6@schools.nyc.gov)

Mr. Kyle Heyward – School Social Worker (929) 480 – 2126 (kheyward@schools.nyc.gov)

SPECIAL EDUCATION SUPPORTS

Melanie Sanchez – Special Education Teacher (929) 480 – 2126 (msanchez62@schools.nyc.gov)

Mr. Kyle Heyward – School Social Worker (929) 480 – 2126 (kheyward@schools.nyc.gov)

PARENT TEACHER CONFERENCES (VIRTUAL)

September 21, 2023, 4:30pm - 7:30pm

November 9, 2023, 1:00 pm - 3:00 pm & 4:30 pm - 7:30 pm

March 14, 2024, 1:00 pm - 2:40 pm & 4:30 pm - 7:30 pm

May 16, 2024, 4:30pm - 7:30pm

WAYS TO GET INVOLVED!

Here are 11 suggestions for getting involved in your child's education:

- Attend the "Meet the Teacher" event in the beginning of the school year. These events are also a great way to meet other families. Attending parent-teacher conferences throughout the year ensures you are on the same page.
- Ask your teacher how they would like to communicate. For each teacher, find out whether phone calls, emails, or texts are the best way to stay up to date on progress and communicate if a problem arises. Don't be afraid to speak up for your adolescent's needs.
- Demonstrate a positive view of education at home. Parental school involvement does not only occur inside the schools. It is also about communicating your larger values and attitudes regarding education and the hopes, dreams, and expectations you hold for your children. Communicating these values motivates young people to be persistent when faced with challenging educational tasks.
- Encourage reading. Helping your children develop a love of reading is the single most important thing you can do to help them succeed in school and in life. Show them the importance of lifelong learning by reading books on your own. Even better, read the same book with them. Taking it one step further, discuss the book together afterwards!
- Help manage the homework process. Let your teen know you think education is important and that homework is a priority. Set aside a special place to study and establish a regular time for homework. Help your child stay organized, ask about daily assignments, and monitor their work. Always remember to notice and praise your effort.
- Attend school events. Go to games and concerts, student exhibitions, and award events that your teen is and is not involved in. Your involvement in school-wide events, even when your tween or teen is not directly involved, helps build a community at large. You'll meet other members of the school community and show your support for ALL children.
- Attend parent organization meetings. At most schools, parents meet regularly to discuss school issues. Join the PTA (Parent Teacher Association) or PTO (Parent Teacher Organization) to work with other families to improve the school.
- Volunteer in the school. Schools often allow volunteers to chaperone trips or dances, help in classrooms, or run a school event. If your work schedule doesn't allow you to volunteer in the school building, there are other ways to offer your time, you can volunteer to translate, newsletters into other languages, make phone calls to let others know about school-related activities, or work on materials for school events. Be on the lookout for volunteer opportunities and share your special skills!
- Let the school know what groups, classes or guidance you would like them to provide. Schools are a great resource to improve your own learning. If you want to know more about the school's new math curriculum, how to talk with your teen about relationships, or how to help your teen apply for financial aid, let the school know! Chances are if you want to learn more about a topic, other parents do as well.

- Encourage active learning. Young people need to be encouraged to ask and answer questions, solve problems, and explore their interests. Have frequent conversations about what they are.
- learning and be prepared to ask questions. When you encourage this type of learning at home, your teen's participation and interest in school may increase.
- Learn about your rights. It's important to know what your rights are as a parent when it comes to special services such as English instruction, immigration status, individualized education plans, and more. Learn more in Your Rights as the Parent of a Public-School Student.