



# SEPTEMBER 2020

## From the Principal's Desk

# HERKIMER ELEMENTARY NEWSLETTER

Dear Parents and Caretakers,

I'd like to welcome everyone back for what will be a great 2020-2021 school year! It was wonderful to see so many students excited to be back at school with their teachers and friends.

Unfortunately, due to the required social distancing mandates, we're unable to meet the mandated NY Physical Education (PE) requirements. Your child will meet their PE teacher over the next week. A weekly calendar will be sent home in which your child will be expected to complete the daily PE activity. They will be held accountable with a pass or fail for the course.

### ▶STUDENT FORMS

Take some time to read and fill out the informational papers that were sent home with your child and return them to school as soon as possible. These are extremely important in the event of an emergency.

### ▶BUSING

Please be outside at the bus stop 10 minutes prior to the time sent to you in your original beginning of the year letter.

It is important that your child get on the bus letter that he/she was assigned. This will help Birnie Bus stay on schedule and keep our cohorts safely together.

Any permanent bus changes must be in writing and may take up to a week to go into effect. You will be notified when the change has been finalized.

### ▶ARRIVAL & DISMISSAL

#### MORNING ARRIVAL

K-2 students can be dropped off starting at 7:30 AM. They will be held in the vestibule/lobby until 7:40 AM, at which time they will be released to go to their classroom.

3-5 students can be dropped off starting at 7:45 AM. They will be held in the vestibule/lobby until 8:00 AM, at which time they will be released to go to their classroom.

If you have students in both start times they can ALL be dropped off at the early time. Those 3-5 students will walk to their classroom and sit outside the door until 8:00 AM.

#### AFTERNOON PICKUP

K-2 student dismissal is from 12:35-12:50 PM.

3-5 dismissal is from 1:00-1:10 PM.

If you have children in both dismissal times, you will have to loop back in the parking lot and wait until the grade 3-5 students dismiss at 1:00 PM.

Just a few reminders to help arrival and dismissal to go smoothly

- Have your child enter/exit the car on the passenger side.
- I would encourage you to not get out of your car. Practice having your child enter/exit the vehicle independently.

#### TARDIES

Any K-2 student is considered late after 7:55 AM. Any 3-5 student is considered late after 8:15 AM. You should escort your child into the building and sign them in.

### ▶PARENT MEET & GREET

In lieu of Open House this year, we have scheduled Parent Meet & Greet nights. Your child should have brought an invitation home. If you did not receive one, please contact your child's teacher. This night has been designed to allow you to meet your child's teacher, see the classroom, hear an overview of your child's day, and learn how to access your child's device in the event we need to go remote.

- Attendance is limited to 1 parent per household (unless the child has 2 households).
- Arrive 5 minutes before your scheduled time. The teacher will meet you at your designated parking lot.
- No students will be allowed.
- Masks are required.
- Parents will sit at their child's desk and use their child's device.

### ▶YEARBOOKS

The 2019-2020 Yearbooks have arrived. If you had previously purchased one, it was delivered to your child last week. We have extras for sale in the office for \$10.

As always, if you have any specific questions or concerns, please feel free to contact your child's teacher or the main office.

Educationally yours,

Mrs. Renee Vogt

## CONTACT US



Parents are encouraged to contact teachers with classroom questions or concerns. Teacher contact information is found online at [herkimercsd.org](http://herkimercsd.org)

**MAIN OFFICE**  
866-8562

**PRINCIPAL**  
Mrs. Vogt

**ASSISTANT PRINCIPAL**  
Miss Paragi

**SECRETARIES**  
Mrs. Kucerak  
866-8562, ext. 1010  
Mrs. Owen  
866-8562, ext. 1009

**SCHOOL NURSE**  
Mrs. Farrington, RN,  
866-8562, ext. 1022  
Mrs. Hysack, LPN, 866-8562,  
ext. 1027

**SPECIAL EDUCATION**  
Mrs. Rickard  
866-2230, ext. 1002

**SCHOOL SOCIAL WORKER**  
Mrs. Orts

**STUDENT PROGRAMS & CURRICULUM**  
Mrs. Ploss  
866-2230, ext. 1001

**TRANSPORTATION**  
Birnie Bus  
895-4150, ext. 221

**SUPERINTENDENT**  
Mr. Robert Miller  
866-2230

**DISTRICT P2**  
CALENDAR


**STAFF P3**  
DIRECTORY

**PARENT P4**  
FORMS

**VISIT**  
[HERKIMERCSD.ORG](http://HERKIMERCSD.ORG)  
FOR MORE

# 2020-2021 Herkimer CSD School Calendar

BOE Adopted: 1-22-20

September 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	②	③	4	5
6		7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
Students: 17 Staff: 19						

October 2020						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	②③	24
25	26	27	28	29	30	31
Students: 20 Staff: 21						

November 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	<del>10</del>	11	12	13	14
15	16	17	18	<del>19</del>	20	21
22	23	24	25	26	27	28
29	30					
Students: 17 Staff: 17						

December 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
Students: 16 Staff: 16						


January 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
Students: 19 Staff: 19						

February 2021						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					
Students: 15 Staff: 15						

March 2021						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
Students: 23 Staff: 23						

April 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
Students: 16 Staff: 16						

May 2021						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
Students: 20 Staff: 20						

June 2021						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	
27	28	29	30			
Students: 18 Staff: 19						

Sept. 2 <sup>nd</sup> & 3 <sup>rd</sup>	Sept. 7 <sup>th</sup>	Sept. 8 <sup>th</sup>	Oct. 12 <sup>th</sup>	Oct. 23 <sup>rd</sup>	Nov. 10 <sup>th</sup>	Nov. 11 <sup>th</sup>	Nov. 19	Nov. 25-27	Dec. 23 <sup>rd</sup> - Jan. 1 <sup>st</sup> 2021	Jan. 18 <sup>th</sup>	Feb. 15 <sup>th</sup> - 19 <sup>th</sup>	March 19 <sup>th</sup>	April 2 <sup>nd</sup> - 9 <sup>th</sup>	May 31 <sup>st</sup>	June 25 <sup>th</sup>	June 26 <sup>th</sup>
Superintendent's Day	Labor Day	First Day of School	Columbus Day	Superintendent Conf. Day	Shorten Sessions HES /HHS	Veteran's Day	Shorten Session (HES Only)	Thanksgiving Recess	Winter Recess	Martin Luther King Day	Winter Recess	Shorten Sessions HES/HHS	Spring Recess	Memorial Day	Regents Rating Day/ Superintendent's Day	Commencement Day

	1 <sup>st</sup> Semester	2 <sup>nd</sup> Semester	Total Days
Student Days	89	92	181
Teacher Days	92	93	185

<input checked="" type="checkbox"/>	Holidays/ Breaks and Days off
<input checked="" type="checkbox"/>	Superintendent's Day
<input checked="" type="checkbox"/>	Shorten Days

## 2020-2021 HERKIMER ELEMENTARY SCHOOL TELEPHONE

Updated: 9/15/2020

Barreto, Beatriz	2072	B-23	Lyga, Kim	2071	B-22
Benoit, Craig		C-02	Macri, Barb	2066	B-17
Beyel, Meghan	2028	A-09	Maldonado, Marissa	2024	A-05
Billings, Michelle	2030	A-11	Mathy, Richard	2333	
Bixler, Missy	2080	C-09	McCumber, Dawn	2053	B-04
Briggs, Debbie	1020	C-10	McGovern, Alexis	2073	B-24
Brown, Melissa	2064	B-15	Meszler, Susan	1027	C-01
Bryant, Cheryl	2032	A-13	Nare, Jennette	2031	A-12
Burgdoff, Amy	2026	A-07	<b>NURSE</b>	<b>1022</b>	<b>C-01</b>
Burns, Vicki	2032	A-13	<b>Healthy Office</b>	<b>1022</b>	<b>C-01</b>
Caiola, Brittany	2063	B-14	<b>Sick Office</b>		<b>C-06</b>
Carney, Jordyn	2035	A-16	<b>OFFICE</b>	<b>1010</b>	<b>D-01</b>
Chilelli, Ninfa	1020	C-10	Olds, Jennifer	2062	B-13
<b>CONFERENCE ROOM</b>	<b>1019</b>	<b>D-15</b>	Orilio, Ryan	1333	
<b>COPY CENTER</b>	<b>2018</b>	<b>C-08</b>	Orts, Kathy	1016	C-12
Couchman, Melody	2039	A-20	Owen, Chelsea	1009	D-01
Crandall, Jenna	2038	A-19	Paragi, Cristi	1010	D-04
Crandall, Marissa	2061	B-12	Peckham, Kimberly	1041	C-05
<b>CUSTODIAL</b>	<b>1039</b>	<b>D-13</b>	Petucci, Dina	2073	B-24
Davis, Deb	2023	A-04	Peyton, Leah	2076	C-03
Denton, Heather	2067	B-18	Piazza, Gloria	2080	C-09
Ellinger, Amberlyn	2052	B-03	Richard, Stacy	1017	D-07
Farrington, Sandhya	1022	C-01	Schoff, Deb	2042	A-18
Fox, Dave	2070	B-21	Schoff, Rich	1041	C-05
Gilbo, Jeff	1039	D-13	Seifried, Tim	1039	D-13
Guzik, Toni	2032	A-13	Sekel, Maria	2059	B-10
Haggerty, Margaret	1111	D-05	Spanfelner, Brenda	2068	B-19
Heil, Kasy	1029	C-15	Spence, Kelly	2065	B-16
Hysack, Brenda	1027	C-01	Stallman, Kristin	2075	D-08
Irizarry, Julie	2072	B-23	Steere, Sheila	2058	B-09
Jacobs, Aimee	2054	B-05	<b>TECHNOLOGY</b>	<b>1033</b>	<b>C-07</b>
Jenne, Katie	2055	B-06	(P. Bliss/S. Carman/R. Krasko)		
Jones, Michelle	2041	A-03	Thomas, Kevin	1028	C-14
Judd, Ryan	2057	B-08	Vogt, Renee	1010	D-02
Kemler, Cindy	2033	A-14	Ward, Sarah	2025	A-06
Kirkpatrick, Brenna	2034	A-15	Wenke, Janice	2060	B-11
Kirkpatrick, Shelley	2027	A-08	WheelerStapf, Heather	2069	B-20
<b>KITCHEN</b>	<b>1037</b>	<b>D-12</b>	White, Lynn	2020	A-01
Knowlton, Deb	2043	A-17	Winkler, Michalyn	2056	B-07
Koegel, Kelly	2051	B-02	<b>BOCES STAFF</b>		
Kucerak, Tami	1010	D-01	BOCES Room	1047	C-19
Kuyrkendall, Samantha	2029	A-10	BOCES Room	1046	C-21
Lamanna, Sara	2021	A-02	Cavallaro, Brandi	1044	C-22
Lesniak, Kate	2050	B-01	Hussein, Sarah (TPK)	1045	C-20
Lockwood, Becky	1037	D-12	Sexton, Jennifer (TPK)	1045	C-20

## 2020-2021 DISMISSAL/TRANSPORTATION CHANGE FORM

Student(s) name (first and last) \_\_\_\_\_

Teacher(s) name \_\_\_\_\_ Date \_\_\_\_\_

### **PICK UP/EARLY DISMISSAL CHANGE**

- I will pick my child up ~OR~  \_\_\_\_\_ will pick my child up  
(first name **and** last name of person)
- Today  2020-2021 school year  Other dates \_\_\_\_\_
- Picking up early (time) \_\_\_\_\_ Reason \_\_\_\_\_

### **BUS TRANSPORTATION CHANGE** (may take up to a week to begin/you will be notified)

- Please drop my child off at \_\_\_\_\_  
(first name **and** last name)
- Address (include house #) \_\_\_\_\_
- Bus letter \_\_\_\_\_  2020-2021 school year  Other dates \_\_\_\_\_
- Note: Kindergarten students MUST be met by a parent/caregiver at the bus stop and will NOT be dropped off otherwise.**

Parent/caregiver name (print) \_\_\_\_\_ My telephone # \_\_\_\_\_

Parent/caregiver signature \_\_\_\_\_

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Student(s) name (first and last) \_\_\_\_\_

Teacher(s) name \_\_\_\_\_ Date \_\_\_\_\_

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Parent/caregiver signature \_\_\_\_\_