

MOORE ELEMENTARY SCHOOL

Curtis Dimmick, Principal
2835 Mountain View Drive
Bath, PA 18014
610 - 837-1859
FAX: 610- 837-7239

School Website: <https://www.nasdschools.org/mo>

School Facebook: <https://www.facebook.com/MooreElementarySchool?ref=bookmarks>

School Twitter: <https://twitter.com/MooreElemSchool>

STUDENT - PARENT - FACULTY

ANNUAL ADDENDUM TO THE DISTRICT HANDBOOK

2018-2019



MOORE ELEMENTARY SCHOOL

I: STAFF ASSIGNMENTS 2018-2019

(SUBJECT TO CHANGE)

CLASSROOM / HOMEROOM TEACHERS

<u>GRADE</u>	<u>TEACHER</u>	<u>GRADE</u>	<u>TEACHER</u>
KINDERGARTEN	Ms. Stephanie Chlebove Ms. Jennifer Haley Ms. Jackie Schucker	1 st GRADE	Ms. Erin Dalton Ms. Heather Miller Ms. Heather Sznoluch
2 nd GRADE	Ms. Hillary Hartzell Mr. Chris Heffelfinger Ms. Stephanie Heffelfinger Ms. Kelly Muschlitz	3 rd GRADE	Ms. Alexis Donnangelo Mr. Greg Frisch Ms. Danielle Schaffer
4 th GRADE	Ms. Jean Anderson Ms. Georgine Hottle Mr. Chris Krachie	5 th GRADE	Ms. Nicole Cramer Ms. Carol Marano Ms. Krista Maxwell Ms. Tori Milburn

SPECIAL AREA and SUPPORT STAFF

<u>SUBJECT</u>	<u>TEACHER</u>	<u>EDUCATIONAL ASSISTANTS</u>
Art	Ms. Michelle Meade	Ms. Janis Campbell
Band	Mr. Michael Baer	Ms. Lisa Druckenmiller
Challenge (Gifted)	Mr. Chris Hoenscheid	Ms. Mary Fribance
Computer Technology	Ms. Theresa Funk	Ms. Sandy Hudson
ESL	Ms. Christine Neme	Ms. Erin Kessler
Guidance	Ms. Sarah Whitworth	Ms. Barb Kocher
Head Teacher	Ms. Heather Shaner	Ms. Kim Lahr
Learning Support (K-1)	Ms. Korinn Cser	Ms. Rebecca Licini
Learning Support (2)	Ms. Taylor Kerbacher	Ms. Melinda McCann
Learning Support (3)	Ms. Sheila Mengel	Ms. Cari Ann Rossetti
Learning Support (4)	Ms. Jamie Rockwell	Ms. Gail Umstead
Learning Support (5)	Ms. Amanda Seibert	Ms. Susan Whiteman
Library	Ms. Karen Paterick	Ms. Sherri Yurasits
Math (MTSS)	Ms. Katy Haldaman-Dremock	
Music (Vocal)	Ms. Stacy Hageman	
Nurse	Ms. Lori Klitsch	
Physical Education	Ms. Emily Reightler	
Psychologist	Ms. Kelsey Uppling	
Reading (MTSS)	Ms. Heather Shaner	
Reading (MTSS)	Ms. Krys Dalrymple	
Special Ed. Lead Teacher	Ms. Sarah Cron	
Speech & Language	Ms. Courtney Manjone	
String Instrumental	Ms. Kristy Young	

LUNCHROOM AIDES

Ms. Tracy Paules
Ms. Karla Walker

SECRETARIES

Ms. Kim Nasatka
Ms. Jennifer Werley, Head Secretary

CUSTODIANS

Mr. Tony Frantz, Day Custodian
 Ms. Helene Braren
 Mr. Thomas George, Sr.
 Ms. Robin Sperlbaum

CAFETERIA STAFF

Ms. Sandy Flyte
 Ms. Karen Haldaman
 Ms. Julieann Kitz
 Ms. Suzanne Kumernitsky
 Ms. Deena Ruth
 Ms. Kristen Silfies

II: MOORE STAFF E-MAIL & VOICE MAIL*(SUBJECT TO CHANGE)*

NAME	E-MAIL	VOICE MAIL
Anderson, Jean	andersoj@nasdschools.org	21317
Baer, Michael	baerm@nasdschools.org	21015 / 21409 (VM)
Braren, Helene		
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Chlebove, Stephanie	chlebos@nasdschools.org	21235
Cramer, Nicole	cramern@nasdschools.org	21001
Cron, Sarah	crons@nasdschools.org	21508
Cser, Korinn	cserk@nasdschools.org	21119
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Licini, Rebecca	licinir@nasdschools.org	

Manjone, Courtney	manjonec@nasdschools.org	21118
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Miller, Heather	millerh@nasdschools.org	21123
Muschlitz, Kelly	muschlik@nasdschools.org	21207
Nasatka, Kimberly	nasatkak@nasdschools.org	21501
Nemeh, Christine	nemehc@nasdschools.org	
Paterick, Karen	paterick@nasdschools.org	21200
Reightler, Emily	reightle@nasdschools.org	21007 / 21009
Rockwell, Jamie	rockwelj@nasdschools.org	21316
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Schaffer, Danielle	schaffed@nasdschools.org	21311
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Sperlbaum, Robin	sperlbr@nasdschools.org	
Sznoluch, Heather	sznoluch@nasdschools.org	21108
Umstead, Gail	umsteadg@nasdschools.org	21403
Upling, Kelsey	upplingk@nasdschools.org	21205
Werley, Jennifer	werleyj@nasdschools.org	21500
Whiteman, Susan	whitemas@nasdschools.org	21414
Whitworth, Sarah	whitwors@nasdschools.org	21503
Y-Care		21154
Young, Kristy	youngk@nasdschools.org	21015
Yurasits, Sheri-Lee	yurasits@nasdschools.org	21416

III: MOORE PTA BOARD (2018-2019)

President – Kate Lattemann
Klatte_08@yahoo.com

Vice President – Marcie Scheetz
Scheetzyl@yahoo.com

Secretary – Amanda Dochat
Dochat_2008@yahoo.com

Treasurer – Samantha Hogue
SamKat471@gmail.com

SCHOOL INFORMATION

TIMES

Doors open: 8:45 A.M.
Classes: 8:55 A.M. – 3:15 P.M.

Our school's office is open 7:30 a.m. through 4:00 p.m.

EARLY DISMISSAL TIMES & DATES

In-Service Days & Act 80 Days (see school calendar for dates)

8:45 A.M. – 12:00 P.M. (**No lunches served**)

Reminders about dismissal dates and times will be sent home with your child(ren). Also, please look for more information about the school and events on the following forms of social media:

Moore Website: <https://www.nasdschools.org/mo>
Moore Facebook: <https://www.facebook.com/MooreElementarySchool?ref=bookmarks>
Moore Twitter: <https://twitter.com/MooreElemSchool>

SCHOOL ADDRESS AND TELEPHONE

Moore Elementary School
2835 Mountain View Drive
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610-837-1859

FAX: 610-837-7239

E-mail: dimmickc@nasdschools.org

Website: www.nasdschools.org

III: ARRIVAL AND DISMISSAL PROCEDURES

Via School Bus

Bus unloading begins promptly at 8:45 a.m. All pupils exiting the buses are to enter the building and go directly to their rooms unless they are depositing money in the cafeteria debit system or have business in the office. Morning exercises in the homerooms are underway by 8:55 a.m. Students entering the building after 8:55 a.m. are considered late. **A parent or guardian must accompany the child(ren) into the building if arriving after 8:55 a.m. to complete a late slip.**

Early Arrival

Students who are driven to school by a parent must enter through the rear door of the APR; the same doors used for Parent Pick-Up in the afternoon. Students will remain in the APR until 8:45am, unless they are present for a specific purpose approved by a staff member or are enrolled in Y-Care.

For the welfare and safety of all students, it is requested that when students are driven to school by a parent or guardian, students do not arrive at school more than five (5) minutes prior to the beginning of the school day (approximately 8:40 a.m.). Students arriving prior to 8:40am will NOT be permitted to enter the building, unless they are attending a before-school program or practice.

Dismissal - Regular School Day

The instructional day ends at approximately 3:15 p.m. Students are dismissed on two separate bells for bus and pedestrian safety. After the first few days of school, it is determined which are the earliest buses to arrive at the building. These buses are then designated for the remainder of the year as “1st bell buses.” When those buses are loaded and all have pulled off the property, the 2nd bell is rung for the remainder of the students. The last buses generally leave by 3:30 p.m. In cases where individual students miss their dismissal buses for any reason, they may use the office telephone to seek a ride home from a parent, or person designated as the emergency contact.

Dismissal - Scheduled Early Dismissals

Activities such as Parent Conferences, Teacher In-Service, and Act 80 days require early dismissal of students. These dates are usually specified on the school calendar, and announcements are sent home via your child.

The procedure for boarding buses remains the same as a regular school day. Those students being transported home by parents or their designees will be called at 11:45 a.m. First bell buses will be called at or about 11:55am. Second bell buses will be called as soon as all the first bell buses leave the loading area.

Transporting Children Home or to Appointments (Also refer to the District Handbook--*Attendance* section)

Parents who find it necessary to pick up children at school for an early appointment must do so prior to 2:45pm. Parents who arrive for dismissal pick-up (parent pick-up) will not be permitted into the building after 2:45pm. Please refer to the “Parent Pick-up Procedures” described on the upcoming pages. Parents may be asked to provide photo ID in order to pick-up their students.

ARRIVAL AND DISMISSAL PROCEDURES (continued)

Visitor parking is available in the front (North Lot) and side (West Lot) of the school. Parking for student pick-up in the North Lot is limited, and will not be available after 3:00pm due to student dismissal and bus parking. After 3:00pm, when you exit from the school grounds, you must leave by the driveway to the west of the building. Please do not use the driveway in front of the building to exit on to Rt. 946. Buses will be parking in the driveway as we prepare for the general dismissal.

Parents are also reminded that children should only be picked up early for doctor, dentist appointments, or other special reasons. We cannot release students early for dancing lessons, music lessons, etc. Teaching and learning, homework reminders, conferences with students, and other classroom activities are occurring up to dismissal. Many teachers look upon the last 10-15 minutes of the day as excellent “summing up” times with individuals, small groups, and whole classes. We try to keep disruptions to a minimum.

Dismissal – “Parent Pick-up” Procedures

Parent Pick-up at dismissal will take place in the West parking lot of the school, in a similar pattern to that of Parent Drop-Off (AM). Please refer to the “Traffic Pattern” information below with regards to the location/procedures of the pick-up line. Parents may begin to for the pick-up line at 3:00pm. A school representative will be outside to begin developing the pick-up list – which includes the parent/guardian name, vehicle make/model, and the students that will be picked-up. The students will be dismissed from their classrooms to the APR at 3:15pm. **At no time should parents/guardians leave their vehicles, and we ask that all engines are turned off while in line (no idling).**

Once all students are in the APR, another school representative who was located in the APR will begin to dismiss students, according to the pick-up order, to the outside school representative. Students will be dismissed in groups (4 or 5 “cars”), and once all students are properly secured in their vehicles, those vehicles will be “dismissed”. The line will then move forward, and this process will continue until all students have been picked-up.

Parents who do find it necessary to transport children home/or to other destinations at dismissal must either send in a note to the school/teacher or place a call to the school before 2:30pm, indicating that their student is “parent pick-up”. No parent or designated adult may go to a classroom to meet their child(ren) unless special arrangements are made at the office. Parent pick-up runs from 3:15-3:30pm, and we ask that all students are picked-up by 3:30. Although the office is staffed until 4:00pm, we will not “sit” a student in the office until they are picked-up. Students that continue to remain at pick-up after 3:30pm on a continual basis will be denied the privilege of parent pick-up. We ask that you make an effort to arrive within the posted times for pick-up, or contact the office if you will be late.

Traffic Pattern in Parking Lot for Student Drop-Off (Arrival) and Pick-Up (Dismissal)

When arriving in the morning for student drop-off (arrival), please adhere to the traffic pattern established in prior years. The traffic pattern calls for all arrivals to enter the property from Rt. 946 and turn right upon entering the lot. If you are planning to exit your vehicle and enter the school, you are to park along the western-most side of the parking lot. Please note that students should be escorted from the parking lot to the corner of the building (crosswalk) by a parent or other adult in the morning for arrival. Students are not permitted to walk from a parked vehicle to the school on their own, unattended.

If you only plan on dropping your students off at the designated drop-off area or are arriving for dismissal pick-up, you will proceed in a counter-clockwise direction around to the rear of the lot and park along the sidewalk to the drop-off area. Please note that students are to be dropped off and exit the vehicle at the designated “stop” area near the rear entrance of the APR in the morning. Students will be sent to your vehicle in the afternoon for dismissal by a school faculty member. ***This is for the safety of your student.***

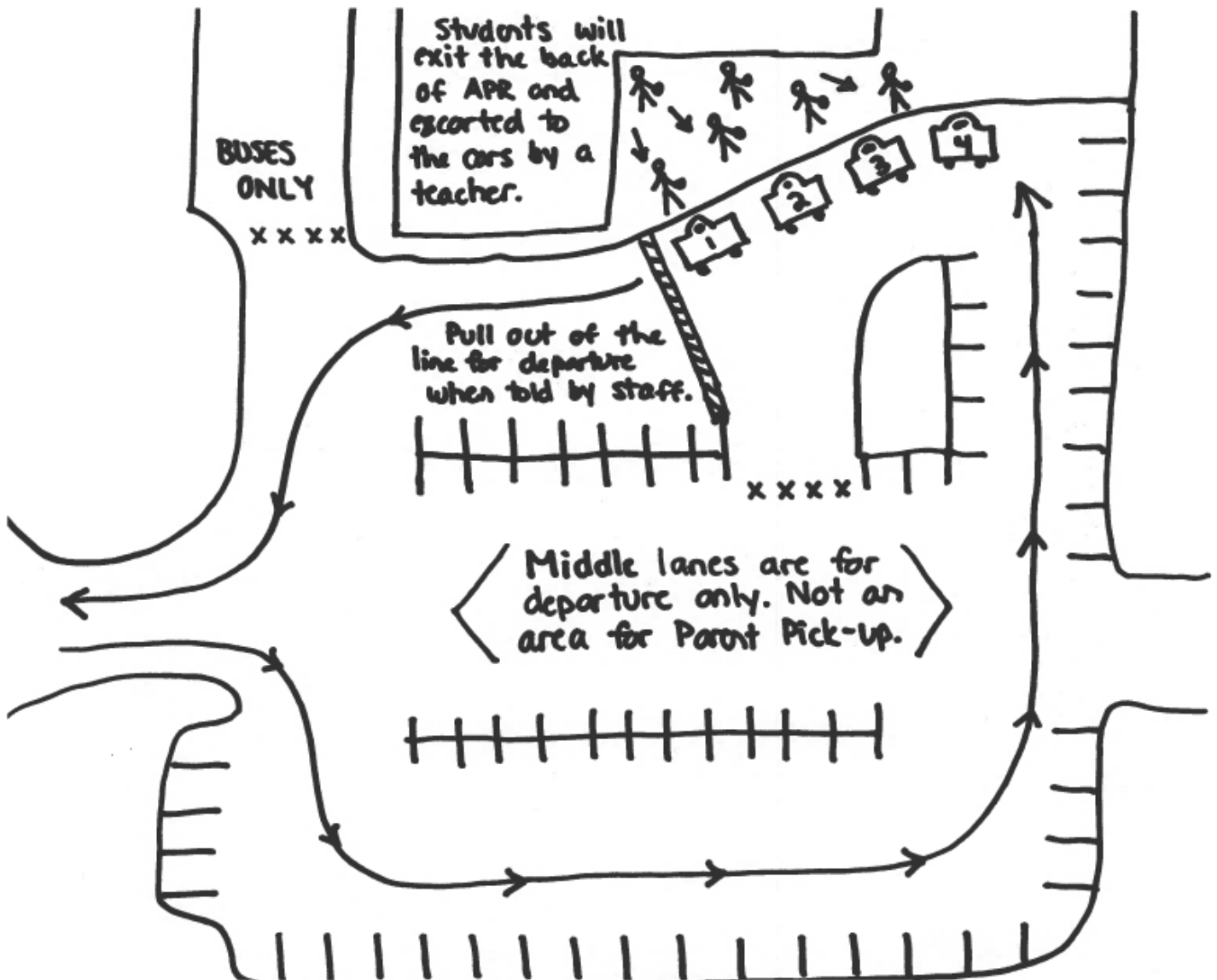
ARRIVAL AND DISMISSAL PROCEDURES (continued)

Upon exiting the lot, you are to use either the center aisle (for those who exited their vehicles) or continue through the drop-off area for those who only “dropped off” / “picked-up” a student. **Please note that you are asked to be patient, and yield to all pedestrians and school vehicles (buses, vans, trucks, etc.).**

School personnel are located in the parking lot for assistance and for safety and security purposes. Please follow all directions/directives given by school personnel. Failure to adhere to traffic patterns, designated parking (handicapped), and speed can/will result in traffic citations issued through the NASD Police Department.

Your cooperation with these procedures is not only greatly appreciated but also essential to provide a safe, secure environment for all students.

NOTE: All adults entering the building must report to the office and may be asked to present photo ID.



CLASSROOM PARTIES

It is recognized by Moore Elementary School and the Northampton Area School District that classroom parties and special events are a means of promoting our positive behavior expectations as a way of providing universal rewards to students, and an essential component of the development of the socialization skills of our students. Classroom parties and special events are coordinated and planned by the classroom teachers or school personnel, and often include items sent into the school by parents/families – specifically classroom “treats” for student birthdays, etc. When these events occur, it is important that parents understand and comply with District and School recommendations for the types of items being sent into the school for sharing.

The District recommends that parents send “healthy” snacks and treats, or non-edible treats/items. Examples would be pencils, erasers, stickers, “goodie bags”, pre-packaged fruits/vegetables, pretzels, etc. It is important to note that any items sent in cannot be homemade, and should not have sugar as the first ingredient. It is also important that any “pre-packed” item should have the ingredients/nutritional information label still attached. This will assist us in determining if there are any ingredients that students may have an associated allergy.

Please know that this is NOT meant as a deterrent, or as a means of creating difficulties for students/parents, this is merely a way to promote health and wellness within our school community, as well as a means of keeping ALL students safe from life-threatening allergies to foods. We thank you in advance for your cooperation, and if you have any questions, please contact the Moore Elementary School office.

MOORE ELEMENTARY SCHOOL



School-Wide Positive Behavior System

We show **MOORE PRIDE** by:

Being Ready

Being Responsible

Being Respectful

Being Safe

For more information about our school wide positive behavior system, please contact us at
610-837-1859

Our Approach SWPBS

The staff at Moore Elementary School believes that optimal student achievement (academic and behavioral) can be attained utilizing a proactive-systems approach for creating and maintaining a safe and effective learning environment.

The school expectations that are reinforced daily are:

Showing MOORE PRIDE by

Being Ready




Being Respectful

Being Responsible

Being Safe

When the school expectations are followed, students have the opportunity to be recognized for their efforts by receiving paw print tickets and by participating in MOORE PRIDE celebrations and purchasing items from the school store. When school expectations are not followed, specific consequences result based on the behavior.

How is this program different from other school behavior programs?

-  The program is focused on acknowledging students for consistent positive behavior.
-  Teachers are acknowledged for noticing positive student behavior.
-  Routines and language with respect to appropriate school behavior are consistent throughout the following school areas: school.
 - ❖ Classrooms
 - ❖ Cafeteria
 - ❖ Hallways
 - ❖ Playground
 - ❖ Bathrooms
 - ❖ Buses

Expectations

The expectations we promote at school are as follows. Remember these can also apply to situations outside the school building. The following are a *few* examples:

Be Ready

- ❖ Be on time
- ❖ Come with all materials
- ❖ Listen for directions

Be Responsible

- ❖ Follow directions
- ❖ Report serious incidents to staff immediately
- ❖ Be an active listener
- ❖ Do quality work on time

Be Respectful

- ❖ Use kind words
- ❖ Be courteous
- ❖ Respect property
- ❖ Show good sportsmanship

Be Safe

- ❖ Keep hands and feet to yourself
- ❖ Engage in appropriate activities

Paw Print Tickets



Students who are following school expectations in the various locations of the building and on the bus may earn Paw Print tickets.

- Tickets are given by staff, support staff, cafeteria helpers, and bus drivers to students to acknowledge their positive behavior.
- Once received, the tickets are placed in the student's individual containers kept in their homerooms, accumulated, and used to purchase rewards (tangible and non-tangible) from the school store. Purchases may be made biweekly.

Entire classrooms may also be acknowledged for outstanding positive behavior. Classes acknowledged will be given a separate certificate to be displayed outside his/her classroom for all to see.

Consequences for Inappropriate Behavior

Students have been taught the school expectations for classroom and non-classroom settings. If a student does not follow one of the expectations, the following procedure is followed:

1. A general reminder will be given about appropriate behavior.
2. Individual reminder and/or redirection will be given about appropriate behavior.
3. Student will receive a *Level One* discipline form and teacher consequence.
4. Chronic behavior will result in an office referral.

Note: Certain actions and behaviors warrant immediate administrative involvement. Such actions/behaviors are (but not limited to) fighting, using inappropriate language, harassment, threats, and possession of a weapon.

OLWEUS BULLYING PREVENTION PROGRAM

Moore Elementary School incorporates the Olweus Bullying Prevention Program into its daily school operations. The Olweus Program, a proclaimed Bullying Prevention Program, aims to empower students to identify and inform others of acts of bullying in our school. We encourage students to stand-up for themselves and victims of bullying, and work together to create a bully-free environment in our school and community. The Olweus Program at Moore utilizes the following motto:

Moore's Anti-Bullying Rules

1. We will not bully others.
2. We will try to include students who are left out.
3. We will try to help students who are bullied.
4. If we know that someone is being bullied,
we will tell an adult at school or an adult at home.