



2016 - 2017  
School Handbook

Dear PS 20 Families,

We are happy to have you as part of our school community! Whether you are a returning member or new to the school, please use this document to prepare for the 2016/2017 academic year at PS 20.

**What to expect on the first day:**

School begins on September 8<sup>th</sup>. A normal school day begins at 8:20am and ends at 2:40pm (M-F)

\*For K children ONLY, the first day of the year (9/8) is a half day – pickup @ 11:40am.

\*\*For Pre-K children ONLY, the first AND second day of the year (9/8 and 9/9) are half days – pickup @ 11:40am.

PS 20 students enter the school on the Clermont side of the building, through the school yard and the cafeteria doors. On the first day of school, the PTA will set up stations in the school yard to help guide you to your child's classroom.

**Pre-K Families** – Unlike the rest of the students, Pre-K children are dropped off and picked up in their classrooms.

For the first two days of school, your child will have a half day of school – this means that you must pick your child up at 11:40am on Thursday 9/8 and Friday 9/9. Subsequently, your child will attend full day sessions.

On the first day, you and your child will be guided directly to your classroom, and will be invited to stay for a short time to help acclimate your child to the new experience.

**Kindergarten Families** – Drop-off for your children occurs in the school cafeteria. Please enter the school from the rear entrance at the schoolyard off Clermont. You and your child may wait in the cafeteria for the teacher to come gather the children.

On the first day of school, your child will have a half day of school – this means that you must pick your child up at 11:40am on Thursday 9/8. Subsequently, your child will attend full day sessions.

**1<sup>st</sup>-5<sup>th</sup> Grade Families** – Drop off for 1<sup>st</sup> Graders occurs in the cafeteria. For 2<sup>nd</sup>-5<sup>th</sup>, lineup is in the school yard off Clermont. Your children's teachers will greet them in the schoolyard at 8:20am and escort them to their classrooms.

For ALL families, if you arrive late, proceed to the main office for sign-in.

## **Morning Drop Off**

The school opens at 7:45am every day, and you are welcome to drop off your child in the cafeteria anytime after that time. Every child is entitled to a free breakfast at the school. There will be supervision for all children both in the cafeteria and the school yard. Pre-K-1<sup>st</sup> graders are provided with a play area in the cafeteria where they are supervised. Pre-K children who arrive at early drop off will have an escort to their classroom at 8:20.

## **Pick Up and After School**

Children in grades K-5 are escorted by their teachers to the school yard for pick up at 2:40pm. Pre-K children are picked up in the classroom. Any children who are not picked up on time will be brought to the school office where they will wait for their guardians to pick them up.

After school programs are available to all children. There are options for children in every grade including Pre-K that run until 6pm. You will be able to sign up for afterschool on the first two days of school. Most programs begin in the second week of school. Parents make their own arrangements with these programs, and must alert their children's teachers.

On the next page is a list of the full-time after school programs that run from 2:40 to 6pm. Additionally, the school offers specialty after school programs in the areas of art, language, science and drama, but these change each year based on the program providers, and typically run once or twice a week for less than two hours. They usually begin after the first month of school, and you will be notified once they've established their schedule.

## **After School Programs (Full-Time)**

### ACADEMIC ZONE

Zan Taylor 347 995 8659 Justin Taylor 347 446 2230  
[theacademiczonenyc@gmail.com](mailto:theacademiczonenyc@gmail.com)

At The Academic Zone, We have hired role models for your children who will help them become better students, athletes, artists, and leaders. We firmly believe that each and every student has the ability to tap into his or her genius. Our curriculum encourages students to grow academically, as well as through the arts and sports so that they have the experience and confidence to succeed in a variety of different fields when they leave PS 20.

PreK-5 Grade: \$250/month and \$20/day

### KALBLOOM

Umkaiya Davis 347 466 8972 [joyfulroot@gmail.com](mailto:joyfulroot@gmail.com)

Our Mission is to bring the enrichment and fun back into the lives of children at school through a rotating cultural arts program. Our children enjoy the vibrant energy & creativity of our staff, and they never get bored as we switch our class schedule throughout the year

PreK-5 Grade

### KALEIDOSCOPE

Adrienne Davis 347 264 8599 Phyllis Quinones 347 247  
[7554gskaleidoscopekids@gmail.com](mailto:7554gskaleidoscopekids@gmail.com)

Parents are always assured of a professional, conscientious and safe environment, including a timely pickup at school dismissal. We provide homework help, arts & crafts, storytelling and much more in a clean, friendly and a peaceful setting. Healthy snacks served daily. Your children will be happy, learning, and having fun.

PreK-5 Grade: \$350/month, \$100 a week and \$30 a day

### **After School Programs (Part-Time)**

Please see main office for flyer on new specialized part-time after-school classes for the current year.

#### THE LANGUAGE AND LAUGHTER STUDIO French

Elise Colieau 718 596 2233 [classinfo@thelanguageandlaughterstudio.com](mailto:classinfo@thelanguageandlaughterstudio.com)

This after-school class for Kindergarten through 3rd Grade students incorporates French language instruction and homework assistance, arts, literature, and cooperative games. All instruction and communication with the children is in French; however, the needs of non-French speaking children are assured of being met while learning French through the immersion method. A healthy snack is served.

K-3 Grade: Tue & Thurs 2:10-4:20 Three sessions. Fall \$460 Sep 20-Dec 22, Winter \$540 Jan 3-Apr 6 and Spring \$360 Apr 20-June 22. If you enroll in all three sessions at the same time, a 10% discount will be applied.

THE PIANO SCHOOL OF NEW YORK Christina Kulick 718 360 4803  
[christina@pianoschoolnyc.com](mailto:christina@pianoschoolnyc.com)

## **Lunch**

All children are entitled to school lunch. You will receive a lunch form at the beginning of school. It is imperative that you accurately fill in and return this form. These forms generate a large amount of our yearly funding from the DOE.

The school keeps a tally of the lunches that your child eats, and you may pay that directly to Ms. Colon in the school office. That said, an easy way to make sure your child always has money is to sign up for online pay at [mylunchmoney.com](http://mylunchmoney.com).

<https://www.applyforlunch.com/Application>

Alternately, you may provide a home lunch for your child. We recommend packing a reusable water bottle for your child to drink throughout the day regardless of their lunch choice.

## **School Supplies**

You may find a list of school supplies on the “For Parents” drop-down menu of the [ps20.org](http://ps20.org) website. School supplies help to furnish the entire classroom with its needed supplies, so you won’t need to pack these each day for your child, but rather bring them during the first week of school to help your teacher get their classroom set up.

We recommend shopping for supplies via the [ps20.org](http://ps20.org) homepage. There is an Amazon.com link on our page. When you click that link, you will be automatically directed to Amazon. A percentage of any purchases you make after making that click will fund the PS 20 PTA at no charge to you.

## **Uniforms**

Our parent body voted for PS 20 to be a uniformed public school. Below is the proper uniform attire to purchase for the school year:

TOPS: Collared Knit Polo Shirt: white, light grey or burgundy

BOTTOMS: Pants, Skirt or Jumper: burgundy solid, light grey solid or burgundy plaid.

Uniforms may be purchased anywhere, but one suggested location is:

Cookies @ Fulton Mall  
510 Fulton Street  
Brooklyn, NY 11201  
718.797.3300

Donated uniforms are also available from Ms. Colon in the main office. Help reuse and recycle!

## **PS 20 PTA**

Whether or not you choose to serve as an official board member, you are an automatic member of the PS 20 PTA.

Here are just some of the things that the **PS 20 PTA** organizes and/or funds through its fundraising efforts and your support:

- Organizes Family Nights, Parents Night Out, Election Day Bake Sales, PictureDay, Scholastic and Greenlight Book Fairs, the annual Octoberfest, Brotherhood Dinner, Spring Fling, etc.
- Provides support and funding for the Green Arts program, the school's art and gardening curriculum.
- Provides Teacher Appreciation Lunches.
- Purchases books for classroom libraries for author/illustrator visits.
- Sends communication home to families through flyers and email newsletters.
- Updates and maintains the [ps20.org](http://ps20.org) website, Facebook page and Twitter accounts.
- Organizes the fall catalogue sale.
- Provides hospitality for School Tours & Monthly General PTA Meetings.
- Provides funding where applicable for gaps in the school budget.
- Runs the class parent program\*.

We hope that you will consider joining us in our effort to make PS 20 the best it can be. Here are a few ways you can get involved with the PTA:

- Attend our monthly PTA meeting.
- Join one of our committees: Fundraising, Communications, Events, Green Arts.
- Join our list of parent volunteers to help out with various school events and classroom activities.
- Become a class parent\*.

PTA meetings are held on the 3<sup>rd</sup> Wednesday of each month, unless otherwise indicated. Childcare and children's meal will be provided.

Our first meeting is \*Thursday\* Sept 22 @ 6pm in the school auditorium, following curriculum night. See you there!!

\*Class parents act as the main liaison between the teacher and parents of their child's classroom. Responsibilities include: communicating school and PTA information to their classroom, setting up a class website through which parents and the teacher correspond, organizing class representation at school-wide events, organizing teacher appreciation days and gifts.

### **PS 20 PTA MISSION STATEMENT**

The PS 20 PTA endeavors to benefit the educational, social and emotional growth of our student population by providing resources and support to the school in the following ways:

- To develop a cooperative working relationship between families and the school staff;
- To provide community members a place to connect with each other, and to participate in school governance and decision-making;
- To provide opportunities for parent enrichment and participation;
- To raise money to help supplement school budget shortfalls, to fund enrichment programs and community-building events.

All parents and teachers are members of the PTA. The PTA executive board is meant to guide the efforts of the larger PTA body according to DOE PTA by-laws. All PTA decisions are voted on by parents equally.

**PS 20 PTA CONTACT LIST**

Send general questions for the PTA: [ps20comm@gmail.com](mailto:ps20comm@gmail.com)

Like us on Facebook – [facebook.com/ps20kidsrock](https://facebook.com/ps20kidsrock)

Follow us on Twitter - [@ps20pta](https://twitter.com/ps20pta)

**2015-2016 PTA Executive Board Members & Committee Chairs:**

Co-President: Vascilla Caldeira  
[ps20pres@gmail.com](mailto:ps20pres@gmail.com)

Co-President: Conna Cook  
[ps20copres@gmail.com](mailto:ps20copres@gmail.com)

Vice-President / Fundraising Committee: Heather Keller  
[ps20fund@gmail.com](mailto:ps20fund@gmail.com)

Treasurer: Oluwakemi Omotunde  
[ps20treas@gmail.com](mailto:ps20treas@gmail.com)

Financial Secretary: Jai Butler  
[ps20fs@gmail.com](mailto:ps20fs@gmail.com)

Parliamentarian / Communications: Rachel Webster  
[ps20comm@gmail.com](mailto:ps20comm@gmail.com)

Recording Secretary: Venessa Pieri  
[ps20fund@gmail.com](mailto:ps20fund@gmail.com)

Corresponding Secretary: *Vacant*  
[ps20corr@gmail.com](mailto:ps20corr@gmail.com)

Hospitality Committee Chair: *Vacant*  
[ps20hosp@gmail.com](mailto:ps20hosp@gmail.com)

## 2015/2016 PTA CONTACT FORM

*Stay involved, stay informed*

STUDENT NAME

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GRADE/TEACHER

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STUDENT ADDRESS

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PARENT / GUARDIAN 1

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EMAIL 1

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PARENT / GUARDIAN 2

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EMAIL 2

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WOULD YOU LIKE TO JOIN *REMINDE* TEXT MESSAGING FROM THE SCHOOL?

YES – Please add the following phone numbers to the Remind database:

\_\_\_\_ - \_\_\_\_ - \_\_\_\_ / \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Would you like to join one of our committees?

Class Parent / Classroom: Grade \_\_\_\_\_ / Teacher \_\_\_\_\_

Fundraising       Hospitality/Events       Green Arts

Please note that we will send our newsletter and alerts to the above email addresses. They are published bi-monthly. If you do not receive them, please check that we have your correct address and that your spam settings are turned off for our email address:

ps20comm@gmail.com

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*“Education is the most powerful weapon which you can use to change the world.”  
- Nelson Mandela*

# SCHOOL CALENDAR 2016-2017

<b>Sept 8</b>	<b>First Day of School.</b> Early dismissal for non-District 75 kindergarten students only. Partial school time for pre-kindergarten public school students.
<b>Sept 9</b>	First full day for non-District 75 kindergarten students. Partial school time for pre-kindergarten public school students.
<b>Sep 12</b>	Eid al-Adha (schools closed)
<b>Oct 3-4</b>	Rosh Hashanah (schools closed)
<b>Oct 10</b>	Columbus Day Observed (schools closed)
<b>Oct 12</b>	Yom Kippur (schools closed)
<b>Oct. 26-27</b>	Middle School: Parent-Teacher Conferences*
<b>Nov 2-3</b>	Elementary School: Parent-Teacher Conferences*
<b>Nov 8</b>	Election Day. Students do not attend school. Chancellor's Conference Day for Staff Development.
<b>Nov 11</b>	Veterans Day (schools closed)
<b>Nov 15-16</b>	District 75 School Programs: Parent-Teacher Conferences*
<b>Nov 17-18</b>	High School: Parent-Teacher Conferences*
<b>Nov 24-25</b>	Thanksgiving Recess (schools closed)
<b>Dec 26-Jan 2</b>	Winter Recess (schools closed)
<b>Jan 16</b>	Dr. Martin Luther King Jr. Day (schools closed)
<b>Jan 30</b>	Chancellor's Conference Day for staff development in all non-D75 high schools only. High School students do not attend school, except those enrolled at D75 school programs.

<b>Jan 31</b>	Spring Term begins for high school students.
<b>Feb 20-24</b>	Midwinter Recess (schools closed)
<b>Mar 6-7</b>	District 75 School Programs: Parent-Teacher Conferences*
<b>Mar 8-9</b>	Elementary School: Parent-Teacher Conferences*
<b>Mar 15-16</b>	Middle School: Parent-Teacher Conferences*
<b>Mar 23-24</b>	High School: Parent-Teacher Conferences*
<b>April 10-18</b>	Spring Recess (schools closed)
<b>May 29</b>	Memorial Day (schools closed)
<b>Jun 8</b>	Anniversary Day Students do not attend school. Chancellor's Conference Day for Staff Development.
<b>Jun 12</b>	June Clerical Day Elementary school, middle school, and D75 students do not attend school.
<b>Jun 23</b>	Regents Rating Day High School students do not attend school, except those enrolled at D75 school programs.
<b>Jun 26</b>	Eid al-Fitr (schools closed)
<b>Jun 28</b>	<b>Last Day For All Students.</b> Early Dismissal.

**NOTES:** \_\_\_\_\_

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\*Parent-teacher conference dates are citywide. However, schools may decide to hold their conferences on alternative dates. Please check with your school for specific schedules. For assessment dates and other calendars, please visit [schools.nyc.gov/calendar](http://schools.nyc.gov/calendar).

## **SAVE THE DATES FOR THESE PTA EVENTS**

- Thurs., Sept. 22**      **PTA Meeting - 6-8 pm**  
Meet your PTA Executive Board, learn what the PTA does and how you can become involved. (Babysitting and dinner for the kids will be provided at all PTA meetings.)
- Thurs., Sept. 29**      **Parent's Night Out - 6-9 pm**  
Join your fellow parents for a night out! Location TBD. (Babysitting and dinner for the kids will be provided at the school.)
- Wed., Oct. 5**      **Octoberfest Planning Meeting - 7-8 pm**
- Wed., Oct. 19**      **PTA Meeting - 6-8pm**  
Elections for Executive Board Corresponding Secretary position and SLT (School Leadership Team) Positions
- Sat., Oct. 22**      **Octoberfest - 12-5 pm**
- Mon., Oct. 24**      **School Picture Day - School hours**  
Volunteer to help our kids look great!
- Tues., Nov. 8**      **Election Day Bake Sale**  
Volunteer and/or bring your food donations
- Wed., Nov. 16**      **PTA Meeting - 6-8 pm**
- Mon., Dec. 5**      **School Picture Retakes**
- Mon., Dec. 19**  
**-Fri. Dec. 23**      **Book Fair - School Hours**
- Wed., Dec. 21**      **PTA Meeting - 8:30-10 am**

# STAYING IN THE KNOW AT PS20

We have several ways to communicate with families at PS20:

1) Our Website - Visit [PS20.org](http://PS20.org) for school calendars, school handbook, fundraising opportunities and community news.

2) Join our mailing list. PS20 PTA puts out a monthly email newsletter. Make sure you're on the mailing list by going to [PS20.org](http://PS20.org) or emailing [PS20comm@gmail.com](mailto:PS20comm@gmail.com)

3) Join "Remind". We've recently set up a texting service for those who prefer to receive their school messages and reminders by phone.

To receive messages via text, text [@ps20family](https://twitter.com/ps20family) to 81010. You can opt-out of messages at anytime by replying, 'unsubscribe @ps20family'.

Trouble using 81010? Try texting [@ps20family](https://twitter.com/ps20family) to (718) 514-2216 instead.



4) Connect with us on social media:

Follow us on Twitter – [@ps20pta](https://twitter.com/ps20pta)

Like us on Facebook – [facebook.com/ps20kidsrock](https://facebook.com/ps20kidsrock)

5) Join a committee: Events/Hospitality,  
Fundraising & Green Arts

***Visit [PS20.org](http://PS20.org) to join our mailing list and text and phone database digitally.***