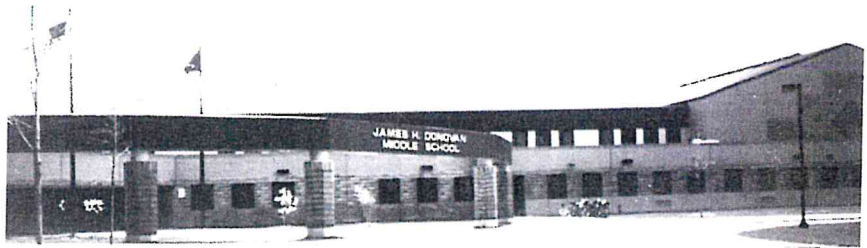


Donovan Middle School
1701 Noyes Street
Utica, New York 13502

Ann Marie Palladino,
Principal
315-368-6542



July 11, 2022

Dear Parent/Guardian:

Enclosed you will find a 2022-2023 District Calendar, Code of Conduct Summary, Title I Notification Letter, school supply list and Meet the Principal flyer. Information and calendars will be mailed home monthly to keep you updated on scheduled events throughout the year and will be posted on the school website www.uticaschools.org/donovan.

Please note that, address changes require the following proof: bill with name and address (National Grid, Spectrum TV, etc.), SSI Award letter, TANF Budget Sheet or landlord statement with landlord's contact information. If you have any questions or your child will not be attending Donovan in September, please call 315-368-6545.

Additional mailings will follow in July with your child's current information listed on file in our system for your review and an August mailing with your child's schedule. Bus information will be sent to you directly from the Durham Bus Company.

Our support team consists of the following:

STUDENTS LAST NAMES A-L

Ms. Racioppa, Counselor 315-368-6553
Mr. Timpano, Assistant Principal 315-368-6555

STUDENTS LAST NAMES M-Z and YOUNG SCHOLARS

Mr. Mullen, Counselor 315-368-6554
Mrs. Guerrero, Assistant Principal 315-368-6544

SAVE THE DATES

August 22, 23, 24 and 25 (8:30-11:30 AM) Orientation and Building Tours:

All students new to Donovan along with parents/guardians are invited to school for an orientation to obtain a copy of their schedule, walk through the building, practice using their locker, have a guided tour of the building, and ask any questions they may have. You may come anytime between 8:30-11:30 on the dates listed. Please only attend once. Park in the parking lots and enter through the main entrance.

September 6: First Day of School for Students

Sincerely,

Miss Palladino
Principal



UTICA CITY SCHOOL DISTRICT

SUMMARY – CODE OF CONDUCT

NOTE THAT A COMPLETE COPY OF THE CODE OF CONDUCT IS AVAILABLE FROM THE SCHOOL, FROM CENTRAL ADMINISTRATIVE OFFICE, OR ON THE DISTRICT WEBSITE

Dear Parent/Guardian/Student:

The Utica City School District is committed to providing all students, teachers, district personnel, and visitors with a safe and pleasant environment. Our purpose is to offer a quality education in an environment free of discrimination, harassment and bullying. The Utica City School District recognizes that a positive school climate is an important factor in effective student management. A positive school climate helps to foster high levels of personal student growth and academic achievement and is predicated on the principles of safety, trust and effective communication among all stakeholders including parents, students, teachers and the entire school community. In addition, all students have the right to access educational and extracurricular activities on an equal basis.

Therefore, we have adopted a “Code of Conduct” that applies to everyone involved in our schools. You should also know that New York State’s Safe Schools Against Violence in Education Act and Section 100.2 of the Regulations of the Commissioner of Education require that each school district in the State have such a Code.

Our Code was developed by administrators, teachers, parents, students, and others involved in the schools. It explains the rights and responsibilities of all who utilize our facilities or ride our buses. The guiding principles are those of politeness, respect for each other, tolerance, and honesty. We especially ask students to help us maintain a safe and orderly environment, to ask questions if there is anything they don’t understand, and to ask for help with problems. We also expect them to accept responsibility for what they do or do not do. Therefore, our Code focuses on respect for the rights and property of others and on the safety of everyone.

Students who refuse to follow the rules by being disorderly, insubordinate, disruptive, or violent or who place others in physical or moral danger will be disciplined. This discipline could range from a warning to permanent removal from school.

Discipline will be based on the following categories. (the complete list appears in the Code of Conduct):

Category 1 – includes disorderly conduct, insubordination, false identification, possession of electronic devices (i.e. cell phones, iPods, etc.), harassment, academic misconduct, and misconduct on the bus.

Category 2 – includes vandalism, endangering safety, health, or welfare of others (including bullying and cyber bullying), fraud, forgery, sexual harassment, and chronic insubordination.

Revised April, 2020

Category 3 (Zero Tolerance) – includes violent conduct, possession of drugs and/or alcohol, conduct endangering the safety, health, or welfare of others, and sexual misconduct.

Students are expected to report any school related violations of the Code to a staff member immediately. Remember that we are all responsible for the health, safety and well being of everyone.

Students who violate the Code will be subject to a consequence. Typically, consequences become more severe if the misbehavior continues or if a Zero Tolerance offense has been committed. Consequences range from an oral warning to permanent suspension from school. A complete list appears in the Code.

We would like to remind parents/guardians and students that transportation is a privilege of the student, not a right, and that the school district is not mandated to provide transportation. Pupil actions and behavior will be addressed in relation to the severity and frequency of the misconduct. The Code of Conduct of the Utica City School District extends to the transportation system of the District. Continued misconduct will result in the removal of bus privileges.

We expect all students, parents/guardians, visitors, and members of the staff to dress neatly and appropriately for all school activities and functions. We also expect all students to pay attention to personal cleanliness.

Our Dress Code is explained in detail in the complete Code, but it requires students dress in a manner that will not interfere with the main purpose of school education. Any student who is not dressed properly will be asked to correct the problem. Anyone who refuses will be subject to discipline, up to and including suspension from school.

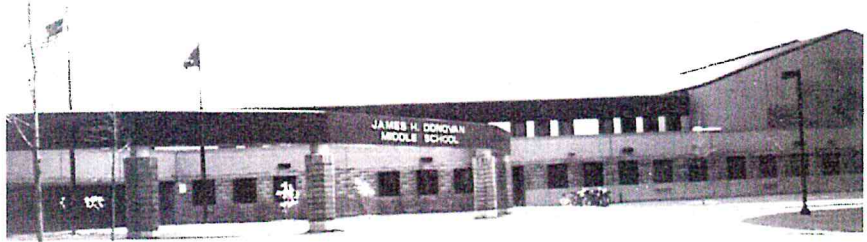
Students and parents have rights. Students are to be informed of the reason for any consequences and will have an opportunity to explain their version of the event that led to the disciplinary action. Parents have the right to be informed also. In extreme cases, such as Category 3, the school official may be required to request a Superintendent's Hearing. The Code includes information on specific rights of parents/guardians and students, including the right to counsel.

Finally, in accordance with New York State Law, visitors to the school must report to the main office to request permission to visit anyone in the building. Visitors may be asked to show identification. The principal or his/her designee may or may not grant such permission. If permission is granted, the visitor is to sign a register and will be issued a pass, which must be worn until departure. All visitors to any school, regardless of the purpose of the visits, must behave in a polite and respectful manner. Violators of this policy may be restricted from school property and/or prosecuted.

Thank you for your anticipated support and cooperation.

Donovan Middle School
1701 Noyes Street
Utica, New York 13502

Ann Marie Palladino, Principal
315-368-6542
apalladino@uticaschools.org



Re: Title I School Accountability Status
July 13, 2022

Dear Parent/Guardian:

Every Student Succeeds Act (ESSA) requires Title I schools to notify all parents of the school's accountability status as identified by the New York State Education Department School Report Card. You may access the New York State Education Department's website at <http://data.nysed.gov> to review the report card and Donovan Middle School's performance compared to other comparable schools in the State.

The New York State Education Department has identified the Utica City School District as a Target District due to:

- the performance of students on the Elementary and Middle School New York State ELA and Math assessments for four subgroups, High School Achievement for three subgroups and combined Graduation Rate.

The New York State Education Department has designated Senator James H. Donovan School as Targeted Support & Improvement (TSI) School due to:

- composite performance achievement level for one subgroup
- chronic absenteeism one subgroup

In an effort to improve student performance, the District has initiated programs that will accelerate reading and math achievement to ensure that all students meet the New York State Learning Standards, has established protocols for the continued monitoring of student progress, and will continue to deliver Academic Intervention Services (AIS) to all targeted students. In addition, several professional development sessions will be offered to staff and school leaders.

Please note, that school accountability still requires 95% of students in each tested grade and subgroup participate in required New York State Assessments. These test results do provide the faculty and staff with valuable data and information that can be used to guide instruction, give accurate measures of performance, and help provide students with the appropriate level of support.

Please be assured that the administration and staff at Donovan Middle School are highly qualified and committed to helping your child perform at his/her highest level of achievement. The educational progress of your child is of primary importance, and working together, we can ensure your child's success.

I would like to thank all the parents/guardians for their support and dedication to Senator James H. Donovan Middle School. We look forward to another positive and productive school year.

Please feel free to contact me with any questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads "Ann Marie Palladino". The signature is cursive and fluid.

Miss Palladino

DONOVAN MIDDLE SCHOOL GENERAL SUPPLY LIST

All students will be asked to have the following school supplies in September. Students having trouble getting all their supplies are encouraged to see their counselor in the Fall.

- ◆ Loose leaf paper (3 packs)
- ◆ 6 one subject notebooks
- ◆ Blue or black pens (3 packs)
- ◆ Pencils (3 packs)
- ◆ One package of index cards
- ◆ One package of sticky notes
- ◆ Large eraser for Art
- ◆ Pencil Sharpener
- ◆ Eight 2-pocket folders (one to be used as a homework folder)
- ◆ Highlighters (3 packs)
- ◆ Protractor
- ◆ For Physical Education class: change of clothes including; t-shirts, shorts, sweatpants, sweatshirts, socks, and sneakers
- ◆ LOCK: Students will need one lock for their gym lockers. Lockers located in the hallways will now have combination locks. More details to follow.
- ◆ ALGEBRA STUDENTS ONLY: 1 subject notebook, pack of pencils, 4 AAA batteries

*Please refresh supplies as needed throughout the year.

This list is also available on the Donovan Middle School web site

<http://www.uticaschools.org/donovan>

Meet Principal Palladino

2022-2023

The Basics



Hi. My name is Miss Palladino. This is my 30th year in the Utica City School District. I have taught in the district for 13 years (Watson Williams, Columbus and Donovan: Grades 3, 4, 5 and 6). I have been at DMS for 17 years-Teacher, Administrative Intern, Assistant Principal and now your Principal.



My Family

- I grew up in Utica and attended Utica Schools. I graduated from UFA better known as USA my senior year when the three high schools consolidated. I have one son, Drew, who graduated from Proctor High School a few years ago. I have one dog, Max, a Puggle.

Contact Me

Email: apalladino@uticaschools.org

School Phone Number: (315) 368-6541

Website: www.uticaschools.org/donovan

Favorite Quote

- "I've failed over and over and over again in my life and that is why I succeed.*
 - Talent wins games, but teamwork and intelligence win championships.*
 - I can accept failure, everyone fails at something, but I can't accept not trying.*
 - Some people want it to happen, some wish it would happen, others make it happen.*
 - One day, you might look up and see me playing the game at 50. Don't laugh. Never say never, because limits, like fears, are often just an illusion.*
 - You have to expect things of yourself before you can do them.*
 - There is no 'i' in team but there is in win.*
 - Just play. Have fun. Enjoy the game.*
 - I've always believed that if you put in the work, the results will come."*
- MICHAEL JORDAN

FOR ACTION:

Volume LVI

Report No. S – 70

SUBJECT:

Utica City School District 2022-2023 School Calendar

Authorization is requested of the Board of Education to adopt the Utica City School District 2022-2023 School Calendar.

JULY 2022							AUGUST 2022							SEPTEMBER 2022						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
					1*	2		1	2	3	4	5	6					(1)	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12*	13	4	5	6	7	8	9*	10
10	11	12	13	14	15*	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26*	27	18	19	20	21	22	23*	24
24	25	26	27	28	29*	30	28	29	30	(31)				25	26	27	28	29	30	
31																				
OCTOBER 2022							NOVEMBER 2022							DECEMBER 2022						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
						1			1	2	3	4*	5					1	2*	3
2	3	4	5	6	7*	8	6	7	(8)	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18*	19	11	12	13	14	15	16*	17
16	17	18	19	20	21*	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30*	31
30	31																			
JANUARY 2023							FEBRUARY 2023							MARCH 2023						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4
8	9	10	11	12	13*	14	5	6	7	8	9	10*	11	5	6	7	8	9	10*	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18
22	23	24	25	26	27*	28	19	20	21	22	23	24*	25	19	20	21	22	23	24*	25
29	30	31					26	27	28					26	27	28	29	30	31	
APRIL 2023							MAY 2023							JUNE 2023						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
						1		1	2	3	4	5*	6					1	2*	3
2	3	4	5	6	7*	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	(16)	17	18	19*	20	11	12	13	14	15	16*	17
16	17	18	19	20	21*	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30*	
30																				

12 MONTH EMPLOYEE		SCHOOL RECESS DAYS		SPECIAL DAYS	
July 4	Independence Day	Sept. 5	Labor Day	Aug. 31	Superintendent's Conference Day
Sept. 5	Labor Day	Oct. 10	Columbus Day	Sept. 1	Superintendent's Conference Day
Oct. 10	Columbus Day	Nov. 11	Veterans' Day	Sept. 6	First Day of School for Students
Nov. 11	Veterans' Day	Nov. 23-25	Thanksgiving Recess	Nov. 8	Superintendent's Conference Day
Nov. 23-25	Thanksgiving Recess	Dec. 23-Jan. 2	Winter Recess	Jan. 24-27	Regents Exams
Dec. 23, 26; Jan. 2	Christmas Recess	Jan. 16	M.L. King, Jr. Day	Jan. 30	Second Semester Begins
Jan. 16	M.L. King, Jr. Day	Feb. 20-24	Mid-Winter Recess	May 16	Superintendent's Conference Day
Feb. 20	Presidents' Day	April 7-14	Spring Recess	June 14-16	Regents Exams
April 7	Good Friday	May 29	Memorial Day	June 20-23	Regents Exams
May 29	Memorial Day	June 19	Juneteenth	June 23	Regents Rating Day
June 19	Juneteenth			June 23	Last Day for All Students
				June 23	High School Graduation

REPORT CARD PERIOD ENDS	INSERVICE ½ DAYS Elementary K-6	STUDENT ATTENDANCE	
November 11	June 8 Rating Day	September 19	February 15
January 27	June 14 Rating Day	October 20	March 23
April 7		November 17	April 14
June 23		December 16	May 21
		January 20	June 16
		Total Student Days	181

LEGEND: * Pay Days

Regents Exams

(Supt. Conf. Days)

15 Minute Early Release

School Recess

1/2 Day In-service

Regents' Rating Day

APPROVED BY THE BOARD OF EDUCATION AT THE REGULAR MEETING ON: MARCH 22, 2022

SCHOOL CALENDAR DIGEST: 2022-2023

Provision for School Closing Due to Weather Related Conditions or Other Emergency Situations

The following will apply relative to the administration of the school calendar to ensure that school closings do not cause the number of days in session to drop below the number required by law.

Contingent School Closing Day:

- If 0 inclement weather days are used, May 12, 19, 26, and June 2 will become recess days.
If 1 inclement weather day is used, May 12, 19, and May 26 will become recess days.
If 2 inclement weather days are used, May 12, and May 26 become recess days.
If 3 inclement weather days are used, May 26 will become recess days.
If 4 inclement weather days are used, there will be no recess days on May 12, May 19, May 26, and June 2.

If an emergency situation forces the Utica City School District's schools to close for more than four (4) days, school will be in session beginning April 7, 10, 11, and 12 each day beyond four (4) and in that order.

All staff members are cautioned NOT to commit to any irrevocable plans for the Spring (April 7-14) Recess or any other recess days in the event that any or all of these days will be required to make up for lost student days due to emergency closings.

If an emergency situation forces schools to close more than ten (10) days, the district, in consultation with various bargaining units, will make adjustments necessary to conform to state law.

Summary: Maximum Number of Days Available for Emergency School Closings.

Table with 2 columns: Description and Number of Days. Rows include: Minimum Required per School Year by Statute Including Conference Days (180), Scheduled Student Days (181), Add: Days Teachers are in Attendance for Staff conference days as authorized by the Commissioner of Education (4), Total Days School is in Session Including Staff Conference Days (185), Days Available for Emergency School Closings (4).

In the event an inclement weather recess day falls on a pay day, payroll checks may be picked up by employees at the Administration Building, 929 York Street, between the hours of 11:00 a.m. - 1:00 p.m.