

## 2023-2024

## PARENT AND STUDENT INFORMATION BROCHURE

### TOBACCO POSSESSION

No student is permitted to possess tobacco of any kind or tobacco related paraphernalia on school property, grounds, or at a school-sponsored event or activity off campus.

### SCHOOL FOOD SERVICE

Breakfast and lunch are available at school for students daily. For the 2023-24 school year, breakfast and lunch are FREE for all students.

Breakfast and lunch menus are posted on the school's website ([www.marathonschools.org](http://www.marathonschools.org)). If students or parents have questions, please contact Mr. Zaryski in the cafeteria.

### DIGNITY FOR ALL STUDENTS ACT

New York State's Dignity for All Students Act seeks to provide the State's public elementary and secondary school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment, and bullying on school property, a school bus and/or at a school function.

*Note: All students and parent(s)/guardian(s) must be familiar with the rules and regulations inside the Student Handbook/Code of Conduct.*

### IMPORTANT DATES

- **Appleby Picture Days** – September 21st and 22nd
- **ES Open House** – October 5th
- **End of 5 weeks** – October 6th
- **Superintendent's Conf. Day** – October 6th
- **End of the 1<sup>st</sup> Quarter** - November 3rd
- **Picture Make-up Day** – November 7th
- **Parent/Teacher Conference Day** – November 9th
- **End of 15 weeks** – December 8th
- **End of the 2<sup>nd</sup> Quarter** – January 19th
- **Superintendent's Conf. Day** – January 29th
- **End of 25 weeks** – March 1st
- **End of the 3<sup>rd</sup> Quarter** – April 5th
- **3-6 ELA NYS Exams** – April 9th-11th
- **Spring Open House** - May 2nd
- **3-6 Math NYS Exams** – May 7th-9th
- **End of 35 weeks** – May 10th
- **End of the 4<sup>th</sup> Quarter** - June 14th



Appleby Elementary  
24 Albro Rd.

Marathon, NY 13803  
849-3281 (Office) 849-4702 (Fax)

[www.marathonschools.org](http://www.marathonschools.org)

Andy Buchsbaum, Superintendent  
Jonathan Hillis, Principal

### IMPORTANT PHONE NUMBERS

Sue Light, Main Office: 849-3282  
Kara-Beth Ross, Health Office: 849-3180  
Karl Morsey, Bus Garage: 849-3325  
Christopher Leins, Special Ed Director: 849-3167  
Kathleen Hoyt, Director of Instruction: 849-1228

### WHERE DO I GO?

First Aid or Illness	Mrs. Ross
Attendance Questions	Mrs. Light
Lost and Found	Main Office
School Meal Program	Mr. Zaryski

### EMERGENCY CLOSING

In the event it becomes necessary to close school due to impassable roads or other emergencies, the following radio and television stations will be notified for your information:

#### *Radio stations*

1290 AM – WBNF Binghamton  
1360 AM – WKOP Binghamton  
98.1 FM – WHWK Binghamton  
99.1 FM – WAAL Binghamton  
101.5 FM WXHC Homer

#### *Television Stations*

WBNG – Channel 12 Binghamton  
WIVT – Channel 34 and 9 Binghamton  
WTVH – Channel 5 Syracuse  
YNN – Binghamton and Syracuse  
ParentSquare

## SCHOOL HOURS

- Students transported by parent and guardians should not arrive before 7:50 am.
- Students must be in their homerooms before **8:15 am**.
- Dismissal will begin for car riders at 2:35 pm. The buses will load at 2:40 pm and leave Appleby by 2:50 pm.
- Office personnel are available from 7:30 a.m. until 3:30 p.m. each day.

## SCHOOL ATTENDANCE

- Children enrolled in public school in New York State are **required to attend school on a daily basis**. When a child is absent from school the child is required to bring an excuse to school explaining the absence.
  - o **Excused Absences:** student illness, death in the family, religious observance, medical appointments
  - o **Unexcused Absences:** Truancy, over-sleeping, missing the bus, caring for a sibling, family vacations

Students have approximately 20 days in which there is no school. **PLEASE do not schedule family vacations during regular instruction times.**

- **Tardiness:** Students who arrive after the 8:15 bell are considered tardy and must sign in at the Main Office. Students who are chronically tardy may not be able to participate in special events. When you are late, you are not ready to start your day of learning with your classmates. Students who are tardy must present an excuse each time they are tardy.

### **PARENTS/GUARDIANS PLEASE NOTE:**

It is expected that children will become ill during the course of the school year. All children need a day or two to recover from a fever or the stomach bug. While all children react to illness differently, most children will not miss more than 5 days during the school year. **Regular school attendance is linked to success and consistent progress in school.** Children experiencing chronic absences, (unrelated to health issues) lose academic ground quickly because they miss instruction and have a difficult time making up the missed work. Parents of children with excessive absences/ tardiness will receive letters indicating their child is on track to be chronically absent. We will also make phone calls home and if absences continue, parents will have to meet with Mr. Hillis to develop a plan to deal with the excessive absences/tardiness.

- **IMPORTANT**  
Students who have more than 18 absences a year are considered chronically absent. This may result in the need to repeat the same grade since so much instruction time has been missed.

## STUDENT MEDICATIONS

All medication shall be stored and administered by the school nurse. Parental permission must be filed with the Nurse's office. The items must be brought to school in the original container with the label intact and legible. The school nurse may administer the items if the parent submits a written request accompanied by the physician's statement indicating the frequency and dosage.

## MEDICAL EXCUSES

Students with a doctor's statement to be excused from Physical Education must file this excuse with the nurse. The nurse will send a copy to the Physical Education teacher and another to the Guidance Counselor. The original excuse will be placed in the student's health record. The student is to notify the Physical Education teacher that the nurse has the note.

## TRANSPORTATION

District transportation is provided for students to get to and from school. Bus drivers do not allow students to get on or off the bus **anywhere** except their regularly scheduled bus stop. Only students assigned a bus route may ride a bus, including the late bus. Any student wanting to ride a bus route that is not their own must have written permission from their parent/guardian. This note must be handed into the Main Office in the morning. The student will pick up the bus note at the end of the day.

## ACCIDENTS

If you are involved in an accident that occurs on school premises, go to the Nurse's office. If the nurse is unavailable, report the accident to your coach, advisor, teacher or other adult and/or administrator.

## CODE OF CONDUCT POINTS OF EMPHASIS

Students should familiarize themselves with the entire Student Handbook/Code of Conduct. Below are Student Handbook/Code of Conduct sections that were either modified or enforced with more consistency.

- All Inclusive Code
- Dress Code - See Appendix
- Electronic Devices
- Locker Checks
- Morning Protocol
- Water Only
- Tobacco

## STUDENT DRESS CODE

All students are expected to give proper attention to personal cleanliness and to dress appropriately. Students and their parents have the primary responsibility for acceptable student dress and appearance. ***(See Dress Code Appendix for pictures)***

Student dress must:

- Not include garments such as tube tops, halter tops, midriffs, spaghetti straps, plunging necklines (back and front), short skirts, short shorts, any see-through garments or other such items deemed inappropriate.
- Ensure that undergarments are completely covered with outer clothing.
- Include footwear at all times. Footwear that is a safety hazard will not be allowed.
- Not bear an expression, picture or insignia that is vulgar, obscene, or libelous or that denigrates any individual or group based upon race, sex, color, sexual orientation, religion, ancestry, or disability.
- Not promote or endorse the use of alcohol, tobacco, or illegal drugs and/or encourage other illegal or violent activities.
- Not be comprised of any article or item that could be used as a weapon or that has no reasonable purpose in a school.
- Not display words or pictures that offer a double meaning that may be sexual or offensive in nature.

### **Hats, Coats and Backpacks**

Hats, coats and backpacks are to be stored in student cubbies. No hats, coats or backpacks will be allowed in classrooms, hallways, the cafeteria, or any offices or other areas. This includes hoods and any other headgear.

Each Building Principal shall be responsible for informing all students and their parents of the student dress code at the beginning of the year and any revisions to the dress code made during the school year.

***Students who violate the dress code shall be required to modify their appearance by covering or removing the offending item, and if necessary or practical, by replacing the item. Any student who refuses to do as instructed or who fails to comply shall be subject to discipline, including suspension from school.***