



2019-2020 School Year Information

BUILDING THEME		MODIFIED SCHEDULES	
<ul style="list-style-type: none">• Growing Leaders• Leader of the Month Assemblies		<ul style="list-style-type: none">• Weather emergencies- early dismissal, 2-hour delay, closing; all of these will be communicated via e-news, Facebook, automated phone call, and district website• Kindergarten students will ride their AM bus # home in the event of an early dismissal	
DROP-OFF/ ARRIVAL		ATTENDANCE GUIDELINES	
<ul style="list-style-type: none">• 8:45 a.m. drop-off time• Families can drop students off in the front of the building at this time• Buses drop students off in the back of the building by the playground• Students that arrive after 8:55 a.m. are considered tardy an adult must sign child in at the office		<ul style="list-style-type: none">• To report your child absent from school contact the office (717) 249-5586, option 1• An excuse note must be provided within three school days of a student's return to school• Excused absence: illness, family emergency, authorized school activity, prearranged doctor appointment, approved educational trip• Unexcused absence: absence from school with parents' consent, for reasons other than those considered excused or no documentation at all• Educational trips- turned in at least a week before the trip; for a maximum of 5 days; no educational trips approved for 3rd-5th during PSSA testing• No educational trips approved for the last 10 days of school• Tardy- students are marked tardy after 8:55 a.m.	
PICK-UP/ DISMISSAL		SKYWARD- Student Information System	
<ul style="list-style-type: none">• If you are picking up your kindergarten child arrive prior to 2:05 p.m.• 1st-5th grade families if you are picking up your child arrive before 3:30 p.m.• Student dismissal begins at 3:35 p.m.• Please complete a permanent pick-up form if your child will be a pick-up daily throughout the school year• If pick-up plan changes for the day, please notify the office by 2:00 p.m.• Bus riders will be dismissed when their bus has arrived to school		<ul style="list-style-type: none">• This system has replaced CVSIS• Action steps in Skyward: Upon receiving your login, please access Skyward to complete all of the important back-to-school forms that pertain to your student, including health information, emergency contacts, and annual required sign-offs. It is imperative that we collect this information annually to help ensure your student's health, safety, and welfare.• As a reminder, Skyward Family Access will allow you to view student information, teachers, homerooms, attendance, discipline, and grades (secondary students only).• If you have any concerns or questions about Skyward you can contact Cumberland Valley's Helpdesk at (helpdesk@cvschools.org or 717-506-3393)	
TRANSPORTATION			
<ul style="list-style-type: none">• Kindergarten students- when K students are dropped off in the PM, a "familiar adult" must be at the bus stop; if "familiar adult" is not there, the student will be brought back to the building for parent pick-up• K-5th- only one stop going to school and one returning home• Beginning of the school year, bus times may be delayed until bus routes are adjusted as needed• Same expectations and rules that are in school apply on the bus; students will be written up if rules are broken• Transportation Notice Form used if picking up child or if child getting off at another stop			

FOOD SERVICE

- Breakfast- begins at 8:45 a.m. and cost \$1.85 for a meal, \$.60 for extra milk, and \$.55 for a sm. water
- Lunch- each grade level has an assigned lunch time for 30 minutes; lunch cost \$2.75
- Applications for free and reduced lunch can be found on the CV schools home page- culinary nutrition services

VOLUNTEER GUIDELINES

- Need to report to the office with a valid photo ID
- Clearance information is available online at: http://www.cvschools.org/support_operations/human_resources/clearances/VolunteerClearances
- All three clearances must be presented, together, in the office prior to volunteering

SCHOOL-WIDE EXPECTATIONS/ PBIS

- Be Respectful, Be Responsible, Be Safe, and Be Ready
- Behavior matrix for each expectation throughout the building
- “Caughtcha” Tokens- incentive for making good choices; opportunity for building to work together to earn a BIG Reward
- Bully prevention rules shared with students and during morning announcements

RESPONSIVE CLASSROOM

- Students will participate in morning meeting that includes: a greeting, sharing, group activity, and morning message to build a positive community in the classroom.
- Energizers will be scheduled throughout the day

HEALTH SERVICES

- Health screenings- vision, height, and weight (K-5), hearing (K-3)
- Physical and dental forms needed
- Current on all immunizations
- Medication forms need completed in order to give your child medicine at school
- Temperature of 100 or more and/or vomiting, student is sent home

WELLNESS POLICY

- Board Policy 246: Shared Classroom/ Party Snack
- Only nonfood items or healthy, store bought, food and beverages will be permitted
- All classroom treats must meet the following guidelines
- Nonfood Items: pencils, stickers, small trinkets, book marks, activities, small games
- Food items: store bought and unopened. Clearly labeled for allergy and nutrition information. MINI sized muffins or cupcakes, individually wrapped snacks, Italian ice/ popsicles.
- No homemade treats will be permitted in classrooms. All items which do not comply with Board Policy 246 will not be permitted in classrooms, and will be returned.

SPECIALS AT MIDDLESEX

Physical Education: Mr. Bigelow- wear sneakers

Library/IMC: Mrs. Shanmugam- return library books

Explorations: Mr. Gallagher

Art: Ms. Lake

Music/ Strings: Mrs. Hollenberg

Band: Mr. Ostrander

RESOURCES FOR FAMILIES

E-news: <http://www.cvschools.org/newsletter/One.aspx>

Twitter: <https://twitter.com/MSXLions>

Mastery Connect: <https://www.masteryconnect.com/Skyward>

Skyward: <https://skyward.cvschools.org/StudentSTS/Session/Signin?area=Home&controller=Home&action=Index>

Seesaw: <https://app.seesaw.me/#/login/%252Forg%252Forg.de0382ea-e95b-4918-b366-f8b90cb2939b>

PTO Facebook: <https://www.facebook.com/MiddlesexLions/>

OFFICE TEAM

Mrs. Brackett, Building Secretary: kbrackett@cvschools.org

Mrs. Carlson, School Counselor: jcarlson@cvschools.org

Mrs. Eldridge, Principal: seldridge@cvschools.org

Mrs. Remm, Principal's Secretary: eremm@cvschools.org

Mrs. Rulapaugh, School Nurse: mrulapaugh@cvschools.org