

Parent Involvement

Parents are their child's first teachers. Guilderland School District believes that parents should be meaningfully involved to make a difference in their child's growth as a learner. Positive parent involvement leads to higher student achievement, regular attendance and improved student attitudes and behavior. Parents can support their child as a learner by encouraging completion of homework, sharing respect for schools and teachers and demonstrating a value for the work children do in school.

One way teachers and parents work together to help children succeed is by sharing information. Parent Conferences are viewed as an effective means of accomplishing this. Teachers not only discuss their expectations, but invite parents to share their own insight about their child as a learner.

Progress Reports are sent home five weeks into every quarter with comments on how the child is doing in each class. *Report Cards* are sent home every ten weeks.

In addition, parents can be kept informed through phone calls and e-mail. Parents should always feel free to contact the classroom teachers or the ESL teacher for feedback any time during the school year.

Parents are encouraged to:

- *Become involved in school organizations, activities, and committees that strengthen the home-school connection*
- *Meet with teachers and school staff to learn about and share information about their child's learning*
- *Participate in or attend school activities*
- *Become a member of the GHS Parent Teacher Student Association*
- *Set up a study area for your child where uninterrupted studying and homework can be accomplished*
- *Become a student yourself and take an ESL class for adults (ask your child's ESL teacher for more information)*
- *Encourage your child to read, either in the native language or in English*
- *Network with others who speak your language who can make your adjustment to the U.S. easier*

English as a Second Language

English as a Second Language is a program that provides support for the diverse needs of students whose native language is not English. Direct instruction in English grammar and pronunciation as well as activities to promote listening, speaking, reading and writing is provided. The ESL teacher consults with teachers to facilitate students' social and cultural transitions and adaptation to the curriculum. Lessons are designed to meet the NYS ESL Learning Standards.

IDENTIFICATION TO ESL PROGRAM

1. Home Language Questionnaire
2. Initial Assessments (**LAB-R** and **DRP**)
3. Program Placement if at or below 40th percentile
4. Annual Assessment for continuation of services and measurement of progress (**NYSESLAT**)

* Once identified for services, a child may not be voluntarily removed from the ESL program.

ACCOMMODATIONS FOR STATE TESTING

- Time extension
- Separate location
- Bilingual dictionaries and glossaries
- Simultaneous use of English and Alternative Language Editions (when available)
- Oral translation for lower incidence languages
- Writing responses in the native language

OPTIONS FOR PARENTS

- Translated progress reports and report cards
- Interpreters at Parent/Teacher Conferences

RESOURCES/LINKS

NYS Education Dept. Links

<http://www.emsc.nysed.gov/ciai/nysben.html>

Regents Prep Site

<http://www.regentsprep.org/>

Chinese Community Center of Albany

<http://www.cccalbany.org/>

Literacy Volunteers

452-3382

<http://www.lvamohawkhudson.org/>

ESL Web Resources

<http://www.albany.edu/lap/weblinks.htm>

Guilderland Central School District

Empowering all students to succeed in the 21st century



6076 State Farm Road
Guilderland, NY 12084-9533
Phone: (518) 456-6200

<http://www.guilderlandschools.org>

Guilderland High School

School address:

P.O Box 37
8 School Road
Guilderland Center, NY 12085
(518) 861-8591 ext. 1000

Guilderland High School ESL Teachers:

Susan Lafond—ext. 6132
Lafonds@guilderlandschools.org
Simon Levy—ext. ____
Levys@guilderlandschools.org

Guidance Counselors (ext. 3000):

Tom Dvorscak	Amy Arena
Candace Galarneau	Ann Fairbank
Amy Knapp	Karen Murphy
Renee Sheehan	

Attendance Office - ext. 1105

Health Office—ext. 3030

Social Workers—ext. 3020

School hours:

7:30 a.m. -2:25 p.m.

Activity period:

2:30 p.m. -3:10 p.m. (Mon-Thurs)

Students can stay after school for extra help with teachers, for clubs, or sports. The activity bus leaves the HS at 3:20.

Transportation 861-6434

The District provides transportation to and from school on a schedule published and sent to parents before the opening of each school year. Late buses are provided for students staying for sponsored activities. A written note is required when you request that a child be transported to a location in the district other than the normal drop-off point. Students should not bring anything onto a school bus that is bigger than they can comfortably hold. Parents should arrange to transport very large musical instruments (such as cellos), school projects, etc.

Attendance

Since attendance is extremely important, parents/guardians need to make every effort to have their children attend school on a daily basis. Absences due to illness cannot be avoided, but long absences for other reasons may be unexcused absences, and should be avoided if at all possible. It is strongly recommended that families do not take vacations while school is in session as it may affect a student's overall performance at school. Please notify the school if your child is to be out for any extended period of time.



EXCUSED ABSENCES

If your child is going to be absent, call the Attendance Office. NY Law requires a written excuse or note from

home stating the reason for absence, which is due on the first day back to school. According to NYS Law, the following are some examples of legally excused absences: sickness, death in the family, impassable roads, religious observances, and doctor's appointments. Absences for personal reasons are illegal. Every unexcused absence from class will result in disciplinary action.

LATE ARRIVALS

Students must be in their first block class on time or they will be marked late. If they arrive after 7:40, they must report to the attendance office and sign in. They will be given a late pass to bring to their first block teacher. After 6 lates (per semester), students will be assigned detention.

EARLY RELEASES

When your child needs to leave school during the day for any reason, such as a doctor's appointment, s/he MUST come to the Attendance Office with a note signed by a parent as to the reason. For students returning the same day, it is necessary to sign in.

SCHOOL CLOSINGS

School closings, delayed openings and early dismissals resulting from weather conditions or other emergencies will be announced over radio stations as well as TV stations 6, 10, 13. Closing will usually be announced by 6:30.

A copy of the school calendar is available in the Main Office. The calendar will list school holidays and vacations when students are not required to come to school.

Student Safety

VISITORS & SECURITY

Visitors to the school are welcome. Upon entering the building we require that you stop by the Main Office to let us know you are in the building and sign the guest register. You may be asked to wear a visitor's badge. Your cooperation is requested for the security of all students. If you wish to meet with an administrator, your child's guidance counselor or teacher, we ask that you make an appointment with them ahead of time.

HEALTH ISSUES:

Immunizations –

New York State law requires that all students be immunized against polio, diphtheria, measles, mumps, rubella and hepatitis B before entering school. If you have questions, the school nurse is available to assist you.

Emergency Health Cards –

These cards are sent home on the first day of each school year. Please return promptly. These are very important should we need to contact you in case of an emergency. If you move during the school year, please contact the Main Office and the ESL teacher.

Physical Examinations and Health Screening –

All new students are required by state law to have a physical examination. It is recommended that you have this completed by your family physician. If a student has not had a documented physical, the school nurse can give information about where a physical can be obtained.

Medication Policy—

Students are not allowed to carry prescription or over-the-counter medications (including cold medications, aspirin, etc.) while in school or on the school bus.

WEAPONS/SCHOOL VIOLENCE

The district's policy strictly prohibits weapons of any kind on school grounds or buses. Failure to follow school policy will result in serious disciplinary consequences. Verbal threats of violence and violent acts will result in serious consequences as well. It is district procedure that staff members who become aware of threats or acts of violence share this information with an administrator who will proceed to take whatever action may be appropriate to guarantee the safety of students. Disciplinary action will be taken as well as referral to counseling.