



LEVITTOWN PUBLIC SCHOOLS  
Northside School  
35 Pelican Road  
Levittown, New York 11756



*Success for Every Student*

Frank Mortillaro, Principal  
Dyanne Case, Asst. Principal  
516-434-7500

August 2022

Dear Northside Kindergarten Families:

On behalf of the faculty and staff, I would like to welcome you to your first year at Northside School! We look forward to working with you and your child and encourage you to be part of our Northside Learning Community.

Listed below is important information that you will need to know for the first day of school.

- **Opening Day of School:** All students report on **Tuesday, September 6, 2022.**
- **Name Badges:** Please be sure that your child wears one name badge each day for the first three days of school as it will help our staff promptly identify kindergarten children.
- **Lunch:** Your child can buy lunch beginning the first day of school, **Tuesday, September 6, 2022.** The cost of lunch is **\$2.75.**
- **Transportation:** You will find a bus pass enclosed if your child is eligible for bus transportation.
- **Arrival and Dismissal Procedures:** Please **carefully** review the reverse side of this letter.
- **School Supplies:** Preordered EPI School Kits will be sent to your address before the first day of school.

Students will be receiving more information regarding Northside's procedures and programs upon their return to school.

As we value a positive home-school connection and strive to keep you informed, please be sure to carefully review all communications sent home with your child from the Northside Learning Community including your child's teacher and the Northside PTA on a daily basis.

Please do not hesitate to contact me if you have any questions or concerns as my goal is to provide an environment that ensures "Success for Every Student."

Sincerely,

Frank Mortillaro  
Principal

## NORTHSIDE ARRIVAL AND DISMISSAL PROCEDURES FOR KINDERGARTEN

**In order to ensure the safety and security of your children, we request that all parents and students carefully adhere to the following arrival and dismissal procedures:**

### **Arrival:**

- If you are transporting your child to school by car, please be aware that there is no parking, stopping, or standing in front of the school. Also, entering the circular driveway is prohibited after 8:45 AM as it must remain unobstructed to allow for bus drop off.
- Parents of Mrs. Conrad, Mrs. Downing, Mrs. Wanukovich, and Mrs. Carpentier's kindergarten classes transporting their children to school may drop off their child at 9:00AM at the kindergarten entrance near the cafeteria adjacent to room 108. Parents of Mrs. James, Ms. Pappas and Ms. Nunes' walkers may drop off their child at the kindergarten west front circle entrance near room 320. Please see the attached map for assistance. We request that parents do NOT go further than the kindergarten entrances when escorting your children to school in the morning. All parents will have the opportunity to visit their children's classrooms at the kindergarten orientation scheduled for Wednesday, August 31<sup>st</sup> at 10:00 AM.
- Kindergarten students arriving on buses will be escorted to their classes.

### **Dismissal:**

- Entering the circular driveway at dismissal is prohibited as it must remain unobstructed to allow for safe bus dismissal.
- Mrs. Conrad and Mrs. Downing's students will be released at dismissal from the their classroom doors that face the front of the building. Mrs. James, Ms. Pappas, and Ms. Nunes' walkers will be released at the kindergarten back west parking lot entrance between rooms 317 and 319. Mrs. Carpentier and Mrs. Wanukovich's walkers will be released for dismissal at the same spot the children were dropped off for arrival near the cafeteria adjacent to room 108. See the attached map for assistance.
- **\*Parents are not permitted to pick up their child in the main entrance at dismissal.** A note must be submitted to the Principal for approval if there is a special reason (i.e., student's broken leg, arm, etc.) if you have to pick up your child in the main entrance. A parent that cannot get out of work on time to pick up their child, is not an acceptable excuse. You must make other arrangements for your child to be picked up outside at dismissal time at their designated dismissal door.
- When it is necessary for your child to leave prior to dismissal, we require a signed written request be sent to your child's teacher which includes the date, time, and the name of the person that will be picking up your child. The person picking up your child will be required to show a Driver's License for the purpose of identification. Please be aware that we cannot release children to persons other than parents or those designated on the Emergency Contact Card. Persons picking up children early should come to the main entrance. School security will ask for your credentials and the school staff will bring your child to meet you at the main entrance.

### **Please also note the following:**

- At all times, parents must use the rear parking lot ONLY (behind the building). All of the spaces in the first parking lot are either reserved or assigned to faculty and staff. It is illegal to park in undesignated spaces.

### **Late Arrivals:**

- If you are bringing your child into school late, please walk your child to the main entrance, where they will enter the building and sign in before being escorted to their classroom.



# ARRIVAL MAP

2022-2023

Back Field



Walker and Car Drop Off  
Entrance  
Doors Open at 9:00 AM  
Grades 1-5

**NORTHSIDE  
SCHOOL**

Bus Arrival and Walker Entrance  
Opens at 9:00 AM

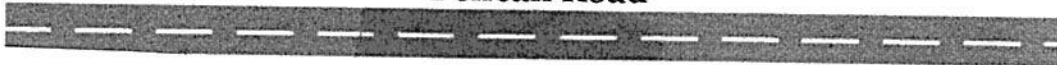
Kindergarten  
Mrs. James  
Ms. Nunes  
Ms. Pappas

Door Opens at 9:00 AM

Kindergarten  
Mrs. Carpentier  
Mrs. Conrad  
Mrs. Downing  
Ms. Wanukovich

Door Opens at 9:00 AM

**Pelican Road**



# DISMISSAL MAP

2022-2023

Back Field



Dismissal Begins  
at 3:28 PM.

4th Grade

5th Grade

2nd Grade

1st Grade

3rd Grade

**NORTHSIDE  
SCHOOL**

Bus Dismissal

Kindergarten  
Mrs. James  
Ms. Nunes  
Ms. Pappas

Kindergarten  
Mrs. Carpentier  
Ms. Wanukovich

Mrs. Conrad

Mrs. Downing

**Pelican Road**





LEVITTOWN PUBLIC SCHOOLS  
Northside School  
35 Pelican Road  
Levittown, New York 11756



*Success for Every Student*

Frank Mortillaro, Principal  
Dyanne Case, Asst. Principal  
516-434-7500

August 2022

Dear Kindergarten Parents,

Welcome to the Northside family! I look forward to having your family become integral members of the Northside community as you join us this September!

We are aware that some students might be a bit nervous to be away from their parents for the day. This is not unusual and should dissipate after the children become acclimated to the school and their teachers. I have included a poem below that you are welcome to read to your child. I have also enclosed a heart tattoo that you can place on your child's hand. This will hopefully assist their transition and let them know that you are "with them" during the school day. Our kindergarten staff will continually observe the children to make sure they are comfortable and assimilating to their new environment. Your child's teacher will be in contact with you if there are any issues. Please feel free to contact us if there are any concerns or information that might help make this new beginning a successful one!

Regards,

Mr. Frank Mortillaro, Principal

### ***Kissing Hand Poem***

*Here's a special trick I know  
When I'm sad and scared to go.  
Take my hand and kiss it here.  
The kiss from you, I will hold dear.  
Down to my hand and up my arm,  
into my heart the kiss goes on.*



LEVITTOWN PUBLIC SCHOOLS  
Northside School  
35 Pelican Road  
Levittown, New York 11756



*Success for Every Student*

Frank Mortillaro, Principal  
Dyanne Case, Asst. Principal  
516-434-7500

August 2022

Dear Northside Families,

**In order to ensure the safety and security of your children, we request that all parents and students carefully adhere to the following arrival and dismissal procedures for Grades 1-5.**

**Arrival:**

- Please be aware that there is no parking, stopping, or standing in front of the school; therefore children may not be dropped off in front. Also, entering the circular driveway after 8:45AM is prohibited as it must remain unobstructed to allow for bus drop off.
- Please enter the first teachers' parking lot, pull up to the area marked student drop off, discharge your child onto the sidewalk and continue to exit through the rear parking lot onto Swallow Lane. This will allow for children to safely walk along the sidewalk and enter the building at the covered entrance adjacent to the 300 hallway. PLEASE PROCEED SLOWLY THROUGH THE PARKING LOTS AND OBEY ALL STOP SIGNS. Students who do not attend the morning LAMP Program should not be dropped off prior to 9:00AM as no doors will be open to the building and no supervision will be provided for students arriving early.
- If walking, students should enter the building through the front or rear 500 hallway entrances (adjacent to back field) ONLY. Please remind students that it is important to walk on the sidewalks and cross at corners during their route to school as well as on the school grounds. Students should not arrive prior to 9:00AM as no doors will be open to the building and no supervision will be provided for students arriving early.
- Staff will be available to escort students who are unfamiliar with the building on the first days of school. Staff will also provide supervision and security in the hallways throughout the school year.
- On mornings of band, orchestra, and chorus rehearsals, the teacher in charge will open the front door for those students. Cars may enter the circular driveway to drop off children between 8:05 AM and 8:15AM.
- We request that families do NOT enter the building when escorting children to school in the morning. All families will have the opportunity to meet their child's classroom teacher on Northside's Back to School Night on Thursday, September 29, 2022. If you need to contact your child's teacher, please send a written note with your child or contact the office at 516-434-7500 and the staff will relay the message.
- **Late Arrivals:** If you are bringing your child into school late, please walk your child to the main entrance of the building where they will be escorted inside and signed in.

**OVER**

**Dismissal at 3:28 PM:**

- Entering the circular driveway after 2:50 PM for student pick up is prohibited as it must remain unobstructed to allow for safe bus dismissal. Parents should wait outside the building for their children by the appropriate grade-level dismissal exits:

1 <sup>st</sup> – Exit Adjacent to Rm. 208	2 <sup>nd</sup> – Exit Adjacent to Rm. 421	3 <sup>rd</sup> – Exit Adjacent to Rm. 208
4 <sup>th</sup> – Exit Adjacent to Rm. 533	5 <sup>th</sup> – Exit Adjacent to Rm. 425	

- **\*Parents are not permitted to pick up their child in the Main Office at dismissal.** A note must be submitted to the principal for approval if there is a special reason (i.e., student's broken leg, arm, etc.) if you have to pick up your child in the Main Office. A parent that cannot get out of work on time is not an acceptable excuse. You must make other arrangements for your child to be picked up outside at dismissal time at their designated dismissal door.
- **PLEASE SEE ATTACHED MAP FOR EXIT DOOR LOCATIONS**
- Older siblings will be dismissed from their youngest sibling's grade level exit. For example: A fifth grade student who has a sibling in kindergarten, will be dismissed at the kindergarten exit.
- **\*\*When it is necessary for your child to leave prior to dismissal, we require a signed written request be sent to your child's teacher which includes the date, time, and the name of the person that will be picking up your child. The person picking up your child will be required to show a Driver's License for the purpose of identification. Please be aware that we cannot release children to persons other than parents or those designated on the Emergency Contact Card. Persons picking up children early should come to the main entrance doors and share their needs with the security personnel stationed at the door.**

**Please also note the following:**

- At all times, parents must use the rear parking lot ONLY (behind the building). All of the spaces in the first parking lot are either reserved or assigned to faculty and staff. It is illegal to park in undesignated spaces.
- At all times, families visiting the school **MUST** enter through the front doors, follow the appropriate sign in procedures, and proceed to the Main Office.

Thank you for helping provide a safe and secure environment for your children.

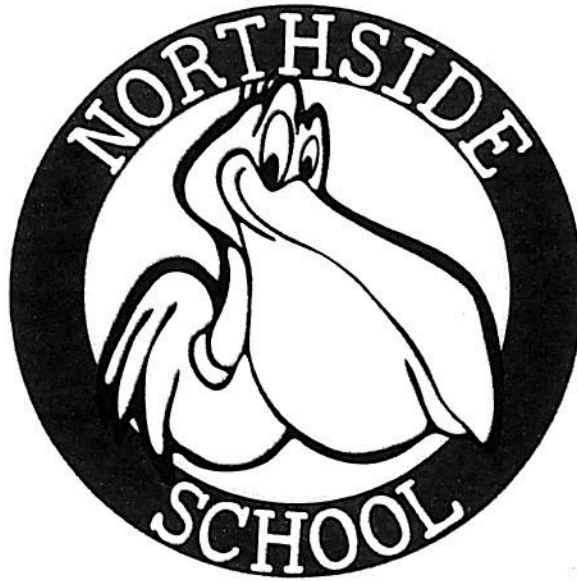
Sincerely,



Frank Mortillaro  
Principal

FM:rk





Dear Northside Families,

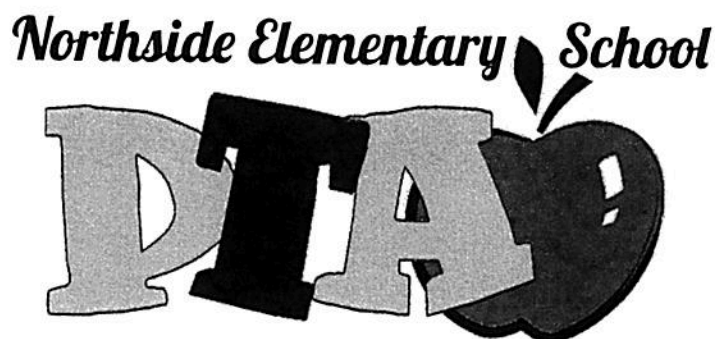
We would like to welcome back all the returning families and a big welcome to all the new families. Whether this is your first year at Northside, your last, or somewhere in the middle - we are committed to making it your best! Your PTA has been working throughout the summer to bring Northside students and family amazing programming and events to make memories that will last a lifetime. We are so fortunate to have a wonderful principal, staff and families all committed to the success, happiness and well being of our children. Northside's PTA contributes to these efforts year round, by providing important events like Anti-Bullying Assemblies, Healthy Snack Day, PARP (Pick a Reading Partner), and Family Fun Events such as Northside's annual Family BBQ and School Wide Halloween Party to name a few. All these events have been huge successes in the past, and promise to be great this year as well! Please remember to fill out and send in your membership form. Your participation is vital to the success of all our wonderful programs. Committee sign-up sheets will be available at our first PTA Meeting on Thursday, September 22<sup>nd</sup> at 7:00 PM. We appreciate any time you are able to donate to PTA. Again, this is what makes our events such a huge success. The PTA welcomes you to attend our meetings to raise your concerns and contribute your ideas and talents to better our school. We have monthly PTA meetings throughout the year! We look forward to seeing you there!

Sincerely,

Yeliz Cipriano & Barbara Buckley

2022-2023 Co-Presidents

NorthsidePTA11756@gmail.com



Dear Northside Families,

On behalf of Northside PTA, we would like to welcome all of our new Kindergarten students as well as our returning students going into 1st thru 5th grade and their families.

The PTA takes pride in all the activities and educational programs we provide for the children throughout the year. One of the reasons we are able to do this is because of our families and their membership fees. We are very grateful that you have been/will be a member. These membership fees go a long way!

Northside PTA would like to invite all Moms, Dads, Aunts, Uncles, Grandparents and anyone else you may know to join the PTA and attend our monthly meetings starting in September. It is at these meetings that you will hear about upcoming events, updates on school curriculum, activities, fundraisers and how the money raised is used for the children. We would LOVE to hear from you with your questions, comments and new views. Remember, every voice counts and all cultures and ethnicities are welcome!. Together we can do great things for our children, and although meetings are not mandatory we encourage you to attend and support our PTA. Also, keep in mind that volunteering at school events/activities is optional but greatly appreciated!.

Our annual membership fee is \$10 per person. If you would like to join our PTA please take a moment to fill out the information below and send it back in an envelope labeled **PTA MEMBERSHIP**, with either cash or a check payable to **Northside PTA**, (please include your phone number and the word "membership" on the memo line of your check). Credit cards are also accepted via the following link: <https://northside11756.memberhub.com/store/items/8121>

Please have your child cut out and color the Pelican below and send it in with the completed form and payment. Don't forget to include your family name. Each picture will be added to our PTA Bulletin Board in our school to show "**Your Pelican Pride**".

Any questions, please contact Carolina Gonzalez at [Northsidemembership11756@gmail.com](mailto:Northsidemembership11756@gmail.com)





Family Name \_\_\_\_\_



**“Don’t forget you have to be a PAID PTA Member in order to be a Class Parent”**

**Northside PTA Membership Form 2022-2023**

1st Member Name: \_\_\_\_\_ 2nd Member Name: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Child’s Name: \_\_\_\_\_ Child’s Name: \_\_\_\_\_

Teacher: \_\_\_\_\_ Teacher: \_\_\_\_\_

\$\_\_\_\_\_ amount included for \_\_\_\_\_ member(s), with ☐ Cash ☐ Check ☐ Online



Invites and encourages everyone  
to make kindness a daily practice in their life.  
When we are kind to others, we connect  
to them in a powerful and positive way.

*We all have the opportunity to be someone's rainbow!*

### **Reasons to Join SEPTA:**

- ❖ You have a child that receives speech, counseling, resource room, reading, occupational therapy, physical therapy, or if your child is in a special education class.
- ❖ You know a child with special needs.
- ❖ You care about the quality of education and resources for all children.
- ❖ Your support of SEPTA helps us to provide programs and scholarships for graduating special education students.

Online membership: <https://levittownsepta.memberhub.store>



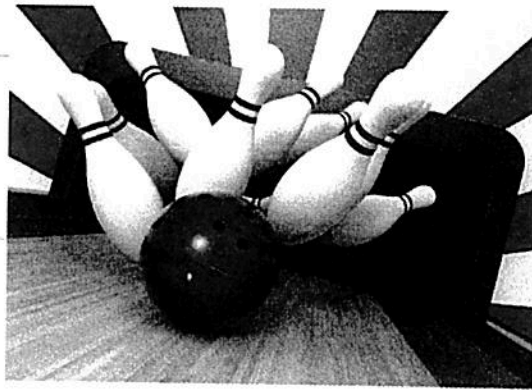
# NORTHSIDE SCHOOL

**BACK  
TO  
SCHOOL**

**Friday  
Sept. 9, 2022  
6-8 pm**

**Wear sneakers**

## **BOWLING FUNDRAISER**



**RSVP at [NorthsideBowling.com](http://NorthsideBowling.com) by 9/1/22**

***Money to be collected during the first week of school***

***This is not a drop off event***

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Cut here and return with cash to classroom teacher by 9/7/22

**Name \_\_\_\_\_ No. of Attendees: \_\_\_\_\_**

**\$20.00 per person**

**Includes 2 hours of bowling, pizza, unlimited soft drinks.**

***Proceeds to benefit the continued growth of***

***Northside's Outdoor Learning Center***



**LEVITTOWN PUBLIC SCHOOLS**  
Transportation Department  
3816 Hunt Road  
Wantagh, NY 11793  
*"Success for Every Student"*



Phone (516) 434-7589  
Fax (516) 520-8348

### **Town of Hempstead School Bus Safety Program Launch**

Dear Parent,

As our students return to school this September, Levittown Public Schools is proud to announce the start of a new School Bus Safety Program in partnership with the Town of Hempstead, and in line with NYS Vehicle and Traffic Law 1174-A.

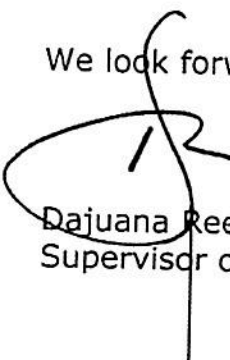
As part of the program, all Levittown owned school buses will be outfitted with safety technology to make the ride to and from school safer for everyone. This technology includes stop-arm enforcement cameras designed to detect vehicles that illegally pass stopped school buses while the bus's stop sign arm and red lights are engaged. The Town then reviews the footage to determine whether to issue a violation by mail.

The safety of our Levittown children is, and always will be, our top priority. The New York Association for Pupil Transportation estimates that motorists illegally pass stopped school buses in New York State 50,000 times a day, and Levittown is no exception. Over time, this safety initiative seeks to curb dangerous driving behavior around school buses.

All this technology has been provided at zero cost to the school district and its taxpayers. This program is 100% violator funded.

If you would like more information, we invite you to review it on our district website at [www.levittownschoools.com](http://www.levittownschoools.com).

We look forward to seeing you this fall for the return to school!

  
Dajuana Reeves-Alston  
Supervisor of Transportation



**LEVITTOWN PUBLIC SCHOOLS**  
Levittown Memorial Education Center  
150 Abbey Lane  
Levittown, NY 11756



Mr. Todd Winch, Superintendent of Schools  
516-434-7020  
Fax: 516-520-8314  
twinch@levittownschools.com

August 2022

Dear Parents and Guardians:

It is with great enthusiasm and pride that I assume the role of Superintendent of Schools. Having started my career as a social studies teacher at Division Avenue High School in 1995, it is truly an honor to be selected to lead the district I have called home for most of my professional career. With 27 years of experience as a public educator, I am eager to build upon the work of my predecessors to continue moving the district forward. I would also like to sincerely thank the many community members who have reached out with congratulatory messages.

In addition, please join me in welcoming the two newest members of Central Office: Dr. Beth Ziropiannis, Assistant Superintendent for Curriculum and Instruction, and Mr. Michael Fabiano, Assistant Superintendent for Business and Finance. They bring with them many years of experience, exciting ideas, and a fresh perspective. In becoming part of the team with Debbie Rifkin, our Assistant Superintendent for Human Resources, I do believe we are in an excellent position to enhance the opportunities we provide Levittown students.

Our district has always prided itself on ensuring "Success for Every Student." We will continue to do that by focusing on the needs of all of our students. Whether they seek to pursue post-secondary education, select to enter the workforce on a particular career path, or decide to join the military service to defend our nation, we will do everything we can to support their goals and dreams. As part of that process, please look out for several surveys that will allow us to collect feedback from students and parents, as we plan for the future of our school district.

I hope you enjoy the remaining weeks of the summer. I look forward to serving you, your family, and the entire community. Most importantly, I wish your children much success in the upcoming school year.

Be well,

Mr. Todd Winch  
Superintendent



**LEVITTOWN PUBLIC SCHOOLS**  
Levittown Memorial Education Center  
150 Abbey Lane  
Levittown, NY 11756



Debbie Rifkin  
Assistant Superintendent for Human Resources  
516-434-7030  
Fax: 516-520-8332

August, 2022

Dear Parents,

The safety of our children is the top priority of the Levittown School District. This letter outlines the major safety drills, code of conduct and sex offender notification system used throughout our schools.

In the summer of 2000, the New York State Legislature passed the S.A.V.E. Act, Safe Schools Against Violence in Education. This act is one of the most comprehensive regulations in the nation seeking to address school safety and violence prevention. The legislation covers several specific areas of concern which each district must address.

One such area is the development of a comprehensive School Safety Plan. Our District emergency plan, as well as detailed information about our safety drills including the annual Sheltering/Early Dismissal Drill, can be viewed on our District website under *Parent Resources*.

Another area outlined in the S.A.V.E. legislation is the District Code of Conduct, which is required for the maintenance of order on school grounds. The summary of our Code of Conduct, which must be distributed to all parents as required by law is included with this letter for your review. The entire Code of Conduct can be viewed on our District website under *Parent Resources*.

The Levittown School District uses an e-mail notification system developed by Parents for Megan's Law (PFML) for sex offender notifications. Funded by county, state and federal governments, PFML is a not-for-profit organization dedicated to the prevention of childhood sexual abuse through the provision of education, advocacy, counseling, policy and legislative support services. Subscribers to PFML's e-mail alert system will be notified when a moderate or high-risk sex offender moves into the area. This service is provided to residents at no cost. To sign up for this email notification, go to the district website and click on *Parent Resources*.

Lastly, on September 13, 2010 The Dignity Act was signed into law and took effect on July 1, 2012. New York State's Dignity for All Students Act (The Dignity Act) seeks to provide the State's public elementary and secondary school students with a safe and supportive environment free from discrimination, intimidation, taunting, harassment and bullying on school property, a school bus and/or at a school function. To find out more about this important legislation and what the District does to promote an environment where students feel safe, valued and connected, go to [www.levittownschools.com](http://www.levittownschools.com).

If you have any questions related to student safety or for further information regarding The Dignity Act, please visit our Levittown Public Schools Website or you may contact my office. Good luck in the upcoming school year!

Sincerely,

Debbie Rifkin  
Assistant Superintendent for Human Resources



LEVITTOWN PUBLIC SCHOOLS  
*Code of Conduct Summary - September 2022*

This summary of the school district Code of Conduct has been developed as required by the New York State SAVE Act and will be distributed to students and parents at the beginning of the school year. The entire code is available at the Levittown District Website ([www.Levittownschoools.com](http://www.Levittownschoools.com)). This Code has been adopted by the Board of Education and submitted to the New York State Education Department as required by law. The Code applies to all students, school personnel, parents, and other visitors when on school property (including school buses and vehicles) or attending school functions and extracurricular activities. The Code contains the following provisions:

- Appropriate conduct, dress and language when on school property, including school functions and extracurricular activities as well as appropriate range of disciplinary procedures that may be imposed for violations of the Code.
- Acceptable civil and respectful treatment of teachers, administrators, other school personnel, students, and visitors on school property or at school functions and extracurricular activities as well as roles of teachers, coaches, administrators, other school personnel, the Board of Education and parents.
- Standards and procedures to assure the security and safety of students and school personnel.
- Standards for remote learning.
- Provisions for the removal from the classroom, school property (including school functions and extracurricular activities) detention, suspension of students or other persons who violate the Code or who possess or use illegal substances or weapons, use of physical force, vandalize school property, or violate another student's civil rights, or threaten violence.
- Provisions for the removal of students from the classroom, including plans to ensure continued educational programming and activities for such students.
- Procedures by which violations are reported, determined, discipline measures imposed, and such measures carried out.
- Procedures by which students may be suspended or removed from participation in extracurricular activities, including sports.
- Procedures by which students may be disciplined in school for events that take place out of school when a connection to school exists.
- Provisions that ensure that enforcement of the Code is in compliance with state and federal laws relating to students with disabilities.
- Procedures for notifying local law enforcement agencies of Code violations which constitute a crime.
- Provisions for notifying persons in parental relation to the student of Code violations by the student.
- Provisions and procedures by which a complaint in criminal court, a juvenile delinquency petition or person in need of supervision petition as defined in Article Three and Seven of the Family Court Act will be filed.
- Circumstances under and procedures by which referral to appropriate human services agencies will be made.
- A minimum suspension period, for students who repeatedly are substantially disruptive of the educational process or substantially interfere with the teacher's authority over the classroom will be suspended from school for at least five days. The suspending authority may reduce such period on a case-by-case basis to be consistent with any other state or federal laws.
- Provisions by which students may be searched.

**Please review the Code of Conduct on the district website and then sign and return the portion below:**

I have read and understand the complete version of the Levittown School District Code of Conduct from the district website :

Student Name (please print): \_\_\_\_\_ School \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

Please return this tear-off to your child's classroom teacher (elementary) or 1<sup>st</sup> period teacher (secondary) no later than September 16, 2022.  
Thank you.



LEVITTOWN PUBLIC SCHOOLS  
Levittown Memorial Education Center  
150 Abbey Lane  
Levittown, NY 11756



Debbie Rifkin  
Assistant Superintendent for Human Resources  
516-434-7030  
Fax: 516-520-8332

September, 2022

Dear Parents/Guardians,

In 2010, New York State passed the *Dignity for All Students Act (DASA)*. This law went into effect on July 1, 2012 and protects students from harassment, discrimination and bullying by other students or school employees. It stipulates that no student shall be subjected to discrimination based on his or her *actual or perceived* race, color, national origin, ethnic group, gender identity, or biological sex. DASA explicitly states that bullying, taunting, and intimidation on the protected grounds listed above are all forms of harassment; however, it is not limited to those categories.

*Harassment* under DASA is defined as the "creation of a hostile environment by conduct or verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student's education performance, opportunities or benefits, or mental, emotional or physical well-being..."

*Bullying* under DASA is defined as "hostile activity which harms or induces fear through threat of further aggression and/or creates terror". Bullying may be subtle or easy to identify, done by one person or a group. Bullying often includes a real or perceived power imbalance, intent to harm, threat of further aggression.

*Cyberbullying* under DASA is defined as "the use of technology to harass, threaten, embarrass, or target another person". Examples of cyberbullying include; mean text messages or emails, rumors sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles.

In response to this new law, and following the recommendation of the NYS School Boards Association, Levittown Public Schools reviewed its policies related to student conduct and social-emotional learning. All necessary updates were made and subsequently approved by the Board of Education. These updates are now included in the Board Policies as well as the Code of Conduct for students and include complaint forms, all of which can be found on the school website on the Board of Education page. The District will continue to review its policies to ensure that the most stringent procedures are in place to deal with these issues.

Dignity Act Coordinators have been appointed in each building. They are the building principal and social workers, who have been specially trained. The process for filing a concern is available on the school website or can be picked up in the main office of your school. Every reported incident of bullying should be recorded and documented.

Dignity Act Training has been given to all employees and will continue throughout the school year. The District will continue to deliver its curriculum to promote civility and citizenship, and as is always the case, a partnership between home and school is essential.

Please continue to visit the school website at [www.levittownschoools.com](http://www.levittownschoools.com) and follow the instructions for continuously updated information.

Sincerely,

Debbie Rifkin  
Civil Rights Compliance Officer



LEVITTOWN PUBLIC SCHOOLS  
Levittown Memorial Education Center  
150 Abbey Lane  
Levittown, NY 11756



Form A – Parents' Notification  
ESSA Right-to-Know

Ms. Debbie Rifkin  
Assistant Superintendent for Human Resources  
(516) 434-7030  
Fax: (516) 520-8332

August, 2022

Dear Parent/Guardian,

I am writing in compliance with provisions of the federal ESSA – Every Student Succeeds Act to inform you that, if your child's school receives Title I federal funding, you have a right to request information regarding the qualifications of your child's classroom teacher as well as any paraprofessional staff who may be working to assist your child.

You have a right to know:

- If your child's teacher has met State certification criteria for the current grade level and subject he or she is teaching;
- Whether your child's teacher is teaching under an "emergency" license or temporary status through which state qualification or licensing criteria has been waived;
- The baccalaureate degree major and graduate degree held by the teacher who is currently teaching your child as well as field of discipline of the degree held by the teacher;
- Whether your child is taught by a paraprofessional and if so, the qualifications of this individual.

We will be happy to provide this information to you. Simply fill out the form, which can be accessed on the district website ([www.levittownschools.com](http://www.levittownschools.com)). Click on **Parents, More Parent Resources, Parents' Right to Know Information and Form**. You may print the form, fill it out and mail it to the address below. The requested information will be completed and mailed to you.

Levittown School District  
Att: Department of Human Resources  
Memorial Education Center  
150 Abbey Lane  
Levittown, N.Y. 11756

Sincerely,

  
Debbie Rifkin



**LEVITTOWN PUBLIC SCHOOLS**  
Levittown Memorial Education Center  
150 Abbey Lane  
Levittown, NY 11756



Debbie Rifkin  
Assistant Superintendent for Human Resources  
516-434-7030  
Fax: 516-520-8332

September, 2022

Dear Parents/Guardians:

Each elementary school in our district has a mental health team on site composed of psychologists and social workers. They are available to meet the social and emotional needs of your child.

In addition, if you or your child would like access to a certified school counselor, please feel free to reach out to your principal who will put you in touch with one of our guidance counselors.

Sincerely,



Debbie Rifkin

DR/ds



LEVITTOWN PUBLIC SCHOOLS  
Levittown Memorial Education Center  
150 Abbey Lane  
Levittown, NY 11756



Christopher Milano  
Director of Facilities  
516-434-7554

July, 2022

Dear Parents:

Our District Wide Safety Plan references specific responses to crisis situations. Our responses will help us prepare for a variety of different emergencies. Each school year, these drills are practiced by students and staff to ensure their effectiveness. In many instances, these drills are conducted in cooperation with the 8<sup>th</sup> or 1<sup>st</sup> precincts of the Nassau County Police Department. Below you will find a brief description of each drill.

#### **Emergency Drills**

In accordance with NYS Education Law, schools are required to hold twelve emergency drills per year, four of which must be lockdown drills, and the remaining eight are required to be evacuation drills. Eight of the required twelve drills will be completed by December 31<sup>st</sup>.

#### **Emergency Sheltering Drill & Early Dismissal Drill (District Wide)**

The Commissioner of Education and the Board of Regents require all school districts under Section 155.13 of the Commissioner's regulations to conduct an **emergency sheltering drill** and **early dismissal drill** each year. Students will be dismissed from school early. **Due to COVID-19, all dates, times and procedures are subject to change at the direction of NYS Education Department.**

On **November 10th, 2022** approximately 20 minutes before dismissal (3:08 PM elementary schools, 2:35 PM for Middle Schools and 2:05 for High Schools\*\*) students will be assembled in the designated sheltering areas for their building. **Approximately ten minutes before the end of the day (3:18 PM elementary, 2:45 PM middle and 2:15 for high schools) students will be dismissed.** Transportation will be adjusted on that day for all students who are eligible for bus services. All parents should make necessary arrangements to ensure adequate coverage for their student's arrival home ten minutes early. All after-school activities including the LAP program will **not** be canceled.

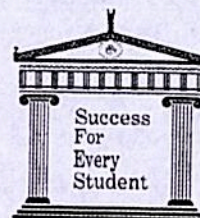
#### **Lock Out Drill**

This is a procedure that allows the school to continue with the normal school day but curtails outside activity and allows no unauthorized personnel into the building. The "lock out" is most commonly used when the threat is general or the incident is occurring outside the school building or on an off-school property.





LEVITTOWN PUBLIC SCHOOLS  
Northside School  
35 Pelican Road  
Levittown, New York 11756



*Success for Every Student*

Frank Mortillaro, Principal  
Dyanne Case, Asst. Principal  
516-434-7500

September 2022

Dear Northside Families:

In order to provide a safe and secure dismissal for your children, please complete your child's regular daily dismissal routine below and return this letter to your child's teacher no later than Friday, September 9, 2022. Please be aware that we cannot release children to persons other than parents or those designated on the Emergency Contact Card.

If your child's regular dismissal routine changes from what has been indicated below, a written note that includes the date and parent/guardian's signature must be received in the morning from the student's parent/guardian giving permission for the student to be released to the person indicated on the Emergency Card. Please note that the person will be required to pick up the student in the Main Entrance, show picture identification (such as a Driver's License), and sign for the student. Please be aware that any older siblings that are released to the younger siblings classroom must be released at the younger siblings class exit. We appreciate your understanding in this matter. We are strongly following this procedure as to ensure the safety of all the children of the Northside community.

Sincerely,  
Frank Mortillaro  
Principal

Day of the Week	Regular Daily Dismissal Routine
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

My child \_\_\_\_\_ in \_\_\_\_\_'s class will follow the  
*Full Student's Name* *Teacher's Name*  
regular daily dismissal routines as stated above.

Parent/Guardian Print Name \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Dated \_\_\_\_\_





LEVITTOWN PUBLIC SCHOOLS  
Northside School  
35 Pelican Road  
Levittown, New York 11756



*Success for Every Student*

Frank Mortillaro, Principal  
Dyanne Case, Asst. Principal  
516-434-7500

September 2022

Dear Northside Families,

One of the goals of Northside School is to extend the lines of communication between our students' families and our school. We would like to compile a list for our Class Parents to utilize in order to contact families for special classroom events. We would also like to generate a second list for the parents of each class member to assist in the social development of the children. This "parent list" can be used to schedule play dates and other social activities between the children and their families. To achieve this, we are requesting your permission to release your information including child's name, parent's name, address, and home phone number, to the Class Parent(s) designated in your child's class.

In order for us to release your information for the 2022-2023 school year, we will need to receive this completed release form by Friday, September 23, 2022. If you do not wish to release your information, the class list will be distributed to the Class Parent(s) without your information.

Sincerely,

Frank Mortillaro  
Principal

\*\*\*\*\*

Please circle **DO** or **DO NOT** for each of the following choices:

I \_\_\_\_\_ **DO/DO NOT** wish to have my contact information released to the  
Print Parent/Guardian Name Class Parent(s) as follows for the 2022-2023 school year:

\_\_\_\_\_  
Parent/Guardian Signature Date

I \_\_\_\_\_ **DO/DO NOT** wish to provide my contact information released to all the members  
of my child's class.

Child's Name \_\_\_\_\_

Parent(s) Name(s) & Address \_\_\_\_\_

Home Telephone Number \_\_\_\_\_



**LEVITTOWN PUBLIC SCHOOLS**  
**Levittown Memorial Education Center**  
**150 Abbey Lane**  
**Levittown, NY 11756**

**STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES**  
**(ACCEPTABLE USE POLICY)**

**Student Agreement and Parent Permission Form**

Student agreement must be renewed each academic year.

**I. STUDENT SECTION**

Student's Name (please print) \_\_\_\_\_ Grade \_\_\_\_\_

School \_\_\_\_\_ Homeroom/Class \_\_\_\_\_

I have read the Student Use of Computerized Information Resources Acceptable Use Policy. I understand and agree to follow the rules contained in this Policy. I understand that if I violate the rules my account can be suspended or cancelled and I may face other disciplinary actions, which may include expulsion, and/or appropriate legal action.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**II. PARENT OR GUARDIAN SECTION**

As the parent or legal guardian of the student signing above, I have read the Student Use of Computerized Information Resources Acceptable Use Policy and grant permission for my son/daughter to computer access. I understand that the district's computing resources are designed for educational purposes. I also understand that it is impossible for Levittown School District to restrict access to all controversial materials and I will not hold them responsible. I understand that individuals and families may be held liable for violations. Furthermore, I accept full responsibility for supervision of my child's use in and outside of a school setting.

Parent's Name (please print) \_\_\_\_\_

Home Address \_\_\_\_\_ Phone # \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_



**SUBJECT: STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES  
(ACCEPTABLE USE POLICY)**

This policy is in accordance with the Internet safety guidelines set forth by the Children's Internet Protection Act of 2001, (CIPA", 47 USC 254 [h]) and the Neighborhood Children's Internet Protection Act ("NCIPA"). The Levittown Union Free School District provides all students and staff access to a wide range of computer resources for the advancement of teaching and learning. Our goal in making this service available is to promote educational excellence by facilitating learning and enabling students to become technologically literate, to supply staff with the necessary tools to ensure their students reach their full potential, and to support district graduation goals that require each student demonstrate computer literacy skills.

**Purpose**

The purpose of this policy is to ensure that use of the district's digital resources, networks and the Internet is consistent with our stated mission, goals, and objects. The procedures that follow provide details regarding the appropriate and inappropriate use of the District's resources, network and Internet. The smooth operation of the District relies and expects all users to conduct themselves in a responsible, ethical, professional and decent manner while using the District computers.

All students will be supervised or monitored when accessing or using the district's computers, networks and Internet. *When an account is created for a student or staff member, individuals are legally bound to the terms and conditions outlined in this policy.*

The district's computers can be used to connect to many digital resources including the Internet. These connections, via the network, will provide opportunities for collaboration and innovation throughout the district and worldwide. The purpose for providing access to the network and the Internet is to offer resources to students and teachers for instructional purposes only. The district regards this access as a privilege, not a right. Access entails responsibility.

**Acceptable Use**

The purpose of instructional technologies, including use of the district's digital resources, networks and the Internet is solely to support education and research and must be consistent with Levittown School District mission and educational goals. The district expects all users to be responsible for good behavior and judgment on computer equipment. In addition to specific guidelines listed here, general school rules for behavior and communications also apply to communications on the network. This communication is often public in nature. Users will abide by the rules of network etiquette. Equipment is provided for students to conduct research and communicate appropriately with others. Independent access to network services is provided only to students who agree to act in a considerate and responsible manner.

(continued)



**SUBJECT: STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES  
(ACCEPTABLE USE POLICY)**

Individual users of the district computer networks are responsible for their behavior and communications. Users will comply with district standards and will honor the agreements they have signed. Users are responsible at all times for proper use of their accounts. Users are to protect their accounts' passwords and not share, loan and/or disseminate them.

**Unacceptable Use**

Any violations of the Levittown School District's Digital Resources, Networks and Internet regulations may result in permanent loss of computer access, as well as other disciplinary or legal action. Users are considered subject to all local, state and federal laws.

- **Illegal or Indecent Use:** Using district computers for illegal, harassing, bullying, vandalism, indecent or inappropriate purposes are strictly forbidden.
- **Illegal activity** includes a violation of federal, state, local laws including but not limited to copyright infringement laws or any other material deemed "harmful to minors".
- **Harassing activities** includes unreasonably interfering with an individual's performance in school or smooth operation of the school. This may include but not limited to: insults, slurs, discrimination, defamation of character, cyber bullying, obscene language, jokes, cartoons, pranks, jokes, unwelcome compliments, or other communications creating an offensive or hostile environment.
- **Vandalism activities** include but are not limited to any action taken to trespass, damage or destroy data, software, or equipment.
- **Indecent activities** include but are not limited to accessing, storing, printing or viewing pornographic, sexually explicit, indecent or inappropriate material
- **Inappropriate activities** include but are not limited to: accessing social networking sites, un-censored blogs, and violating social accepted standards including the ones listed in this document.
- **Disruptive Use:** Using District computers to disrupt services or equipment from working effectively is strictly forbidden and includes but is not limited to: "bypassing the district's website filtering system", "hacking into", "Spamming", creating/promoting viruses, or overwhelming the system.
- **Political:** This may include, but is not limited to, using District computers to advocate political opinions directly or indirectly.

(continued)



L/EB

**SUBJECT: STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES  
(ACCEPTABLE USE POLICY)**

- Personal or Commercial: This may include, but is not limited to, using District computers for product advertisement, political lobbying, gambling or any illegal activities.
- Unauthorized Use: Only Levittown students, district employees, and others authorized by the District may use the District's equipment is strictly forbidden.

**Privacy**

Access to computers and people from around the world also increases the availability of material that may not be considered to be of educational value. In spite of our efforts to establish regulations for the system, families must be aware that some material obtained via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive. In accordance with the guidelines set forth by CIPA and NCIPA, the district has worked with the Internet Service Provider to take precautions to restrict access to the most controversial material through filtering software. Filtering is provided locally for all Internet enabled computers used by students, patrons, and staff on a networked basis. The filtering software restricts the use of electronic mail, social networking sites, chat rooms, instant messaging and other forms of direct electronic personal communications. However, on a global network it is impossible to control all materials and a user may discover controversial information, either by accident or deliberately. We believe that the benefits to students from online access outweigh the possibility that users may procure materials that are not consistent with our educational goals. School instructional staff will supervise online activities by the students; nevertheless, the user maintains ultimate responsibility for his/her actions in accessing Internet resources. Just as students are responsible for their actions in school, they are required to learn and use correct procedures and rules for using educational technologies.

All communication and information accessible via the computer resources are regarded as school property. Users should not expect that e-mails or files stored on district's storage areas guarantee privacy. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Messages relating to or in support of illegal or irresponsible activities may be reported to the authorities.

**Discipline**

Inappropriate use of the district's networks will result in disciplinary action. The Director of Computer and Library Media Services will deem what is inappropriate use and the decision is final. The administration, faculty and staff may request the system administrators to deny, revoke or suspend specific user accounts. Disciplinary actions may include: account(s) (termination or denial), internet account(s) (termination or denial), suspension/expulsion for students and termination of employment for employees, and/or legal actions.

(continued)



**SUBJECT: STUDENT USE OF COMPUTERIZED INFORMATION RESOURCES  
(ACCEPTABLE USE POLICY)**

**Disclaimer**

The Levittown School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. We assume no responsibility or liability for any phone charges, usage fees or financial obligations, nor for any damages a user may suffer as a result of using the district's networks. This includes loss of data resulting from delays, corrupted files, mis-deliveries, or service interruptions caused by its own negligence or users' errors or omissions. Use of any information obtained via the Internet is at users' own risk. We specifically deny any responsibility for the accuracy or quality of information obtained through its services.

Adopted: February 10, 1999  
Revised: November 13, 2002  
Revised: September 5, 2007

Re-Adopted: January 25, 2012



# Levittown Public Schools

2022-2023 School Calendar

This calendar has 178 student attendance days and 4 teacher conference days.

Superintendent's Conference Day - No School for Students: Sept 11, 2, November 8  
(Parent/Teacher Conferences) and April 21

First day of School for Students: September 6

Last day of School for Students: June 23

Days off for Students:

September 5 Labor Day  
26 Rosh Hashanah  
27 Rosh Hashanah

October 5 Yom Kippur  
10 Columbus Day  
24 Diwali

November 8 Election Day/Supt. Conf Day  
Elementary P/T Conferences  
11 Veteran's Day  
24 Thanksgiving Recess  
25 Thanksgiving Recess

December 26 Winter Recess  
27 Winter Recess  
28 Winter Recess  
29 Winter Recess  
30 Winter Recess

January 2 New Years Day Observed  
16 Martin Luther King Day  
20 Presidents Day  
21 February Recess  
22 February Recess  
23 February Recess  
24 February Recess

February 6 Holy Thursday  
7 Good Friday  
10 Spring Recess  
11 Spring Recess  
12 Spring Recess  
13 Spring Recess  
14 Spring Recess  
21 Supt Conference Day

March 19 Juneteenth

April 29 Memorial Day

May 19 Juneteenth

June 19 Juneteenth

July 19 Juneteenth

August 19 Juneteenth

September 19 Juneteenth

October 19 Juneteenth

November 19 Juneteenth

December 19 Juneteenth

January 19 Juneteenth

February 19 Juneteenth

March 19 Juneteenth

April 19 Juneteenth

May 19 Juneteenth

June 19 Juneteenth

July 19 Juneteenth

August 19 Juneteenth

September 19 Juneteenth

October 19 Juneteenth

November 19 Juneteenth

December 19 Juneteenth

January 19 Juneteenth

February 19 Juneteenth

March 19 Juneteenth

April 19 Juneteenth

May 19 Juneteenth

June 19 Juneteenth

Approved: 3/9/22

If MORE THAN 2 snow days are used, remote instruction may be provided on additional snow days. OR additional in-person school days will be scheduled as follows:

0	No School on May 26
1	No School on May 26
2	No additional Days Off
3	There will be school on April 6
4	There will be school on April 6 & 14

Approved: 3/9/22