

Hazleton Area School District

Hazle Township Early Learning Center



Student Handbook

2023 -2024

Hazle Township Early Learning Center

1400 West 23rd Street

Hazle Township, PA 18202

Phone: 459-3221 Ext. 23500

Fax: (570) 450-6547

Website Address: www.hasd.k12.org/elc



Mission Statement

The mission of the Hazleton Area School District is to educate all students to become self-directed, life-long learners and responsible, contributing members of society.

General Number (570) 459-3221

Principal

Jeanne Conahan, Ed. D.
Ext. 23505

Assistant Principal

Mark A. DeLese, Ed. D.
Ext. 29501

Guidance Counselor

Desiree Sharkey
Ext. 29516

School Nurse

Tammy Limongelli
Ext. 23591

Secretarial Staff

XXXXXX
Ext. 23500

Security

XXXXXX
Ext. 23593

Interpreter

Aurora Felix
Ext. 23545



School Mission Statement

AT HTELC our philosophy is one of inclusion, acceptance, respect and tolerance. We believe all students are entitled to a quality education in an atmosphere that promotes self-discovery. The tone and climate of our school is upbeat and positive. At HTELC we embrace parent involvement and welcome parents to be an active partner with us as we strive to help all children maximize their potential!

NON-DISCRIMINATION POLICY

The Hazleton Area School District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities and provides equal access to all designated youth groups per the Boy Scouts Act. Inquiries regarding the non-discrimination policies may be directed to the Title IX Coordinator at (570) 459-3221 ext. 81566 or the Section 504 Coordinator at or (570) 459-3111 ext. 3156 at 1515 West 23rd Street, Hazle Township, PA 18202 .

Drills

In an attempt to ensure the safety of your child, HTELC will be conducting various safety drills throughout the school year. These safety drills include evacuation drills to address fires, bomb threats, intruders and chemical spills. The drills are designed to prepare the faculty, staff, and student body in the unfortunate event that something should happen at HTELC. If you have any questions or concerns, please feel free to contact the school at 459-3221 Ext. 23500.



HAZLETON AREA SCHOOL DISTRICT



2023 - 2024 CALENDAR

AUGUST 2023	SEPTEMBER 2023	OCTOBER 2023	NOVEMBER 2023
M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30	M T W T F 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30 31	M T W T F 6 7 8 9 10 13 14 15 16 17 20 21 22 23 24 27 28 29 30
DECEMBER 2023	JANUARY 2024	FEBRUARY 2024	MARCH 2024
M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30 31	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30 31	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30
APRIL 2024	MAY 2024	JUNE 2024	
M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30	M T W T F 3 4 5 6 7 10 11 12 13 14 17 18 19 20 21 24 25 26 27 28	

- School Closed
- Act 80 Day
- Virtual Day
- First & Last Day for Students
- Last Day for Teachers
- Early Dismissal

Aug.	31	-	Act 80 Day
Sep.	4	-	Labor Day
Sep.	5	-	First Day For Students
Oct.	9	-	Columbus Day
Nov.	10	-	Veterans' Day
Nov.	22	-	Early Dismissal for Students & Teachers
Nov.	23 - 27	-	Thanksgiving Holiday
Dec.	22	-	Early Dismissal for Students & Teachers
Dec.	24 - 31	-	Winter Break
Jan.	1	-	Winter Break
Jan.	15	-	Martin Luther King Jr. Day
Jan.	25 - 26	-	Act 80 Days
Feb.	19	-	Presidents' Day
Mar.	28	-	Act 80 Day
Mar.	29	-	Spring Break
Apr.	1	-	Spring Break
May	27	-	Memorial Day
June	7	-	Last Day for Students & Teachers
June	10	-	This day will be made up by teachers through attendance at: <u>MEET THE TEACHER NIGHT</u> (Sept. 25 El./Mid.) (Sept. 26 HAHS, HACC & STEM) <u>OPEN HOUSE</u> (Mar. 21 El./Mid.) <u>GRADUATION</u> (June 7)

NUMBER OF SCHOOL DAYS (ORIGINAL CALENDAR)

	STUDENTS	TEACHERS
August	0	1
September	19	19
October	21	21
November	18	18
December	16	16
January	19	21
February	20	20
March	19	20
April	21	21
May	22	22
June	5	5
Totals:	180	184

November 7	-	End of 1st Quarter
January 24	-	End of 2nd Quarter
April 3	-	End of 3rd Quarter
June 7	-	End of 4th Quarter

EARLY DISMISSAL TIMES

10:30 AM	-	Academy of Sciences (STEM)
10:45 AM	-	High School & Career Center
11:15 AM	-	Middle Schools
12:00 PM	-	Elementary Schools

PSSA (Grades 3 - 8) April 22-26, 2024 (English / Lang. Art.)
April 29 - May 3, 2024 (Science)
April 29 - May 3, 2024 (Math)

KEYSTONE Dec. 4-15, 2023; Jan. 3-17 & May 13-24, 2024

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Board Approved 4/27/2023

Student Arrival Procedure

- ➡ All Grades Enter Through Main Entrance Only.
- ➡ Breakfast is served beginning at 8:30 A.M. ELEMENTARY

Walkers should arrive no earlier than 8:45 a.m. and no later than 9:00 a.m. Enter using the main entrance. After 9:10 a.m. children are considered late and will be marked tardy.

Parents should not park in front of the school to talk with office personnel. You may park in the parking lot shown below and walk to the office.

Parent Pick-Up Procedure

Walkers are dismissed at **3:10PM** from the **MAIN ENTRANCE**. Please wait outside for your child behind the roped-off walkway.

Please do not park in bus lane. All parents must park in the parking lot shown below, get out of their car and walk to the main entrance to meet your child.



Students assigned to a bus must ride that bus home unless a note indicating that the student is to be picked up is signed by the parent and submitted to the homeroom teacher.

Parents must come to the door to sign students out of the building anytime a student needs to be excused early.



Our Faculty



TEACHING STAFF			
Last	First	Grade	Room
Kindergarten			
Catania	Cassandra	K	440
Makowiec	Renee	K	442
Frumkin	Catherine	K	444
Samec	Rebecca	K	445
Wolfe	Lori	K	446
Houser	Kimberly	K	447
1st Grade			
Paulshock	Denise	1	418
Finn	Keelin	1	420
Graham	Stacey	1	421
Pahler	Ashley	1	422
Potence	Mary Rose	1	423
DeMarco	Rebecca	1	424
Tarapchak	Brittney	1	426
2nd Grade			
Fetchko	Peggy	2	425
Lashock	Kelly	2	427
Sledjeski	Jennifer	2	428
Clark	Amanda	2	429
Carichner	Brittany	2	430
Synoski	Pamela	2	431
Karmonick	Kyle	2	432
Special Education			
Villar	Tatiana	AS	443
Dougherty	Erica	K-2	400
Lisiewski	Carol	K-2	400

ESL			
Chirico	Renee	ESL	403
Craig	Jessica	ESL	403
Support			
TBA	TBA	Itinerant	Room
Juka	Jonathan	Math	441
Scalleat	Kimberly	Reading	441
Foderaro	Dora	Speech	
Specials			
Vazquez	Arielis	ART	Art
Piccotti-Fanny	Charissa	MUSIC	Music
Petrulsky	Kristin	GYM	GYM
Uliano	Mark	GYM	GYM
Newcomer Teachers			
Arias	Ana	K	408
Peguero	Gabriela	K	410
Roman	Raquel	K	411
TBA		K	413
Schirmer	Hope	1st	409
Drago	Mackenzie	2nd	406
Davis Fedullo	Melissa Kelly	3rd	401
Johnson	Kristen	4th	404
Elmy	Ryan	6th	405
Carlyon	Kristina	5th	407
Cheslock	Melissa	5th	402
Newcomer Liason			
Pamela	Rojas	K-6th	

Bell Schedule (HTELC)

REGULAR SCHEDULE

➡ Teacher's Day: 8:10-3:40

➡ Student's Day: 8:45-3:40

PERIOD	TIME
1	9:05-9:45
2	9:46-10:24
3	10:25-11:05
4th	1 st Grade Lunch 11:06-11:46
5 th	2 nd - 6 th Grade Lunch 11:47-12:27
6	Kindergarten Lunch 12:35-1:05
7	1:09-1:45
8	1:50-2:30
9	2:30-3:10

Note: All teachers must be at their classroom door by 8:45 to monitor students entering their classrooms.
At no time should students be lined up in the hallways.

Two Hour Delay

PERIOD	TIME
HR	10:45 – 11:05
1 st Per.	11:05 -11:25
2 nd Per.	11:25 – 11:45
3 rd Per. LUNCH 1st Grade	1 st Grade, Art Teacher, Music Teacher, at 11:40-12:10 <i>(1st Grade switch plan from 3rd to 4th)</i>
4 th Per. LUNCH 2 nd - 6 th Grade	12:15-12:45
5 th Per. LUNCH Kindergarten	12:50-1:20
6 th Per.	1:25-1:45
7 th Per.	1:45 – 2:05
8 th Per.	2:05- 2:25
9 th Per.	2:30 –3:00
3 rd Period Plan to be taken 4 th Period	

EARLY DISMISSAL LUNCH SCHEDULE

(please be flexible on an early dismissal. If you can get your class out early, it would facilitate dismissal)

⊕ **K - 10:15-10:40** ⊕ **1st Grade 10:55-11:20**

⊕ **2nd - 6th Grade 11:25 – 11:50**

SNOW DELAYS AND CANCELLATIONS



In the event the weather is bad, school may be cancelled or delayed. In the past school has been cancelled or delayed for snow, ice and very cold temperatures. Parents are asked to please check the school web site for up to the minute information regarding delays and cancellations.

On a Two-Hour Delay, the school doors open at 10:40 Please do not send your child early! Students who arrive early must return home. This is unsafe and the school cannot be held responsible for parents who do not adhere to policy

If the weather is bad or very cold, **PLEASE** watch channel 16, 22 or any local channel for the latest on school closings. You can also visit our web site to see if there is a delay or cancellation. www.hasdk12.org

***PLEASE DO NOT CALL THE SCHOOL TO ASK IF THERE IS A DELAY
we need to keep the phone lines open for emergencies***

ALL HASD STUDENT POLICES CAN BE FOUND AT:

<https://www.boarddocs.com/pa/hazl/Board.nsf/Public>